

Academy for Healthcare Science
Regulation Council

Standards expected of a Registered Medical Illustrator

Consultation

15th July 2016

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Introduction

Academy for Healthcare Science

The Academy for Healthcare Science (the Academy) is the voice of the healthcare science profession in the UK. Healthcare science is a broad term encompassing a highly diverse workforce. The aim of this workforce is to improve the health and well-being of patients and the public and is undertaken by a highly trained workforce practising alongside doctors, nurses, and other health and social care professionals. Medical Illustrators are included in the broad term “healthcare science” and whilst practice is extremely varied, common to all approaches is the application of technical and scientific principles and understanding to improve the health and wellbeing of patients and the public.

The Regulation Council

The Regulation Council’s core purpose is to protect patients and the public through a regulation framework for those healthcare scientists not covered by statutory regulation.

The healthcare science workforce is an essential part of the clinical team and has the ability to cause real harm should things go wrong. In 2010 the UK Government decided not to extend statutory regulation, instead a system of accredited regulation was introduced. The Professional Standards Authority for Health and Social Care oversees this accreditation. The Professional Standards Authority applies standards of governance, standard-setting, education & training, management of the register, complaints handling and information that accredited bodies must meet in order to achieve and maintain accreditation. The Academy for Healthcare Science Regulation Council gained PSA accreditation for the Practitioner part of the register in December 2014 extended to include the Higher Specialist Scientist part of the register in October 2015.

Joint working with the Academy and the Committee for the Accreditation of Medical Illustration Practitioners (CAMIP) enables further harmonisation of the regulation landscape across the workforce, promotes the best available public protection, maximising coverage and minimising costs of registration.

Medical Illustrators

Medical Illustrator is a generic name for those healthcare professionals who work as clinical photographers, video producers, medical artists and medical graphic designers. They provide a multi-skilled support service to those involved in patient care, teaching, education and research in the health sciences. Using their skills they produce resource materials such as photography and other graphic images for use in patient care, education and teaching. Working as part of the healthcare team, medical illustrators spend their time working with doctors, nurses and other professionals involved in delivering direct patient care.

How to respond to this consultation

You can respond to this consultation at any time between **18th July** and **14th August** by completing our online questionnaire at:

<https://www.surveymonkey.co.uk/r/RJQ9SKG>

Please note that we do not normally accept responses in writing, by telephone or in person. We normally ask that consultation responses are made via the survey. However, if you are unable to respond using the survey, please contact us on alun.williams@ahcs.ac.uk to discuss any reasonable adjustments that would help you to respond.

Once the consultation period is completed, we will analyse the responses we receive. We will then publish a document which summarises the comments we received and explains the decisions we have taken as a result. This will be published on our website.

Consultation questions

We would welcome your response to our consultation and have listed some questions to help you. The questions are not designed to be exhaustive and we would welcome your comments on any related issue. Please provide reasons alongside your answers where possible:

1. Do you support our overall approach to these standards?
2. Do you think the standards of proficiency are at a threshold level necessary for safe and effective practice?
3. Do you think the standards of proficiency are adequate to mitigate the risks posed by Medical Illustrators?
4. Do you think the standards of conduct are what you would expect of a Medical Illustrator to act professionally and conduct themselves ethically?
5. Do you think the Standards of CPD are capable of ensuring that registrants maintain and develop their knowledge and skills?
6. Do you think any additional standards are necessary?
7. Do you think there are any standards which should be reworded?
8. Do you have any comments about the language used in the standards?
9. Do you have any other comments on the standards?
10. Do you have any other comments?

The Standards

To be and to continue to be registered with us, Medical Illustrators must be and be able to demonstrate that are 'fit to practise'. By fitness to practise, we mean that someone has the skills, knowledge, character and capacity to practise safely and effectively as a Medical Illustrator, both on their first day of registration and throughout their professional career. To demonstrate fitness to practise, registrants must meet certain standards. These include:

- **Standards of Proficiency** - the basic education and training that someone must achieve before they can be registered with us;
- **Standards of Conduct** - the minimum standards registrants must meet in their day to day professional lives; and
- **Standards of Continuing Professional Development** - how registrants ensure their professional knowledge is up to date.

