

Restoration

This factsheet explains what happens if you have been removed from our Register following a fitness to practise investigation and would like to be restored to the register.

We are committed to promoting equality and valuing diversity.

We want our processes to be fair, transparent and objective.

Please contact the person who sent you this factsheet if you need this document in a different format or to discuss how we can help you further.

We want to know if you are affected by illness, disability or any other factor which may fall into the category of protected characteristics and that may impact on our investigation process in any way.

Protected characteristics can mean, age, disability, gender reassignment, marriage and civil partner, pregnancy, race, religion, sexual orientation, according to the Equality Act 2010.

When can I apply?

The earliest you can apply is three years after the date that your previous registration was removed, unless your registration was removed because of your health and no other reason. If your registration was removed because of your health and no other reason you can apply to be restored at any time.

If you have previously applied to be restored and this application was not granted, you can make another application after two years.

Can I apply to be on any part of the Register?

No. You must apply to the part of the Register you were removed from. If your application to be restored to that part is granted, then you can apply for any other part of the Register.

Can I work while you are considering my application?

You cannot work in a post which needs registration while we are considering your application.

It is an offence for an employer to employ a worker in a post which requires registration when they are not registered.

How do I apply?

You must complete the application for restoration. To do this, you need to email registration@sssc.uk.com to request a Restoration Application Form. There is [guidance](#) to help you complete the application on our website.

When applying you should include information to support your application. This can be copies of any training and qualifications completed since you were removed from the Register, references, relevant reports on your current health (if you were removed due to your health) and any other information you would like to be considered.

Send your completed application to Registration Department, Scottish Social Services Council, Compass House, 11 Riverside Drive, Dundee, DD1 4NY or email registration@sssc.uk.com

Do I need to pay a fee to apply for restoration?

Yes, you must pay a fee. The fee will depend on which part of the Register you are applying to be restored to. This fee is non-refundable regardless of the outcome of your application.

What will happen once I have sent in my application for restoration?

The Registration Department will process your application then pass it to the Fitness to Practise Department, where a Fitness to Practise Investigator or Solicitor will consider all the information you included. They may also contact you for further information.

We will then decide to either:

1. grant your application for restoration
2. grant your application for restoration and impose conditions on your registration (if you don't ask for a hearing)
3. refer your case to a Fitness to Practise Panel for a restoration hearing who can; grant your application, grant your application and impose conditions or refuse your application.

To grant your application the SSSC must be satisfied there has been a material change in your circumstances and that you are fit to practise. This is why it is very important you give us as much relevant information as you can with your application.

More information

Find more information about our fitness to practise processes on our website: sssc.uk.com

You can also contact your caseholder.

You may also find these documents helpful:

- Restorations Hearings Factsheet 9.

If you would like a printed copy of any document, please contact your caseholder.