CStat revalidation – your questions answered

Trevor Lewis, PhD CStat CSci PStat

Chair of the PAC Revalidation Assessment Panel

Professional Statisticians' Forum – 5th February 2019

Webcast of the meeting will be available at
www.rss.org.uk/psf-past-events

Outline

Reminder about CStat/CSci revalidation

Revalidation during 2018

Outcome of the revalidation processes over the past 4 years

Recording your Continuing Professional Development (CPD)

Scope of CPD

Support materials

Any questions?

Reminder about CStat/CSci revalidation

What is revalidation?

Who needs to undertake revalidation?

Why revalidation for CStat?

What is the basis of revalidation?

How does the 5-year cycle operate?

What is revalidation?

Revalidation is the process to be successfully completed in order to retain CStat (professionally active)/CSci status

The aim is to confirm maintenance of professional standards, by declaration or providing evidence

It is a professional appraisal carried out by the Society (cf performance appraisal carried out by an employer)

Expectations of a professional: being trustworthy, ethical, up-to-date and competent

Who needs to undertake revalidation? - *and the exceptions*

Professionally active Chartered Statisticians

- **Those also holding the CSci award undertake the Science Council's <u>annual</u> revalidation process**

- **Those on a career break or with extenuating circumstances can defer revalidation**

- Those who are permanently retired or have undertaken a career change are exempt

- Those holding FIS, MIS are exempt

Why revalidation for CStat?

Raising the value of the CStat award for those who hold it and for the beneficiaries of their work

- Increases credibility of CStat as a professional award
- Advocated by employer focus groups
- Reflects trends in continuing professional development (CPD) best practice
- Experience with CSci revalidation

The basis of revalidation

Adherence to the Society's code of conduct

- Working in the public interest
- Responsibility to employers/clients and to the profession
- Professional competence & integrity

Compliance with the Society's CPD Policy

- Maintenance, improvement and broadening of knowledge and skill
- Recording CPD activities and their outcomes/benefits

Revalidation Assessment

Data

- CPD summary
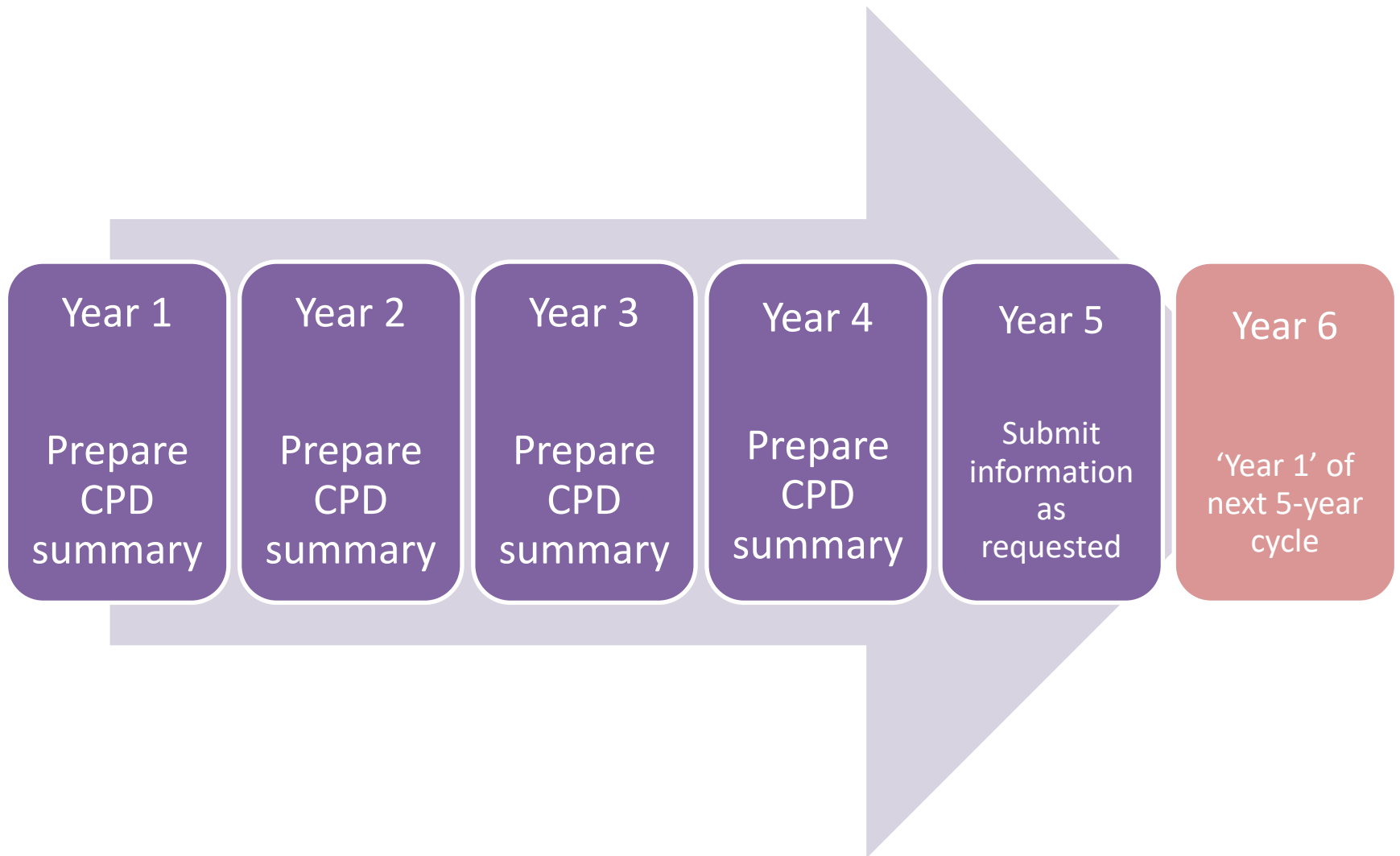- Revalidation Form (if audited)

