# Re-accreditation of your professional development scheme

# Introduction

Your scheme is eligible for re-accreditation 5 years from when the last accreditation was granted. We will contact you as the time draws near and be invited to re-accredit.

# What we need from you

1. You will need to provide an overview of how the scheme has run over the last accreditation period (1 to 2 pages will suffice) broadly covering the following:
	1. how has the accreditation gone overall,
	2. how many candidates came through, and at which level,
	3. indicate any changes you have made to the scheme – this will include a comment on changes in your accreditation team or mentors etc if applicable,
	4. share any learning points and/or highlights,
	5. share any key activities/interactions you would like with the RSC going forward (i.e. mentor training, support for FRSC, membership visit, careers management support, membership support etc), and
	6. any other comments/points of information.
2. Provide up-to-date copies of your accreditation documentation including updated registration and assessment forms. If you have made changes to the documentation, please list these separately in a change log.

# What happens next?

Once we have received your documentation, we will be in touch to suggest some suitable dates for the assessment site-visit. We require the final documentation 1 month before the date of the visit (or earlier). The re-accreditation visit will follow a similar format as your previous accreditation visit.

Once the visit the ended you we will tell you what the panel will recommend to the Admissions Committee for ratification. The Admissions Committee meet four times a year, in January, May, September and November.

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