At registration and when renewing their registration, registrants will also need to demonstrate that they are of good character and of good health. We will ask all applicants and registrants to self-declare that they meet these requirements each year.

About the Standards of Proficiency

Standards of Proficiency set out the minimum standards that someone must meet at the time they first register with us. They are the standards that someone must demonstrate through their education and training. These standards are used to approve education programmes by ensuring that someone who successfully completes an approved training programme is able to meet these standards.

The standards of proficiency being consulted upon here are the product of partnership working by the Academy and CAMIP.

Much work was undertaken in terms of setting these standards including:

- Identifying the key risks posed to service users and the public by Medical Illustrators.
- The minimum (threshold) standards required to mitigate the risks posed to service users and the public by Medical Illustrators.
- The key learning outcomes and the body of knowledge necessary for safe and effective practise by a newly registered Medical Illustrators.

The proposed standards of Proficiency:

To be registered and continue your registration with us, you must demonstrate that you:

Standard 1: Understand your role in Healthcare Science and its contribution to the delivery of high quality healthcare

- 1.1. Understand that your first concern is always the service user and the public
- 1.2. Understand the need to respect and uphold the rights, dignity, confidentiality and autonomy of service users, including your role in the testing, investigation, diagnosis, treatment and therapy process, and in maintaining health and wellbeing
- 1.3. Are able to maintain the highest standards of care and service, treating every individual with compassion, dignity and respect
- 1.4. Understand the need to take responsibility not only for the care that you personally provide (whether or not your role involves direct service user / patient contact), but also for your wider contribution to the aims of your team and the healthcare system as a whole
- 1.5. Understand the current structure and function of Health and Social Care services in the UK
- 1.6. Are able to actively contribute to sustainably improving services by working in partnership with service users, colleagues, local communities and the public.

Standard 2: Are able to practise safely and effectively within your scope of practice

- 2.1. Understand the need to work within the limits of your personal competence
- 2.2. Understand the need to work within your agreed scope of practice for lawful, safe and

effective Healthcare Science Know the limits of your practise and when to seek advice or refer to another professional Science

Professional autonomy and accountability

Standard 3: Are able to practise within the legal and ethical boundaries of your profession as a Medical Illustrator

- 3.1. Are able to exercise a professional duty of care
- 3.2. Understand the standards of proficiency, conduct and continuing professional development expected of you by the Academy Regulation Council
- 3.3. Know about, and be able to meet, the current legislation and policy applicable to your work
- 3.4. Understand the need for appropriate arrangements for indemnity cover

Standard 4: Are able to maintain fitness to practise

- 4.1. Understand the importance of maintaining your own health
- 4.2. Understand the need to maintain high standards of personal, professional and business conduct
- 4.3. Understand the need to maintain, develop and update your knowledge and skills once registered.

Standard 5: Are able to practise as an autonomous professional, exercising your own professional judgement

- 5.1. Are able to draw on appropriate skills and knowledge in order to make professional judgements
- 5.2. Are able to assess a situation, determine the nature and severity of the problem and call upon the required knowledge and experience to deal with the problem
- 5.3. Know the limits of your practice and when to seek advice or refer to another professional
- 5.4. Recognise that you are personally responsible for and must be able to justify your decisions.

Standard 6: Are aware of the impact of culture, equality and diversity on practice

- 6.1. Understand the requirement to adapt practice to meet the diverse needs of service users
- 6.2. Understand the need to take account of a service user's individual physical, psychological, religious and cultural needs when delivering healthcare

- 6.3. Understand the need to respect and uphold the rights, dignity, values and autonomy of service users (including their role in the diagnostic and therapeutic process and in maintaining health and wellbeing)
- 6.4. Understand the need to address issues of inequality of service provision for all communities.

Standard 7: Are able to practise in a non-discriminatory manner

- 7.1. Understand that no-one is treated less favourably than others on the grounds of age, colour, creed, criminal convictions, culture, disability, ethnic or national origin, gender, marital status, medical condition, mental health, nationality, physical appearance, political beliefs, race, religion, responsibility for dependants, sexual identity, sexual orientation, or social class.