Evidence

- A continuous, up-to-date and accurate record of CPD activities (>60 learning hours per annum)
- CPD activities are a mixture of learning activities relevant to current or future practice
- CPD has benefited the quality of practice (skills, knowledge, experience)
- CPD has benefited the users of the work (service delivery)
- A portfolio containing evidence of CPD that could be provided on request

Decision

- Fully meet criteria
- Partially meet criteria
- Do not meet criteria

CStat revalidation: The 5-year cycle

Year 1

Prepare CPD summary

Year 2

Prepare CPD summary

Year 3

Prepare CPD summary

Year 4

Prepare CPD summary

Year 5

Submit information as requested

Year 6

'Year 1' of next 5-year cycle

The revalidation process calendar

Activity	CStat revalidation process 'Year 5'	CSci revalidation process Annual
Summary of process in email and on website (+ support materials)	January www.rss.org.uk/cstat-revalidation	January www.rss.org.uk/csci-revalidation
Email to initiate process	January	End August/Early September
Submit Option choice	By End March (declaration + basic info.)	By Mid-October (declaration)
Feedback and selection of audit sample	April	Mid-October
Make audit submission	By End June	By Mid-November
Audit panel of assessors meet	July/August	End November/Early December
Feedback on outcome of audit	Early September	December/January

The CStat revalidation process calendar

Activity	CStat revalidation process 'Year 5'
Summary of process in email and on website (+ support materials)	January www.rss.org.uk/cstat-revalidation
Email to initiate process	January
Submit Option choice	By End March (declaration + basic info.)
Feedback and selection of audit sample	April
Make audit submission	By End June
Audit panel of assessors meet	July/August
Feedback on outcome of audit	Early September

The 2019 cohort: the initial submission

Go to www.rss.org.uk/cstat-revalidation for details

The requirements of the initial submission included in an email sent in mid-January.

By 31st March select one of 3 options and reply to pa@rss.org.uk

- **Option A** : make declaration and return CPD summary for 2018
- **Option B** : unable to make declaration due to career break, extenuating circumstances, career change, retirement
- **Option C** : do not wish to revalidate

Option A

I would like to revalidate and continue to hold the Chartered Statistician award from 1st January 2020 until my next revalidation date.

