

Professional Registration

ROUTES TO ACCREDITATION



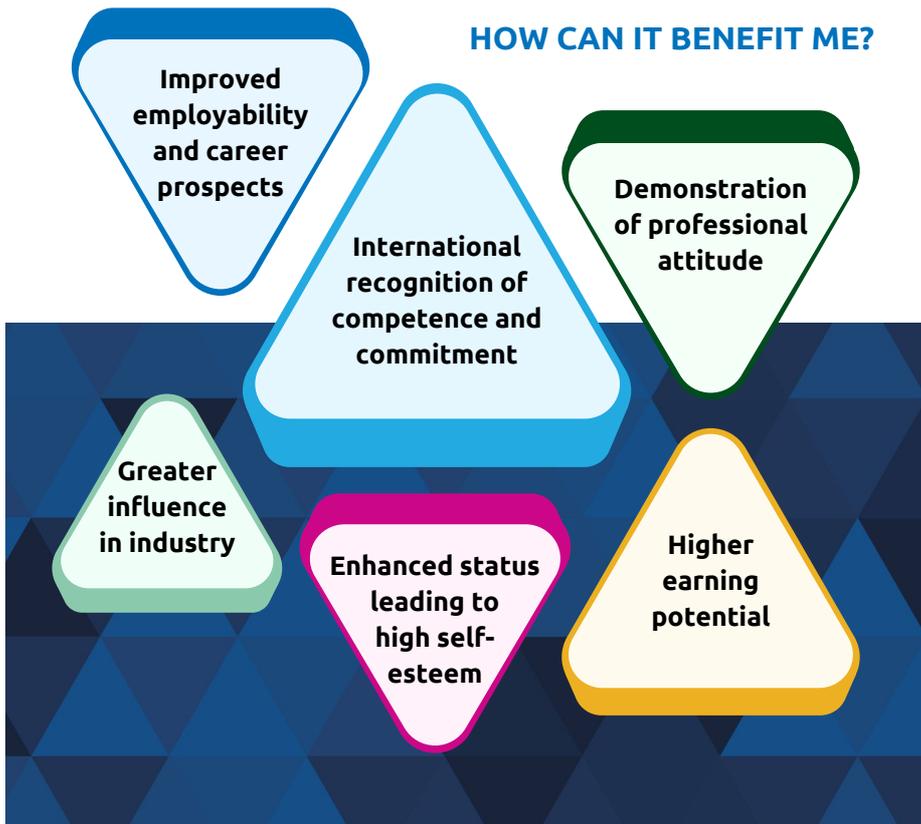
In an increasingly global industry, the weight carried by internationally recognised accreditations will only continue to rise. The Engineering Council's register of individuals who have been admitted under the post-nominals of EngTech, IEng, and CEng, exists to provide a benchmark by which registered engineers can be confidently considered to have reached globally recognised professional standards and competence. In addition to the assurance given to the public, employers, and clients, that registered individuals are universally skilled to a given level within their field, registration provides a useful marker which sets registered engineers apart from the rest of the field, a factor no doubt contributing to the higher earning potential and career

development reported by many registrants.

The standards required of registered engineers transcend experience and qualifications - spanning ethics, sustainability, and professionalism. Critical to an equitable professional registration process, these standards are not predicated on a fixed route; rather the commitment is made to maintain the standards expected and the value they hold, not how they have been reached. To this end, registration can be obtained via a 'standard' or 'non-standard' route, both supported by IHEEM's Membership and Registration Head Office team and nominated committee.

On preliminary application to Head Office for IHEEM membership, decisions issued by the IHEEM Membership Committee will include any relevant Engineering Council registration recommendations. Either further to this or as part of an independent registration application, members are able to contact Head Office to request an application pack, which contains all relevant forms and supporting information to proceed with applying for EngTech, IEng, or CEng status. Our dedicated Membership and Registration teams are on hand throughout this process to handle any queries around the process and required information for application submissions.

HOW CAN IT BENEFIT ME?



