



Joint Council of Cosmetic Practitioners (JCCP)

Terms and Conditions of Registration

By registering with the JCCP you agree to these terms and conditions and you are providing us with the appropriate consent to handle your personal data in accordance with the Data Protection Act and other associated data protection legislation.

You understand that you will either be provided with provisional or full registration of the JCCP depending on whether you have undertaken the required training or qualification related to specific modalities.

In accordance with the Professional Standards Authority (PSA) requirements, you are required to advise the JCCP immediately should you become the subject of a fitness to practice investigation by any other regulator. (including sanctions imposed by any other PSA Accredited Register).

- 1.1 By registering and joining the JCCP you agree to be bound by the JCCP and Cosmetic Practice Standards Authority (CPSA) Code of Practice and Fitness to Practice Rules.
- 1.2 When registering with the JCCP the administration fee for the processing of your application is non-refundable if the application is not accepted by the JCCP because you do not meet the membership criteria. If the application is successful then the balance of the registration fee must be paid and this can be taken automatically if the administration fee was paid by debit or credit card.
- 1.3 Membership is for a renewable term of 24 months from the date you register or renew with the JCCP.



- 1.4 The JCCP reserves the right to increase the price of the membership subscription on an annual basis. You will be informed of any fee increase within your renewal e-mail.
- 1.5 If you are not using your own credit/debit card to pay for the membership subscription, you must ask the permission of the card holder before entering the payment details. When you apply to register with the JCCP you are confirming that you have obtained the express prior permission of the credit/debit card holder.
- 1.6 All communications including membership and renewal reminders will be sent by email. If you wish for communications to be sent by post then please contact the JCCP. The JCCP may also send renewal reminders by sms text message if you have provided your mobile number.
- 1.7 At the point of renewal of your membership, your renewal payment is confirmation of your continued acceptance of these Terms and Conditions. You may not transfer any of your rights and obligations under these terms and conditions to another person.
- 1.8 You will be emailed a copy of the JCCP logo and may use it to reference your registration with the JCCP. You will also be emailed a copy of your JCCP Certificate.
- 1.9 Member passwords and access codes to password protected areas of the website and other associated membership benefits, are strictly for the use of the individuals to which they were issued and must not be shared with any third party or unauthorised person.
- 1.10 You must inform the JCCP of any material changes in your circumstances or changes in your contact details.
- 1.11 If your registration with the JCCP is accepted, but it subsequently turns out that any or all of the information provided by you on your application or renewal was misleading or false, the JCCP reserves the right to revoke the membership with immediate effect, without the right of appeal.



1.12 The JCCP does not issue refunds once a payment is made for a period of registration if the registrant decides to cancel or has their registration cancelled by the JCCP.

1.13 Your JCCP registration will cease if:

- a) Renewal fees remain unpaid after your renewal date.
- b) You are removed from another relevant regulatory body such as the General Medical Council or Nursing and Midwifery Council or another PSA Accredited Register.
- c) The JCCP decides to remove you after a JCCP panel has found you have contravened the JCCP or CPSA Code of Practice or Fitness to Practice Rules or acted in a way that puts the JCCP into disrepute.
- d) 1.13.4 The JCCP becomes aware that you have not or cannot renew your professional/medical malpractice insurance.
- e) If you fail to provide, when requested, evidence such as that required 'sampling'.

What should I do if I am dissatisfied with the outcome of my application?

Applicants are invited to initiate the following appeals process after a decision has been made by the JCCP on the outcome of their application to join the JCCP Practitioner Register.

Step 1 - Initiation of the appeals process

- Please submit (in writing) as much information as possible about the reason why you are dissatisfied. Please submit your appeal to complaints@jccp.org.uk.
- Upon receipt of the complaint the complaint will be referred within three working days to the JCCP Registrar and the date the appeal was received will be recorded.
- The complainant will be informed at that time that the matter has been referred to the JCCP Registrar for consideration.

Step 2 - Carrying out the appeal

The JCCP Registrar will:

- Process all appeals and conduct a paper-based review of the appeal to identify whether the JCCP's application and vetting procedure has been followed.
- Investigate the appeal and reach a decision within 10 working days of the appeal being raised.

Step 3 - Actions resulting from the appeal

Where the appeal identifies that further action is needed the JCCP Registrar will:

- Instruct the JCCP registration team where further lines of enquiry are identified.
- Inform the Applicant of the decision and explain the reasons for this decision.
- Advise the Applicant, if necessary, that if they remain dissatisfied, they can take the appeal to the next stage and request a formal review of the appeal decision by the JCCP's Practitioner Register Committee.