

# Clinical Negligence Accreditation Scheme

## Application for membership

Education and Training Unit  
Version 2

**Note: This form must be completed and submitted together with both Part 1 and Part 2 of the assessment questionnaire. Any application submitted which is incomplete cannot be considered.**

(Please read the procedures leaflet before completing this application form.)

1. Title (eg Mr, Ms, Mrs, Miss)
2. ID number (if applicable)

3. Applicant's full name (surname first, forenames following)

Firm's name and address


Telephone number

DX number

Fax number

- Solicitor applicants**
4. If you are a solicitor, do you hold a current unconditional practising certificate?  Yes  No

If No, please state why not.

5. Date of admission to the roll

**Fellow of the Institute of Legal Executive (FILEX) Applicants**

6. If you are a current FILEX when did you qualify?

For alternative formats, email [info.services@sra.org.uk](mailto:info.services@sra.org.uk) or telephone 08706062555.

**Note:** You must be a **current** Fellow of the Institute to apply for membership and must have passed the Institute's examinations in Civil Litigation and Tort. (See Guidance notes paragraph 3.1.)

7. FILEX membership number (if applicable)

8. Please give details of any matters you wish to add in support of your application.

9. Are there any other matters reflecting your competence or fitness of which the SRA ought to be aware?  
(Please note that a check will be made against all internal SRA and Law Society Records and, where applicable, with ILEX.)

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If yes, please give full details.

10. Have you ever been convicted of an offence in any court of the U.K. or elsewhere (other than a motoring offence not resulting in disqualification)?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If you have answered Yes to this question, full particulars of any conviction must be given on a separate sheet and submitted with this form. The address of the court and the penalty imposed must be given.

**Note:** Convictions which are "spent" under the Rehabilitation of Offenders Act 1974 should be disclosed by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

## 11. References

Please give the names of two referees. You must provide details of a referee from two of the following three categories: a solicitor, a barrister or a medical expert. In each case they must be able to testify as to your conduct of a clinical negligence case.

1.
Tel

2.
Tel

12. I certify that all information given in this form is correct. I have read and agree to abide by the procedures for the SRA Clinical Negligence Accreditation Scheme.

I understand that the SRA may seek verification from third parties (such as the Consumer Complaints Service and the Institute of Legal Executives) of any matters pertinent to a proper consideration of my application, and I authorise them to do so. I understand that references are supplied as personal and confidential and will **not** be released to me save with the consent of referees.

### Data Protection Act 1998

1. I understand that details of my membership of a professional accreditation scheme will be published from time to time by the SRA. The data used for such publication will be that contained in the Solicitors Regulation Authority's central solicitor's database and may include my name, my firm's name, my main practising address, practice telephone number, fax number and e-mail address and details of my firm's website where appropriate.
2. I **do/do not**\* wish to have my membership of a professional accreditation scheme made available to other selected organisations for the purposes of marketing suitable products relevant to my membership.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please return completed forms to

The Finance Department  
The Law Society  
Ipsley Court, Berrington Close  
Redditch  
B98 0TD  
Or DX 19114 Redditch

**Checklist**

Tick box

1. Are parts 1 and 2 of the assessment questionnaire certified and signed, ie after questions 8 and 28 respectively?
2. Have you answered all questions fully?
3. Are six case report forms completed in accordance with the requirements of Question 19?
4. Don't forget to complete and attach this form to your answers.
5. Have you enclosed the fee? £450 + vat (£528.75 in total)