The wide-ranging benefits of professional registration positively impact individual accredited persons, their employer, clients, the wider industry, and the general population. Such registration also improves prospects for engineers, by demonstrating a commitment and recognised standard of competence within the field. *The Engineer's* 2018 salary survey reported a mean average salary difference of over £8,000, and just over 18%, between those who were professionally registered, and those who were not.

Whilst registrants' motivations for seeking accreditation will vary almost infinitely, the universality of both the umbrella application process, and the recognition of the standards reflected, mean that registration is a marker that can be considered aspirational and achievable for all. At any and all stages of an individual's career, IHEEM's Membership and Registration teams are well-placed to provide support and guidance toward successful registration and retention of their status.

Pathways to registration

Standard and non-standard routes

As part of the admissions process when becoming a member of IHEEM, individuals may be given a recommendation regarding their suitability for registered status. Should applicants wish to pursue this path, the Institute also supports candidates in the application process for registration.

The two routes to registration - standard and non-standard, also referred to as 'individual', exist to provide an accessible and equitable process for individuals regardless of the way in which they have progressed through their career and gained experience. The guide (right) outlines the key differences and standards required to pursue registration, dependent on individual professional context.

STANDARD ROUTE

The Standard route to registration is taken on the basis of having achieved required learning outcomes through recognised qualifications:

- **EngTech** - Level 3 qualification as part of an approved apprenticeship scheme
- **IEng** - an accredited Bachelor's degree
- **CEng** - an accredited integrated Master's degree or combination of accredited Bachelor's and Master's degrees

NON-STANDARD ROUTE

A non-standard route to registration is based on individual assessment, and allows for full inclusivity in the registration process. Specific qualifications and any additional learning or experience will be considered, such as:

- Formal academic programmes
- In-employment training
- Experiential learning
- Self-directed learning

Applicants may also be asked to write a technical report or attend a technical interview.

SPOTLIGHT ON

ADAM TAYLOR

Adam Taylor AMIHEEM, EngTech, Cert IBO is an Engineering Officer with Serco. His career spans over 15 years - from work as a plumber to now working on a team of seven specialist Engineering Officers operating as service-providers to an NHS Trust. He explained that a change of employment gave him greater confidence in his work, and he sought out Professional Registration to receive the recognition he felt he deserved.

Problem solving has always been at the forefront of Adam's roles and enjoyment thereof, and working in an acute medical hospital, he is required to exercise a fine balance between efficient, rapid response strategy, and a mindful, understanding approach with the Trust. As well as a marker of value to his leadership and peers, Adam believes that as an NHS service-provider, Professional Registration gives his Trust the confidence that he will provide a 'good, professional, [and] robust service, applying the right principles to ensure continuity of the hospital'.

Both in his working day and his career, Adam is proud to work for the NHS, with whom he hopes to continue his working relationship long into the future. He encourages those considering pursuing Professional Registration to do so, advising, 'See it as a way of making the next step in your career; once your engineering principles are recognised it could open doors to a promotion or a job change'.



Standard Route

Applicants in possession of designated qualifications and experience are eligible to apply via the standard route to professional registration.

For individuals wishing to pursue Professional Registration via IHEEM, applicants are required to be a member of the Institute. As part of this membership application process, the Membership and Registration Committee will provide a professional registration recommendation to the individual, according to relevant vocational experience and appropriate accredited qualifications, which are also verified by the Institute at this early stage.

An overview of the standard routes to all status levels of registration is outlined in the diagram below, which illustrates typical routes which may be followed via education and experience in each case.

