



**CERTIFICATE OF COMPETENCE
BY EQUIVALENCE
(BIOMEDICAL SCIENTIST)**

Guidance for Candidates

Version 4.0

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1. Introduction

- 1.1 The Certificate of Competence by Equivalence (Biomedical Scientist) is a programme approved by the Health and Care Professions Council (HCPC) (the statutory regulator for biomedical scientists)*.

**Biomedical Scientist is a protected title regulated by the Health and Care Professions Council who define this as: "A biomedical scientist analyses specimens from patients to provide data to help doctors diagnose and treat disease".*

- 1.2 This route to registration is offered by the Institute of Biomedical Science (the IBMS) as an award for those who have been working in the UK in biomedical science as an autonomous practitioner for three years or more, have a minimum qualification at honours degree level, and wish to become registered as a biomedical scientist with the Health and Care Professions Council (HCPC).

The Institute of Biomedical Science is the professional body for biomedical scientists in the United Kingdom. It aims to promote and develop biomedical science and its practitioners.

The Institute represents over 21,000 members employed in the National Health Service, private laboratories, veterinary laboratories, NHS Blood and Transplant Service (NHSBT), Public Health England and Medical Research Council. Other members also work in related commercial fields and in academia. Most members live and work in the United Kingdom. The IBMS is involved in all aspects of the education and training of biomedical scientists - accrediting degree courses, assessing the competency of biomedical scientists to practice, approving laboratories for pre and post registration training and organising a programme of higher and advanced qualifications for its members.

The Health and Care Professions Council (HCPC) is a regulatory body for 15 professions, including biomedical scientists. One of its key functions is to maintain and publish a register of health and care professionals who meet their standards. Further information can also be found on the respective websites www.ibms.org and www.hcpc-uk.org

- 1.3 This document contains guidance on the process for making an application for the IBMS Certificate of Competence by Equivalence (Biomedical Scientist) route to registration. It should be read in conjunction with the Certificate of Competence by Equivalence (Biomedical Scientist) *Portfolio Guidance, Module Descriptors and Frequently Asked Questions* documents, which give further details on the concept of equivalence and knowledge, skills and competencies required for this award.
- 1.4 The fee for the Certificate of Competence by Equivalence (Biomedical Scientist) qualification can be found on the current application form. A non-refundable administration fee of £50 will be required on submission of the candidate's application for review by the assessment panel. This will be deducted from the overall fee should the candidate be accepted onto the programme. The full fee is non-refundable and must be paid in full when the candidate is admitted to the programme.
- Please note:** Additional charges also apply for reassessment of the portfolio (£100) or a *viva voce* resit (£150).
- 1.5 Applications for the Certificate of Competence by Equivalence (Biomedical Scientist) are considered in stages: application and applicant screening; preparing the portfolio of evidence; portfolio review and candidate oral examination (*viva voce*).

- 1.6 **Application and applicant screening:** the applicant's qualifications and experience are reviewed against the entry criteria for this route to registration. The applicant should ensure they have the appropriate background (see Section 2.4) and experience to be able to successfully demonstrate the HCPC Standards of Proficiency through their portfolio of evidence. The applicant will need support in the workplace and access to resources (including a named mentor), plus sufficient and appropriate experience as an autonomous practitioner to enable them to meet the threshold level of practice for a biomedical scientist. Following successful screening, the applicant will be admitted to the programme and issued with access to the Certificate of Competence by Equivalence (Biomedical Scientist) portfolio on the digital platform OneFile.
- 1.7 **Portfolio submission:** once the applicant has been approved and attended the launch event for this route, they will be given access to their OneFile portfolio. The candidate will work with their mentor to create and collate pieces of evidence for their digital portfolio and will plan to submit the portfolio to the IBMS within 12 months of the launch event date. If the candidate can demonstrate they have mitigating circumstance and require an extension, which is supported by their mentor, they can apply for an extension to the submission date. The extension request will be considered by the Executive Head of Education and a revised submission deadline will be agreed and recorded by the IBMS Education Department.
- 1.8 **Portfolio review and candidate oral assessment (*viva voce*):** The mentor will confirm when the candidate has completed their portfolio evidence by contacting the Education team using the equivalence@ibms.org email address. The IBMS will appoint a review panel (consisting of a professional, an academic and a lay person) who will review the submitted portfolio evidence against the HCPC standards of proficiency. If the review panel agree that the candidate has clearly demonstrated the HCPC standards of proficiency through their evidence pieces, they will recommend that the candidate proceeds to the final assessment. The final assessment is an oral examination (*viva voce*) that will be organised by the professional reviewer and the mentor and will take place (online) at a mutually agreed date and time with the professional reviewer and candidate.
- 1.9 All applicants must ensure that they have read and understood this guidance document and other referenced documents before submitting their application. If you have any questions, including about any reasonable adjustments that you feel might need to be considered to support your equivalence application, please contact the Institute's Education Department before submission (equivalence@ibms.org).
- 1.10 Applicants should be aware that if there are any issues or concerns about their professional conduct during the programme this should be reported to the IBMS as the education provider because this may impact on the candidate's future registration with the HCPC. Concerns should be submitted to the IBMS Executive Head of Education in written form. A report will then be provided to the Education and Professional Standards Committee who will make a decision on whether or not the evidence of unprofessional conduct affects the candidate's eligibility to apply to the HCPC for registration as a biomedical scientist. The basis for judging this will be the [HCPC Standards of Conduct, Performance and Ethics](#) (2024).
- 1.11 Should the Education and Professional Standards Committee decide that the candidate has not breached the HCPC Standards of Conduct, Performance and Ethics, then the outcome will be communicated to the candidate after the meeting and a note will be put in their file for information.

