

## 1. Do I have to register with MedCo before I take the initial accreditation training?

Yes. Both IMEs and DMEs must register with MedCo. You must have relevant qualifications, be a registered member of the GMC or HCPC and hold a valid and appropriate ICO registration.

## 2. Do I have to do the initial accreditation training?

Yes, you must complete the MedCo accreditation training if you want to provide the first fixed recoverable cost medical reports in RTA soft tissue injury claims.

## 3. What does the initial accreditation training involve?

The MedCo accredited training is made up of nine modules:

Module 1 – Introduction to Whiplash Associated Disorder

Module 2 – Occupant Kinematics

Module 3 – Assessment and Investigations

Module 4 – Symptoms of WAD/Effects on ADL

Module 5 – Treatment

Module 6 – WAD recovery and prognostic factors

Module 7 – Chronic Pain

Module 8 – Law and Procedure

Module 9 – Good Medical Practice and Medical Experts

Module 10 – Understanding MedCo

Module 11 – MoJ Whiplash Reforms

## 4. How long will it take to complete the accreditation training?

The training is estimated to take 30 to 40 hours to complete.

## 5. How often must I do this training?

First you must successfully complete the accreditation training to become approved on the MedCo system. Then, from 1 June 2019, you need to do further CPD training each year.

As long as you remain a medical expert accredited by MedCo, you do not need to repeat the initial accreditation training.

## 6. Do I have to do a whole module in one session?

No. You may study the content at your own pace. Once you have completed the self-study materials and abstracts, and watched the supporting webinars, you will be ready to do the assessment for the module.

## 7. How is the accreditation assessed?

There are ten assessments covering the content of Modules 1 to 8 and 10 to 11. Each assessment is a multiple-choice examination with 10 questions. The pass mark for each assessment is 80%.

## 8. What happens if I do not pass one of the accreditation assessments?

You can revisit the learning materials and retake the assessment as many times as you wish.

## 9. Do I have to take the accreditation modules in a particular order?

No. You can do the modules in any order.

## 10. What happens when I have completed all the accreditation training and passed the assessments?

MedCo will automatically be notified that you have successfully passed the accreditation training. Completing the training itself does not guarantee access to the MedCo service. Your application will be reviewed and, provided you meet all the due diligence requirements, you will receive a notification that you are approved as a MedCo-accredited medical expert.

On receipt of the notification of your approval you will have **two months** to complete the set-up of your MedCo account and become an operational Medical Expert. Within two months you are required to accept either the full DME or IME User Agreement, according to your registration type, and you must also declare any Financial Links and pay the appropriate fee as set by the MedCo Charging Policy.

***IMPORTANT: Failure to complete the steps above within the two-month time period set will lead to the withdrawal of your account and you will need to complete the registration and initial accreditation training again.***

## 11. Will I still have access to the learning materials after I complete the training?

Yes.

## 12. How do I get a copy of my accreditation training certificate?

To obtain a copy of your accreditation certificate, log into your MedCo account and select the **Training** link. Once your training account opens select **My Accreditation**. You can view your grades and download a copy of your certificate in the **Administration** Tab located in the bottom right hand corner of the window.

### ADMINISTRATION

- Course administration
  - [Grades](#)
  - [Download Your Certificate](#)

## 13. What happens if I do not complete the initial accreditation training?

If you do not complete the initial accreditation training **within nine months** your application will be rejected, and you will need to start the registration and accreditation training again. Any progress made with a previous attempt at the accreditation training cannot be transferred to a new application.

## 14. What does the annual MedCo CPD training programme comprise?

The MedCo CPD training programme runs from 1 June to 31 May. It is made up of various modules designed by the MedCo Education and Training Committee. Some modules are mandatory and others are optional. In May each year, the MedCo Board will stipulate how many hours' training are to be completed for the next CPD year.

In any academic year the MedCo Board may introduce mandatory modules which must be completed by a set date.

## 15. How do I know how many hours CPD training I am required to complete and check my progress?

You can view the number of hours you are required to complete along with your progress in the summary table located at the top of your CPD section of your training account. To access your training account log into your MedCo account and select the Training link. Once your training account opens select My Continuous Professional Development.

## 16. What happens if I do not complete all my annual CPD hours in the set academic year?

If you do not complete the required CPD hours, your MedCo status will be suspended meaning you will no longer receive instructions to carry out the first fix cost medical report.

***IMPORTANT: If you fail to complete outstanding CPD hours within 6 months of the end of the academic year of the shortfall, you will be withdrawn from the MedCo system.***

## 17. How is the suspension or withdrawal removed?

A suspension will only be lifted when you complete the CPD shortfall from the previous year. Shortfall CPD hours do not count towards the current year's CPD requirement.

If you have been withdrawn from the MedCo system you will not be reinstated. To become an accredited medical expert, you must reapply which means starting the full initial accreditation training again from the beginning.