

Applicant Guide: Checklist for CRP Registration Account

Section	In portal questions	Document Name	Important aspects to fill in	Completed
Personal Details	<i>Personal details to fill in.</i>			
Guidance	<i>Applicant to sign.</i>			
Professional Identity	<i>(OPTIONAL TO FILL IN):</i>			
Employer Details	<i>Most recent employer (Cannot join register if applicant works outside the UK).</i>			
Education and Training	<i>Mandatory to upload: Good Clinical Practice (Dated within the last 3 years).</i>			
	<i>Mandatory to upload: Undergraduate degree</i>			
	<i>(OPTIONAL TO UPLOAD): Any other relevant degree.</i>			
Portfolio <i>(Mandatory to fill in).</i>		<i>Confirmation of application</i>	<ul style="list-style-type: none"> • Outlines employment details. • Signature by line manager required for checklist of registration requirements. 	
		<i>Assurance of Practice Development</i>	<ul style="list-style-type: none"> • Confirmation of development is signed by a member of a statutory register. • Demonstrate and outline 2 examples of effective communication. This needs to be observed by a colleague. • Outline your workplace setting, practice hours and knowledge / experience. 	

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		<p><i>Reflective Account: 1.1 Professional Accountability</i></p>	<ul style="list-style-type: none"> • Whole reflection shouldn't be more than 2 sides of A4. (Size 12 font). • Understanding of what's inside and outside of your scope of practice. • Challenging situation and outline what you learnt about your own professional accountability. • Selecting one or more of the Clinical Research Practitioner Standards of Proficiency and reflect on your professional accountability. 	
		<p><i>Reflective Account: 1.2 Leadership</i></p>	<ul style="list-style-type: none"> • Whole reflection shouldn't be more than 2 sides of A4. (Size 12 font). • Leadership activities in advocacy for research and the Clinical Research Practitioner profession. • Lessons learnt from leadership capabilities and any feedback you have received. • How you have continued to improve your practice as a result of this learning. • Select one or more themes from the Clinical Research Practitioner Standards of Proficiency and reflect upon your learning. 	

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		<p><i>Reflective Account: 1.3 Working Across Boundaries</i></p>	<ul style="list-style-type: none"> • Whole reflection shouldn't be more than 2 sides of A4. (Size 12 font). • Two examples of approaching addressing permissions or gaining access across professional boundaries. • A challenging situation that has developed your understanding of your professional boundaries. • Select one or more themes from the Clinical Research Practitioner Standards of Proficiency and reflect on your working across boundaries in practice. 	
		<p><i>(OPTIONAL TO UPLOAD):</i> Change of name certificate.</p>	<ul style="list-style-type: none"> • A PDF change of name certificate needs to be uploaded. <p>* - A change of name certificate is when you legally change your name IE – A marriage certificate.</p>	
		<p><i>(OPTIONAL TO UPLOAD):</i> UK ENIC (Only upload if degree was completed outside the United Kingdom).</p>	<ul style="list-style-type: none"> • A UK ENIC needs to be uploaded; this can be in a PDF format. 	
Good Character & Health	<i>Questions to be filled in by applicant</i>			
Declaration	<i>To sign by applicant</i>			

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Payment	<i>Payment details required</i>			** - Payment taken after outcome 1.
Monitoring Information	<i>(OPTIONAL TO FILL IN): Questions</i>			
Complete Application	Send application			