



The Chartered Society for
Worker Health Protection

Routes to Chartered Membership

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BOHS Professional Qualifications

Certificate of Operational Competence in Occupational Hygiene
(CertOH)

- 'Practitioner level' qualification

Diploma of Professional Competence in Occupational Hygiene
(DipOH)

- 'Professional level' qualification

Routes to CertOH

1. Modular route
2. Accredited degree route
3. Written exam route

The route to CertOH (1)

Modular route

- Obtain six W500 series occupational hygiene modules (4 core and two optional)
- Prepare a Personal Learning Portfolio to demonstrate and document post-module experience:
 - Experience records
 - Additional learning records
 - Reports
- Pass the Certificate oral examination

The route to CertOH (2)

Accredited degree route

- Obtain a BOHS-accredited first degree or postgraduate diploma qualification
- Prepare a Personal Learning Portfolio to demonstrate and document post-qualification experience:
 - Experience records
 - Additional learning records
 - Reports
- Pass the Certificate oral examination

The route to CertOH (3)

The Core Exam route

- Provide evidence of a suitable level of experience in occupational hygiene practice
- Pass the written (core) examination
- Pass the Certificate oral examination

CertOH – what next?

Immediate:

- CertOH holders invited to join the Faculty of Occupational Hygiene at Licentiate level
- Can use LFOH post-nominal letters

Medium term:

- Progression to DipOH award
- Prospect of Chartered Membership of the Faculty

The historical problem with the Diploma

Year	No of candidates	Pass	Fail	%Pass
2007	8	5	3	62.5
2008	6	3	3	50.0
2009	4	3	1	75.0
2010	12	8	4	66.7
2011	21	13	8	61.9
2012	15	9	6	60.0
2013	14	9	5	64.2
2014	7	3	4	42.8
Total	87	53	34	60.9

The historical problem with the Diploma

- Not enough candidates progressing from CertOH to DipOH
- All-day written examination is not the best test of knowledge
- Candidates arriving ill-prepared for the Diploma oral exam
- Inconsistent pass rates from year to year

The new route to the Diploma

- Effective from January 2016
- Replaces written exam route
- Introduces requirement for a Professional Experience Portfolio
- Introduces requirement to prepare a Researched Essay (except for holders of accredited MSc degree)
- Better prepares candidates for the Diploma oral examination
- Requirement to complete qualification within 18 months of acceptance

The Professional Experience Portfolio (PEP)

- Documents the candidate's professional experience
- Replaces the Diploma written exams
- Better assesses the candidate's ability to work at a professional level

What can go into a PEP?

At least 5 and no more than 10 items, of which:

- At least 2 cover the identification/assessment/control of risks related to hazardous substances
- At least 1 covers the identification/assessment/control of risks related to workplace noise
- At least 1 covers the identification/assessment/control of risks related to other occupational hygiene hazards

What can go into a PEP?

- Investigation reports
- Expert witness reports
- Original literature reviews
- Technical process reviews
- Research reports
- Technical articles or papers
- Any other item that demonstrates the application of occupational hygiene at a professional level

Investigation Reports

These must demonstrate:

- Adequate planning of the investigation
- Good technical skills in execution
- Thorough and valid interpretation of results (including suitable statistical analysis as appropriate)
- The proposition of valid and practical risk reduction measures.

Expert Witness Reports

- Relevant background information on the case
- Clear analysis of the issues involved
- Publicly available information on relevant hazards and risks
- Relevant legal requirements
- Your opinion on whether the employer or other relevant person acted reasonably or not.

Original Literature Reviews

- Critical in nature; may highlight limitations of cited papers
- Draw appropriate conclusions
- Be correctly referenced
- Descriptive reviews / summaries of information are not sufficient

Technical Process Reviews

- Deal with occupational hygiene issues related to one or more processes
- Technical detail correct and robust
- Analytical in nature; may refer to off-site information and/or predicted exposures
- Not simply a technical description of a process

Research Reports

- Must be relevant to occupational hygiene
- Must be of a standard that would be acceptable to a peer reviewed journal
- Jointly-authored reports acceptable provided the candidate's contribution to the report is clearly explained

Articles

- Any subject relevant to occupational hygiene practice
- Demonstrates effective communication of the subject to the intended audience
- Primarily technical in nature
- Includes analysis or professional comment on the subject

Other items for a PEP

Examples:

- Training programmes on occupational hygiene topics
- Policy/procedural documentation on occupational hygiene topics
- Site audit reports
- Accident/incident investigation reports
- And there will be many others.....

PEP Explanatory Statements

IMPORTANT:

Each item submitted as part of a PEP must be accompanied by a brief statement which explains the context of the item in relation to the candidate's professional development, and refers to specific Diploma Core Competencies.

How is the PEP assessed?

By reference to Core Competencies specified for 'Diploma-level' activity in:

- Project and resource management
- Written communication
- Work environment and process knowledge
- Science related to occupational hygiene
- Hazard recognition, interpretation of exposure data, risk assessment, engineering and non-engineering controls
- Conflict resolution and ethics

PEP assessment outcomes

- 1) Initial submission acceptable: candidate notified and proceeds to Researched Essay (unless exempt)
- 2) Initial submission unacceptable: candidate advised of reasons and asked to re-submit
- 3) Candidate given two resubmission opportunities
- 4) Third submission unacceptable or 18 month timescale breached: application lapses

The Researched Essay

Features:

- Desktop project
- Choose a topic from three available
- Topics are changed every six months
- Prepare an essay on the topic of around 2000 words
- Include analytical and critical content
- Include references as appropriate
- Must be the candidate's own work: no plagiarism!

