

Application for temporary registration form

Employed position

This form is for veterinary surgeons without RCVS accredited qualifications seeking Temporary Registration with the intention of practising or carrying out a specific procedure or operation in the UK, under the direction of a fully registered veterinary surgeon.

The Veterinary Surgeons Act 1996 protects animal welfare and the public interest by ensuring that, generally, a person can only be registered as a veterinary surgeon in the UK if they hold RCVS accredited qualifications. If, however, an overseas qualification is not RCVS accredited, the RCVS has discretion to grant Temporary Registration. This will only be done for good reason and the reasons for applying should be evidenced in a supporting document.

Temporary Registration is not applicable, or intended, for roles in general practice or for other 'generalist' roles.

Temporary registrants cannot use the post-nominal MRCVS and therefore not permitted to sign prescriptions or certificates or any other documents that require the signature of a full registered veterinary surgeon.

Please note the maximum period granted for Temporary Registration status would not ordinarily exceed five years (whether granted by a single five year application or by a number of shorter applications totalling five years). Temporary registrants seeking a longer period of registration are expected to undertake the RCVS Statutory Membership Examination to gain full registration within that initial five year period.

Applications and supporting documents must be submitted at least 12 weeks ahead of any proposed employment start date, and can only be considered by the Registration Committee once the following is received:

- Completed Temporary Registration Form
- Checklist with complete list of documentation (Please refer to the checklist)
- Payment in full

Applicants will receive a receipt of submission within three working days and will be notified of the outcome of the Committee's decision on the application within five working days of the decision being made. Please complete all sections of the form.

Please note, if we receive an incomplete application, including a lack of evidence, we cannot guarantee a decision will be made within 12 weeks.

To be completed by the applicant

Please note you will also need to complete section 1-6 of the 'Documents/Information for submitting' table. (See page 7 of this document). Any delays in providing documents or information may delay your application and your employment start date.

Details of the applicant

Title:

All surnames:

All forenames:

Correspondence address:

Email:

Contact number:

Date of birth:

Nationality:

Title of primary veterinary degree:

Awarding university:

Date conferred/awarded:

1st postgraduate qualification:

Awarding body:

Date conferred/awarded:

**Name of proposed employer during
the period of registration:**

Address of employer:

Your job title:

Department:

Type of Work/Business:

English language skills:

It is a requirement that veterinary surgeons practising in the UK must communicate effectively with colleagues and clients, including in written and spoken English. Please confirm if you meet this requirement

Yes

If yes, please explain why (you may attach documentation to support this).

Cautions / criminal convictions / findings against the applicant

Veterinary surgeons, and those applying to be registered as veterinary surgeons, must disclose to the RCVS any caution or conviction, including absolute and conditional discharges, or adverse finding (including by another regulator or professional disciplinary proceedings) which may affect registration, whether in the UK or overseas (except for minor offences excluded from disclosure by the RCVS). For more information, please see www.rcvs.org.uk/convictions

Please tick one of the following:

I have no caution or conviction, including absolute and conditional discharges, or adverse finding (including by another regulator or professional disciplinary proceedings) in the UK or overseas.

I wish to declare the following caution or conviction, including absolute and conditional discharges, or adverse finding.

If you have something to declare, please give details below:

Continuing Professional Development (CPD)

I understand the required minimum CPD Code requirement for veterinary surgeons on the practising Register is 35 hours a year and that, in order to be listed on the Register, I must meet this requirement or equivalent.

Declaration by applicant

Temporary Registrants must observe the Code of Professional Conduct for Veterinary Surgeons and are subject to the jurisdiction of the Disciplinary Committee of the College. Registrants are also asked to undertake Continuing Professional Development (CPD).

I declare that the information I have provided is, to the best of my knowledge, true and complete, and I authorise the RCVS to contact the relevant authorities to obtain further information as necessary.

I understand that, if granted, Temporary Registration will not permit me to style myself as a fully registered veterinary surgeon.

Signature

Date

Third party use of Register* data

Temporary Registrants must observe the Code of Professional Conduct for Veterinary Surgeons and are subject to the jurisdiction of the Disciplinary Committee of the College. Registrants are also asked to undertake Continuing Professional Development (CPD).

To be completed by the supervising veterinary surgeon

Please note you will also need to complete section 7 of the 'Documents/Information for submitting' table. (See page 7 of this document).

Please provide as much information as possible to avoid any delays to the appointment start date.

