



INFORMATION ABOUT TRAINEE REGISTRATION FOR TRAINEES IN ST2 ONWARDS

The Royal College of Pathologists undertakes a mandatory registration process for all StRs in the following specialties:

- Chemical Pathology (including Chemical Pathology [Metabolic Medicine])
- Diagnostic Neuropathology
- Forensic Histopathology
- Histopathology
- Medical Microbiology
- Medical Virology
- Paediatric and Perinatal Pathology

1.	What are the benefits of registering with the College?	The benefits of registration with the Royal College of Pathologists include: <ol style="list-style-type: none">a. The relevant curriculum (approved by GMC).b. Information about your assessment requirements for this year (please ensure that both you and your educational supervisor are familiar with the requirements).c. Information about the College's Trainees Advisory Committee – the committee that represents trainees in the College.d. Confirmation of route of entry to the specialist register either via the award of the Certificate of Completion of Training (CCT) or through the combined programme (CESR (CP) and the completion of training date.e. New Trainee Welcome Day (free).f. Trainees in chemical pathology, diagnostic neuropathology, forensic histopathology, histopathology and paediatric and perinatal pathology will be able to access to the web-based system which will support workplace-based assessment and trainee e-Portfolios. It is known as the Learning Environment for Pathology Trainees (LEPT) system.g. Trainees in medical microbiology and medical virology will use the JRCPTB e-portfolio.h. The guidance notes for trainees can also be found on the JRCPTB website.i. Access to 'MyRCPath' including access the member's handbook, draft consultations, Council and other
----	---	---



		<p>College committee minutes and previous issues of the Bulletin. The Members Handbook includes details of individual members but as a Registered Trainee your details will not be listed in the Members Handbook.</p> <ul style="list-style-type: none"> j. Provision of guidance and advice throughout training including setting of provisional CCT date, guidance on OOPT, OOPE, OOPR, less than full-time training and curriculum transition (if required). k. Recommend to the GMC the award of the CCT/CESR (CP) in order to obtain Specialist Registration. l. A free copy of the quarterly Bulletin and all College mailings (including the monthly e-newsletter) for the duration of training. m. Notification of College Scientific Meetings at reduced rates. n. Discounts on pathology titles. o. As a registered trainee of the RCPATH you are able to buy a TOTUM PRO Card which offers discounts across a range of over 200 retailers.
2.	<p>What happens if I do not pay the fee?</p>	<p>You are required to pay the registration fee within three months of receiving a payment request from the Finance Department.</p> <p>If you do not pay the yearly registration fee, you will receive reminders, but your status as a registered trainee will be removed if the payment is not received within three months. Amongst other things, this will mean that you cannot continue to benefit from the services that the College provides, including the use of the website to apply for examinations and the e-portfolio until such time as you make the appropriate payment. Please also note that the College's recommendation to the GMC for the award of the CCT is included in the list of benefits.</p> <p>If you subsequently become a Registered Trainee again, or a Diplomate or Fellow, you will need to pay the outstanding Registered Trainee fee.</p>
3.	<p>Do I have to pay the fee if I am on maternity leave?</p>	<p>If you are on maternity leave, or about to go on maternity leave and wish to claim a reduction on your Registered Trainee fee, please contact the Training Department in order that they can advise you about the necessary adjustment to your provisional CCT date. The Training Department will then contact the Membership Department who will adjust your fee accordingly and inform you via email. In order to adjust your provisional CCT date and your fee, the Training and Membership Departments will require the exact dates you commence and finish maternity leave and the number of weeks you will receive full pay, half pay and SMP/no pay.</p> <p>The College operates a policy of charging all trainees no more than five Registered Trainee payments (in order that part-time trainees are not unfairly penalised). In the case of trainees that receive a reduction (or eradication) of their Registered Trainee fee for a particular year due to maternity leave, this year will still be included within the five years of payments due.</p>

4.	What happens if any of my details change after registration?	<p>If any of your details change after registration, you must inform the Training Department.</p> <p><u>Change of name</u> Where a change of surname is involved, appropriate documentation must be sent (e.g. a copy of your marriage certificate).</p> <p><u>Change of provisional CCT/completion date</u> Where there is a change of provisional CCT/completion date, appropriate documentation should be submitted.</p>
5.	Further queries about registering with the College	<p>Any queries concerning the registration process should be directed to:</p> <p>Bill West Training Co-ordinator Tel: 020 7451 6748 E-mail: bill.west@rcpath.org / training@rcpath.org</p>