- 1.12 Should the Education and Professional Standards Committee decide that the candidate has breached the HCPC Standards of Conduct, Performance and Ethics, this will be communicated to the candidate who will be withdrawn from the programme.
- 1.13 Appeals can be made using the IBMS appeal process (contact equivalence@ibms.org for further information). Appeals can only be made on procedural grounds. The outcome of the appeal is final.

2. Application and Applicant Screening

- 2.1 To maintain an accurate record of application, the documents and data submitted (including any sensitive personal data) is held the IBMS on a secure database while the application is processed.

Applications are made by submitting to the IBMS Education Department the following documents:

- Completed application form
- A summary of the applicant's current role¹ and professional experience to confirm the applicant is working at honours degree level and has the ability to demonstrate they can evidence the requirements of the IBMS Certificate of Competence by Equivalence Portfolio. This should be a statement of no more than 1000 words and should contain a description of main duties currently undertaken and a brief summary of previous experience that is relevant to the application. The statement should also confirm that the applicant has had access to sufficient and appropriate resources to support their personal development plan. They will be able to evidence that they work at a level commensurate with the threshold level required for registration as a biomedical scientist². The applicant also needs to confirm they have access to an IBMS approved training laboratory to provide any supplementary training that may be required to gain additional knowledge and experience necessary to meet the HCPC standards of proficiency for biomedical scientists.
- Portfolio development plan to indicate primary sources of evidence of knowledge, understanding and competency skills applied in practice
- Assessment fee (please refer to current application form). Please note, unsuccessful applications will incur a £50 administration fee, the remainder of the fee will be refunded
- Proof of ID (image of passport or government issued photo ID e.g. driving licence)
- Digital copy of all completed qualification certificate(s) and transcript of results.
Please note: Where a module contributes as a source of evidence of knowledge the full module descriptor must be provided in the portfolio of evidence.
- Digital copy of change of name (if relevant)
- Evidence of English language proficiency, if English is not your first language
- Digital copy of UK ENIC³ comparability for your non-UK qualification(s)
- Confirmation that a basic Disclosure check (Scotland) or basic Disclosure and Barring Services (DBS) (England, Wales and Northern Ireland) check has been carried out⁴

¹Candidates will only be considered if they are currently working in a clinical pathology laboratory in the UK. Individuals seeking HCPC registration who are working outside of the UK are advised to consult HCPC directly. Information for this can be found at <http://www.hcpc-uk.org/apply/international/>.

²Biomedical Scientist is a protected title regulated by the Health and Care Professions Council who define this as: “A biomedical scientist analyses specimens from patients to provide data to help doctors diagnose and treat disease.”

³The UKENIC statement of comparability (previously UKNARIC) is used to ensure overseas qualifications are equivalent to those in the UK and therefore a photocopy of UK ENIC comparability for any non-UK qualifications must be included.

⁴Candidates who have a conviction outside of the UK will be expected to declare this.

Please note: the candidate’s mentor and / or laboratory manager will confirm the authenticity of the identification document(s) provided on the application form.

