

Restoration to the Register

Restoration following Administrative Removal.

1. The Registrar will determine and may restore to the register entries following an application by a Registrant who was removed from the register for:
 - lack of indemnity/insurance but have obtained the same
 - non-payment of registration fees
 - compliance with CPD
2. Practitioners who have been removed for one of these reasons can apply to the Registrar to be restored to the Register within three years. They will need to provide evidence of current indemnity insurance, evidence of CPD covering the period of removal and pay all the fees to cover the lapsed time. If the period is longer the ex-registrant will be required to complete a full application.

Restoration following Fitness to Practice Proceedings.

3. If an individual wishes to return to the register of Healthcare Chaplains after being removed by either the Conduct and Competence Committee or the Health Committee, they will need to complete the application form for restoration to the register. A copy of the form can be found at:

<http://www.ukbhc.org.uk/chaplains/registration>

4. An applicant can only apply after five years from the date of their removal from the register.

What happens next?

5. The Registrar will send the applicant a summary of the facts that were proved at the original hearing and that led to your striking off. A summary will also be sent to the applicant's referees.
6. The Registrar will forward the application to a panel of the relevant committee, either Conduct & Competence or Health. The relevant committee will hold a hearing to consider the application for restoration. The panel will only hear an application in person.
7. Any questions about the application procedure or the hearing should be directed to the Registrar.

The Restoration Committee.

8. The Restoration Committee is bound by the findings and decision of the panel that made the original determination to strike off. The restoration hearing is not an opportunity to argue against the findings of the original panel, or the severity of its decision. Striking off occurs when the panel considers the severity of the impairment is incompatible with registration as a healthcare chaplain. This means that the applicant must satisfy the Restoration Committee that it can properly and safely restore the applicant's name to the register.
9. The committee will want to discuss what happened in the past and what could happen in the future. They may ask:
 - What the applicant has been doing since they were struck off?
 - How does the applicant feel about the incidents that led to their name being removed?

- How can the Committee be sure that something similar will not happen again?
- What would the applicant like to do if their application was successful?
- How would they plan to get back into professional practice?
- What have they done to keep up to date with developments in chaplaincy?
- Do they think they need professional updating and if so how will they get this?

10. The committee will have the power to request information from and question the applicant and the Registrar in order to assist with its consideration of the application. In a health case further medical reports may be requested.

Representation.

11. The applicant may bring a representative to help present their case.

The Hearing.

12. The committee will consist of at least three members, a chair, a UKBHC registered chaplain and a lay member. A registered medical practitioner will sit on the Health Committee panel. Members of the committee must not be members of the UKBHC Council.

13. A case presenter representing the UKBHC will be present. The case presenter will provide a summary of the facts that lead to the striking-off.

14. The chair will ask the applicant to take an oath (or affirmation) that anything said to the committee will be the truth.

15. The chair will ask the applicant to confirm their name and former registration details. The chair will also ask if the applicant has;

- been convicted of any criminal offence since striking-off,

- the subject of any criminal proceedings at present,
 - whether they have claimed to be a UKBHC registered chaplain since being struck-off.
16. The chair will ask the applicant and/or the representative whether there is anything further that they want to say in support of the case for restoration to the Register.
17. The chair and committee members may now ask questions of the applicant and the applicant and/or representative will then have an opportunity to make any final points in support of the application.
18. The committee will then retire in private to discuss the application and make its decision.

The Decision.

19. The powers of the committee when determining restoration will be as follows:
- Accept the application for restoration.
 - Decline the application for restoration, providing a minimum period before which the Registrant can reapply.
20. If the committee accepts the application, the applicant will need to comply with any standards set for readmission to the Register.
21. The Register will show that the applicant has been restored within the last five years.

(Policy updated June 2017)