I affirm that I will continue to be professionally active, comply with the RSS CPD Policy and adhere to the RSS code of conduct. If my professional circumstances change such that I am not able to fulfil the above obligations, then I will contact the Society immediately.

I attach my CPD summary for the calendar year 2018 with my reply.

- *If you select this option you may be selected for audit and be required to submit further information about your professional experience and development from 2015 to 2018. You will be notified whether you have been selected for audit during April.*

Option B

I wish to continue to hold my Chartered Statistician award.

However due to a career break, extenuating circumstances, career change or retirement I am unable to make the declaration described in Option A.

- *If you select this option, please provide a brief explanation of your circumstances.*

- *Note the guidance allows the Society the discretion to defer revalidation for up to 3 years in the cases of career breaks or extenuating circumstances.*
- *In the case of permanent career change or retirement from professional activity, your Chartered Statistician status can be retained and revalidation is no longer required.*

- *If you select this option your entry on the professional register will reflect the fact that you are not professionally active.*

Option C

I do not wish to revalidate as I do not wish to continue to hold the Chartered Statistician award beyond 31st December 2019.
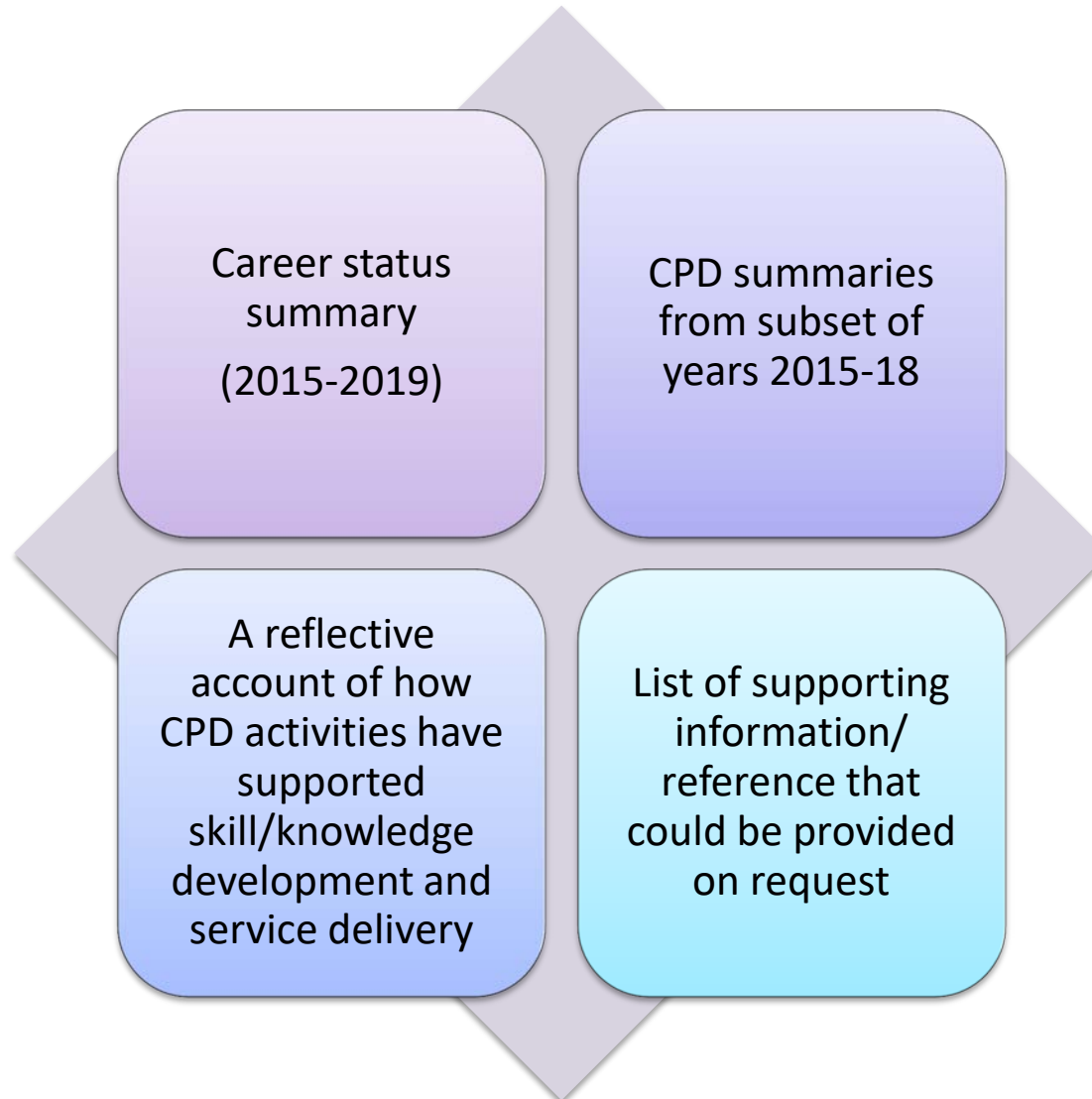
- *If you select this option it will be useful for the Society to know the primary reason for your decision. Please provide a brief comment.*

