



**FACULTY OF  
PAEDIATRICS**

ROYAL COLLEGE OF  
PHYSICIANS OF IRELAND



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## OVERVIEW

### Recognition of Prior Clinical Experience (RPE)

The RPE process is the formal recognition of clinical experience completed in Ireland commencing prior to 2020.

Doctors who have been working in the Irish Medical system since before 2020 and have clinical experience which could be deemed equivalent to BST, may apply for RPE during the period of 1 July to 16 August 2024.

To be eligible for RPE, you must be:

- Living in Ireland and working in the Irish healthcare system since before 2020
- You were unable to apply for BST programme before 2020 because your internship was not recognised by the Medical Council
- Demonstrate that you have completed several years of clinical experience in Ireland that could be deemed equivalent to BST

If prior experience is deemed equivalent to BST, applicants will be eligible to apply for HST.

Applicants must meet all requirements for BST which includes having Membership of RCPI (MRCPI). Membership from other Colleges will not be accepted.

This process is open to those who graduated with their Medical Degree within the last ten years.

**Note: If you completed your Internship in any of the below listed countries you cannot avail of this process.** Prior to a change in the Act in 2020, the Irish Medical Council recognised internships undertaken in the following countries as equivalent:

- Australia
- Malaysia
- New Zealand
- Pakistan where the internship was commenced after 31st December 2008 (note: the rotations must meet the standards of an Irish internship)
- Sudan
- South Africa where the internship was commenced after 1st July 2006
- UK
- Malta

The process opens on 1 July 2024 and strictly closes on 16 August 2024. Please note that this process is only available in 2024 and will not be available in subsequent years.

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## INSTRUCTIONS

To apply for RPE, please complete the following application form. You will be required to submit additional documentation to support your application. Requirements are outlined within the application. We have also provided a Supporting Documentation Checklist to assist with this process.

There is a non-refundable application fee of €250. Applicants are required to complete the payment process as part of their application. Applications will only be regarded as complete once the application fee has been paid.

Please return completed application form along with all supporting documentation and application fee to: [katiavega@rcpi.ie](mailto:katiavega@rcpi.ie)

Further information and FAQs are available here: [Royal College of Physicians of Ireland Website > Learn and Develop > Recognition of Prior Learning > Recognition of Prior Experience – 2024/2025 Process \(rcpi.ie\)](#)

You will get an answer no later than 30 September 2024.

## SUPPORTING DOCUMENTATION CHECKLIST

✓	Supporting Document	Note
	Your Curriculum Vitae	
	Sample Clinical Timetable / Overview of Duties	Please include a sample for each post you submitted for consideration as part of this application
	Certificates of Attendance at Relevant Courses	These must include courses in: <ul style="list-style-type: none"> <li>• Communication</li> <li>• Ethics</li> <li>• Leadership</li> <li>• Safe Prescribing</li> </ul>
	References by a minimum of two Referees who have been Supervising Consultants	Referring consultants must have supervised you in posts listed in Section 2 of this application

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## Section 1: Personal Information

**Name:**

Medical Council Number:

RCPI number:

Phone Number:

Email Address:

Home Address:

Institution of Medical Degree:

Year of Qualification:



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## Section 2: Clinical Experience

To complete this section, please fill out the table below ensuring adherence to the criteria listed.

For each post included in the table, please specify the duration of the post in months, the name of the post and the name of the supervisor for that post.

In addition to this, applicants are required to attach the following appendices:

- a full *Curriculum Vitae*
- overview of the clinical timetable or overview of duties for each post submitted for consideration as part of the application process.

### Criteria

By the time of the application, the applicant is expected to have:

- Completed at least 24 months of training in approved SHO posts
  - Minimum of 6 months in posts approved for General Paediatrics
  - Minimum of 6 months in posts approved for Neonatology
  - Experience in Community Paediatrics, Paediatric Emergency medicine or another paediatric subspecialty (i.e., Cardiology, Gastroenterology etc.) may be included.
- Fully participated in on-call requirements during each post.



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<b>Requirement</b>	<b>Length of Experience (in months)</b>	<b>Post</b>	<b>Supervisor</b>
General Paediatrics			
Neonatology			
Community Paediatrics			
Subspecialty Paediatrics			
Any other additional post			



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## Section 3: Education and Learning

Applicants should have undertaken teaching in these areas related to Medical Professional Practice:

- Communication
- Ethics
- Leadership
- And safe prescribing

Please list below all relevant courses completed and attach relevant certificates in Appendix C.

