

# Policy

## Application for Retired Fellow Status



Authorising Body:	Board
Responsible Committee(s):	Membership Engagement Committee
Responsible Department(s):	Membership and Events
Document Code:	POL Application for Retired Fellow Status

### Background

Pursuant to Article 3.3.3 of the RANZCP Constitution, 'The Board may grant Fellowship for life, pursuant to Regulations, to a Fellow of the College who formally declares that he/she has completely and permanently retired from practice as a specialist psychiatrist. A retired Fellow thus granted shall have the same powers, privileges and liabilities as a Fellow but shall not be required to pay any annual subscription or other fee and shall be exempt from any professional development requirements.'

For the purposes of retirement, the following definition of Practice applies:

*'Practice as a specialist psychiatrist' within the RANZCP Constitution shall be taken to include all forms of medicine, psychiatry, medico-legal work, and other specialist non-clinical work such as medical administration, academia, and involvement in panels, tribunals and boards.*

This policy provides the framework to oversee the implementation of Article 3.3.3 and will be applied on a case-by-case basis by the Membership Engagement Committee and approved by the College Board.

### Becoming a retired Fellow of the RANZCP

A Fellow participating in any of the activities outlined in the definition of Practice, irrespective of remuneration, frequency or duration, must remain a practising Fellow of the College and continue to complete full Continuing Professional Development requirements. Fellows must maintain these educational and professional standards as a requirement of Fellowship, and in the interests of:

- patient and public safety, and duty of care
- the implied level of professionalism and need for continuous learning as a Fellow of the College
- upholding the reputation of the College.

It is expected that upon declaring their retirement, a Fellow's practising medical registration has ceased or is not being renewed, other than in exceptional circumstances which are to be disclosed by the Fellow.

As a requirement of their medical registration, a Fellow must continue to complete any professional development requirements and cannot be retired from the College's CPD program until their practising medical registration ceases.

Unless already exempted, Fellows remain liable to pay College subscription fees until such time as the Fellow's retirement is accepted by the Board. A pro-rata rate may be applied to the fees, as detailed below.

## Applying for Retired Fellow status

A change of status to 'Fellow Retired' occurs by resolution of the Board, upon recommendation from the Membership Engagement Committee.

Fellows who completely and permanently retire from practice must give notice of their retirement to the Board by completing the [FRANZCP Declaration of Retirement Form](#). It is incumbent on Fellows to ensure that they notify the College of their retirement.

The latter of the date of notification to the College, and the stated date of retirement, will be used to determine the date at which retired status becomes effective.

Fellows have until 31 March each year to notify the College they have retired the previous year without being charged for the current year (a full refund may be issued if the current year's fees have already been paid). Notifications after that date will either result in a 50% reduction (or 50% refund if payment has already been made) on the current year's fees (if notification is received by 30 June) or in full fees being payable (if notification is received after 30 June).

Where a Fellow is granted status of Fellow Retired and it is effective for part of the current year, the following pro-rata rates are applied on subscriptions for that year:

- Retired status effective 1 January–30 June: 50% reduction
- Retired status effective 1 July–31 December: 0% reduction.

Retired Fellows will remain liable for any accrued fees that remain unpaid from previous years.

Retired Fellows continue to receive regular College communications (such as email bulletins, newsletters, notification of meetings and conferences, etc.). As for all members, an annual fee is payable for hard copy subscription to the College journals (free Member access is available online through the RANZCP website).

## Returning to practice from retirement

If a retired Fellow at any time resumes practice as a specialist psychiatrist, as defined by the definition of Practice above, they must immediately notify the College in writing to [membership@ranzcp.org](mailto:membership@ranzcp.org). Notification must include details of the resumption of practice, and Fellows are normally also required to provide written evidence that their practising medical registration has been fully restored with the relevant medical board, and a letter of good standing (not more than two months old) in support of the Fellow by two other Fellows of the College (who have known the applicant for more than two years). If two such Fellows are not known to the applicant, alternate referees may be accepted in some circumstances. Such a change in status (i.e. back to a 'practising' Fellow) requires approval of the Board upon recommendation from the Membership Engagement Committee. Any outstanding and due College fees must also be paid prior to the applicant's status being reverted to 'practising' Fellow.

## REVISION RECORD

**Contact:** Executive Manager, Membership and Events

Date	Version	Approver	Description
29/11/14	1.0	B2014/7 R25	New document.
17/03/21	2.0	B2021/3 R17	Updated to explain stringency of definition, and that members' practising medical registration should have ceased or not be renewed.
<b>NEXT REVIEW: 2023</b>			