



**Ag Rialáil Gairmithe Sláinte  
agus Cúraim Shóisialaigh**

Regulating Health +  
Social Care Professionals

# Public Consultation Report

**Dietitians Registration Board Return to Practice  
Bye-Law**

**January 2015**



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## Introduction

### About the Dietitians Registration Board

The Dietitians Registration Board has statutory responsibility for the registration of members of the profession; approval and monitoring of education and training programmes; establishing the code of professional conduct and ethics and standards of performance to which Dietitians must adhere and recognition of qualifications gained outside the State.

### About CORU

CORU is responsible for regulating health and social care professions. It comprises the Health and Social Care Professionals Council and the registration boards established under the Health and Social Care Professionals Act 2005 (as amended).

CORU's role is to protect the public by promoting high standards of professional conduct, professional education, training and competence amongst the designated professions. The designated professions under the Act are social workers, clinical biochemists, dietitians, medical scientists, occupational therapists, orthoptists, physiotherapists, podiatrists, psychologists, radiographers, social care workers and speech and language therapists.

## The Public Consultation Process

### Background

The Dietitians Registration Board has statutory responsibility for the registration of members of the profession. This draft bye-law sets out the process to be undertaken by professionals seeking to join or be restored to the Register after a break of two or more years.

### Publicising the Consultation Process

A public consultation on the draft Bye-Law was held between 8 October 2014 to 6 November 2014.

A number of channels were used to publicise the consultation process and invite the submission of observations. These included:

- An advertisement was published in the Irish Times on 8 October 2014 (see appendix one).
- A press release was placed on [www.coru.ie](http://www.coru.ie) (See appendix two for a copy of the press release).



- An online survey was developed. An email with a link was also sent to a targeted list of over 90 stakeholders, including the Professional Bodies, Trade Unions, Educators and other interested parties who have previously corresponded with CORU (see appendix 3 for a copy of the survey).
- Information on the consultation along with a link to the online feedback form was hosted on the CORU website.

People were invited to participate in the consultation process in a number of ways:

- They could ring CORU to request a copy of the draft Bye-Law and to offer feedback
- They could visit [www.coru.ie](http://www.coru.ie) and choose to complete an online feedback form, to print a copy of the form and post it, or email it to CORU.
- They could email submissions to [consultation@coru.ie](mailto:consultation@coru.ie)

## Overview of responses to consultation

There were 6 responses to the public consultation:

Online survey	6
Email submissions	0
Postal submissions	0
Telephone	0

### Online Feedback Form

Respondents were asked to identify if they were offering feedback on their own behalf or on behalf of an organisation.

Individual	6
Professional Organisation	0
Unknown	0

Submissions were received on behalf of the following professional organisations:

### No submissions were received on behalf of the professional organisations

### Acknowledgements

CORU would like to extend our appreciation and thanks to all those that participated in the consultation process.



## Issues emerging from the consultation process

### The language and layout of the Bye-Law

The bye-law is easy to follow and understand according to five respondents. Another said that while it was well written and clear to understand, the typical legal language required the definitions to explain it in layman's terms

#### **Board Response:**

**Section two of the draft bye-law provides the necessary list of definitions of the legal terms used in the bylaw.**

### **Period of updating for an individual who has not practised the profession for any period between 2 and 5 years.**

The general view from the respondents was that the period should be between three to five years to take account of maternity leave and other short breaks required.

#### **Board Response:**

**Section 4, subsection (4) provides for the period to be required for return to practice. The board considers this period to be appropriate.**

### **Period of updating for an individual who has not practised the profession for any period greater than 5 years.**

It was suggested that this was a high risk issue and that there needs to be a retraining period as practice changes rapidly.

Another respondent said that someone who is out of practice for this length of time will require more 'formal' learning than those 2-5 years out of practice.

#### **Board Response:**

**Section 4, subsection (4) provides for the period to be required for return to practice. The board considers this period to be appropriate.**

### **Supervised practice**

All respondents agreed with the need for supervised practice highlighted the difficulties that might arise in achieving supervision, particularly in employment structures outside of the hospital system.



**Board Response:**

**Section 5 part 4 provides for the appropriate supervision required.**

**Criteria for formal study**

In relation to the criteria for formal study, one respondent said that CPD is now mandatory and that this will be evidence that CPD has commenced for an individual.

Another respondent asked if there is a need to develop a refresher course, similar to practices in the UK and Canada.

One respondent asked if there will be a formal educational course for professionals returning to work and if CPD events would count as formal study.

It was also suggested that it is difficult to differentiate between formal and informal study and that how this is defined is confusing. For example, can formal study only be undertaken through accredited institutions with an examination/ assessment process and a certificate produced at the end.