- 2.2 Applicants are required to complete a basic Disclosure and Barring Services (DBS) or Disclosure Scotland check prior to admission to this route to registration. The disclosure check must be completed and shared with the mentor and / or line manager prior to submission of the application. There will be a check list to confirm that the disclosure check has been completed and the candidate and mentor / line manager do not believe there to be any issues disclosed that will later affect the candidate from registering with the HCPC as a biomedical scientist. At the point of registration, the candidate will be asked to make a self-declaration to the HCPC.
- 2.3 Applicants who do not have English as their first language are required to provide evidence of English language skills consistent with those required by the HCPC: <https://www.hcpc-uk.org/registration/getting-on-the-register/international-applications/how-to-apply/english-language-proficiency/>
- 2.4 To be eligible for the Certificate of Competence by Equivalence (Biomedical Scientist) route, the applicant must demonstrate that they have at least three years of autonomous professional practice related to biomedical science and experience that includes the routine analysis of specimens from patients to provide data for disease diagnosis and healthcare of the patient. Less than three years will be deemed inadequate for the application of equivalence.

IMPORTANT: Please note that applicants who have only worked as biomedical support staff are not considered to have experience of autonomous practitioners.

- 2.5 The application must confirm that the applicant is working in a suitable clinical laboratory environment. This will normally be a laboratory that has IBMS laboratory training approval to deliver pre-registration training. Details of the IBMS laboratory training approval process can be found on the IBMS website: [Laboratory Training Approval](#) If the laboratory does not have IBMS training approval, the candidate and proposed mentor must contact the Education team via the equivalence@ibms.org inbox to discuss this prior to making an application.
- 2.6 Applicants must have access to a named mentor who is HCPC registered and has experience of supporting candidates to produce evidence for the IBMS Registration Training Portfolio. The mentor must have access to an IBMS approved training laboratory to provide any supplementary training required to gain the knowledge and experience necessary to meet the HCPC standards of proficiency. The mentor is required to confirm they have read and understood the information available on the IBMS website related to the Certificate of Competence by Equivalence (Biomedical Scientist) award. The mentor is expected to provide professional support and guidance for the applicant’s application and preparation, collation and submission of evidence in their portfolio.

- 2.7 If the candidate has a declared disability that might affect their portfolio evidence and / or viva voce assessment, it must be declared upon application. The portfolio review panel will be provided with relevant information and can consider how to mitigate potential issues and ensure fairness.
- 2.8 A HCPC registered biomedical scientist will screen all application documents for each applicant to confirm the criteria for admittance to the programme have been met. At this stage further information may be requested if parts of the application are not clear.
PLEASE NOTE: incomplete applications and those submitted after the published application submission deadline may not be considered.
- 2.9 The application screening process will ensure that the completed academic qualifications and periods of experience are appropriate and the applicant can gather relevant evidence to fulfil the requirements of the IBMS Certificate of Competence by Equivalence Portfolio and effectively demonstrate all HCPC standards of proficiency.
- 2.10 If the criteria for admittance have been met, candidates will be given access to the IBMS Certificate of Competence by Equivalence Portfolio on the OneFile platform and given 12 months from the date of issue to submit all pieces of evidence. Submission of evidence can occur at any time during this period and the portfolio must be signed off by the mentor to become 100% complete.
- 2.11 Further guidance and information on completing the portfolio of evidence can be found in the *Certificate of Competence by Equivalence Portfolio Guidance* and *Module Descriptors* documents for this route.
- 2.12 Following initial screening, applicants who are not accepted are provided with an explanation summarising the reasons for their rejection.
PLEASE NOTE: Applicants will not be eligible to re-apply within 12 months and must be able to demonstrate they have engaged in further professional development, education and training that will allow them to meet the HCPC standards of proficiency.
- 2.13 The candidate and their mentor will be asked to meet regularly to monitor progress and provide an opportunity for any problems to be highlighted and resolved. If serious issues are encountered, the mentor and / or candidate should contact the Education team using the equivalence@ibms.org inbox. This designated email address will provide access to IBMS staff for advice during working hours. Both candidates and mentors will be asked to complete a feedback report, reflecting on their experiences at the end of the process. This feedback will be reviewed and evaluated to improve this route to registration.
- 2.14 Once accepted onto the programme, candidates will be expected to comply with the HCPC Standards of Conduct, Performance and Ethics and be able to demonstrate their understanding of the implications of these standards to their practice.

