



## **Authorising Engineers (Medical Gas Pipeline Systems) Registration Requirements**

### **Introduction**

The Policies and Principles section of Health Technical Memorandum 00, Best Practice Guidance for Healthcare Engineering, describes the structure and the core suite of nine subject areas for guidance, which HTM02 suite refers to Medical Gas Pipeline Systems.

Chapter 4 summaries the professional support and management structures required to implement the HTMs for the role of AE(MGPS)s. Roles and responsibilities of Medical Gas Pipeline Systems personnel are given in HTM02-01 Part B.

NOTE: reference to the Devolved Administration of Health Facilities in Scotland, Welsh Health Estates and Health Service Northern Ireland is essential for the applied guidance and structure in those areas.

IHEEM maintains a register of Authorising Engineers (Medical Gas Pipeline Systems). The responsibility for maintain the register within IHEEM is through the AE (MGPS) Panel, which is described in the Terms of Reference for that Group, held by the Institute. The Panel is also responsible for the publication of an AE(MGPS) Code of Conduct, the investigation of complaints, the endorsement of appropriate training courses, registration of new AE (MGPS)s, periodic re-registration of AE(MGPS)s and general management of the scheme.

This document outlines the registration matters of AE(MGPS) new entrants to the scheme and re-registration procedures for those already registered. The registration procedure will be transparent and controlled.

Acceptance onto the register will be undertaken by successful completion of an appropriate course as detailed in this document, and a Professional Review, whereby a satisfactory level of professional competence including work experience and CPD will be displayed.

### **AE(MGPS) Registration**

The following criteria apply for registration as an AE(MGPS):

- a) The applicants will be either:
  - i. A Chartered Engineer in an appropriate discipline; or
  - ii. Have sufficient engineering knowledge to be qualified and registered to the level equivalent to Incorporated Engineer and to be able to demonstrate a commitment towards Chartered Engineer registration.
- b) A minimum of five years recent and relevant experience in Medical Gas Pipeline Systems to current standards (supported by a relevant CPD Log or suitable documented evidence).
- c) Completion of an appropriate AP(MGPS) course and passing the associated examination within three years of application.

- d) Completion of the HTM00 AE Foundation Course within 12 months of registration.
- e) Undergo a professional interview by the AE(MGPS) Panel.
- f) Submission of a written application of approximately 2000 words outlining the experience and type of work carried out and supported by a CPD log or suitable documented evidence. (See section 5)
- g) Agreement by signature to adhere to the AE(MGPS) Code of Conduct.

The Registration Panel of the AE(MGPS) Panel can recommend further actions regarding education and training as deemed necessary before the applicant is accepted onto the register. These recommendations could be in the form of mentoring by an existing AE(MGPS), or gaining further experience at management level in the medical gas field.

### **Re-registration of AE(MGPS)s**

All registrants will be reviewed by the registration panel every three years.

The registrar will inform each registrant at least four months prior to the review date to request the re-registration documentation.

Each registrant must submit to the AE(MGPS) panel registration sub-group the following:

Documentary evidence or a CPD log showing a minimum of 30 hours of CPD as set out by the Engineering Council UK for IEng and CEng registrants CPD to demonstrate relevant professional development in Engineering including MGPS.

A written professional review of the registrant's activity summarising the period since last registration; the review should be approximately 2000 words.

Collectively, these documents should adequately demonstrate:

- Awareness and application of current medical gas pipeline systems standards and practices.
  - On-going development of knowledge and skills
  - Routine decision making and accountability in the field of medical gas pipeline systems.
- Further guidance is set out in Section 5.

It will be at the discretion of the registration panel to call the registrant to an interview if the documents submitted for re-registration do not meet the criteria outlined above.

### **CPD objectives for AE(MGPS)s**

All AE(MGPS)s should have a clear understanding of current strategies and techniques in medical gas pipeline systems and an appreciation of how and when to apply them in practice. This will include the ability to make judgements about the areas of medical gases in their designated field and take responsibility for their decisions and actions.

A yearly IHEEM AE(MGPS) Panel endorsed seminar session will be available where it is expected that all those on the AE(MGPS) register will participate and/or attend in order to be kept up to date with

the latest procedures, health sector policies (UK wide), new technologies and any new or proposed standards and guidance.

Documentary evidence or a CPD log showing a minimum of 30 hours of CPD as set out by the Engineering Council UK for IEng and CEng registrants CPD to demonstrate relevant professional development in Engineering including MGPS.

CPD may consist of the following categories:

- a) Monitoring and coaching of individuals working with MGPS
- b) Knowledge of current legislation, practices and technology
- c) Management and Communication, personal skill development.
- d) Keeping updated on knowledge and skills through Seminars and appropriate courses.
- e) Supplementary work and duties, private study, reading and committee work.

#### **Further guidance for Registration and Subsequent Reviews**

The details given in the review process should highlight the activities in areas such as those listed below:

- a) Management of Medical Gas Pipeline Systems
- b) Reporting auditing
- c) Advisor to department design/to technical guidance
- d) Department auditing and site assessments
- e) Appointments of staff or consultant in the process such as CP(MGPS)s and AP(MGPS)s (as recommended in HTM00)
- f) Invitations to join and work on documentation policy/document review groups.
- g) Members of MGPS groups or committees
- h) Attendance of relevant educational or technical seminars
- i) Setting up and running or presenting at technical seminars
- j) Managing technical groups of personnel in the medical gases field
- k) Auditing specialist departments within the medical gases field
- l) Educational – presentations of medical gas policies or processes
- m) Attendance at technical seminars
- n) Attendance of technical courses of various disciplines
- o) Management development courses
- p) Specialist work, research work or papers written
- q) Papers published in technical journals.