

## Prospective Registrants

### How do I become an AHCS Registered Genetic Counsellor?

Are you eligible for Professional Registration with the Academy of Healthcare Science through the Genetic Counsellor Registration Advisory Board?

- Check that you meet the eligibility criteria on the GCRAB Applicant Guidelines (027-DOC).
- If you are not sure about your qualifications you can complete an eligibility form (025-FORM) and send it along with all relevant documentation and £50 to the **GCRAB Administrator** ([enquiries@gcrab.org](mailto:enquiries@gcrab.org)).
- If you are eligible to register, you need to determine if you have to submit a full or reduced portfolio:

<b>A</b>	Are you a registered genetic counsellor in another country?	Check the Overseas Guidance within the applicant guidelines (027-DOC) You may be able to submit a reduced portfolio
<b>B</b>	Have you trained in the UK and are not an AHCS Registered Genetic Counsellor?	Set A and Set B applicants will need to submit a full portfolio Set C applicants will need to submit a reduced portfolio
<b>C</b>	Is your UK AHCS Registration lapsed?	Refer to the AHCS Lapsed Registration and Non Renewal Guidance Policy - <a href="#">Registration Guidance - The Academy For Healthcare Science (ahcs.ac.uk)</a>

2. If you are eligible to obtain AHCS GCRAB registration and know what type of portfolio to submit the next step is to find a Sign off Mentor to support you through the process. Your line manager can help you to find a Sign off Mentor or you can contact the Board ([enquiries@gcrab.org](mailto:enquiries@gcrab.org)) for a list of approved Sign off Mentors. It is best to choose someone who works in your department, if possible.
3. Review the Application Guidelines (027-DOC) and CPD guidelines to ensure you understand the work required for your portfolio. Check the GCRAB calendar to be sure that you understand the timing for submission so you can plan when to submit your portfolio.
4. Submit your intention to register in February of the year you are eligible and wish to register along with the appropriate fee (see the GCRAB Fee structure). A limited number of portfolios can be assessed each year, so the earlier in the

month you submit your intention the more likely you are to be selected for submission.

5. Submit your completed portfolio by April 1<sup>st</sup>. Marking takes place in April/May and the GCRAB marking day is in June. Decisions are ratified at this meeting in June and all applicants are notified of the outcome as soon as possible after the meeting by letter in July.



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