

Renewal of Registration

Aim

The aim of registration renewal process of the EBMG registration system is to enable registered practitioners to demonstrate that they have maintained the required competences to practice professionally and to serve the needs of patients who use genetic services in Europe. Registered genetic nurses and counsellors are invited to renew registration on the spring of the year following the term of their 5-year register.

Process and documents:

Renewal is a one-step process through the submission of the following evidence:

1. Renewal Form K (link);
2. A record of continuing professional development (CPD) over the five years
3. A minimum of two references to confirm that the registrant is still working in a role directly relevant to the profession and works within the Code of Professional Practice:
 - a. Reference from the line manager (Form L1)
 - b. Reference from a senior colleague (Form L2)
 - c. An additional reference from a senior colleague is necessary when the line manager does not work in the same department as the applicant (Form L3)

The documentation should be submitted by email to gngc@ebmg.eu

Timeline

Between the 1st and the 31th of May, 5 years since registration (and at 5 year intervals thereafter), registered professionals are expected to submit the documentation. Assessment of competence and suitability to remain on the European register is made by the EBMG Genetic Nurse and Counsellor Professional Branch and candidates will be notified of their renewal outcome by July of that year.

Fees

The **fee for renewal** of registration for five more years is EUR 150 (this equivalent to EUR 30 per year registered). At Renewal submission the candidate will be notified about payment options (debit/credit card or bank transfer) by the ESHG/EBMG office.

Definition of Genetic counselling activity

In the initial registration process, candidates must demonstrate competence in a clinical role through a case log. Please note that for **registration renewal** it is not expected or required that the genetic counsellor or nurse has maintained a clinical role. Established registered professionals may be working in an academic institution, in a research capacity or in a private company, as well as more traditional clinical genetic counselling roles. Besides clinical genetic counselling work, other genetic counselling activities suitable to be considered within a genetic counsellor's role include: health education activities; patient advocacy; management or education of genetics professionals; research; or other relevant roles within the expanding scope of genetic counselling profession.

Continuing professional development (CPD)

All registrants must submit the **reflective** Continuing Professional Development Record (Form K) showing their Continuing Professional Development activities undertaken in the **previous five years**. The record of Continuing Professional Development should indicate how the applicant has maintained their learning through at least 30 hours of continuing education per year, every year since registration, irrespective of the hours worked. Of these hours, at least 15 hours per year must be taken via sources external to the department (such as conferences or educational courses). The remaining hours may include: private study of journal articles (up to 5 hours per year), journal clubs, departmental seminars and preparation for teaching.

Statutory Leave (e.g. Maternity/Long Term Sickness/Sabbatical/Career Break): If a registrant has been away from the workplace for a statutory reason the EBMG appreciates that it might not be possible to acquire 30 hours of CPD in each year. The total number of CPD hours (150 hours over 5 years) is still required to ensure the registrant is maintaining their current knowledge, but the registrant should contact the EBMG by email to discuss whether the proportion of CPD hours needed per year can be adjusted over the 5-year period.