**Board Response:**

**It is not proposed to make any alteration to the Bye-Law as full guidance for CPD will be developed and issued to registrants.**

**Criteria for private study**

All respondents agreed with the need for formal study.

**Board Response:**

**Section 6 (2) provides for formal study and the mechanisms approved. Supporting guidelines for the bylaw will provide greater detail on both formal and informal study activity.**

**Other issues**

No other issues were raised in relation to the draft bye-law.

**Conclusion**

The Dietitians Registration Board considered all submissions in detail. The Board determined that it was not necessary to make amendments to the draft bye-law.



## **Appendix 1: Press release**

### **Dietitians Registration Board - Public Consultation**

#### **Background:**

The Dietitians Registration Board is responsible for protecting the public by fostering high standards of professional conduct, education, training and professional competence amongst Dietitians in Ireland.

The Board is currently putting in place the foundations for the regulation of the profession and wants to hear the views of both the Public and the Profession on the [Dietitians Return to Practice Bye-Law](#)

#### **Details of Bye-Law**

To read the text of the Dietitians Registration Board Return to Practice Bye-Law 2014 [click here](#)

#### **How to submit your views:**

You can comment on the Dietitians Registration Board Return to Practice Bye-Law 2014 by [clicking here](#)

Alternatively you may submit your comments by emailing [consultation@coru.ie](mailto:consultation@coru.ie)

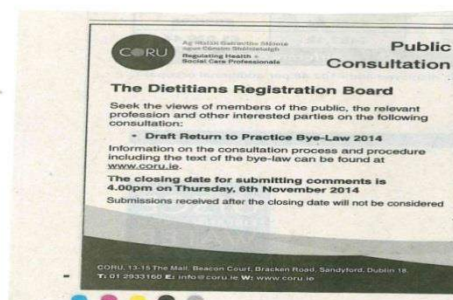
#### **Closing date for submissions**

The closing date for submitting comments is 4.00pm on Thursday, 6th November 2014. Submissions received after the closing date will not be considered



## Appendix 2: Copy of Advertisement

Published in Irish Times on October 8, 2014.







## Appendix 3: Copy of Online Feedback Form



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Dietitians Registration Board Return to Practice bye-law  
consultation

Thank you for taking the time to participate in CORU's consultation process on the Dietitians Registration Board Return to Practice Bye-law 2014.

CORU is working to protect the public by promoting high standards of professional conduct, education, training and competence through the statutory registration of Health and Social Care Professionals.

As part of this process, the Dietitians Registration Board has now begun a public consultation process on its "Return to Practice Bye-law 2014". The draft bye-law relates to professionals seeking to join or be restored to the Register after a break of two or more years.

It is critical that the professions, the public and other interested parties participate in these consultations. Your views and comments will play an important role in developing a system of statutory registration for dietitians

If you have any queries about the consultation process or completing the survey, please contact CORU on 01 2933160 or email [consultation@coru.ie](mailto:consultation@coru.ie).

The closing date for receipt of submissions is 4pm on Thursday 6th November 2014. Any submissions received after that time will not be considered. A report on the consultation process will be published on [www.coru.ie](http://www.coru.ie).

### 1. Personal Information (optional)

First name:   
Surname:   
Email:   
Telephone number:

### 2. Are you contributing to this survey in (please tick one)

- a personal capacity?  
 on behalf of an organisation?

If on behalf of an organisation, please specify:

### 3. Please indicate if you would like your name and/or organisation to be kept confidential and

[https://www.surveymonkey.com/s.aspx?PREVIEW\\_MODE=DO\\_NOT\\_USE\\_THIS\\_LINK\\_FOR\\_COLLECTION&sm=pkLR%2fIZtt6%2fJIWIp688UgdbjyF...](https://www.surveymonkey.com/s.aspx?PREVIEW_MODE=DO_NOT_USE_THIS_LINK_FOR_COLLECTION&sm=pkLR%2fIZtt6%2fJIWIp688UgdbjyF...) 1/7



excluded from the consultation report.

Include in consultation report

Exclude from consultation report

It would be helpful if you could explain if you regard the information you have provided as confidential.

**4. How did you hear about this consultation? (please tick as many as apply)**

On www.coru.ie

On another website

By email

Other (please specify)

**5. Is the language used and the layout of the draft bye-law easy to follow and understand?**

Yes

No

Use the space below for your comments

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6. An applicant who has not practised the profession for any period between 2 and 5 years must complete a period of updating consisting of not less than 210 contact hours. Do you consider this to be appropriate?