3. Completion of the Certificate of Competence by Equivalence Portfolio and Portfolio of Evidence

- 3.1 Assessments of equivalence are made using the portfolio evidence submitted by the candidate against the HCPC standards of proficiency for biomedical scientists, regardless of their specialism or role.
- 3.2 The portfolio provides the framework for the candidate to demonstrate how pre-existing qualifications, professional training, experience and laboratory competencies developed in their current role meet the HCPC standards of proficiency for biomedical scientists.
- 3.3 The focus for gathering evidence for the portfolio should be the candidate's current practice (with no less than 3 years autonomous practice) and their achievement of competence to reach this level. Candidates must recognise that registration with the Health and Care Professions Council (HCPC) as a biomedical scientist is not discipline specific and requires a threshold level of knowledge of the key pathology disciplines: **Cellular Pathology; Clinical Biochemistry; Clinical Genetics; Clinical Immunology, Haematology and Transfusion Science; Medical Microbiology**. It is likely therefore, that a candidate may need to undertake some supplementary education or training to address any shortfall in their existing qualifications and experience. The Institute will support candidates to update their theoretical knowledge by provided digital resources for the clinical specialisms.
- 3.4 Applicants must present their evidence in each section and module of the portfolio. All evidence must be dated and signed by the candidate and the mentor. Information on how to create pieces of evidence and upload them to the digital portfolio is provided in the OneFile Guidance documents and support videos.
- 3.5 Each module of the IBMS Certificate of Competence by Equivalence Portfolio has HCPC standards of proficiency mapped to it. The candidate must provide a justification for each piece of evidence they include and map the relevant standards of proficiency to it. Each piece of evidence should be used to demonstrate several standards of proficiency and all standards within each module must be demonstrated across the pieces of evidence included.
- 3.6 The portfolio should contain a variety of types of evidence from periods of relevant education, training and employment/experience to clearly demonstrate that all HCPC standards of proficiency have been met.

Please Note: Under no circumstances should any piece of evidence submitted contain patient details. All personal data are to be redacted prior to submission. Any portfolios submitted with this will be returned immediately.

- 3.7 Candidates are advised that the portfolio of evidence must include:
- Evidence of how academic and vocational qualifications have informed their practice and ability to demonstrate the standards of proficiency for biomedical scientists
 - Evidence of structured training and competence assessment appropriate to their current scope of practice
 - Evidence of experiential learning and CPD in their current practice
 - Evidence of their scope of practice (including case studies, data analysis and interpretation, audits, reflection on research skills developed in their research project from a completed BSc (Hons) qualification, for example)
 - Evidence of any supplementary training or learning that is undertaken to demonstrate the HCPC standards of proficiency, not addressed by the above

Please note: if 'e' is not achievable in 12 months, applications should be deferred until such time as the applicant is in a position to produce appropriate evidence.

- 3.8 The portfolio of evidence is the applicant's opportunity to demonstrate how the experience they have gained and competencies achieved are relevant to the HCPC standards of proficiency. The pieces of evidence should be well chosen, explicit, concise and clear. Statements of attendance or participation in meetings are insufficient, they must be supported by personal reflection and a concise description on how the experience helped in achieving a particular competence and improved their practice.

- 3.9 Evidence must be specific to the applicant and clearly demonstrate how they meet the standards of proficiency. The portfolio should **NOT** contain any personal details or original reference material, standard operating procedures, or other published documents unless it is being used as an example of evidence and is annotated and clearly referenced.

- 3.10 Particular attention is drawn to the following:

- We do not state that knowledge must be acquired via an academic course, other than applicants must have an honours degree or equivalent level qualification. This route as it allows candidates who are working at a level commensurate to a registered biomedical scientist to demonstrate they meet the standards of proficiency through knowledge and experience that has already been acquired in practice.
- This route therefore, recognises there should be little need for further training, although there may be shortfalls in the wider knowledge of biomedical science disciplines. However, this route has the flexibility for candidates to demonstrate they can address any shortfalls through self-directed study or focussed training.
- Candidates are expected to evidence their understanding of the HCPC Standards of Conduct, Performance and Ethics and the implications and application of these standards to their practice.
- Candidates are required to provide evidence on how they have involved service users, other professionals and learners in other professions in their own development and learning.