Standard 8: Understand the need for openness and transparency in the management and delivery of healthcare

- 8.1. Understand the need to protect service users from risk or harm presented by another person's conduct, performance or health and to act appropriately when concerns are identified or raised
- 8.2. Understand the duty of candour you owe to service users / patients and the public, and know how to act accordingly
- 8.3. Understand how to share information as appropriate with service users / patients, carers, colleagues and other services to support the quality of care in line with published guidance and legal requirements, taking account of data protection and confidentiality
- 8.4. Understand that your conduct should at all times justify the trust of service users / patients, carers, colleagues and the public in the scientific profession

Standard 9: Understand the importance of and be able to maintain confidentiality

- 9.1. Understand the need, when appropriate, to obtain informed consent
- 9.2. Understand the need to maintain the confidentiality of service user's information and records in line with published guidance, legal requirements and the wishes of the service user
- 9.3. Understand that the requirements of confidentiality and informed consent extends to (for example) test results, recordings, digital images and illustrations.

Standard 10: Are able to maintain records appropriately

- 10.1. Understand the need to maintain a complete record including all relevant

- information related to recordings, tests, investigations and treatment
- 10.2. Are able to keep accurate, comprehensive and comprehensible records in accordance with applicable legislation, protocols and guidelines
 - 10.3. Are able to provide clear reports using appropriate methods of analysing, summarising and displaying information, in ways that are accessible and understandable by non-scientific professionals

Standard 11: Are able to communicate effectively

- 11.1. Understand how communication skills affect the provision of Healthcare Science and how the means of communication should be modified to address and take account of sensory and cognitive impairments
- 11.2. Are able to demonstrate effective and appropriate skills in communicating information, advice, instruction and professional opinion to colleagues, service users, their relatives and carers:
 - Are able to gather information, including qualitative and quantitative data that helps to evaluate the responses of service users to their care
 - Are able to evaluate intervention plans using recognised outcome measures and revise the plans as necessary in conjunction with service users
 - Recognise the need to monitor and evaluate the quality of practice and the value of contributing to the generation of data for quality assurance and improvement programmes
 - Are able to make reasoned decisions to initiate, continue, modify or cease investigation, treatment or the use of techniques or procedures, and record the decisions and reasoning appropriately
 - Are able to select and apply quality control and quality assurance techniques in accordance with standard operating procedures, national and international guidelines
 - Are able to identify and respond appropriately to abnormal outcomes

Standard 12: Are able to work appropriately with others

- 12.1. Understand the need to work with other professionals, support staff, service users, carers and relatives in the ways that best serve the interests of individual service users and the public
- 12.2. Understand the need to work effectively as a member of a multi-disciplinary team
- 12.3. Understand the need to consult and take advice from colleagues where appropriate
- 12.4. Understand the need to respect the skills and contributions of your colleagues
- 12.5. Understand the need to share information with colleagues to protect the health,

- safety and wellbeing of service users and the public
- 12.6. Understand the need to maintain responsibility when delegating to others and provide support when necessary.

Skills required for practice as a Medical Illustrator

To be registered and continue your registration with us, you must demonstrate that you:

Standard 13: Are able to draw on appropriate Healthcare Science knowledge and skills required for safe and effective practice

- 13.1. Are able to identify and assess the Healthcare Science needs of service users
- 13.2. Are able to gather appropriate information within the context of Healthcare Science and its application in healthcare
- 13.3. Are able to select and use appropriate standardised and non-standardised assessment techniques, including (where appropriate):
- Are able to undertake and record a thorough, sensitive and detailed assessment, using appropriate techniques and equipment
 - Are able to demonstrate practical skills in the essentials of measurement, data generation and analysis
 - Are able to validate routine scientific and technical data and demonstrate compliance with pre-defined quality standards
 - Are aware of the need to assess and evaluate new equipment, methods and procedures prior to routine use
 - Are able to undertake or arrange investigations or assessments as appropriate, using protocols to select standard healthcare science procedures
- 13.4. Are able to conduct appropriate healthcare science procedures, including:
- Understand the need to maintain the safety of both service users and those involved in their care
 - Are able to use equipment, methods and other technology in routine clinical investigations in accordance with standard operating procedures,

national and international guidelines

- Are able to perform standard healthcare science procedures, including working directly with patients (where appropriate), to reproducible and measurable quality standards
- Are able to validate standard scientific and technical data and observations from service users according to pre-determined quality standards.

