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Review term: 3 years
Next review: Spring 2021

Revalidation Rules of UK Public Health Register

1. Introduction

- 1.1 Registration with UKPHR is an assurance of competence in public health practice at the time of first registration. Revalidation is a means of ensuring that registrants focus on *maintaining* and *enhancing* the quality of service they provide and *improving* their public health practice while registered.
- 1.2 UKPHR has published its policy and guidance relating to its revalidation requirements, collectively referred to in these rules as “the revalidation scheme”.
- 1.3 These rules give effect to and support UKPHR’s revalidation scheme.

2. Exclusions

- 2.1 These rules do not apply to registrants who are:
 - 2.1.1 Registrants who are also GMC-registered who have completed GMC revalidation within five years of their UKPHR revalidation date; and
 - 2.1.2 Specialty Registrars participating in the Public Health Specialty Training Programme.
- 2.2 Individual registrants or other defined groups of registrants may be excluded from some or all of UKPHR’s revalidation scheme temporarily or indefinitely:
 - 2.2.1 By amendment of these rules by UKPHR’s Board; or
 - 2.2.2 At the discretion of UKPHR’s Registrar.

3. Required elements of revalidation

- 3.1 Registrants are required to undertake UKPHR’s revalidation once every 5 years. This process has replaced UKPHR’s former 5-yearly re-registration process.
- 3.2 The required elements of revalidation are set out in the revalidation scheme. The requirements are differentiated as between specialist and practitioner registrants.
- 3.3 The mandatory elements of the revalidation scheme are as follows:
 - 3.3.1 Appraisal
 - 3.3.2 Personal Development Planning
 - 3.3.3 Health and Conduct Declaration
 - 3.3.4 Adequate insurance or indemnity cover
 - 3.3.5 Continuing Professional Development
 - 3.3.6 Supporting Information of Quality of Service
 - 3.3.7 Confirmation of Compliance.

The revalidation scheme's policies and guidance explain these 7 elements.

4. Revalidation process

- 4.1 UKPHR will notify registrants 6 months prior to the date when their revalidation is due to commence ("the revalidation due date").
- 4.2 Registrants are required to use UKPHR's electronic revalidation programme to apply for and complete their revalidation.
- 4.3 All required elements of the revalidation scheme must be completed satisfactorily for registrants to achieve revalidation.
- 4.4 On satisfactory completion of revalidation, registrants will receive notification from UKPHR and their registration will be re-set for five years, subject to annual renewal, until their next revalidation due date.

5. Incomplete revalidation

- 5.1 Where registrants fail to complete all required elements of the revalidation scheme by 3 months after the revalidation due date or such other date as the Registrar may specify in any individual case, revalidation will be deferred.
- 5.2 UKPHR will notify registrants of deferral and give notice of what is required to be done in order to lift the deferral.
- 5.3 In accordance with Rule 8.2 below UKPHR may terminate a registrant's registration in the event of failure to complete all UKPHR's required elements of the revalidation scheme.

6. Unsatisfactory revalidation

- 6.1 Where registrants complete all UKPHR's required elements of the revalidation scheme but the outcome is unsatisfactory, the following rules will apply.
- 6.2 UKPHR will notify registrants of the unsatisfactory revalidation and specify what was unsatisfactory.
- 6.3 UKPHR's Registrar will consider what is unsatisfactory about the revalidation and how UKPHR will respond.
- 6.4 UKPHR's Registrar will select from these options:
 - 6.4.1 Require the registrant to put right what was unsatisfactory about the revalidation;
 - 6.4.2 Invite the registrant to agree a Statement of remedial action;
 - 6.4.3 Invite the registrant to agree a condition of registration intended to address what was unsatisfactory about the revalidation; or
 - 6.4.4 Refer what was unsatisfactory about the revalidation to the Fitness to Practise Panel for determination.
- 6.5 During the period of consideration by UKPHR's Registrar, revalidation will be deferred.
- 6.6 In the event that UKPHR's Registrar refers the revalidation to the Fitness to Practise Panel, revalidation will be deferred pending the holding of the Panel hearing.

7. Effect of deferral

- 7.1 Any deferral under any of the above rules will apply to the registrant's revalidation.
- 7.2 While the deferral applies, the registrant's registration will not lapse.
- 7.3 UKPHR will maintain the registrant's registration but the public register will record the deferral of revalidation.
- 7.4 A deferral may be for no longer than 12 months.

8. Termination of registration

- 8.1 Registrants may terminate their registration at any time.
- 8.2 UKPHR may terminate a registrant's registration if:
 - 8.2.1 A registrant fails without good cause to complete the required elements of the revalidation scheme; and/or
 - 8.2.2 A deferral has run for 12 months.
- 8.3 If the Fitness to Practise Panel finds the fitness to practise of a registrant is impaired, it may decide to:
 - 8.3.1 take no further action;
 - 8.3.2 invite the registrant to agree a statement of remedial action;
 - 8.3.3 issue a warning to the registrant regarding the behaviour complained of;
 - 8.3.4 place conditions upon the registrant's practice;
 - 8.3.5 suspend the registrant's registration for a period not exceeding 12 months; or
 - 8.3.6 erase the registrant's name from the Register
- 8.4 If the Fitness to Practise Panel decided an outcome other than erasure, UKPHR will complete the registrant's revalidation and registration for five years, subject to annual renewal, until the next revalidation is due and will:
 - 8.4.1 Notify the registrant that it has done so; and
 - 8.4.2 State the decision of the Fitness to Practise Panel on the public register.
- 8.5 UKPHR's Appeals Rules will apply to decisions made by UKPHR and the Fitness to Practise Panel in relation to these rules.

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