



HSE Policy and Procedure on registration of Medical Scientists with the Medical Scientist Registration Board at CORU (Transitional Arrangements 2021)

Document developed by		CERS and Strategic Workforce Planning & Intelligence, National HR Directorate	
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1.0 Policy Statement:

1.1. Employment of CORU regulated professions

Health and Social Care Professionals (HSCP) employed by the Health Service Executive (HSE) in the professions regulated by CORU must, on appointment and annually thereafter, furnish the HSE with proof of appropriate registration with the relevant Registration Board of CORU.

It is the policy of the HSE to require Medical Scientists to certify annually, by way of the Patient Safety Assurance Certificate (PSAC), Appendix 1:

- That they are appropriately registered on the register maintained by the relevant Registration Board,
- That they will advise the HSE without delay if there is any change in their registration status by way of restrictions or conditions placed on their practice or through erasure from the register or any other change to their status,

- The name under which they are registered with the Registration Board.

OR

In the case of eligible Section 91 applicants to provide proof their application for registration was made on or before 30th March 2021.

It is the policy of the HSE to suspend from employment without pay any regulated practitioner who does not provide proof of registration, and does not complete the PSAC, or, in the case of S91 applicants who do not provide proof of application, by the date specified. Employees who subsequently fail to achieve registration will not be able to continue in role of a medical scientist and the Disciplinary Procedure may be invoked.

The HSE reserves the right to report to An Garda Siochana, in support of section 80 of the Health and Social Care Professionals Act 2005, any employee of the HSE who presents themselves as a registered practitioner to the HSE or practises as a registered practitioner in the HSE, without the appropriate registration with the relevant registration board.

1.2. **Registered practitioner employed by funded agencies**

Agencies funded by the HSE have a responsibility in the Service Arrangements, *Part 1, Provider Personnel, section 16.2 and Part 2, Schedule 2, Quality and Safety* to employ, contract, engage or accept, as part of the provision of the Services, only such persons who are registered, and maintain a current valid registration, with the appropriate statutory registration body. HSE funded agencies are responsible for the development, implementation and monitoring of appropriate policies and procedures in support of this requirement.

2.0 Purpose: The purpose of this policy and procedure is to protect patients, service users and HSE employees and to provide evidence in support of good governance.

3.0 Scope: This policy and procedure applies to:

- Each Medical Scientist employed by the HSE
- Heads of Discipline and Service Managers who are responsible for managing Medical Scientists
- Each National Director and Hospital Group CEO and individuals designated by them for the purpose of ensuring compliance with this policy and procedure.

4.0 **Legislation/other related policies:**

- The relevant primary legislation is:
Health and Social Care Professionals Act 2005,
Health and Social Care Professionals (Amendment) Act 2012.
- Other relevant legislation:
Data Protection Acts 1988 to 2018.
- Other related policies:
Disciplinary Procedure for Employees of the Health Service Executive 2007.

5.0 Glossary of Terms and Definitions: Explanation of key technical terms or terminology that are referred to in the PPG.

- **CORU** – Statutory body regulating Health and Social care Professionals,
- **Head of Discipline** – The regulated practitioner managing a team of regulated practitioners
- **PSAC** - Patient Safety Assurance Certificate

- **Service Manager** - A manager who has responsibility for managing registered practitioners
- **Registered practitioner** – an individual who uses the protected title regulated by the relevant Registration Board at CORU,

6.0 Roles and responsibilities in respect of annual certification of registration of Medical Scientists:

6.1 Classification of applicant for registration under the HSCP Act

The Medical Scientist register was opened by the Medical Scientist Registration Board on 31st March 2019. The transition period for application for registration ends on 30th March 2021.

Section 38 applicants

Medical Scientists who commenced the practice of their profession in the Republic of Ireland after 31st March 2021 and existing practitioners who were not employed in the profession for a minimum of 2 years fulltime (or a minimum aggregate of 2 years fulltime) in the Republic of Ireland between 31st March 2014 and 31st March 2019 are deemed to be applicants under Section 38 of the HSCP Act.

See; <https://www.coru.ie/about-us/registration-boards/medical-scientists-registration-board/apply-for-registration/>

Section 91 applicants,

Medical Scientists who qualified before 31st March 2019 and have been engaged in the practice of the profession for a minimum of 2 years fulltime (or a minimum aggregate of 2 years fulltime) in the Republic of Ireland between 31st March 2014 and 31st March 2019 are deemed to be Section 91 applicants.

See <https://www.coru.ie/about-us/registration-boards/medical-scientists-registration-board/apply-for-registration/>

From this point forward in this document, applicants will be described as S38 or S91 applicants.

6.2 Section 38 Applicants

Each practitioner is personally responsible for maintaining their annual registration as stipulated in the essential criteria for appointment and continuing as a Medical Scientist.

Each practitioner is personally responsible for providing the HSE with proof of registration and completing the PSAC by 14th May 2021.

6.3 Section 91 Applicants

Each existing practitioner is personally responsible for applying for registration on the Medical Scientists Registration Board by 30th March 2021 to be able to continue in employment as a Medical Scientist.

Section 91 applicants who did not apply for registration by 30th March 2021 are, under the HSCP Act, considered to be Section 38 applicant and are unable to engage in the practice of the profession until registration as a Section 38 applicant is achieved.

6.4 Head of Discipline or relevant Service Managers with responsibility for managing Medical Scientists who are deemed to be Section 38 applicants are responsible for;

- 6.4.1 Requesting registered practitioners to complete the PSAC and provide proof of registration by 14th May 2021.

- 6.4.2 Advising each registered practitioner that failure to provide proof of registration and completing the PSAC by 14th May 2021 will result in their contract of employment being suspended without pay
- 6.4.3 Validating the practitioner's name and registration number supplied on the PSAC against the register on the CORU website.
- 6.4.4 Storing the completed PSAC and proof of registration **locally**. The completed PSAC is **NOT** to be sent to National HR.
- 6.4.5 Certifying to the Hospital Manager in the Hospital Group that Medical Scientists have completed the PSAC by 14th May 2021.

6.5 Head of Discipline or relevant Service Managers with responsibility for managing Medical Scientists who are deemed to be Section 91 applicants are responsible for;

- 6.5.1 Maintaining a register of Section 91 applicants who applied for registration by 30th March 2021 but who are still awaiting a decision by CORU on their registration
- 6.5.2 Requesting Section 91 applicants to provide proof of application for registration as a Section 91 applicant. The acceptable proof is the acknowledgement of receipt of their application from the Medical Scientists Registration Board, and to provide proof of recent correspondence from CORU in respect of their application.
- 6.5.3 Maintaining and updating the list of Medical Scientist Section 91 applicants as per Appendix 2 on an annual basis and informing the Hospital Manager in the Hospital Group of the application status of the Medical Scientists on that list.
- 6.5.4 Once registration is achieved, the former Section 91 applicants will be treated as set out in 6.4 above.

6.6 Each National Director, CEO of Hospital Groups is responsible for ensuring that this Policy and Procedure is implemented in their services.

7.0 Revision and Audit

This policy will be reviewed in November 2021 by Corporate Employee Relations and Strategic Workforce Planning & Intelligence in the National Human Resources Directorate.

8.0 Appendices:

Appendix 1. The Patient Safety Assurance Certificate

Appendix 2. HSCPA 2005, Section 91 applicants; Medical Scientists