- e. You must be able to evidence how you meet the knowledge and skill requirements to demonstrate the HCPC standards of proficiency for biomedical scientists. Biomedical scientists work in all biomedical science disciplines and are expected to have a threshold level of generic knowledge and skill in biomedical science that reflects this, not just a single discipline.
 - f. If you require additional training to meet some standards of proficiency the length of training will depend on your own knowledge and skills base. As you need to be working at a level commensurate to a biomedical scientist to be accepted onto the programme, the expectation is you will already have the experience that will enable you to assimilate your new knowledge and skills required to meet the curriculum learning outcomes more quickly than a new trainee without experience. If you are being trained in a particular technique, you must be able to reach a threshold level of knowledge and basic skills sufficient to be able to perform the task. The training staff within the host IBMS approved training laboratory will assess your competency in the same way that they do with their trainees undertaking conventional training.
 - g. The application form requires you and your mentor to confirm an understanding of requirements and commitment to complete the programme. If you are unable to commit the time to gather the evidence to demonstrate that you meet **ALL** of the HCPC standards of proficiency for your portfolio, this programme is not suitable for you.
- 3.11 Evidence provided in the portfolio must demonstrate all HCPC standards of proficiency for the candidate to proceed to Part 2 of the assessment (the *viva voce*).

4. Stage 3: The Certificate of Competence by Equivalence Assessment Process

- 4.1 The assessment process begins once a candidate has completed their digital portfolio and their mentor has confirmed that all HCPC standards of proficiency have been evidenced. This confirmation from the mentor triggers the appointment of the review panel.
- 4.2 A review panel is selected from the IBMS pool of professional, academic and lay representatives who have been trained as assessors for the IBMS Certificate of Competence by Equivalence (Biomedical Scientist) portfolio. The panel is comprised of one professional and one academic assessor and one lay assessor. Assessors are asked to declare any conflicts of interest they may have in relation to each assessment.
- 4.3 There are two parts to the assessment:
- 4.4 **Part One:** Each reviewer will be given access to the candidate's digital portfolio and will independently consider the evidence presented in a portfolio in the context of the threshold standards for HCPC registration and practice as a biomedical scientist.

By reviewing the evidence against the HCPC SoP mapping template, the reviewers will make a professional judgment on whether the candidate has the appropriate knowledge, understanding, experience and level of competence in their current practice to meet the threshold standards to apply for registration as a biomedical scientist. Each member of the review panel will determine whether the evidence is at the level required to meet the HCPC standards of proficiency for biomedical scientists. They will confirm this for each standard of proficiency.

A final collated report will be agreed by the reviewers, indicating whether or not they can confirm the HCPC standards of proficiency have been met. This report will make a recommendation whether or not the candidate should proceed to Part Two based on the following outcomes:

- **Outcome 1:** Candidate has met all the requirements for mapping evidence in their Certificate of Competence by Equivalence portfolio against the HCPC standards of proficiency and may proceed to Part Two;
- **Outcome 2:** Candidate has partially met the requirements for mapping evidence against the HCPC standards of proficiency and is required to update or submit further evidence to demonstrate specific standards of proficiency before they proceed to Part Two;

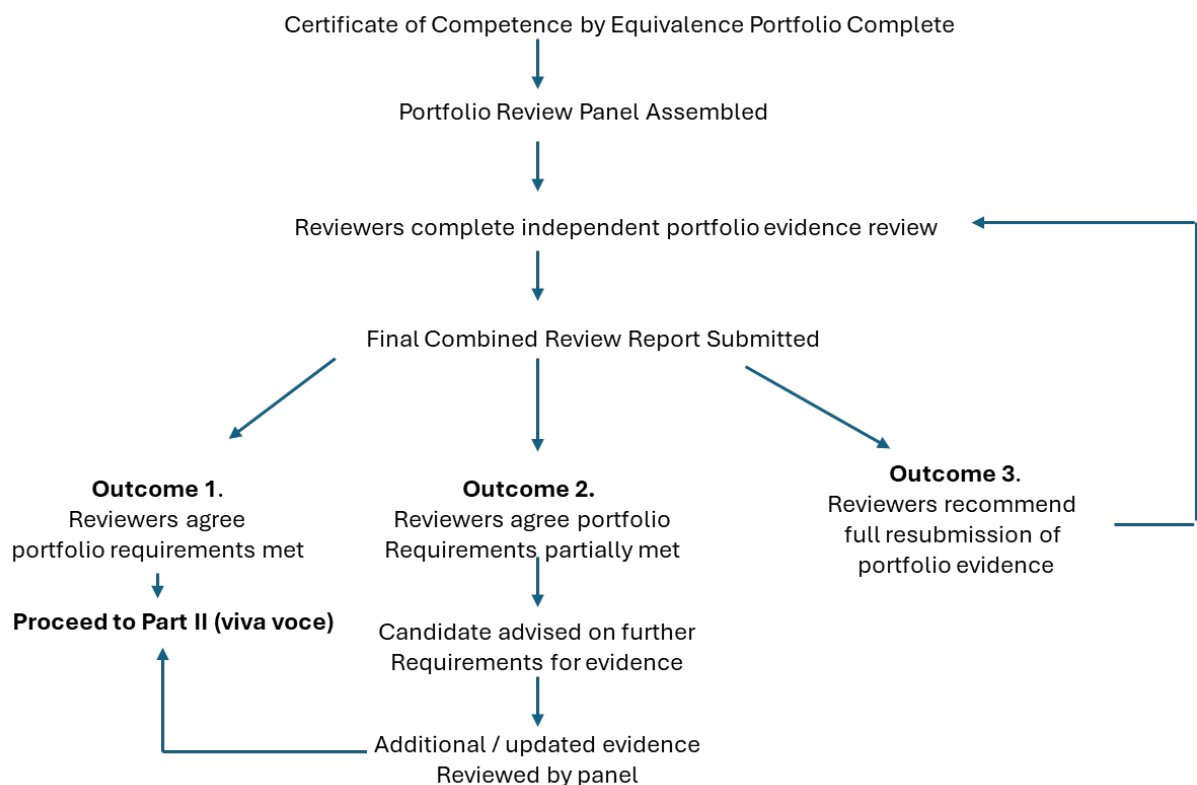
Candidates will be allowed a maximum of 6 months to submit further evidence. Only the standards requiring additional evidence will be re-assessed by the review panel. If the updated / additional evidence submitted by the candidate is insufficient, further advice will be provided and the candidate will have a further 3 months to provide suitable evidence. Following this stage either outcome 1 or outcome 3 of the portfolio assessment will apply.