The CStat revalidation process calendar

Activity	CStat revalidation process 'Year 5'
Summary of process in email and on website (+ support materials)	January www.rss.org.uk/cstat-revalidation
Email to initiate process	January
Submit Option choice	By End March (declaration + basic info.)
Feedback and selection of audit sample	April
Make audit submission	By End June
Audit panel of assessors meet	July/August
Feedback on outcome of audit	Early September

The 2019 cohort: Information required for audit
Go to www.rss.org.uk/cstat-revalidation for details

Career status summary

(2015-2019)

CPD summaries from subset of years 2015-18

A reflective account of how CPD activities have supported skill/knowledge development and service delivery

List of supporting information/ reference that could be provided on request

The 2019 cohort: Revalidation Form
Download from www.rss.org.uk/cstat-revalidation

The Chartered Statistician CPD Revalidation Form provides a structure for the audit submission

- Career Status & Job Role during the period 2015-19.
- Summary of CPD activities (indicating compliance with the RSS CPD Policy)
- Summary of supporting evidence that is available, and can be provided on request.
- Reflection on benefit to professional practice
- Reflection on benefit to users of your service
- Professional Development Planning
- Declaration

The CSci revalidation process calendar

Activity	CSci revalidation process Annual
Summary of process in email and on website (+ support materials)	January www.rss.org.uk/csci-revalidation
Email to initiate process	End August/Early September
Submit Option choice	By Mid-October (declaration)
Feedback and selection of audit sample	Mid-October
Make audit submission	By Mid-November
Audit panel of assessors meet	End November/Early December
Feedback on outcome of audit	December/January

Comparison of revalidation processes

	CStat only	CStat and CSci
Typical revalidation cycle	Every 5 years	Annually
Timing of activities	January through to September	August through to December
Initial submission if professionally active	Declaration + One year CPD summary	Declaration only
Audit sample selection	Primarily 'risk-based', but some random	Primarily random, but some 'risk-based'
Audit submission	Covers (a subset of) 4 prior years	Covers prior 12-month period
Annual CPD summaries	Calendar years (Jan->Dec)	Previous October through to end September
Temporary inability to make declaration (career break, extenuating circumstances)	Defer revalidation	Defer revalidation
Retirement – no longer professionally active	Switch CStat status to 'retired – not professionally active'	Remove CSci status and change CStat status to 'retired'
Withdraw (Option C) or fail revalidation	Remove CStat status	Remove CSci status and switch to CStat revalidation process

The first five cohorts undergoing CStat revalidation (2014-2018) – Overall Outcome

