

## Guidance for chiropractors applying for registration

**General  
Chiropractic  
Council**



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**The General Chiropractic Council (GCC) is the statutory regulatory body for chiropractors in the UK. Before you work as a chiropractor in the UK you must register with us.**

**What is included in this booklet?**

- **The role of the GCC**
- **Some information on registering with us**
- **Your duties and responsibilities once you are registered**

**The GCC was created by act of Parliament (The Chiropractors Act, 1994) and we began registering chiropractors for the first time in June 1999.**

**We are here to:**

- **Protect patients and the public – we do this by maintaining a Register of all those people who call themselves chiropractors in the UK.**
- **Set standards in:**
  - **education by accrediting chiropractic courses**
  - **conduct and practice for registered chiropractors by publishing [The Code: Standards of Performance, Conduct and Ethics for Chiropractors, and guidance.](#)**

## Registration

You must register with us if you want to work as a chiropractor in the UK.

The application process is different depending on your qualification. If you are not sure check the registration route questionnaire on our website ([www.gcc-uk.org](http://www.gcc-uk.org)).

The questionnaire only takes a minute and will ask you a few questions on:

- Your qualification
- Your nationality

You will then be taken to the relevant page of our website, which includes the application documents.

As part of your application you must send us some supporting documents so we can:

- verify you are who you say you are
- check your chiropractic qualification
- confirm your good character
- confirm you are physically and mentally fit
- ensure you have professional indemnity arrangements in place.

Full details of the documents you need to send can be found in the application forms on our website ([www.gcc-uk.org](http://www.gcc-uk.org)).

**Important:** You must register before you start to practice. If not you will be committing a criminal offence and liable for prosecution.

The following 4 pages give further information on the routes to GCC registration:

1. by holding a recognised (UK) chiropractic qualification
2. by holding an overseas chiropractic qualification not recognised by the GCC
3. by holding EU community rights and being entitled to practise as a chiropractor in an other EEA member state

## Fees

Before registering with us you will need to pay a registration fee. The full fee must be paid before registration is granted; it's not possible to pay your registration fee by instalments or after you have registered.

The current registration fees are:

**£750 – practising registration**

**£100 – non practising registration**

## Pro-rata fees

There is no legal mechanism that allows for pro-rata fees. This means that you must pay the full fee at whatever point in the year you apply to register.

## Retention fees

Your following year's fees can be paid by instalments, but must be done in advance before the deadline of 30 November.

## Why fees?

The GCC is a self-funding organisation, and our only source of income is registrant's fees.

We are financially independent of the Department of Health, and we see our independence as an important part of maintaining standards of your profession.

## **GCC Education Standards**

All applicants must meet our standards to be eligible for registration. There are three ways we check someone's education.

### **Applicants with recognised UK qualifications**

You can apply for registration through this route if you have successfully completed a course giving you a recognised chiropractic qualification.

You should already be aware that you are working towards a qualification that will allow you to register with us, however, if you have an old chiropractic qualification from a UK educational institution and you are not sure please get in touch.

### **Non EU applicants with overseas qualifications**

If you apply for registration as holding an overseas qualification not recognised by the GCC, you will need to pass the Test of Competence before we can register you.

This is because we have not confirmed that your qualification meets our educational standards as we have with recognised qualifications.

We ask that you pass the test before registration to ensure your knowledge and skills meet our standard of proficiency for chiropractors in the UK.

### **More information**

You can read more information about registering with us, and fill in an application form, on our website at [www.gcc-uk.org](http://www.gcc-uk.org).

### **EU applicants**

Applicant through the EU General Directive will need to complete and return a mapping document showing how their education and skills are not substantially different to UK graduates and therefore meet GCC Education Standards.