- **Outcome 3:** Candidate has failed to meet the requirements for mapping evidence against the HCPC standards of proficiency and a period of further education or training is required. Advice will be given on the nature of this and whether it needs to be achieved through formal academic learning from an IBMS accredited programme, self-directed learning or secondment to an IBMS approved training laboratory. Candidates will need to resubmit their portfolio of evidence for full assessment. A charge of £100 will apply for re-assessment of the portfolio.

4.5 If the portfolio evidence provided has been accepted and a recommendation made for the candidate to proceed to Part Two of the assessment process, the candidate will be sent a copy of the final Part One report by the IBMS. The candidate will be invited to attend a *viva voce* with the professional reviewer from the assessment panel. If the evidence provided is not accepted as sufficient and the recommendation in the final Part One report is not to proceed to Part Two the candidate will be advised in accordance with the recommendations of the report.

4.6 In the event of the review panel being unable to reach a consensus opinion on the assessment outcome, the candidate is still referred to Part Two and areas of concern are specifically examined in the *viva voce*, in addition to all other areas of the portfolio.

4.7 Diagram 1 Flowchart Summary for Part I



- 4.8 **Part Two:** A *viva voce* will be held with the professional panel member (HCPC registered biomedical scientist) to explore the candidate's education and training, their understanding of the HCPC standards of proficiency based on the evidence submitted in the portfolio and questions related to their scope of practice. This oral assessment is used to confirm the candidate's suitability for the award. The *viva voce* assessment will normally last between 45-60 minutes.

The professional reviewer will produce a final Part Two *viva voce* outcome report and a recommended outcome of the assessment process for submission to the IBMS Education and Professional Standards Committee for ratification.

