

## UKRT compliance with governing body CPD guidelines

As a Special Interest Group of the Royal Society of Biology (RSB), the UK Register of Toxicologists complies with RSB regulations and bylaws regarding Continuing Professional Development (CPD). These specify the nature and amount of CPD to be undertaken as well as the importance of reflective practice, as highlighted by the RSB *Learning for Life* online tool used to manage UKRT CPD records. This states:

*“Please ensure that you address the following standards when completing the ‘My Review’ section:*

- A registrant must seek to ensure that their CPD has contributed to the quality of their practice. In this section you should write a statement on how the activity has benefitted your professional practice. The purpose of this section is to help you reflect on the activity, thinking about what you learnt and how it has impacted you. A written reflection also provides evidence of the activity undertaken.*
- A registrant must seek to ensure that their CPD benefits the users of the service (employee, customer, student etc). In this section you should write a statement on how the users of the service (such as a colleague, employee, student etc.) have benefitted from the CPD activities you have undertaken if applicable.”*

The *Learning for Life* tool only evaluates the CPD records in terms of the number of credits claimed; it does not assess the nature of CPD undertaken or evidence of reflective practice. The RSB verifies compliance with the regulations regarding reflective practice via a Society-wide programme of randomised audits.

In addition, each RSB-affiliated professional register has to comply with the CPD guidelines of its governing professional body; in the case of the UKRT, Eurotox. The Eurotox guidelines (<http://www.eurotox.com/ert/>) state:

*“On a 5-yearly basis, Registered Toxicologists will be expected to re-affirm their registration credentials and document their continued professional awareness, education and practice. As a minimum, to remain registered, a candidate must be working in the field of toxicology, and must submit to the registering committee:*

*D1. A detailed and current CV.....*

*D2. Evidence of toxicological activity.....*

*D3. Documentation of continued professional development and awareness and education in toxicology such as yearly attendance of educational courses and meetings, presentation of lectures or posters, teaching activities, publications, activities in expert committees and similar. These activities will comprise at least five working days per year.”*

To verify compliance with both RSB and Eurotox guidelines, every UKRT re-registration application is reviewed against the above criteria. This process is separate from the RSB random audit programme.

The Panel recognises the demands placed upon busy professionals by these requirements and therefore never rejects an application out of hand; instead, where additional information (such as evidence of reflection) is required, consideration is deferred and the candidate is invited to supplement and re-submit his/her application. Wherever possible, such re-submissions are reviewed rapidly and the results issued as soon as reasonably practicable. Only where significant issues have been identified is the application referred to the next Panel meeting.

For further information and advice, applicants are strongly advised to consult the UKRT's guidance notes on recording CPD and reflective notes. Links these and to real-life examples of good practice are located at <https://www.rsb.org.uk/careers-and-cpd/registers/uk-register-of-toxicologists>.

**Panel of the UK Register of Toxicologists, October 2017**