

# PQR - Professional Qualification Registration Form

PLEASE COMPLETE IN CAPITAL LETTERS USING BLACK INK – Online version available on [www.otb.ie/PQR](http://www.otb.ie/PQR)

TITLE: _____	FIRST NAME: _____	SURNAME: _____
QUALIFICATION: _____	POSITION: _____	
TYPE OF ADDRESS: (please tick as appropriate):	WORK <input type="checkbox"/>	HOME <input type="checkbox"/>
FULL POSTAL ADDRESS: _____	EIRCODE: _____	
PHONE: _____	EMAIL: _____	

**Qualifications:** Please give details of all education, training & experience which will have a bearing on the range of tests made available to you. Please continue on a separate sheet if necessary.

YEAR	QUALIFICATION	COURSE	ESTABLISHMENT

**CORU Number:** \_\_\_\_\_ **OTHER REGISTRATION Number:** \_\_\_\_\_

Please indicate below the sphere within which you are working and the organisation or professional body which recognises your training and qualifications if applicable. Please note that in order to purchase certain products, we may ask for evidence of relevant qualifications.

### Sphere

- Clinical Psychology
- Educational Psychology
- Forensic Psychology
- Mental Health Professional
- Psychiatry
- Paediatrician
- Research
- Teaching
- Occupational Therapy
- Speech and Language Therapy
- Other Allied Health
- Other (please state): \_\_\_\_\_

### Professional Body/Organisation

- The British Psychological Society
- Association of Educational Psychologists
- General Teaching Council
- Health Professions Council
- Chartered Society of Physiotherapists
- Royal College of Speech and Language Therapists
- British Association of Occupational Therapists
- College of Occupational Therapists
- Royal College of Psychiatry
- British Medical Association
- Other (please state): \_\_\_\_\_

### Interest

- Paediatric / School Age
- Adult
- Both

I hereby declare that the information given by me in this form is true, accurate and correct. I agree to protect clients and the integrity of restricted publications by ensuring that they are not used by unauthorised persons.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**DATA PROTECTION ACT:** *Certain personal information about you may be retained in hard copy and on computer. It will be used for the purpose of administering your account and supplying goods and services requested or ordered by you.*

*Please tick the relevant boxes if you **do** wish to receive information on other relevant products and services. (We do not rent out your personal data to other companies).*     By post     By phone     By email

**Please return to:** Outside The Box Learning Resources Ltd., W6W Tougher's Business Park, Newhall, Naas, Co. Kildare W91 YR82, Ireland  
Tel: 045 409322 • Email: [info@otb.ie](mailto:info@otb.ie) • [www.otb.ie](http://www.otb.ie)

## Qualification Requirements for Assessments

We at Outside the Box Learning Resources Ltd. (OTB), are committed to ensuring professional standards in testing are maintained at all times. Restricted assessments will only be supplied to individuals, schools or institutions (within the Republic of Ireland) where evidence of being a **'Qualified User'** is provided ensuring that all assessments and tests are being used where the **'Qualified User'** has the appropriate training and expertise in the assessment being used.

The **'Qualified User'** is the individual who assumes responsibility for all aspects of the use of the assessment including administration, scoring, interpretation and application of results. Certain assessments can be administered or scored by individuals with less training, provided they are under the supervision of the **'Qualified User'**. To support this policy, all individuals, schools or institutions (within the Republic of Ireland) wishing to order a restricted assessment must get the intended **'Qualified User'** to complete a 'Professional Qualification Registration' form (PQR). This can be done by completing the PQR form above or by completing it online at [www.otb.ie/PQR](http://www.otb.ie/PQR)

---

### QUALIFICATION LEVELS EXPLAINED:

There are now three universal qualification levels used by assessment publishers around the world. These are Level A, B & C - details as follows:

---

#### Qualification Level A (previously CL3)

There are no special qualifications to purchase these products. However some are restricted to teachers so registration using the links above should be submitted before ordering any Level A assessments.

---

#### Qualification Level B (previously CL2 / CL2R)

Tests may be purchased by individuals with:

- A master's degree in psychology, education, speech and language therapy, occupational therapy, social work, counselling or in a field closely related to the intended use of the assessment and formal training in the ethical administration, scoring and interpretation of clinical assessments.
- Certification by or full active membership in a professional organisation (such as RCOT, RCSLT, BMA, RCN, RCPsych, SASC) that requires training and experience in the relevant area of assessment.
- A degree or licence to practice in the healthcare or allied healthcare field.
- Formal, supervised mental health, speech/language, occupational therapy, social work, counselling, and/or educational training specific to assessing children, or in infant and child development, and formal training in the ethical administration, scoring, and interpretation of clinical assessments.
- Work for an accredited institution

---

#### Qualification Level C (previously CL1)

Tests with a C qualification require a high-level of expertise in test interpretation and can be purchased by individuals with:

- A doctorate degree in psychology, education, or a closely related field with formal training in the ethical administration, scoring, and interpretation of clinical assessments related to the intended use of the assessment.
- Licensure or certification to practice in a field related to the purchase.
- Certification by or full active membership in a professional organisation (such as BPS, ACP-UK, AEP, BNS) that requires training and experience in the relevant area of assessment.