13.5. Are able to analyse and critically evaluate the information collected, including:

- Are able to contribute to the investigation and monitoring of disease processes and normal states
- Are able to evaluate the performance of equipment and take corrective action where appropriate
- Are able to use standard operating procedures to analyse data
- Are able to participate in the audit of scientific and technical data
- Are able to evaluate risks and their implications
- Are able to produce a technical report on data collected and analysis undertaken
- Are able to undertake or arrange investigations as appropriate and in accordance with standard protocols.

13.6. Are able to report on information collected, analysis undertaken and findings / results identified

13.7. Are able to formulate and deliver specific and appropriate plans and strategies for meeting the Healthcare Science needs of service users, including setting of timescales

13.8. Are able to use research, reasoning and problem-solving skills to determine appropriate actions, including:

- Are able to recognise the value of research to the critical evaluation of practice
- Are able to engage in evidence-based practice, evaluate practice systematically, and participate in audit procedures
- Are aware of a range of research methodologies
- Are able to demonstrate a logical and systematic approach to problem solving
- Able to perform scheduled experimental work and to produce and present results
- Are able to present data in an appropriate form.

13.9. Are able to monitor and review the ongoing effectiveness of planned activity and modify it accordingly, including:

- Are able to gather information, including qualitative and quantitative data, that helps to evaluate the responses of service users to their care
- Are able to evaluate intervention plans using recognised outcome

measures and revise the plans as necessary in conjunction with service users

- Recognise the need to monitor and evaluate the quality of practice and the value of contributing to the generation of data for quality assurance and improvement programmes
- Are able to make reasoned decisions to initiate, continue, modify or cease investigation, treatment or the use of techniques or procedures, and record the decisions and reasoning appropriately
- Are able to select and apply quality control and quality assurance techniques in accordance with standard operating procedures, national and international guidelines
- Are able to identify and respond appropriately to abnormal outcomes.

Standard 14: Are able to reflect on, evaluate and review practice

- 14.1. Are able to critically reflect on your performance or situations and understand the need to record the actions you will put in place and the outcome of such reflection
- 14.2. Understand the need to keep your professional, scientific, technical knowledge and skills up-to-date.

Standard 15: Are able to assure the quality of your practice

- 15.1. Understand your role in assuring the quality of healthcare delivered to patients / service users
- 15.2. Are able to engage in evidence based practice
- 15.3. Understand the need to plan, take part in and act on the outcome of regular and systematic audits
- 15.4. Understand the need to respond constructively to the outcome of audits, appraisals and performance reviews, undertaking further training where necessary.

Standard 16: Understand the need to establish and maintain a safe environment in which healthcare is delivered

- 16.1. Understand the need to take reasonable care of health and safety at work for yourself, other members of your team and others, and to cooperate with employers to ensure compliance with health and safety requirements
- 16.2. Are able to identify and manage sources of risk in the workplace, including manual handling, specimens, raw materials, needlestick injuries, clinical and special waste, equipment, radiation and electricity
- 16.3. Understand the need to apply correct methods of disinfection, sterilisation and decontamination and deal with waste and spillages correctly.

