

Flowchart to demonstrate accreditation process for newly qualified practitioners

Key

	To be actioned by IPT UK
	To be actioned by Supervisor
	To be actioned by Practitioner
	To be actioned by Training Institution

Supervisor emails the practitioner to let them know they have achieved practitioner status.

Cc IPT UK (contact@iptuk.net) and the practitioner's training institution to let them know to expect a practitioner membership update.

Also include in this email a request to practitioners to register themselves as members of IPT UK by clicking on the link below

<https://paysubsonline.com/ThirdpartyRegistration.aspx?clubID=6853a906a4711d14e5b44b2b8300ecc>

NB They might have registered previously as a trainee but upon qualification need to formally register. No certificate will be issued by the training institution until payment is received.

Supervisor completes Supervisor Accreditation Confirmation form

<https://docs.google.com/a/iptuk.net/forms/d/e/1FAIpQLSeC-VptIWUaxvAYF8I9tLi5Zm6A6qy-t6SBKONznVWCtOTrDg/viewform>

Practitioner registers with IPT UK

Select either Member Basic or Member Plus depending on need

<https://paysubsonline.com/ThirdpartyRegistration.aspx?clubID=6853a906a4711d14e5b44b2b8300ecc>

IPT UK receives confirmation of the above forms being completed

IPT UK emails the training institution to confirm practitioner is fully accredited and has completed membership process.

Training institution issues practitioner with a certificate.

IPT UK reissues certificates annually as membership renewal payments are received

NB all forms can be located on the IPT UK Homepage www.iptuk.net