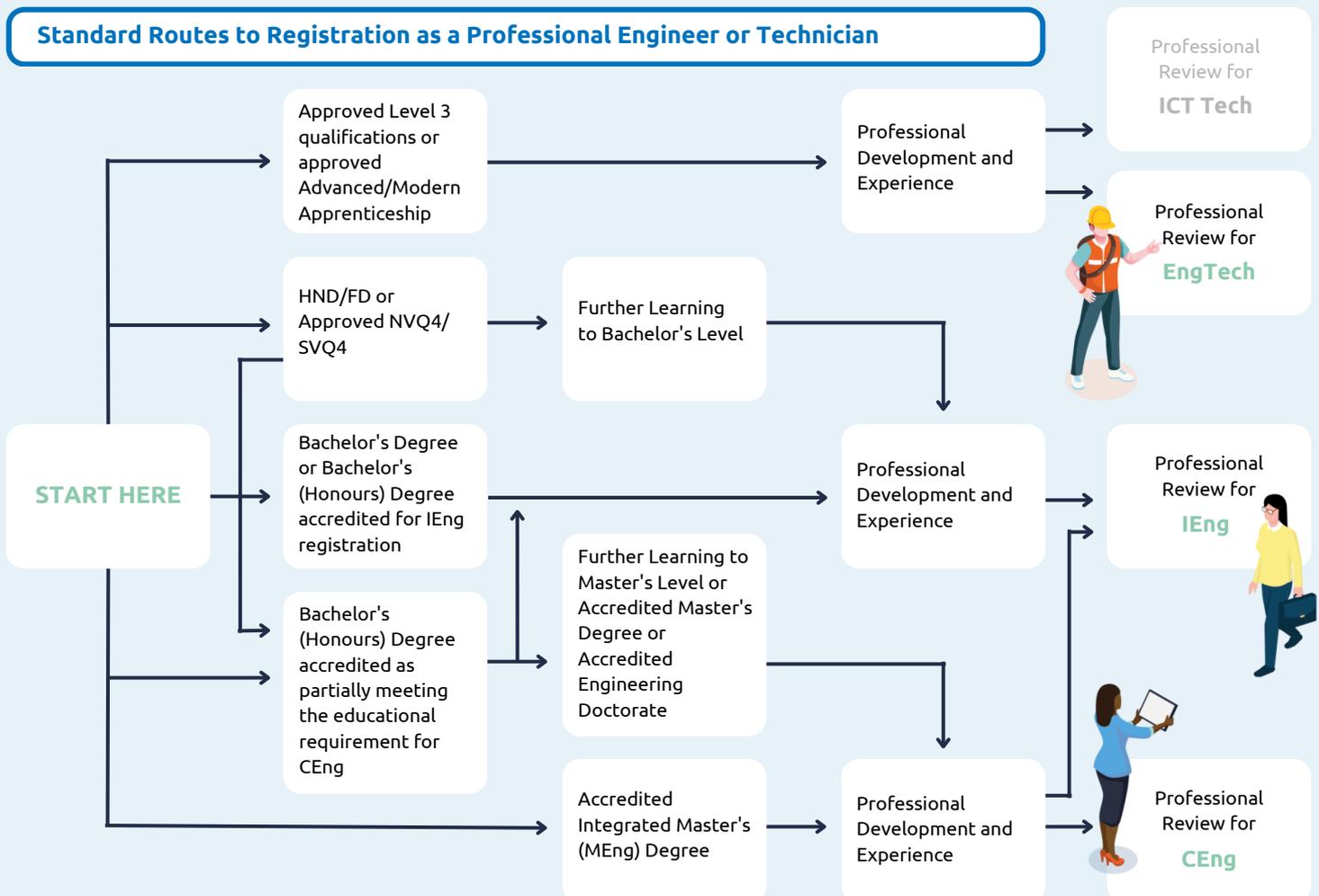
The first step in commencing an IHEEM application for registration is the completion of an Engineering Practice Report, or EPR. The report provides a broad scope of competence standards required set by the Engineering Council and IHEEM

for each level of registration, and requires applicants to offer substantive examples of how they meet or exceed these standards.

Reports are reviewed by a panel of three experienced IHEEM Assessors and require unanimous and satisfactory feedback, following which individuals applying for IEng and CEng will be required to attend a Professional Registration Interview, or PRI, though this is most commonly not required of EngTech applicants.

Pending positive interviewer responses, applicant details will be passed on to the IHEEM Membership and Registration Committee Council for ratification, and then on to the Engineering Council for registration.