Knowledge of Healthcare Science

To be registered and continue your registration with us, you must demonstrate that you:

Standard 17: Understand the key concepts of the knowledge base relevant to

Healthcare Science

- 17.1. Understand the structure and function of the human body, together with knowledge of health, disease, disorder and dysfunction relevant to Healthcare Science
- 17.2. Understand the scientific principles upon which the practice of Healthcare Science is based
- 17.3. Are aware of the principles and applications of scientific enquiry, including the evaluation of treatment efficacy and the research process
- 17.4. Recognise the role of other professions in Health and Social Care
- 17.5. Understand the theoretical basis of, and the variety of approaches to, assessment and intervention
- 17.6. Know the basic science underpinning the discipline in which you practise and be able to put it into the clinical context
- 17.7. Know the main clinical applications of the technology used in the discipline and the importance of decisions arising from the results of standard Healthcare Science procedures
- 17.8. Understand the principles and practice of instruments, equipment and methodology used in the discipline
- 17.9. Know the standards of practice and performance expected from the correct use of relevant equipment, methods and other technology and know how to seek advice when confronted with non-standard data.
- 17.10. Registered Medical Illustrators must:
 - Know the range, types and level of complexity of products within the scope and capability of the specialism and available resources.
 - Know and understand the basic principles, procedures, processes, terminology, and national and local protocols relevant to the subject of required recordings, or how to access such information.
 - Know how to obtain accurate clinical, surgical, anatomical or related healthcare information, the documentation relevant to the speciality, and how to complete these safely and securely, including the correct use of image management systems and methods of capturing, labelling and scaling images with particular reference to potential legal requirements.
 - Know the range of equipment, production methods and techniques available for recording in different clinical environments and for individual specialities, and how to select equipment, including for urgent and immediate requests.
 - Know the factors which may affect the quality of the image including light, reflective surfaces, temperature, mobility and how to manage or compensate by choice of suitable equipment and control of environment.
 - Know the range of techniques to achieve standardisation and repeatability of recordings appropriate to the specialism and understand the importance of anatomical orientation of images.
 - Know and understand the risks associated with image capture in clinical and studio environments and the appropriate control measures for ensuring patients' safety and security, including the requirements for space, access, power supply and devices for the safe use of equipment.

- Know the anatomy, pathophysiology and specialist terminology associated with a range of specialities and the correct terminology for recording details of recordings made.
- Know the importance of, and procedures for, confirming and verifying patient identity, consent, authority, roles and responsibilities and the implications of failure to do so.
- Know how to communicate sensitively and supportively with patients and carers when collecting preparatory information and making recordings.
- Know the ethical considerations pertaining to making recordings while maintaining privacy, dignity and confidentiality of patients, taking into account their cultural and special needs.
- Know the infection control methods and techniques relevant to each speciality and clinical environment, and their correct application, including the safe and correct use of equipment that comes into contact with patients and the use of Personal Protective Equipment in controlled environments.

About the Standards of Conduct

Standards of conduct set the minimum requirements for Medical Illustrators in their everyday professional lives. They set out how we expect registrants to act, practise their profession, conduct themselves ethically and, where relevant, conduct their businesses.

The Academy and CAMIP have worked in partnership to develop a code of conduct which sets out for the profession and the public the standards of behaviour and practice that must be achieved and maintained in the delivery of work activities, the provision of care and personal conduct. It covers all parts of the profession, at all times of their professional careers.

Both when applying for registration and when renewing their registration, Medical Illustrators will need to demonstrate that they can and are meeting the standards of conduct set out in the code of conduct.

The proposed Standards of Conduct

Domain 1: Professional Practice

All patients and service users are entitled to good standards of professional practice including honesty and being open when things go wrong. In maintaining your professional fitness to practise as a Medical Illustrator, you must:

Duty of care

- 1.1. Make the patient your first concern
- 1.2. Work within your agreed scope of practice for lawful, safe and effective practice
- 1.3. Work within the limits of your personal competence
- 1.4. Draw on appropriate skills and knowledge in order to make professional judgements
- 1.5. Act without delay if you have good reason to believe that another professional may be putting people at risk
- 1.6. Act without delay on concerns raised by anyone else that patients are being put at risk
- 1.7. Understand the duty of candour you owe to service users / patients and the public, and know how to act accordingly

Dignity and Respect

- 1.8. Never discriminate unfairly against patients, carers or colleagues
- 1.9. Treat each patient as an individual, respect their dignity and confidentiality and uphold the rights, values and autonomy of every service user, including their role in maintaining health and well-being
- 1.10. Understand when it may be appropriate to use a chaperone and follow national and local guidelines