Yes

No

Use the space below for your comments

7. An applicant who has not practised the profession for any period greater than 5 years must complete a period of updating consisting of not less than 420 contact hours. Do you consider this to be appropriate?

Yes

No

Use the space below for your comments



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A large, empty rectangular box with a thin black border, intended for a respondent to provide their answer to the question above.

**8. Do you agree with the criteria for supervised practice contained in Section 5 of the draft bye-law?**

Yes

No

Use the space below for your comments

A large, empty rectangular box with a thin black border, intended for a respondent to provide their comments on the question above.

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**9. Do you agree with the criteria for formal study contained in Section 6 of the draft bye-law?**

Yes

No

Use the space below for your comments

**10. Do you agree with the criteria for private study contained in Section 7 of the draft bye-law?**

Yes

No

Use the space below for your comments

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**11. Do you agree with provisions for an applicant who has been engaged in the practice of the profession outside Ireland for 2 years or more contained in Section 11 of the draft bye-law?**

Yes

No

Use the space below for your comments

A large, empty rectangular text box with a thin black border, intended for user input.

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12. Is there anything you believe should be added to this bye-law? .

13. Is there anything you believe should be removed from this bye-law?

14. Do you have any other comments on the draft bye-law?

Thank you for participating in this consultation process. Your views will be taken into consideration.  
If you have any queries please contact CORU on 01 2933160 or email [consultation@coru.ie](mailto:consultation@coru.ie)

Next

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## Appendix 4: Draft Bye-Law

S.I. No. of 2014

### DIETITIANS REGISTRATION BOARD RETURN TO PRACTICE BYE-LAW

The Dietitians Registration Board, in exercise of the powers conferred on it by section 31 of the Health and Social Care Professionals Act 2005 (as amended), with the approval of the Health and Social Care Professionals Council, hereby makes the following bye-law:

1. (1) This bye-law may be cited as the Dietitians Registration Board Return to Practice Bye-Law 2014.  
(2) This bye-law comes into operation on DD MONTH 2014.
2. In this bye-law –
  - “Act” means the Health and Social Care Professionals Act 2005 (No. 27 of 2005), as amended from time to time;
  - “applicant” means a person who wishes to resume practice of the profession of dietitian after not having practised the profession for two years or more;
  - “attesting signatory” means a registered dietitian who has been in practice for a minimum period of three years; has not been subject to any disciplinary sanction under the Act and who satisfies such other conditions as the Board may determine from time to time;
  - “Board” means the Dietitians Registration Board;
  - “contact hours” means hours spent by the applicant actively engaged in activities relevant to the profession for the purposes of the period of updating;
  - “learning plan” shall have the meaning specified in paragraph 5;
  - “period of updating” means the requisite period of time specified in paragraph 4 during which an applicant engages in activities to refresh, update and improve his or her skills, knowledge and performance as are relevant for practice;
  - “practice” means the practice of the profession;
  - “profession” means the profession of dietitian;
  - “register” means the register of the Dietitians Registration Board established and maintained under section 36 of the Act;
  - “supervisor” means a registered dietitian who has been in practice for a minimum period of three years; has not been subject to any disciplinary sanction under the Act and who satisfies such other conditions as the Board may determine from time to time; and
  - “transitional period” has the meaning specified in the Act.
3. For the purposes of sections 31, 37 and 38 of the Act, the Board has determined that where a person wishes to resume practice after not having practised the profession for two years or more, the criteria and conditions set out in this bye-law must be





satisfied and that person must provide satisfactory evidence of his or her compliance with this bye-law in his or her application for registration.

4. (1) An applicant who has not practised the profession for any period of between 2 and 5 years must complete a period of updating which must consist of not less than 210 contact hours.  
  
(2) An applicant who has not practised the profession for any period greater than 5 years must complete a period of updating which must consist of not less than 420 contact hours.  
  
(3) An applicant must have completed his or her period of updating within the two year period prior to the date of submission of his or her application, unless the Board permits otherwise.  
  
(4) The period of updating shall consist of contact hours spent by the applicant engaging in supervised practice, formal study and private study and the period of updating shall meet the following minimum requirements:
  - (a) At least one third of the period shall consist of supervised practice; and
  - (b) At least 10% of the period shall consist of formal study; and
  - (c) No more than half the period shall consist of private study.  
(5) The applicant shall keep an accurate record in reasonable detail of his or her period of updating and if requested to do so, shall provide such record to the Board.
5. (1) For the purposes of the period of updating, supervised practice shall, subject to paragraph 8, consist of the applicant practising the profession:
  - (a) under the guidance of a supervisor;
  - (b) in a structured manner in accordance with a learning plan which has been agreed between the applicant and his or her supervisor; and
  - (c) in accordance with such guidelines as the Board may publish from time to time.  
(2) The learning plan shall:
  - (a) be structured in a manner which is consistent with the standards of proficiency for dietitians published by the Board from time to time; and
  - (b) provide for the applicant to develop, demonstrate and apply his or her knowledge and skills as a dietitian,having regard to:
  - (c) the applicant's experience in the profession;
  - (d) the applicant's intended area of practice upon resumption of practice;
  - (e) the length of time the applicant has not practised the profession;