## EU/ EEA nationals practising in an EU/ EEA member state

You may be able to register with us under EU General Directive 2005/36/EC if:

- You are a national of a European Economic Area (EEA) member state (other than the UK), or Switzerland; or
- An exempt person, for example, you are the spouse of an EEA national

You hold a chiropractic qualification achieved within the EEA and regulated by the state

You are entitled to practise as a chiropractor in an EEA member state that regulates chiropractic

You have practised as a chiropractor for at least 1 out of the last 10 years in an EEA member state that does not regulate chiropractic

You hold a chiropractic qualification from outside the EEA and have been practising as a chiropractor in an EEA member state for at least 3 years.

For further information on applying for registration under the EU General Directive, please contact registrations:

Phone: +(0)20 7713 5155

Email: [registrations@gcc-uk.org](mailto:registrations@gcc-uk.org)

## Professional indemnity arrangements

If you are applying for practising registration and intend to work in the UK, you must ensure you have adequate indemnity cover.

Your indemnity cover must be in place **before we grant you registration**. It is a legal requirement that indemnity arrangements are in place to cover you for all periods of practise.

## What will we do with your application?

- We will do our best to check your application within 24 hours of its arrival, although this is not always possible
- We will look at all of the documents you have sent to make sure they meet our requirements
- If we need any more information we will email you with details
- If you are registered we will email you with your registration number and start date
- A letter confirming your registration and certificate will follow by post
- If registration is refused, for any reason, we will write to let you know, setting out the reasons and our appeals process

## Documents on our website relevant to registration:

- Registration application forms
- Fees schedule
- GCC (professional indemnity insurance) Rules 1999

## The standards you are expected to follow

The GCC produces **The Code: Standards of Performance, Conduct & Ethics for Chiropractors** and guidance, setting out the standards patients can expect from you and a code that you are expected to work by. They are also the benchmarks of conduct and practice you will be measured against if a complaint is made to the GCC.

**You can view and read a copy of The Code: Standards of Performance, Conduct & Ethics for Chiropractors on our website ([www.gcc-uk.org](http://www.gcc-uk.org)).**

## Keeping your details up to date

If your details change, such as a practice or phone number, you must let us know. This is because we include practice details on our website and also write to you at your registered practice address (the main practice address we hold for you).

You can also include additional practice addresses where you work, which we will include on your website listing and which is where members of the public can go to check if you are GCC registered.

The chiropractor's login section on the website is where you can add and update:

- your contact phone numbers
- some of the personal details we hold for you
- registered practice address
- additional practice addresses
- pay your retention fee
- fill in your retention application
- complete your CPD summary

## Continuing professional development

Once registration has been granted you will need to complete Continuing Professional Development (CPD) to show that you are keeping your skills and knowledge up to date.

The CPD year starts on **1 September** each year and ends the following **31 August**. There are pro-rata arrangements in place if you register after a CPD year has started. If so, you will need to complete 2.5 hours of learning activities for each full month of the CPD year you are registered.

Half of your CPD hours must include learning with others, which can include formal learning, such as seminars and lectures, as well as informal learning, such as case discussions with colleagues and shadowing other professionals.

A full years CPD requirement includes at least one learning cycle and 30 hours of learning, half of which must be with others.

All CPD you include on your annual CPD record summary must relate to your professional development and your clinical practise.

### CPD Audit

Every year we audit a selection of registrants, some to check their CPD summaries and additionally we also ask to send evidence of their learning listed on their current CPD record summary.

To learn more about the **GCC CPD requirements** please check out the following documents on our website ([www.gcc-uk.org](http://www.gcc-uk.org)):

- **GCC (CPD) rules 2004**
- **CPD guidance for registrants**



## Renewing your registration

The registration year is from **1 January to the 31 December**. It is the same for all chiropractors whatever point in the year their registration starts.

This means that you will need to retain your name on the Register each year otherwise you will be removed from the Register.

The period during which you are allowed to complete your retention on the Register usually starts in October once the annual CPD period has finished and ends on **30 November**, which is the date given in the GCC (Registration) Rules 1999. During this period you will need to:

- Fill in a retention application
- Pay the retention fee

All parts of your retention application can be done online, although, if you wish you can fill in paper versions of the retention application.

