

## **UK Register of Toxicologists – Career Break Policy**

### **Planned Career Breaks**

Any member intending to take a career break (e.g. maternity leave, paternity leave, or secondment away from professional engagement in toxicology) must notify the UKRT Secretariat before the start of the interruption (preferably), or as soon as possible thereafter, detailing the length of the break planned.

Subject to Panel approval, where required (see below), the member may remain on the Register during an interruption of up to 24 months. Any member taking a planned break of more than 24 months will be removed from the Register unless extenuating circumstances are presented (to be dealt with on a case-by-case basis).

It is important members ensure the contact details held for them by RSB are appropriate for the duration of the career break in order to ensure members continue to receive notifications for annual membership payments and for submission of re-registration applications. Members who fail to maintain subscription payments and submit a valid re-registration application, should their 5-year registration expire during the career break, will be removed from the Register.

Regardless of the length of the interruption, the member must notify the Secretariat when s/he recommences professional engagement in toxicology.

The policy on retention, re-registration and readmission to The Register depends on the length of the career interruption:

- For interruptions of 12 months or less, the member will be permitted to remain on the Register. The Panel must be notified of the intention to take a break, but its approval is not required. No CPD need be undertaken during the interruption. An application for re-registration will be considered according to the usual criteria i.e. evidence of continued professional engagement in toxicology since the previous successful application, together with a valid CPD record for the 5-year re-registration cycle. The UKRT Panel will accept an absence of CPD during the career break, so long as there is strong evidence of re-engagement in toxicology and CPD following the interruption.

- For interruptions of 12-24 months, the Panel's agreement to retention on the Register must be sought in advance, or as soon as possible after the start of the interruption. The reason for the break must be explained<sup>1</sup> and accompanied by a request to remain on the Register, with suitable justification. The Panel will review this information and determine whether the member is to remain on the Register during the break. If approval is granted, CPD need not be undertaken during the interruption. An application for re-registration will be considered according to the usual criteria i.e. evidence of continued professional engagement in toxicology since the previous successful application, together with a valid CPD record for the 5-year re-registration cycle. The UKRT Panel will accept an absence of CPD during the career break, so long as there is strong evidence of re-engagement in toxicology and CPD following the interruption.
- Any member whose career is interrupted for a period of more than 24 months will be removed from the Register and must cease to use the ERT post-fix with immediate effect. Previous members wishing to re-apply for registration following such an interruption, will be required to apply as a new registrant and meet all the initial registration criteria, including evidence of 12 months' CPD since completing the career break and identification of two referees able to comment on his/her re-engagement in toxicology.

## **Un-Planned Career Breaks**

In the event of an unanticipated career interruption, the member should contact the Secretariat as soon as reasonably possible, providing as much information about the circumstances of the interruption as they can. Such interruptions will be considered by the Panel on a case-by-case basis.

If you have any questions about this policy, or need to get in contact regarding a career break, please email the team: [toxreg@rsb.org.uk](mailto:toxreg@rsb.org.uk)