Standard Routes to Registration as a Professional Engineer or Technician



Non-standard Route

Individual route to accreditation includes a technical report, allowing applicants to demonstrate alternative relevant experience.

An option open to professionals who do not possess the pre-requisite qualifications, pursuing accreditation via the individual route requires the submission of one additional technical report prior to embarking on the typical standard route via

an EPR and interview.

The technical report part of this process comprises two stages - an initial assessment, and the full technical report. The initial assessment in part necessitates the submission of a provisional synopsis of the proposed subject area for the full report. Subsequent to Committee review and issuing of approval to proceed via a technical report route, applicants are then required to submit the report itself.

The technical report is a mechanism for applicants to demonstrate the ways in which their professional engineering experience compensates for the shortfall in academic criteria typically required of candidates for

registration. As such, it is essential that the report content should centre on scenarios for which no previous guidelines or solutions are available, and for which they are able to provide substantive evidence of their relevant experience, thereby constituting the application of engineering principles to Bachelor's level for IEng applicants, or Master's level for CEng.

Whilst the criteria and process for individual route applications are purposefully and rightfully stringent, the framework allows a clear and structured pathway to accreditation for those for whom experience has been gained via a more practical, vocational route.

FAQs >

PROFESSIONAL REGISTRATION

"How much does it cost to apply for registration?"

Registration fees vary depending on the level of registration you are looking to pursue. In most cases there are combined fees payable to both the Engineering Council and IHEEM, which cover entry and annual fees, necessary reports and reviews, and general administration costs.

"How long will it take for my application to be processed?"

This is dependent on the application, and subject to the extent of the review process required to submit to the Engineering Council. However, once approved by IHEEM, applications will normally be processed by the Engineering Council within 1-3 weeks of submission, with the exception of the period from mid-December to mid-January. Once added to the register, you will receive a registration pack to the address provided to your chosen institute.

"How should I decide which grade of registration to apply for?"

In addition to any recommendations made by our Membership Committee at the time of joining IHEEM, there are resources available both with IHEEM and the Engineering Council which outline the requirements for each grade of registration. Further detail on these resources can be found in the Resources section of this article. Applicants should take the time to consider these requirements and the evidence they are able to provide to support a strong application for their chosen grade.

"How can I apply with qualifications gained from outside the U.K.?"

UK-NARIC is the national agency for providing information on the comparability of qualifications and skills from overseas to U.K. equivalents. It can provide a report of your career path and a letter of comparability, both of which may be used in professional registration assessment.

Ready to pursue professional registration?

For further information on routes to accreditation, guidance, and support, in your application, or to learn more, please visit iheem.org.uk, the Engineering Council website engc.org.uk/professional-registration/, or contact IHEEM Head Office at office@iheem.org.uk

Accreditation with IHEEM

HOW CAN WE SUPPORT YOU?

For many, pursuing accreditation is emblematic of reaching a particular milestone or level in one's career, or wishing to take strides towards greater achievement and recognition. IHEEM recognises that whilst the format and process required to become professionally registered are, rightly, prescribed and thorough, no two individual journeys to registration are the same.

IHEEM's Head Office team have dedicated officers in Karen Casey (Membership) and Clair Wilkins (Professional Registration), to assist with queries, advice and support in navigating each process from initial application to successful accreditation.

In addition to myriad tangential benefits of becoming an IHEEM member, including training discounts, access to all conferences and networking events, and exclusive use of IHEEM's CPD recording system, professional registration support is a core focus of the Institute's daily operation.

Whether you are ready to improve your qualifications and career prospects, unsure where to begin with registration, or would like to understand the options available to you, contacting the IHEEM Head Office team is the first step for all those currently considering accreditation. In supporting members' commitment to professional development, IHEEM is proud to champion and drive exemplary standards within a thriving, longevous healthcare engineering community.



