

National Training Scheme for Bone Densitometry

Rules and Regulations 2024

1. Overview

- 1.1 The Royal Osteoporosis Society is the only UK charity dedicated to improving the prevention, diagnosis and treatment of osteoporosis. As part of our work we aim to ensure that those working with osteoporosis patients have adequate information and training to meet patients' needs.
- 1.2 The Bone Densitometry Training and Advisory Panel (BDTAP) is a group of voluntary scientific advisors who are responsible for overseeing the National Training Scheme for Bone Densitometry. The BDTAP reports to the charity's Clinical and Scientific Committee.

2. Aim

- 2.1 The National Training Scheme for Bone Densitometry ('the Training Scheme') provides an accredited scheme, recognised by the appropriate professional colleges and institutions, which offers an opportunity for bone densitometry operators to demonstrate their competency. In doing so it is hoped that consistently high standards in bone densitometry are achieved across the UK.
- 2.2 Successful completion of the Training Scheme leads to certification by the Royal Osteoporosis Society. This offers proof of competence to perform clinical bone densitometry measurements in the applicant's chosen bone densitometry technique(s).

3. Approval

- 3.1 The content of the Training Scheme has been approved by:
 - The Society and College of Radiographers (SCoR), which represents a large proportion of bone densitometry operators in the UK.
 - The Royal College of Physicians (RCP), which has awarded 6 Continuing Professional Development (CPD) credits per day of the lecture course.
- 3.2 Recognition by these organisations confirms that professional standards of teaching and examination are maintained.

4. Eligibility for certification

- 4.1 Applicants for the Training Scheme should be bone densitometry operators working in clinical bone densitometry practice or clinical research who are:
 - Registered healthcare professionalsor

- Graduate scientists or those with equivalent technical qualifications working under the supervision of a registered healthcare professional

and

- Adhere to 7.3

4.2 Applicants must have received local practical training in one or more techniques of bone densitometry and have had at least 6 months full-time or 12 months part-time (minimum one whole day per week) scanning experience at the time of the lecture course.

5. **Admission requirements for certification**

5.1 Applicants who meet the criteria in 4.1 above should apply online at <https://theros.org.uk/healthcare-professionals/courses-and-cpd/national-training-scheme-for-bone-densitometry/>

5.2 Applicants not meeting these criteria (e.g. assistant practitioners) should submit a completed Certification Admission Appeal Form, available from the Royal Osteoporosis Society, and a CV. The BDTAP will consider such applications on a case-by-case basis.

5.3 Applicants must attend the whole lecture course (two days).

5.4 The Royal Osteoporosis Society reserves the right to refuse an applicant entry to the Training Scheme at its absolute discretion.

6. **Exemptions**

6.1 In the absence of an equivalent accredited training scheme in bone densitometry in the UK, no exemptions are available for this Training Scheme.

7. **Certification Process**

7.1 Full attendance at the lecture course (two days) is compulsory for all candidates pursuing certification.

7.2 Candidates must pass the Training Scheme examination prior to submission of a portfolio relating to their densitometry specialty.

7.3 A portfolio demonstrating clinical bone densitometry **practice** and conforming to the Portfolio Requirements must be submitted by the agreed deadline.

- 7.3.1 This requirement applies to candidates working in clinical research as well as those working in clinical practice. (NB: If you are unable to do clinical practice then please contact the Royal Osteoporosis Society).

7.4 Candidates must achieve a pass mark for both the examination and the submitted portfolio to achieve certification.

7.5 A candidate who fails to achieve a pass mark for the examination may apply to re-sit the examination. There is a fee to re-sit the exam. Failure at the second attempt will require the candidate to attend the lecture course for a second time before re-sitting the examination again.

- 7.6 The following apply to the re-submission of failed portfolios:
- 7.6.1 A candidate who achieves a satisfactory pass mark in at least one of the four portfolio sections at the first attempt will be permitted one re-submission of the failed sections.
 - 7.6.2 A candidate who fails all four sections at the first attempt will be permitted **one** re-submission of the complete portfolio. Candidates failing all four sections at a second attempt will be advised to attend the lecture course again before having one final opportunity to submit a portfolio.
 - 7.6.3 In none of the above circumstances will a candidate be asked to retake the examination.
 - 7.6.4 All portfolio submissions must be made by the relevant deadline set by the Royal Osteoporosis Society.
 - 7.6.5 If a candidate has applied for a certification deadline extension due to extenuating circumstances, completion of the certification will need to be within 36 months of attending the 2 day course or candidate will be asked to attend the lecture course for a second time before completing the certification.

There is a fee for re-submission of one or more sections of the portfolio.

- 7.7 The Royal Osteoporosis Society reserves the right to refuse certification to individuals who fail to meet the required criteria, at its absolute discretion.

8. Fees and cancellation

- 8.1 Registration fees must be paid by the registration deadlines. Places are only guaranteed on receipt of payment. Registration is non-transferable.
- 8.2 If payment is not received by Monday 30 September 2024, the Royal Osteoporosis Society reserves the right to cancel the registration. Payments for registrations completed after Thursday 5 September 2024 will be managed on a case by case basis.
- 8.3 All fees for the Training Scheme must have been paid in full before candidates are entitled to receive certification.
- 8.4 Cancellations must be made in writing.
- 8.5 The following cancellation charges will apply to bookings for the **lecture course and certification**:
- Cancellations made more than 8 weeks before the event booked will incur a charge of 20% of the fee paid.
 - Between 8 weeks to 29 days prior will incur a charge of 50% of the fee paid.
 - No refund will be payable for cancellations made within 28 days of the event.
- 8.6 If the NTSBD training course cannot take place due to updated Government or Local Authority guidelines relating to COVID-19, or other unavoidable issues, the ROS will agree an alternative future date with the venue and all bookings will be transferred. If an alternative date is not possible, or is not convenient for any delegates, a refund will be made. The Royal Osteoporosis Society shall



not be liable for reimbursing the cost of travel or accommodation arrangements made by individuals.

- 8.7 In the unlikely event that the Royal Osteoporosis Society shall deem it necessary to cancel the lecture course for other reasons than those stated above in 8.6, all pre-paid registration fees will be reimbursed in full. The Royal Osteoporosis Society shall not be liable for reimbursing the cost of travel or accommodation arrangements made by individuals.