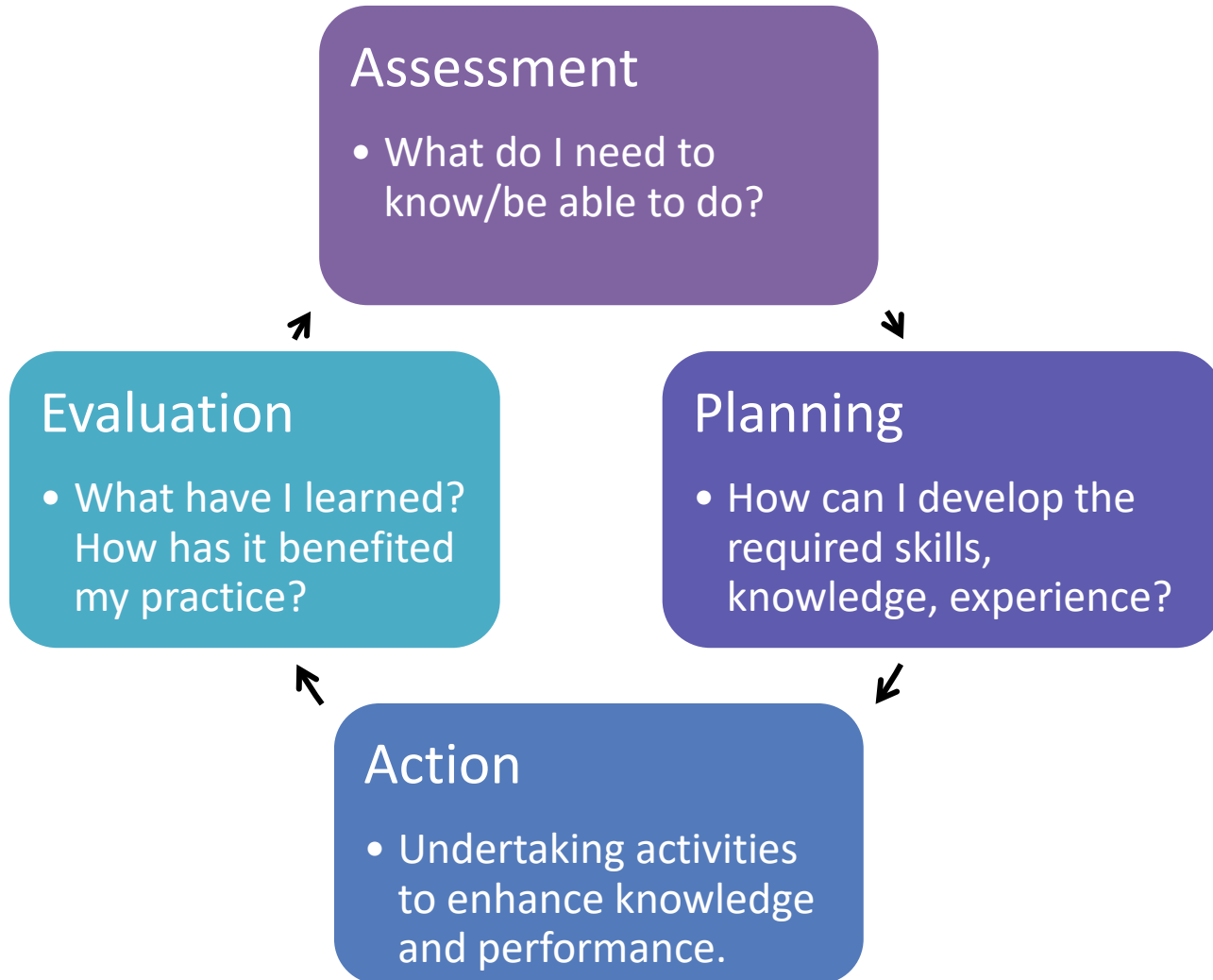| Outcome	# (%) in 2014-17 175+220+308+49= 752	# (%) in 2018 31
Continuing as a professionally active CStat with revalidation date moved forward 5 years.	115+139+142+26 = 422 (56%)	13 (42%)
Continuing as a professionally active CStat with revalidation date moved forward 2 or 3 years.	2+2+4+0 = 8 (1%)	0 (0%)
Continuing as a professionally active CStat with revalidation date moved forward 1 year.	15+9+29+4 = 57 (8%)	7 (23%)
Continuing as a CStat - career break – not professionally active.	6+4+5+0 = 15 (2%)	3 (10%)
Continuing as a CStat – career change/retired – not professionally active.	12+29+74+1 = 116 (15%)	2 (6%)
Cease to be on the CStat register at the end of the revalidation year (withdrew or failed revalidation).	25+37+54+18 = 134 (18%)	6 (19%)