Probity

- 1.11. Make sure that your conduct at all times justifies the trust of patients, carers and colleagues and maintains the public's trust in the profession
- 1.12. Inform the appropriate regulatory body without delay if, at any time, you have accepted a caution, been charged with or found guilty of a criminal offence, or if any finding has been made against you as a result of fitness to practise procedures, or if you are suspended from a post, or if you have any restrictions placed on your practice
- 1.13. Be open, honest and act with integrity at all times, including but not limited to: writing reports, signing documents, providing information about your qualifications, experience, and position in the Medical Illustration community, and providing written and verbal information to any formal enquiry or litigation, including that relating to the limits of your knowledge and experience

Domain 2: Communication

All patients and service users have the right to expect that a Medical Illustrator can communicate appropriately and effectively. In order to be fit to practise as a Medical Illustrator you must:

- 2.1. Be polite and considerate listening to patients and service users and take account of their needs
- 2.2. Give service users and carers the information they want or need, in a way they can understand
- 2.3. Work effectively as a member of a multi-disciplinary team
- 2.4. Consult and take advice from colleagues where appropriate

- 2.5. Be readily accessible when you are on duty
- 2.6. Respect the skills and contributions of your colleagues
- 2.7. Participate in regular reviews of team performance
- 2.8. Respect the skills and contributions of your colleagues
- 2.9. Use all forms of communication appropriately and responsibly, including social media and networking websites

Domain 3: Leadership

Team working

- 3.1. Contribute to the education and training of colleagues
- 3.2. If you have responsibilities for teaching, develop the skills, attitudes and practices of a competent teacher
- 3.3. Ensure that junior colleagues and students are properly supervised
- 3.4. Support colleagues who have difficulties with performance, conduct or health
- 3.5. Provide work-based development for colleagues to enhance/improve skills and knowledge
- 3.6. Ensure that you and any staff you supervise understand the need for and obtain relevant consent before undertaking any investigation, examination, provision of treatment, or involvement of patients and carers in teaching or research
- 3.7. Ensure that you and any staff you supervise understand the wider clinical consequences of decisions made on your actions or advice
- 3.8. Maintain responsibility when delegating activities and provide support as needed
- 3.9. Treat your colleagues fairly and with respect
- 3.10. Make suitable arrangements to ensure that roles and responsibilities are covered when you are absent, including handover at sufficient level of detail to competent colleagues
- 3.11. Identify and take appropriate action to meet the development needs of those for whom you have management, supervision or training responsibilities

Quality

- 3.12. Set, maintain and/or apply quality standards, control and assurance techniques across all activities
- 3.13. Make judgements on the effectiveness of processes and procedures
- 3.14. Participate in quality assurance programmes
- 3.15. Maintain an effective audit trail and work towards continuous improvement

Domain 4: Maintaining Skills and Knowledge

The practice of a Medical Illustrator is subject to constant development and rapid change. In order to keep up with these changes and engage actively in a constant process of learning and development you must:

Continue Professional Development

- 4.1. Maintain up to date knowledge of the evidence base that underpins the services that you provide and ensure that these services are in line with the best evidence

- 4.2. Continually evaluate your skills and knowledge, ensuring that training needs are identified and that learning processes address the specific requirements of practice
- 4.3. Respond constructively to the outcome of audit, appraisals and performance reviews, undertaking further training where necessary

Audit, Research and Innovation

- 4.4. Search and critically appraise literature and other sources of information
- 4.5. Engage in evidence-based practice, participate in audit procedures and critically search for, appraise and identify innovative approaches to practice and delivery
- 4.6. Develop, evaluate, validate and verify new procedures and, where indicated by the evidence, adapt and embed them in routine practice
- 4.7. Support the wider healthcare team in the spread and adoption of innovative practice
- 4.8. Support the profession of medical illustration to continue to develop across all fields and specialities and to look for opportunities to pursue development

