

## Policy

**Subject: Fellowship of the Faculty of Science (Research) RCPA by published works**

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**Review Date:** October 2022

**Review By:** Faculty of Science Committee

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## Overview

1. Fellowship of the Faculty of Science (Research) RCPA may be granted to persons who are eligible to apply under the By-laws pertaining to the Faculty of Science RCPA and who submit published works of sufficient distinction on pathology and related subjects.
2. Fellowship through published works does not imply any particular suitability for employment as may be attached to other College Fellowships, such as suitability to supervise a laboratory for diagnostic purposes, however the standard of professional practice in pathology research is required to be equivalent to the standard required by examination in diagnostic pathology.
3. Publications should follow the recommended format (see below, in The Application Process) and indicate that the candidate has made significant and continuing contributions to pathology within the major discipline nominated and should be grouped into areas of interest. It will normally be expected that the candidate will be able to demonstrate a developing and sustained contribution to at least one clearly defined theme. A collection of unrelated papers would not normally be considered acceptable.
4. The assessors take account of the experience relevant to pathology (normally not less than five years for medical candidates and eight years for non-medical candidates), the quality of the work and the extent of the candidate's responsibility in joint publications. The required standard is unlikely to be reached without the submission of at least 30 peer-reviewed publications (which may include review articles) that make substantial high-quality contributions to research and practice within the discipline nominated by the applicant.

The candidate should be the first or senior author on a minimum of ten of these submitted papers. Case reports, notes on methodology, abstracts and proceedings of meetings should not be submitted. Weighting will be given to publications in international specialist journals appropriate to the discipline. The College is also prepared to consider applications based on publications which are limited by confidentiality (see below).

5. A sponsor, who should be a Fellow of the College or Fellow of the Faculty of Science RCPA, must support candidates wishing to submit their publications for informal review and full formal application. Candidates are strongly advised to obtain advice on the suitability of their publications from their sponsor. Potential sponsors who

have doubts about the quality of an application are encouraged to seek the advice of the Faculty of Science Principal Examiner of the nominated discipline.

Sponsors are requested at the formal application stage to provide commentary on the major contribution to knowledge made by the candidate in the chosen discipline, to indicate the standard of the work and to identify the candidate's innovative contribution to the field. When multi-author papers are submitted, sponsors are required to verify and comment on the relative contribution made by the candidate to each paper. Although such estimates are often difficult, they are essential for the assessors' evaluations.

### **The Application Process:**

1. There is a two-stage process in applying for Fellowship. Before submitting a formal application potential candidates must complete an informal review application form, together with any required fee and forward their CV and a list of their publications, formatted as for a formal application (see below, item 3), for assessment by the Faculty of Science Principal Examiner of the nominated discipline.

Publication lists that are not formatted according to the guidelines will not be considered.

The name and contact details for the sponsor they have consulted must also be provided but the sponsor is not required to submit a formal report. Although the College is unable to state whether a formal application will be successful, advice can be given as to whether or not the proposed application is likely to meet the College's minimum requirements.

2. Candidates are requested at this initial application to indicate the major discipline within which they consider their field of work lies. The disciplines are as follows:

- Anatomical Pathology
- Chemical Pathology
- Forensic Science
- Genetic Pathology
- Haematology
- Immunopathology
- Microbiology
- Pathology Informatics

3. Candidates may submit a formal application within 12 months of receiving the outcome to proceed from the informal review. Candidates then provide a brief summary of their theme and contribution to pathology in addition to the following:

- the publications list
- two copies of all publications on separate CD-ROMs or USB
- the sponsor's commentary and
- payment of the fee

The publications list must be formatted in groups, that is, grouped in themes or topics, numbered consecutively throughout the list and arranged in reverse date order (most recent first) within each of the following publication categories, as appropriate.

- Books – in Print

- Books – in Press
- Chapters – in Print
- Chapters – in Press
- Refereed Journals – in Print: Original Articles/Letters
- Refereed Journals – in Print: Reviews
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- Refereed Journals – in Press: Reviews

The ISI Web of Knowledge 5-year journal impact factor rating in addition to any citations from the Web of Science must be stated for each publication where available.

Please note that electronic links to journals cannot be accepted. Publications written in languages other than English should be accompanied by a summary in English.

4. Applications for Fellowship may be made on the basis of confidential reports that are not in the public domain. This is occasionally appropriate for applicants from commercial or government institutions whose work is not permitted to be published. Arrangements are made for the examination of such material by assessors who accept the constraints of confidentiality. However, the standards required of this work are no less than the standards required of published material and a minimum of 30 publication 'equivalents' is likely to be required.

5. On receipt of a formal application, the application form and publications list (not the publications themselves) are sent to the Faculty of Science Principal Examiner in the chosen discipline. If the CV and publications list are so clearly outstanding, fast track may be recommended with a direct proposal to the Board of Education and Assessment that the candidate be recommended to the Board of Directors for Fellowship. The fast track application will not be sent to two assessors; the Principal Examiner will make a recommendation to the Chief Examiner. The applicant will then be asked to submit a sponsor's commentary, the formal application form, the list of published works, certified copies of qualifications and the fee payable for formal application. Full text articles will not be required. Once these documents have been received, an application for Fellowship may be sent to the applicant.

6. Most applications will be sent to two assessors from the appropriate Panel of Examiners in the nominated discipline. If both assessors agree on their recommendation, this is reported by the Faculty of Science Principal Examiner to the Board of Education and Assessment via the Chief Examiner of the Faculty of Science. If there is disagreement between the initial two assessors, the publications are sent to a third assessor. The results are then presented for discussion to the Faculty of Science Principal Examiner in the discipline, and once agreement is reached a recommendation forwarded to the Board of Education and Assessment via the Chief Examiner of the Faculty of Science.

7. When an application is accepted by the Board of Education and Assessment, the recommendation of Fellowship is submitted for approval by the Board of Directors.

8. The decision of the Board of Directors is final.