The first five cohorts undergoing CStat revalidation (2014-2018) – Audit Outcome

Outcome	# in 2014	# in 2015	# in 2016	# in 2017	# in 2018
Number in audit sample	**12**	**17**	**20**	**2**	**2**
Fully met audit requirements (with feedback): Revalidation date moved forward 5 years.	6	11	9	1	2
Partially met audit requirements (with feedback): Revalidation date moved forward 1 to 3 years.	2	2	9	0	0
During audit process identified as on career break/extenuating circumstances/retired.	2	0	1	0	0
Failed to submit requested information – failed revalidation - ceased to be on the CStat register at the end of the revalidation year.	2	4	1	1	0

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The five cohorts undergoing CSci revalidation (2014-2018) – Outcome

Outcome	# (%) in 2014	# (%) in 2015	# (%) in 2016	# (%) in 2017	# (%) in 2018
Number entering the revalidation process Number successfully completing the process	**203** 197 (97%)	**197** 194 (98%)	**201** 191 (95%)	**195** 180 (92%)	**178** 165 (93%)
Number audited	**26**	**24**	**27**	**30**	**26**
Fully met standard with initial submission	23	19	19	17	15
Fully met standard after submitting additional information	1	1	2	2	0
Met standard, but audit next year	0	2	2	4	8
Identified as on career break/extenuating circumstances /retired	1	2	0	2	0
Fail revalidation and so cease to be on the CSci register	1	0	4	5	3

The CPD Cycle

Assessment

- What do I need to know/be able to do?

Planning

- How can I develop the required skills, knowledge, experience?

Action

- Undertaking activities to enhance knowledge and performance.

Evaluation

- What have I learned? How has it benefited my practice?
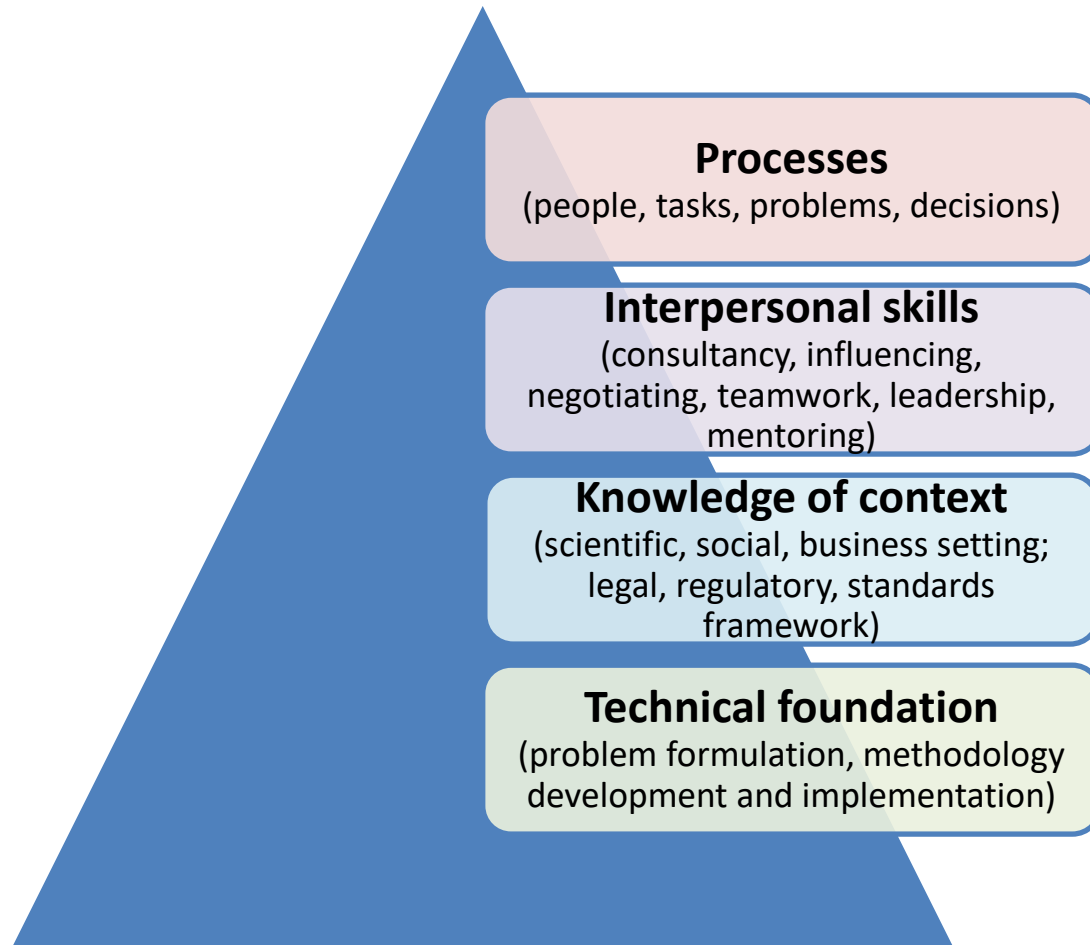
Recording your CPD