- (f) any relevant developments in the profession during the period the applicant has not practised the profession; and
- (g) any relevant knowledge and/or skills acquired or developed by the applicant during the period the applicant has not practised the profession.

(3) The supervisor shall take reasonable efforts to monitor and supervise the applicant's practice of the profession during the supervised practice and to provide input, assistance and guidance to the applicant as the supervisor deems fit, having regard to each of the factors specified in paragraph 5(2)(c) to (g).

6. (1) For the purposes of the period of updating, formal study shall, subject to paragraph 8, consist of the applicant undertaking and participating in educational courses, training or programmes of education and/or training (including structured educational courses or training delivered electronically and/or through distance learning) relevant to the practice of the profession.  
  
(2) Formal study may include group learning whether undertaken by means of a lecture, workshop, seminar, tutorial, video-conferenced lecture or tutorial or in such other manner as may be acceptable to the Board from time to time.
7. (1) For the purposes of the period of updating, private study may, subject to paragraph 8, consist of the applicant engaging in one or more of the following:
  - (a) reading professional journals or publications relevant to his or her area of practice;
  - (b) engaging in research relevant to the profession generally and/or his or her area of practice;
  - (c) engaging in online study or e-learning consisting of education and/or training that is generated, communicated, processed, sent, received, recorded, stored and/or displayed by electronic means or in electronic form including that provided through the internet or other computer network connections, sound and/or visual formats provided through an electronic file, and/or provided through digital or other electronic means;
  - (d) publishing written materials in relation to the profession and/or his or her area of practice; and
  - (e) such other activities as may be acceptable to the Board from time to time.
8. The Board may publish guidance materials from time to time for the purposes of providing additional guidance and/or specifying any restrictions or other limitations which apply for the purposes of this bye-law in relation to the period of updating; contact hours and/or the nature of any supervised practice, formal study or private study undertaken by an applicant.
9. (1) An applicant must complete, in writing or by electronic means, such Return to Practice form as is provided from time to time by or on behalf of the Board and submit same to the Board with his or her application for registration.



(2) The applicant must ensure that his or her supervisor signs the relevant section(s) of the Return to Practice form.

(3) An applicant must ensure that an attesting signatory verifies that the applicant has completed the period of updating; takes reasonable steps to satisfy himself or herself that the applicant has completed the requisite period of updating and signs the Return to Practice form to indicate same.

(4) An attesting signatory shall take reasonable steps to satisfy himself or herself that the applicant has completed the requisite period of updating.

(5) The applicant must provide such additional information or supporting materials to evidence his or her completion of the period of updating to the satisfaction of the Board as the Board may request.

10. The Board shall evaluate and verify the education and training undertaken by the applicant during the period of updating and such other information as it deems appropriate, for the purposes of satisfying itself that the applicant has met the requirements of this bye-law.
11. Without prejudice to any bye-laws which the Board may from time to time make pursuant to section 31(1)(e) of the Act, the Board reserves the right to require any person who:
- (a) applies for registration; and
  - (b) has been engaged in the practice of the profession outside of Ireland for two years or more,

to furnish detailed particulars of his or her practice, experience and evidence of registration with any regulatory body outside of Ireland for the purposes of satisfying itself that the nature of the person's practice and experience outside of Ireland is equivalent or sufficiently similar to the practice of the designated profession of dietitian in Ireland. In the event that the Board is not so satisfied, the Board:

- (c) may require such person to:
  - (i) comply with the requirements of this bye-law; or
  - (ii) undertake such activities, education and/or training as the Board may specify in order to refresh, update and/or improve his or her skills, knowledge and performance as are relevant for practice in the profession in which the applicant wishes to be registered in Ireland.



GIVEN under the seal of the Dietitians Registration Board

DD MONTH 2014

Chairperson, Dietitians Registration Board

And

Member, Dietitians Registration Board



#### EXPLANATORY NOTE

(This note is not part of the instrument and does not purport to be a legal interpretation.)

This bye-law details the criteria and conditions which must be satisfied by an applicant if he or she wishes to resume practice of the profession of dietitian after not having practised the profession for two years or more.