Domain 5: Managing Risk

Medical Illustrators work within a variety of environments, within and outside the clinical setting and all environments can present risks for the patient, staff or visitor. Real harm may be caused by disclosure of images as a result of inappropriate consent, handling and or storage procedures. Unlike many health care records and diagnostic medical images, clinical photographs and video recordings can be identifiable and easily understood by the general public. In order to practise effectively as a Medical Illustrator, you must:

Confidentiality and security of data

- 5.1. Ensure that patient's rights and interests, with regard to dignity and confidentiality, are safeguarded within working procedures
- 5.2. Ensure the confidentiality and security of information and images acquired in the course of their professional practice
- 5.3. Ensure that all images/records are kept securely in accordance with legislation, policies and guidelines
- 5.4. Only disclose images and data to those who have a legitimate right to see them
- 5.5. Abide by legislation regarding Copyright, Designs and Patents

Health and Safety

- 5.6. Identify and employ safe working practices and ensure compliance with legislation and health and safety policy
- 5.7. Follow local health and safety rules, local infection control policies and procedures, and relevant legislation at all times
- 5.8. Take all reasonable steps to reduce the risk of harm to service users and colleagues as far as possible
- 5.9. Do not do anything which could put the health or safety of a service user or colleague at unacceptable risk
- 5.10. Make appropriate changes to how you practise if your physical or mental health may affect your performance or judgement

Financial policies

- 5.11. Adhere to the local policies and procedures and standing financial orders of your employing organization
- 5.12. Do not accept unrecognised forms of payment or remuneration from patients, patients' relatives or commercial organisations.
- 5.13. Abide by your employing organisations' policies when considering accepting benefits or hospitality provided by commercial organisations

Consent

- 5.14. You must make sure that you have consent from service users or other appropriate authority before you provide a service
- 5.15. Adhere to organisational policies to obtain consent
- 5.16. Adhere to legislation and policies in situations where it is necessary to take images without consent, when working with children or vulnerable adults and with deceased patients

About the Standards of Continuing Professional Development

In developing these standards, the Academy is aware that “Medical Illustrators” is a term that covers a number of different disciplines, with various professional bodies which may have their own standards for continuing professional development. As such, a structured CPD scheme (with minimum hours to be achieved or points to be gained) would create an unreasonable burden on registrants and might result in some registrants having to meet two different schemes (their professional body's scheme and ours). We therefore propose a flexible scheme that enables individual professionals to decide how best to maintain and develop their knowledge and skills. These standards draw on those required of HCPC registrants.

The proposed standards of Continuing Professional Development

As a Registered Medical Illustrator you must ensure that you continue to maintain and develop your knowledge and skills to be able to demonstrate your continued fitness to practice. Our proposed standards are that registrant's must:

- maintain a continuous, up-to-date and accurate record of your continuing professional development (CPD) activities
- undertake CPD activities that are a mixture of learning activities relevant to your current or future practice
- ensure that your CPD has contributed to the quality of your professional practice
- ensure that your CPD benefits the service user
- present a CPD portfolio (a written record, with evidence, of your CPD activities and their impact on your professional practice) explaining how you have met the standards for CPD, when requested by the Academy's Registrar.

You may decide that you could meet our standards by taking part in a scheme run by your professional body or your employer. You might add to this with other activities, or you could structure your own CPD activities around your personal development plan. Our proposed standards will give you the flexibility to plan your own CPD in a way that suits your work, your learning needs, your preferences, and the time and resources available to you. CPD will be a requirement of your ongoing registration with the Academy Regulation Council. When you renew your registration, you will need to sign to confirm that you have met our standards for CPD. Each year, we will audit a random sample of registrants to make sure our standards are being met. If you are audited, we will write to you and ask you to send us information showing how you have met our CPD standards over the previous two years.

Future development of these standards

Registration and regulation are not static entities; they develop as professional practice, technology and our understanding of human health changes and as professions mature. They develop as new risks of professional practice are identified that require standards to mitigate those risks.

We will work with professional bodies, individual professionals and service users to ensure that our standards are and continue to be fit for purpose. This means that we will regularly review our standards.

Thank you for participating in this consultation.