Clair Wilkins

Clair Wilkins is the longest-serving member of IHEEM's Head Office, having worked with the Institute for over 14 years. During this time she has primarily been a Membership Development Officer, eventually leading on to her holding the responsibility of Institute Lead for Technical Platforms and Professional Registration.

Clair finds helping IHEEM's members towards their Professional Registration the most rewarding part of her job, supporting members to develop their careers through achieving their professional status.

Another part of her role with IHEEM is to support the International Federation of Healthcare Engineering, a body that was a founding member of sharing good practice across the world.



Zanna Mercer

Zanna Mercer is the Professional Development Manager for IHEEM. She joins the Institute with over ten years' experience in people management, training, and development. Her role focuses on expanding the training available to members, as well as cultivating a broad range of development opportunities for individuals at all stages of their careers.

In addition to championing the advantages of professional registration, supporting members to achieve accreditation and drive forwards in their careers and professional fulfilment are both central to her responsibilities. This comes in the form of supporting the Membership and Registration teams in their processing of accreditation applications, and the development of a mentor and coaching initiative to be rolled out in 2024.

Accreditation

HOW TO BECOME REGISTERED?

8 STEPS TO ACCREDITATION



1) JOIN IHEEM

IHEEM is a professional engineering institution, licensed to assess candidates for registration.

2) HIGHLIGHT YOUR INTEREST

Update your institution that you are ready to apply for professional registration.



3) RECORD YOUR CPD

Provide a body of evidence on your qualifications, activities, and experience, to gain and maintain professional registration.

4) BEGIN YOUR PROFESSIONAL REVIEW

The assessment process spans a written application and, in some cases, an interview.



5) WRITE YOUR APPLICATION

You will need to write your application according to the requirements of your institution.

6) ATTEND AN INTERVIEW*

All IEng and CEng applicants, and some EngTech applicants, are required to attend an interview, depending on the institution.



7) APPLICATION REVIEW

Your application is then reviewed by a panel of Engineering Council delegates.

8) RECEIVE CERTIFICATION

The Engineering Council will verify and process your application, and you will be added to the national register.



*Not required for all applications

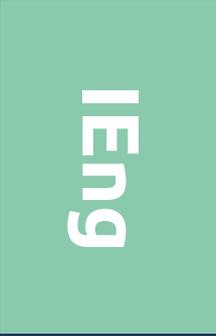
Registration can be the first step towards career progression, professional fulfilment, and numerous tangential benefits, including a higher-than-average salary. As well as selecting and joining an institution, one of the key decisions to be made about accreditation is for which grade of registration to apply.

IHEEM is able to provide further information on the requirements of each and advise on the most relevant application process for Engineering Technician, Incorporated Engineer, and Chartered Engineer status. This most often takes place at the point your membership of the Institute is issued.

Chartered Engineers (CEng) develop solutions to engineering problems using new or existing technologies, through innovation, creativity, and change, and/or they may have technical accountability for complex systems with significant levels of risk.



Incorporated Engineers (IEng) maintain and manage applications of current and developing technology, and may undertake engineering design, development, manufacture, construction, and operation.



Engineering Technicians (EngTech) apply proven techniques and procedures to the solution of practical engineering problems.



For more information on steps to Professional Registration, please contact IHEEM's Membership and Administration Co-ordinator, Clair Wilkins, at clair.wilkins@iheem.org.uk



Much of our day to day constitutes CPD, making it easy to keep records complete and up to date



As a professional body, IHEEM is licensed by the Engineering Council in the UK to register engineers at various levels depending on their backgrounds and experience. This recognises their current underpinning knowledge and understanding, as well as their competence and commitment to working in a professional and ethical manner that minimises the risks to the public and the environment created by their work.

As part of the pathway to registration there is a review of the applicant's academic qualifications, career history, and current role, but also, in the case of Incorporated Engineer (IEng) and Chartered Engineer (CEng), there is a professional peer review interview conducted by current registrants within IHEEM. In both reviews, evidence of continued professional development, CPD, will be sought.