The Researched Essay

Current topics:

1. Discuss the impact of REACH on occupational hygiene practice
2. Review and discuss the practicality of hearing protection programmes designed for professional orchestras
3. Review critically the means of controlling exposures to silica dust in stonemasonry

Researched Essay - assessment

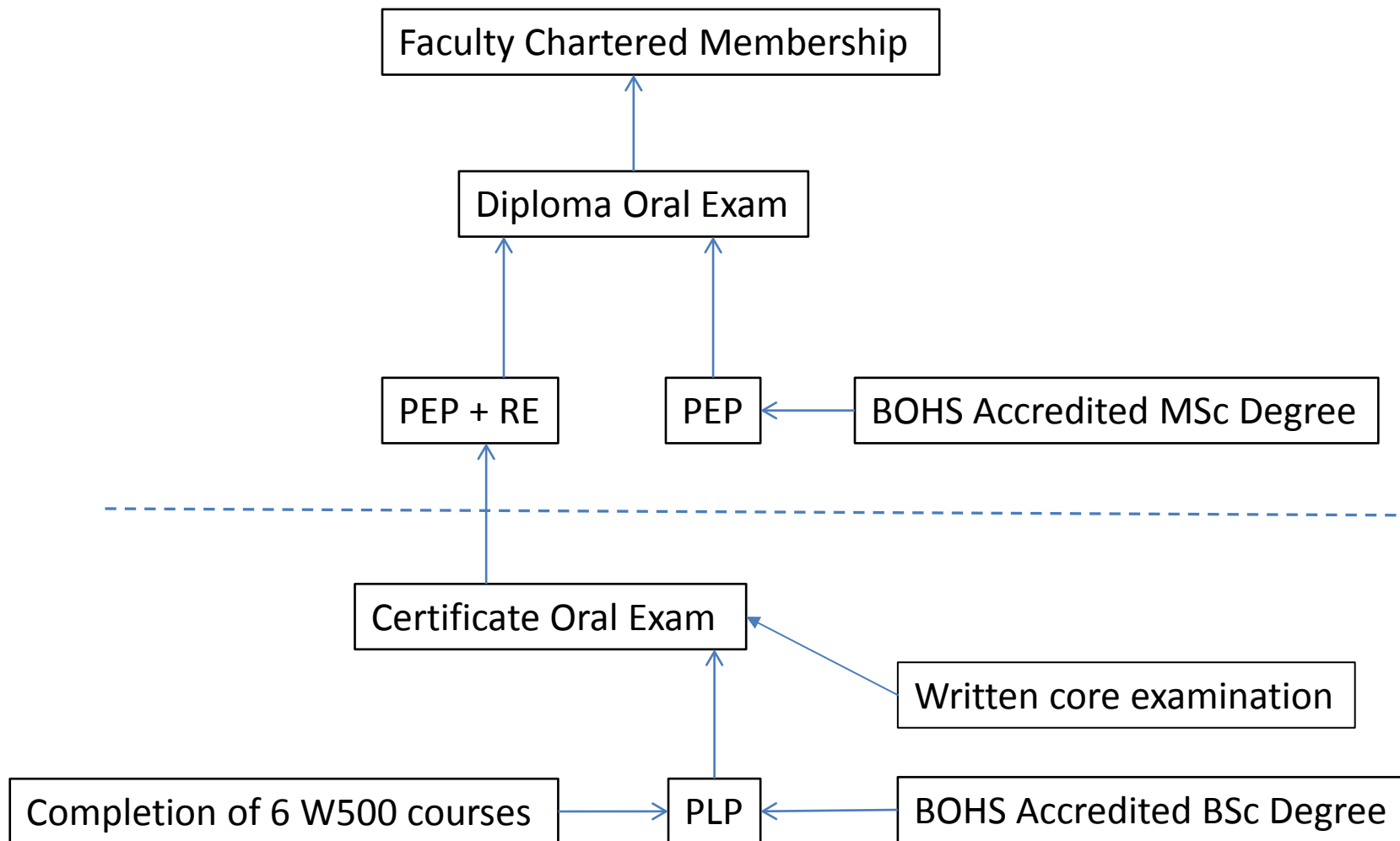
- Is the essay well structured and presented?
- Is there evidence of adequate research on the topic?
- Has the candidate taken an analytical and critical approach?
- Are arguments clearly stated and supported by evidence?
- Are sources of information correctly cited?

Researched Essay: Assessment Outcomes

- 1) Essay assessed as acceptable: candidate invited to present for the Diploma oral examination
- 2) Essay assessed as requiring improvement: candidate advised of reasons and asked to upgrade
- 3) Second submission unacceptable or no second submission received within 18 month overall timescale: candidate required to complete new essay on different topic.

Diploma Qualification Guide

- The Qualification Guide can be downloaded from the BOHS examinations website (www.bohs-hub.org)
- This gives full details of the process for submitting PEPs and Researched Essays
- Please ensure that you have read the guide before beginning to compile your PEP



Finally

- Start compiling your PEP as soon as you are working at a professional level
- Don't leave it until a few months before you wish to take the Diploma Oral
- Remember – your record should show at least 5 years experience of working at a professional level
- Once accepted for the Diploma qualification route, you have 18 months to obtain DipOH