You can use any method/system

- personal
- employer
- RSS online CPD system
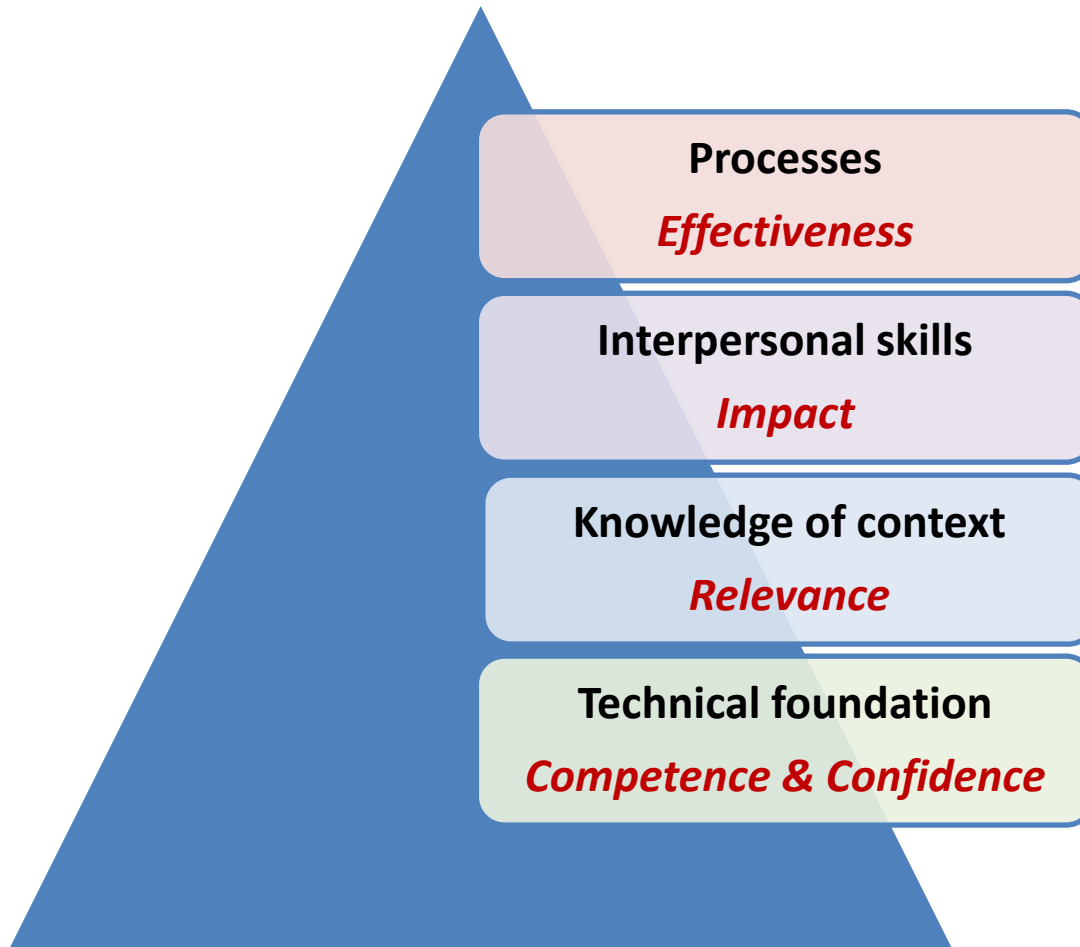- RSS MSWord template
- other

