

## Training Programme for the Institute of Biomedical Sciences Registration Portfolio

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### IBMS Registration Portfolio

The registration portfolio is a formal demonstration of an individual's fitness to practice as a biomedical scientist.

Candidates undertaking this qualification are expected to read the guidance notes and information available on the IBMS website [www.ibms.org](http://www.ibms.org)

### Certificate of Competence

The IBMS Certificate of Competence is awarded to those who have demonstrated they have met the Health and Care Professions Council (HCPC) standards of proficiency.

This can be achieved through one of three main routes:

- Integrated degree (completion of the registration portfolio is part of the degree programme)
- IBMS accredited degree plus registration portfolio (completion of registration portfolio can be completed after the degree)
- Non-accredited degree (plus completion of any supplementary education identified by the IBMS) and registration portfolio.

Successful candidates will be eligible to become a Licentiate member of the IBMS (if they are not already).

### Training Reviews:

Each candidate will have an assigned training officer who will oversee progress of the portfolio and will be the first point of contact for any issues. There will be monthly review where targets will be set and evidence reviewed. A record of these meetings will be recorded in the appropriate section in the portfolio document

### Competence & Assessment

There are a range of competence and assessment methods which can vary depending on the individual and the portfolio requirements. For example direct observation, written question and answers, verbal question and answers, EQA etc.

Candidates must achieve the necessary level of competence according to the portfolio undertaken and compile a portfolio of evidence demonstrating competence. The evidence of achievement individual sections should be signed off by an appropriately qualified member of staff.

The training programme indicates appropriate in-house competences which should be covered in each section. Once competence has been achieved they may trigger the sign off of a section in the evidence of achievement.

Verification may only be arranged if the candidate has completed the portfolio and either an IBMS accredited degree or supplementary education as identified by the IBMS.

Upon completion, an application is made to the IBMS by the laboratory (application form available on IBMS website) to arrange an assessment visit by an external verifier. For placement students from UCLan, verification is organised through the University.

Further details on the verification can be found in the registration portfolio, and the IBMS website.

### Rotation:

A member of staff undertaking the IBMS Registration Portfolio is expected to complete the training within a 12 month period.

For new members of staff, prior to starting the training programme there will be a period of induction which is not indicated in this training programme.

Each candidate is expected to follow the training programme indicated and will rotate through each section twice. The department will endeavour to follow this programme as closely as possible but, due to leave and sickness, amendments may have to be made. The minimum duration indicates the minimum amount of time it is expected for a candidate to achieve the necessary level of competence; however this will vary for each individual.

Each rotation have indicated HCPC Standard of Proficiency (SoPs) to be covered, these should not be viewed as exclusive as there will be crossover and candidates are expected to collate evidence as it becomes available rather than waiting for the relevant rotation

Due to the range of test undertaken by the department, there is no requirement to attend other department of laboratories on secondment for additional training.

Section	Duration	In house Assessments	Related HCPC SoPs	Notes
Specimen Reception	4 weeks	BS/FB207	<b>2 - Be able to practice within the legal and ethical boundaries of their profession</b>	
		BS/FB208	<b>4 - Be able to practise as an autonomous professional, exercising their own professional judgement.</b>	
		BS/FB212	<b>6 - Be able to practise in a non-discriminatory manner.</b>	
		BS/FB229	<b>7 – Understand the importance of and be able to maintain confidentiality</b> <b>15 - Understand the need to establish and maintain a safe practice environment.</b>	
Full Blood Count Bench	8 weeks	BS/F69 BS/75	<b>7 - Understand the importance</b>	

		BS/FB126 BS/FB204 BS/FB209	<b>of and be able to maintain confidentiality.</b>	
		BS/FB225	<b>14.17 - Be able to formulate specific and appropriate management plans, including the setting of timescales.</b>	
		BS/FB223	<b>14.29 - Be able to use research, reasoning and problem solving skills to determine appropriate actions.</b>	
		BS/FB227	<b>12.7 - 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.</b>	
Coagulation Bench	3 weeks	BS/FB202 BS/FB224	<b>4 - Be able to practise as an autonomous professional, exercising their own professional judgement.</b>	
Specialist Coagulation	2 weeks			
Haemoglobinopathy Screening	2 weeks	BS/F76 BS/FB201 BS/FB210	<b>2.7 - Understand the importance of and be able to obtain informed consent.</b>	

Differentials/special Tests	2 weeks	BS/FB128 BS/FB70 BS/FT128 BS/FB199 BS/FB200 BS/FB203 BS/FB205 BS/FB206	<b>8.2 - Be able to demonstrate effective and appropriate verbal and non-verbal skills in communicating information, advice, instruction and professional opinion to service users, colleagues and others.</b>	
Transfusion Reception	2 weeks	BS/FB226	<b>10 - Be able to maintain records appropriately.</b>	
Transfusion Groups	2 weeks	BS/F89 BS/F87 BS/F90 BS/FT3 BS/F88 BS/FT129 BS/FB211	<b>2.8 - Be able to exercise a professional duty of care.</b>	
Transfusion Crossmatching	2 weeks	BS/FB197 BS/FB214  BS/FB216  BS/FT130	<b>3 - Be able to maintain fitness to practise.</b>  <b>9.4 - Be able to contribute effectively to work undertaken as part of a multi-disciplinary team.</b>  <b>14.2 - Be able to conduct appropriate diagnostic or monitoring procedures, treatment, therapy or other actions safely</b>	

		BS/FB222	and effectively.  <b>14.24 - Be able to analyse and critically evaluate the information collected.</b>	
Transfusion Other	2 weeks	BS/FB198 BS/FT126 BS/FT127	<b>11 - Be able to reflect on and review practice.</b>	
General Chemistry	6 weeks	BS/FB218	<b>8.3 - Understand how communication skills affect assessment of, and engagement with, service users and how the means of communication should be modified to address and take account of factors such as age, capacity, learning ability and physical ability.</b>	
Immunoassay	6 weeks	BS/FB219	<b>14.18 - Be able to gather appropriate information.</b>	
Electrophoresis	4 weeks	BS/FB213	<b>1.2 - Recognise the need to manage their own workload and resources effectively and be able to practise accordingly.</b>	
Esoteric Assays	2 weeks	BS/FB220	<b>14.20 - Be able to select and</b>	

			<b>use appropriate assessment techniques.</b>	
HPLC	2 weeks	BS/FB228	<b>14.1 - Be able to change their practise as needed to take account of new developments or changing contexts.</b>	
HbA1C	2 weeks	BS/FB221	<b>14.23 - Be able to undertake or arrange investigations as appropriate.</b>	
Point of Care	1 Weeks	BS/FB215	<b>9.1 - Be able to work, where appropriate, in partnership with service users, other professionals, support staff and others.</b>	
		BS/FB227	<b>13 - Know and understand the key concepts of the knowledge base relevant to their profession.</b>	
<b>TOTAL</b>	<b>52 weeks</b>			