<b>Course Title</b>	<b>Institution</b>	<b>Date of Completion</b>



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## Section 4: Additional Professional Experience

Please list in the table below all relevant professional experience completed and, where available, attach relevant certificates in Appendix C.

### Criteria

Applicants should have participated in:

- Grand Rounds
- MDT Meetings
- Journal Clubs
- Specialty Meetings

Applicants should demonstrate a working knowledge of:

- Research
- Audit and QI
- Teaching

Applicants should have experience in:

- Delivering Presentations
- Engaging with National/international meetings

Please Describe how you have met these criteria, referencing any relevant experience.

Max 500 words per criterion

Grand Rounds	
MDT Meetings	
Journal Clubs	

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Specialty Meetings	
Research	
Audit and QI	
Teaching Experience	
Presentations	
National/International Meetings	



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## Section 5: Evaluations and Reference

- The applicant is required to identify at least 2 referees to complete this section.
- The referees should be consultants who have directly supervised the applicant. The relevant posts should be included in those listed above in Section 2.
- The reference per each skill listed in sections 5.a and 5.b can be filled out by different consultant supervisors.

### 5.a Clinical and Technical Evaluation

The referee should provide a concise and specific reference of the applicant's competency per each of the clinical skills listed below.

The referee should address any concerns or deficiencies that the applicant might have encountered in any of the following skills, specifying if remedial actions were taken or if recommendation for additional supervision was provided.

1. **History Taking.** This includes: taking a comprehensive, targeted and adaptable history for neonates and children; taking an allergy-focused history; and taking a psychosocial history from an adolescent.

Please provide a reference about these skills mentioning specific training opportunities and relative experience during the post.



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Referee's Full Name:

Referee's Position and Title:

Referee's Contact Details:

Referee's Relationship to Applicant:

Duration of Professional Relationship with Applicant:

2. **Physical Examination.** This includes: performing a detailed physical examination of a child; performing an appropriate and thorough newborn examination; performing a six-week examination; and completing clinical assessment tasks (e.g., growth and nutritional status, blood pressure, developmental status, pubertal status, reduced consciousness.)

Please provide a reference about these skills including specific training opportunities and relative experience during the post.

Referee's Full Name:

Referee's Position and Title:

Referee's Contact Details:

Referee's Relationship to Applicant:

Duration of Professional Relationship with Applicant:



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**3. Clinical Presentations and Case Management.** To include Acute and Emergency Patient Care, Outpatient Care and In-Patient Care, both for General Paediatrics and Neonatology patients.

Please provide a reference about these skills including specific training opportunities and relative experience during the post.

Referee's Full Name:

Referee's Position and Title:

Referee's Contact Details:

Referee's Relationship to Applicant:

Duration of Professional Relationship with Applicant:



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- 4. Diagnostics and Procedures.** To include identification of underlying pathologies and risk factors, and performing main paediatric diagnostic tasks both for General Paediatrics and Neonatology patients.

Please provide a reference about these skills including specific training opportunities and relative experience during the post.

Referee's Full Name:

Referee's

Position

and

Title:

Referee's Contact Details:

Referee's Relationship to Applicant:

Duration of Professional Relationship with Applicant:



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## 5.b Professional and Personal Evaluation

The referee should evaluate the applicant's skills and professional behaviour in communication, teamwork, ethical practice and partnership with patients.

From their experience in supervising the applicant, the referee is invited to mention examples based on the following criteria – where applicable. The criteria listed below are the professional skills expected of a BST trainee.

The referee should address any concerns or deficiencies that the applicant might have encountered in any of these criteria, specifying if any remedial actions were taken or recommendation for additional supervision was provided.

### Criteria

- Engage with patients and colleagues in a respectful manner
- Actively listen to the thoughts, concerns and opinions of others
- Maintain good working relationships with colleagues
- Be aware of your own level of practice and learning needs
- Work cooperatively with team members to deliver an excellent standard of care
- Seek to build trust and mutual respect with patients
- Act in the patient's best interest
- Engage in shared decision-making and discuss consent
- Follow safe working practices that impact patients safety
- Understand ethical practice and the Medical Council guidelines
- Support a culture of open disclosure and risk reporting
- Reflective practice and self-awareness
- Freely share knowledge and information

### Evaluation

Referee's Full Name:

Referee's \_\_\_\_\_ Position \_\_\_\_\_ and \_\_\_\_\_ Title:

Referee's Contact Details:

Referee's Relationship to Applicant:

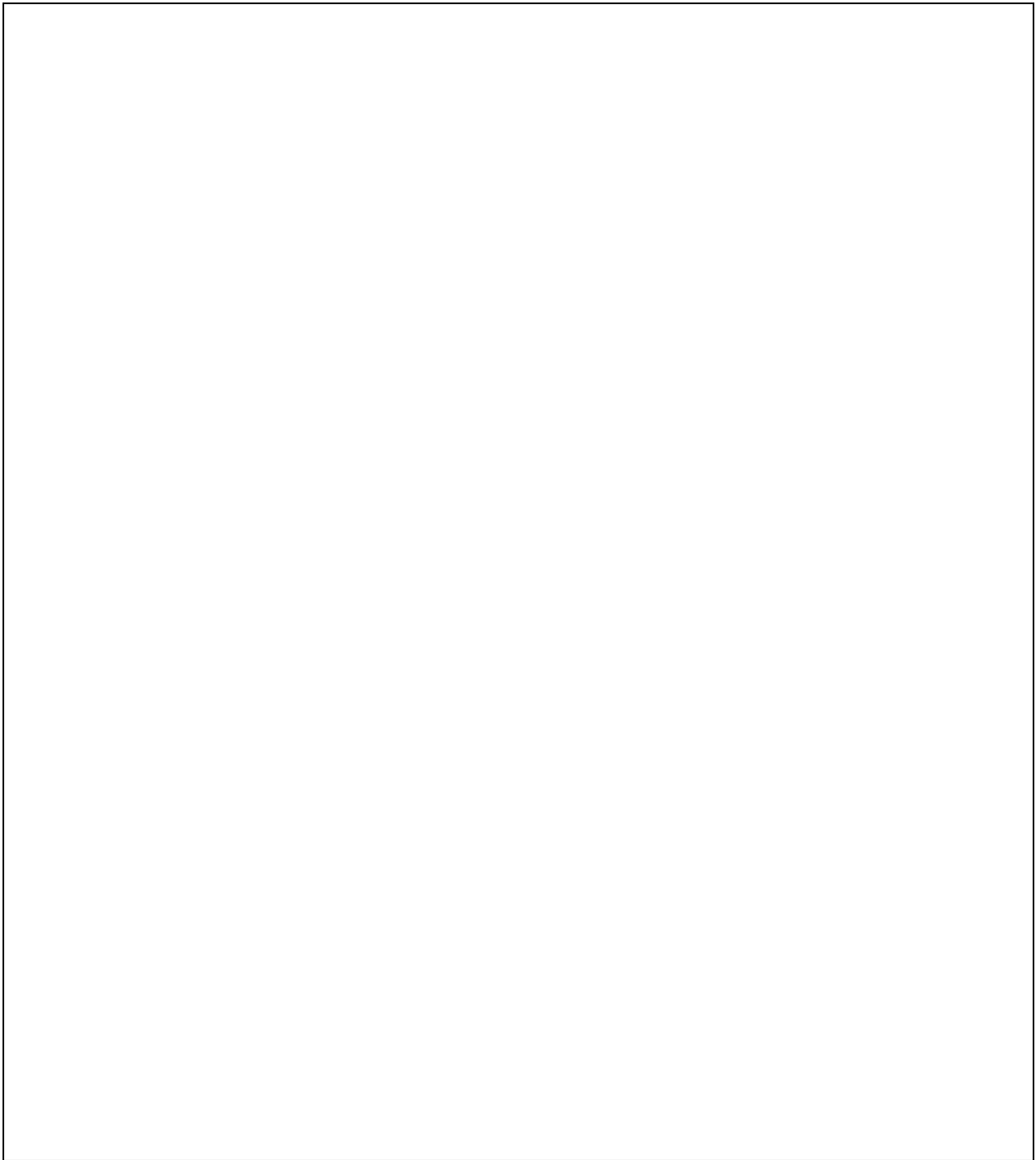
Duration of Professional Relationship with Applicant:

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## Section 6: Applicant Declaration

### **Declaration Statement:**

- "I hereby declare that all information provided in this application is true and accurate to the best of my knowledge. I understand that any false statements or omissions may lead to the rejection of my application."

### **Applicant Signature:**

### **Date:**



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## Appendices

Appendix A: Curriculum Vitae

Appendix B: Sample Timetable for Submitted Posts

Appendix C: Relevant or referenced CPD Certificates

Appendix D: Confirmation of Membership Attainment (i.e., MRCPI Paediatrics)