The current retention fees are:

**£800 – practising registration**

**£100 – non-practising registration**

Once you have sent us your retention application and your payment has cleared our account, we will send you a:

- letter of confirmation
- certificate of registration for the next year; and
- receipt for your fee.

If you have not sent us your retention application by **14 December** then your name will be removed from the Register.



## Indemnity arrangements

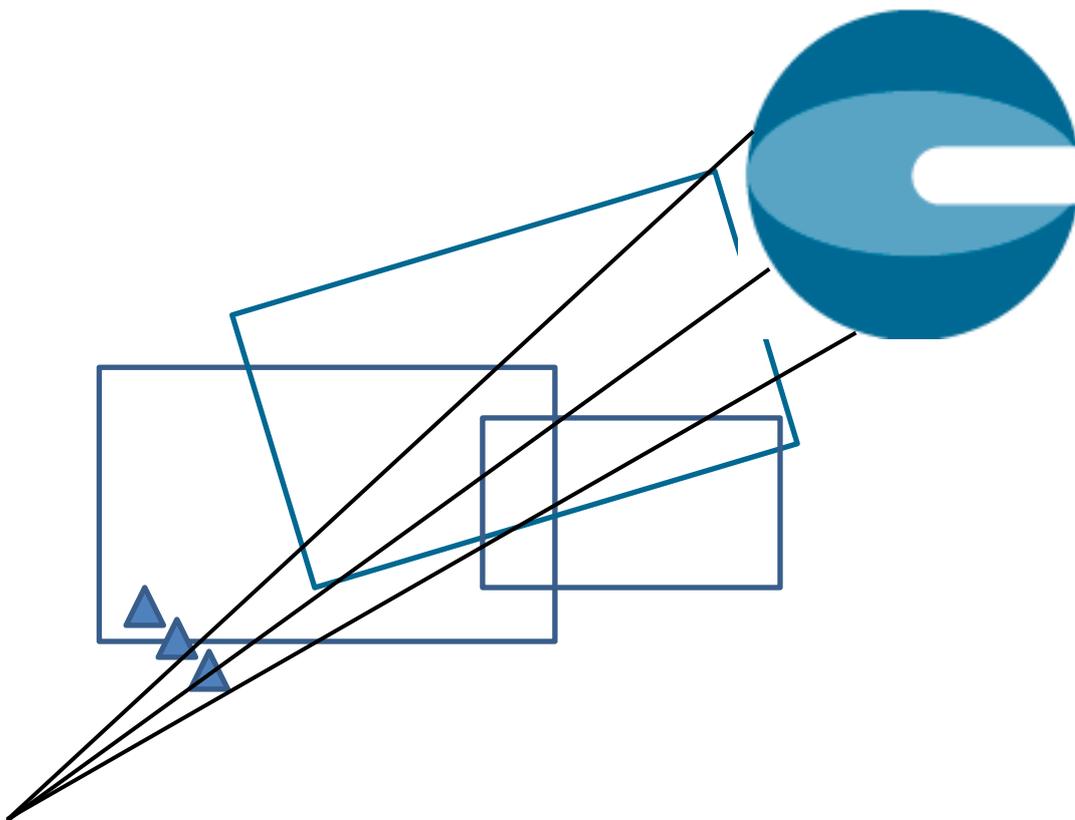
It is a legal requirement that all registrants have indemnity arrangements in place for every period of practice in the UK. This includes cover for:

- a minimum of £5,000,00
- offering chiropractic services
- run-off cover in relation to previous periods of practice.

## Keeping the GCC updated

You are expected to keep a record of your indemnity arrangements on the GCC website, which must be updated promptly to avoid any gaps in cover. Where registrants do not update their details promptly the Registrar may either remove that person from the register or their failure to provide the requested information can be considered as Unacceptable Professional Conduct.

Further details of indemnity arrangement requirements can be found on our website [[here](#)].



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Registration email: [registrations@gcc-uk.org](mailto:registrations@gcc-uk.org)

[www.gcc-uk.org](http://www.gcc-uk.org)