

Appointment of Independent Registered Medical Practitioners



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Introduction

To investigate an ill-health retirement for your employee, you need to appoint an Independent Registered Medical Practitioner (IRMP)*. The decision as to who an Employer wishes to use is a matter for the Employer's discretion, subject to authorisation by the East Sussex Pension Fund (the Fund).

An IRMP qualified in occupational health medicine, means a practitioner who is registered with the General Medical Council (GMC) and:

- holds a diploma in occupational health medicine (D Occ Med) or an equivalent qualification issued by a competent authority in an EEA state; and for the purposes of this definition, "competent authority" has the meaning given by section 55(1) of the Medical Act 1983;

OR

- is an Associate, a Member or a Fellow of the Faculty of Occupational Medicine or an equivalent institution of an EEA state.

The IRMP must make a professional evaluation of the members health and complete the applicable medical certificate. You would need to provide the IRMP with the correct form to complete based on employment status and date of leaving for deferred members.

Once you have received the completed medical certificate from the IRMP, you must decide whether the member qualifies for ill health retirement and the Tier you will be awarding.

*Further information on Ill Health retirement can be found in the guide listed below:

<https://www.eastsussexpensionfund.org/media/0ulplowr/ill-health-retirement-guide-for-employers.pdf>

How to appoint an IRMP

Employers must use the General Medical Council (GMC) specialist register to appoint an IRMP. This ensures they are qualified to complete the review. The IRMP must have an active license to practise and be on the GMC specialist register for occupational medicine.

Using the GMC register

1. Visit the [GMC specialist registration and licensing page](#).
2. Enter the doctors name or GMC number and search the register.
3. Check their status to ensure they are on the GMC specialist register for occupational medicine and that they are still practicing. Employers should be able to download a copy from the register, which is required by the Pension Fund.

If you appoint an IRMP who is not authorised on the GMC specialist register, East Sussex Pension Fund will reject the leaver form and medical certificate.

If the IRMP you have appointed is not on the GMC specialist register but does hold a diploma in Occupational Health, you must provide a copy of this diploma.

Note: an IRMP must be independent. This means an Employer should not seek advice from someone who is already involved in an Ill Health Early Retirement decision.

Information to provide to the IRMP

When an employer refers an employee to an IRMP they should provide all relevant information, this can include:

- Details of illness/medical condition.
- Absence records.
- Medical reports from your occupational health practitioner.
- Medical reports from the individual's GP or specialist consultant or similar.
- Accident report forms and risk assessments.
- Current job description.
- Details of any adjustments/adaptations that have been made to help the individual undertake their job.
- Details of any reductions in hours worked.
- Appropriate medical certificate to complete.

All of our ill health certificates can be found on our website:

[Forms and Publications/Ill health certificates](#)

If you have any questions, please email employer.engagement@eastsussex.gov.uk