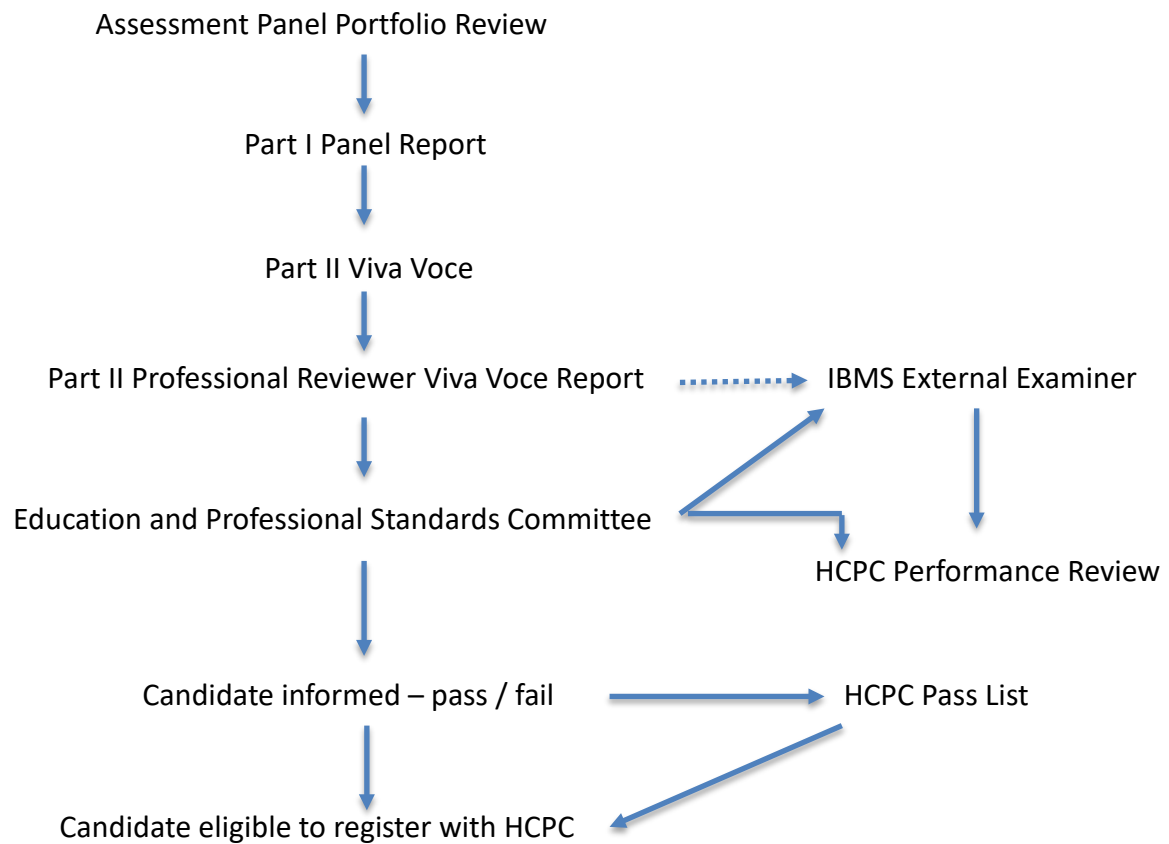
The professional reviewer will make one of the following summative recommendations in their report:

- **Outcome 1:** Candidate has met all the requirements for the award of the IBMS Certificate of Competence by Equivalence (Biomedical Scientist).
- **Outcome 2:** Candidate has failed to meet the requirements for the award of the IBMS Certificate of Competence by Equivalence (Biomedical Scientist).

Candidates who are unsuccessful after Stage Two will be allowed one opportunity to re-sit the *viva voce*. This will incur a charge of £150.

- 4.9 Following consideration of the *viva voce* assessment report by the IBMS Education and Professional Standards Committee, candidates will be notified in writing of the outcome of their assessment and invited to complete a feedback form for quality enhance processes.
- 4.10 If the candidate successfully completes the programme, a letter will be sent to the candidate with an IBMS Certificate of Competence by Equivalence (Biomedical Scientist), confirmation that their name has been forwarded to the HCPC and that they are eligible to apply for admittance to the register as a biomedical scientist.
- 4.11 If the candidate has not successfully completed the programme, they will be sent a letter advising them whether a period of education/training is required to meet a shortfall against the HCPC standards of proficiency. Where a period of education or training is required, advice will be given on the nature of this and whether it needs to be achieved through formal academic learning from an IBMS accredited BSc (Hons) programme, self-directed learning or secondment to an IBMS approved training laboratory.
- 4.12 Unsuccessful candidates will have the opportunity to appeal on procedural matters related to the assessment process. Appeals must be made within 28 days of the applicant being notified of their assessment outcome. Appeals must be made in writing to the IBMS Executive Head of Education and clearly state the reasons for the appeal with supporting evidence where appropriate. Appeals will be considered by an appeals panel of the IBMS external examiner and two HCPC registered members of the IBMS Council who are not associated with any aspect of the application.
- 4.13 Candidates should note that a successful outcome of the assessment process leading to eligibility to apply for registration as a biomedical scientist does not provide any further guarantees regarding terms and conditions of employment.