The supervising veterinary surgeon must provide the following detailed information for an application to be considered:

- A detailed explanation, including evidence, as to why Temporary Registration is thought to be justified and why the role cannot be filled by a fully registered veterinary surgeon. Please include the period Temporary Registration is required (please note Temporary Registration can only be granted for a maximum of five years per application).
- An explanation as to how the supervision will work, in particular during any absence by the supervising veterinary surgeon.
- Applications and supporting documents must be submitted at least 12 weeks head of any proposed employment start date, and can only be considered by the Registration Committee once all documentation has been received.

Restrictions

If Temporary Registration is granted to the applicant, it will be subject to certain restrictions published in the Register. The restrictions may relate to the period for which the registrant may practise; the place or places at which the registrant will practise; and the circumstances in which the registrant may practise.

All temporary registrants may only work under the direction of a specified veterinary surgeon who is fully registered (the supervising veterinary surgeon). There may also be a restriction that the registrant is only to practise during the currency of a specified contract of employment.

Please indicate below what restrictions are envisaged:

The registrant will only practise until **[enter date]:**

At **[enter place or places]:**

Under the direction of **[enter name of supervising veterinary surgeon]:**

Other proposed restrictions as to circumstances **[enter employment restrictions]:**

Temporary Registration will only be granted if the supervising veterinary surgeon undertakes to make sure that the registrant practises veterinary surgery only within specified limits. Please state below which aspects of veterinary surgery the Temporary Registrant will carry out if registration is granted, giving details of clinical procedures and any other elements of veterinary practice.

Declaration by Supervising Veterinary Surgeon

I declare that, if Temporary Registration is granted, the applicant will only practise veterinary surgery within the limits described above.

I declare that I have reviewed the applicant's English language capability (written, spoken and listening skills) and I have satisfied myself that if temporary registration is granted, the applicant will be able to communicate effectively, in respect of the role undertaken.

Full name

Register number

Position

Signature

Date

Documents/ information for submitting		Document attached (please tick)
(all sections to be completed by the applicant other than section 7 which must be completed by the supervising veterinary surgeon)		
1	Completed Application Form for Temporary Registration.	
2	A photocopy of the identifying page and front cover of the applicant's valid passport.	
3	A recent passport photo of the applicant, please include the following details on the reverse of the photo: 1. Name in full 2. Date of birth 3. Signature Both sides of the photo can be photocopied and sent electronically with your other documents.	
4	Proof of applicant's primary veterinary degree (normally a copy of the degree certificate), accompanied by a certified English translation where necessary.	
5	Letter or certificate confirming registration/licensure and good professional standing from the regulatory authority of the country in which the applicant is currently practising including, where relevant, details of any cautions or criminal convictions, including absolute and conditional discharges, or any adverse findings, including professional disciplinary proceedings; accompanied by a certified English translation where necessary. Please note letters of good standing are valid for three months from date of issue.	
6	Payment of the fee (this is refundable if the application is unsuccessful).	
7	To be completed by the supervising veterinary surgeon Explanation, including evidence*, as to why Temporary Registration is thought to be justified and why the role cannot be filled by a fully registered veterinary surgeon. Please include the period Temporary Registration is required (please note Temporary Registration can only be granted for a maximum of five years per application). <i>*Evidence should include full details/screenshots of advertisements placed. Please include as much detail as possible. For example, evidence that the advertisement was appropriate for the role. Why was this particular form of advertisement chosen, and was it advertised in the right places and for long enough. Evidence should also include a list of fully registered or eligible candidates [without personal data] and why they were deemed not suitable for the role.</i>	
8	To be completed by the supervising veterinary surgeon An explanation as to how the supervision will work, in particular during any absence by the supervising veterinary surgeon.	

Please send your completed form to registration@rcvs.org.uk

If you are sending your documents by email please do not exceed 15MB or your email may not be received. We recommend you send large attachments over several emails or by using the free file sharing website 'WeTransfer'.

We will send you a confirmation email within three working days of receiving your application to confirm it has been successfully received. If you are sending your documents by email, due to the large size of some attachments, please ensure you receive a confirmation email, as this guarantees your application has been successfully received.

The Fee

Your fee will cover your temporary registration with the RCVS for 12 months from the day you are admitted to the Register. Please note if you are choosing to register for six months or less then the fee due is reduced by half.

To view our fees table please visit www.rcvs.org.uk/how-we-work/fees/

Payment details

You will be sent our bank details once your documentation has been received.