May need to supplement so that compliance with RSS CPD policy can be confirmed. Annual requirements:

- Cover at least 3 of 5 categories of activity
- At least 60 learning hours
- Reflective practice (assessment of outcome/benefit)

Pyramid of Knowledge & Skill

Processes
(people, tasks, problems, decisions)

Interpersonal skills
(consultancy, influencing, negotiating, teamwork, leadership, mentoring)

Knowledge of context
(scientific, social, business setting; legal, regulatory, standards framework)

Technical foundation
(problem formulation, methodology development and implementation)

Pyramid of Knowledge & Skill

Processes

Effectiveness

Interpersonal skills

Impact

Knowledge of context

Relevance

Technical foundation

Competence & Confidence

Types of CPD activity

Work based learning	• e.g. experiential learning, in-service training, secondments, supervision
Professional activity	• e.g. involvement in a professional body, giving presentations at conferences, networking
Formal / Educational	• e.g. writing articles / papers, attending training courses or scientific meetings, gaining qualifications
Self-directed learning	• e.g. reading journals, reviewing books / articles, reflective practice
Other	• e.g. relevant transferable skills developed through involvement in strategic projects & community work

RSS CPD Policy – download from www.rss.org.uk/cpd

CPD activity summary

CPD Activities over the 12 month period ….		Career status (include a brief description of job role over the 12 month period)					
Start/ End Dates	Description of activity	Category of activity	Learning hours	Benefits to self/ own practice	Benefits to users/impact on service	Supporting evidence	
		Work-based learning					
		Professional activity					
		Formal/ educational					
		Self-directed learning					
		Other					
		TOTAL	>60				

Support for revalidation (1)

CStat revalidation webpage. www.rss.org.uk/cstat-revalidation

CSci revalidation webpage. www.rss.org.uk/csci-revalidation

RSS Code of Conduct. www.rss.org.uk/codeofconduct

CPD policy and report that provides additional guidance. www.rss.org.uk/cpd

A video demonstrating the use of the RSS online CPD system. www.rss.org.uk/cpd

The online system can be access from My RSS or the CPD webpage.

The RSS CPD activity summary (MSWord template) for recording CPD. www.rss.org.uk/cpdprofiles

Support for revalidation (2)

16 exemplars of CPD summaries (audit submissions as part of the CSci revalidation process). www.rss.org.uk/cpdprofiles

YouTube webcast from the Professional Statisticians' Forum (PSF) session *'Continuing Professional Development – how to make it effective',* Oct 2018. www.rss.org.uk/psf-past-events

Meetings of the PSF (future & past) www.rss.org.uk/psf Other potential CPD activities www.rss.org.uk/events

CStat register www.rss.org.uk/professional-registers

Email pa@rss.org.uk with your questions.

In summary

Revalidation is a professional appraisal process introduced with the objective of raising the value of the CStat (and CSci) award

It is intended to be a supportive process to encourage good professional practice

The intention is to minimise the extra work required from those managing their career progression as a professional statistician

It is a two-stage process; an initial submission by all, additional information requested from a sample selected for audit

If in doubt, contact us at pa@rss.org.uk for clarification and support

Any questions?

Professional Statisticians' Forum
Both past events and future events provide learning opportunities

Past events (www.rss.org.uk/psf-past-events)
Sept 2012-Dec2018; 28 webinars, 11 face-to-face meetings
summaries , slides and webcasts

Effective professional development	• CPD, Professional Accreditation, CStat applications & revalidation, Mentoring
Career case studies	• Pharma & Sports
Making an impact in the workplace	• Pharma & Health, Government, Engineering/industry, Finance, Sports
Sharing experiences & networking	• Stats Consultancy, Research Ethics Committees

Future events will be advertised at www.rss.org.uk/psf

If you have any ideas, email pa@rss.org.uk