As the saying goes "we learn something new every day", and whether we realise it explicitly or not we are always learning. Whilst there was a long-standing recognition that once registered, registrants needed to undertake CPD to fulfil their roles in a professional manner, from 2019 Engineering Council made recording CPD a mandatory requirement. Licensed professional engineering bodies like IHEEM then have to ensure that their members that are registrants are following this requirement, and the Institute does this by requesting a random selection of its registrants to submit their CPD records every year for review.

Engineering Council is not prescriptive as to what constitutes CPD, and whilst some might think it only covers formal training courses and academic study, this is not the case. Indeed reading this publication and this article is CPD, especially if you have learnt something new. By meeting a supplier of services or a product that describes a new process or innovation you have learnt something new, and so this constitutes CPD. Working with a colleague that shows you a new way of addressing a problem is also CPD. It can be seen that by following this approach creating a comprehensive CPD record is not hard; indeed it could be said that it might be difficult to decide what to include and what

not to include!

What is important is to record what you have learnt and reflect on how it has helped you to perform your role in a better way, but also to identify areas where you might want to increase your knowledge and understanding. In other words, once you have been given a glimpse of something new that can benefit you now and in the future in your role as an engineering professional, how are you going to find out more? Assess what is needed to meet your goals, and list them in your CPD record.

In IHEEM, the CPD records that have been randomly selected will be peer reviewed, and the quality and quantity of the CPD record will be considered in a positive way to allow constructive feedback as to the areas that further CPD might be focused on. In particular, the assessors will be looking for the reflective self-awareness shown by the member as to the areas where further professional development is needed.

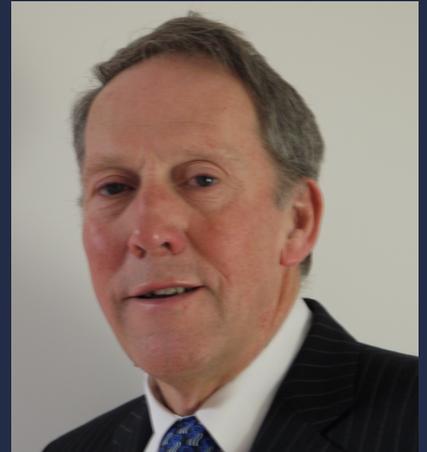
IHEEM makes it very easy to record your CPD through its web portal, MyIHEEM CPD, but again this is not the only way it can be recorded if you are more comfortable using a another software tool, or indeed using a good old analogue diary and a pen! What is important is that the information can be retrieved and submitted to IHEEM if required. For further details, please take a moment to read IHEEM's CPD Policy at <https://www.iheem.org.uk/wp-content/uploads/2021/08/CPD-Policy-v3.pdf>

The bad news is that a persistent non-submission of a CPD record will result in being struck off the Engineering Council register, something that nobody wants to happen, so please make sure you keep your CPD record up to date and ready to submit if requested. Finally, if you are really no longer professionally active in the widest sense (volunteer roles in an engineering capacity still count as being active), but would like to remain a registrant with Engineering Council, then please let IHEEM know, and you will be excused from having to maintain a CPD record. Again, this is explained in the policy document.

We hope this is helpful, but as always

please contact IHEEM if you have any questions or queries about registration and CPD.

Richard Vie FEng, CEng, CMarEng, FIMarEST



Richard Vie

Richard is the Liaison Officer for the Engineering Council, monitoring the processes used, and assisting IHEEM in meeting the Engineering Council requirements as a licensed body. Richard studied mechanical and marine engineering at the University of Surrey, before a long and enjoyable career in the marine industry. Before retirement he worked at Carnival, the cruise company, leading a team designing new cruise ships and bringing them into service. His own professional body is the Institute of Marine Engineering, Science & Technology (IMarEST) where he is a Fellow and a Past President. He is a Fellow of the Royal Academy of Engineering, a Chartered Engineer, and a Chartered Marine Engineer, and has always been an active supporter of the engineering community in its ambitions to attract more young people to engineering, and achieve professional recognition through registration and continuous professional development.