4.14 Diagram 2 Flowchart for Part II



4.15 Table of assessment outcomes:

Assessment Outcome Indicators		
Assessment Outcome Part One	Action	Reason
Portfolio is rejected as evidence does not demonstrate the HCPC standards of proficiency appropriately	Candidate advised that further training is required and evidence must be updated before resubmission of the portfolio for full assessment	Many standards of proficiency lack appropriate evidence. There may be omissions or lack of depth in the evidence that indicate candidate lacks experience in the scope of practice required to meet the standards of proficiency for a biomedical scientist
Portfolio partially accepted	Candidate asked to address shortfall in some pieces of evidence against specific HCPC standards of proficiency and resubmit evidence within 6 months	Evidence demonstrates majority of standards of proficiency have been met some evidence may be limited in depth and breadth to adequately demonstrate the standards
Portfolio accepted	The review panel agree that the evidence demonstrates all HCPC standards of proficiency. Candidate will proceed to Part Two of the assessment process	Evidence fully demonstrates HCPC standards of proficiency have been met, or can be met based on further exploration in the <i>viva voce</i>

Assessment Outcome Part Two	Action	Reason
Candidate has met all requirements for the award of the IBMS Certificate of Competence by Equivalence (Biomedical Scientist)	Candidate is recommended for award of Certificate of Competence by Equivalence (Biomedical Scientist)	Candidate displays sound knowledge and understanding of the role of a biomedical scientist and can evidence they are working at this level. There are no significant absences in evidence of knowledge and ability
Candidate has failed to meet the requirements for the award of the Certificate of Competence by Equivalence (Biomedical Scientist)	Candidate not recommended for award of Certificate of Competence by Equivalence (Biomedical Scientist) Candidate must resubmit their application if a second <i>viva voce</i> is failed	Candidate attempted to address viva questions but answers contained significant factual or conceptual errors. There may be major omissions related to knowledge or ability indicating insufficient understanding of the role of a biomedical scientist to merit a pass

5. Additional Resources and Reference Documents available on the Institute of Biomedical Science Website www.ibms.org

The IBMS is committed to supporting candidates once they have been admitted to the programme and to ensuring candidates feel enabled to raise concerns about themselves, their workplace laboratory or the safety and wellbeing of service users. This includes support to recognise where there may be a risk and ensuring action is taken in response to concerns that have been raised. The following resources are available from the IBMS and may be used in addition to the usual employment policies.

5.1 Provided directly by the IBMS Education Team:

- IBMS Education Manager or Education Team Leader: telephone contact 020 7713 0214 and via designated email address equivalence@ibms.org
- IBMS Education Officers: telephone contact 020 7713 0214 and via email address equivalence@ibms.org
- IBMS Executive Head of Education via email: suejones@ibms.org
- IBMS Council (some of whom are members of the Education and Professional Standards Committee – contact details on the IBMS website: [Council](#))

The IBMS Education Manager and Executive Head of Education can offer advice on all aspects related to completion of evidence for the HCPC approved routes to registration offered by the IBMS.

All details of extenuating circumstances (including periods of sickness) submitted by a candidate for an extension to periods of evidence collation and portfolio submission will be dealt with in confidence. Candidates and mentors should also note that advice on further training to produce appropriate portfolio evidence will only be provided **prior to the application**. As this is an experiential route, all training must be completed before the application, as evidence must be based on retrospective learning and practice only. Advice on further training **will not be provided** once the candidate had been admitted to the programme.

5.2 Documentation for this route is accessible to all candidates on the IBMS website: [Certificate of Competence by Equivalence](#)

5.3 The following information may be helpful.

[Become a biomedical scientist](#)

Details of all the IBMS routes and processes, supporting individuals seeking HCPC registration.

Good Professional Practice Guide for Biomedical Scientists

This guidance document summarises current regulations and guidance relating to laboratory medicine, provides information on generic requirements set by the Institute and HCPC and clarifies how these relate to biomedical science [IBMS Good Professional Practice in biomedical science](#)

IBMS Code of Conduct

The Code consists of principles, which IBMS members are expected to observe in the interests of patient care and in order to promote confidence in the profession of biomedical science [Code of conduct](#)

Laboratory Training Approval for IBMS qualifications

The IBMS approves laboratories for training of its portfolio based qualifications. These standards look at laboratory training and standards of good practice.

[Laboratory Training Approval](#)

Complaints Handling Process

[Contact us](#)

In addition for IBMS members only

IBMS CPD scheme The IBMS CPD scheme is a member benefit which enables members to collate evidence demonstrating that they are developing and extending their knowledge, skills and practice for the purpose of maintaining Continuing Professional Development (CPD). This is available on the IBMS website behind a membership log in.

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Produced by: Education Department

Contact: Education Department
T: +44 (0)20 7713 0214
E: equivalence@ibms.org

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