

Affiliation and Association with the Royal College of Psychiatrists



Welcome!

Here is a brief guide to the Royal College of Psychiatrists. For more information and the latest developments see www.rcpsych.ac.uk.

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Also enclosed with this booklet

- *Good Psychiatric Practice* documents: some core guidance for psychiatrists
- Online Membership List form
- Resource catalogue
- *Advances in Psychiatric Treatment* flyer
- Psychiatrists' Support Service leaflet
- RCPsych Publications catalogue
- Book token – redeemable against any RCPsych Publications (formerly Gaskell) product

Letter from the President and the Chief Executive

Dear Colleague

We are delighted to welcome you to the Royal College of Psychiatrists. In this booklet we describe some of the activities and initiatives which we hope will support and enable you in your practice as a psychiatrist.

The Royal College of Psychiatrists prides itself on being a modern and forward-looking organisation which engages with and informs its members and associates regarding the many developments affecting your practice as a psychiatrist.

The College now employs more than 190 staff, the majority of whom are based at our national headquarters in Belgrave Square in London. We also have a growing and dynamic College Centre for Quality Improvement and National Collaborating Centre for Mental Health, based in Mansell Street, close to the City of London, as well as our Divisional Offices throughout the UK and our International Advisory Committee supporting the growing work of our International Divisions.

We are often asked what the Royal College of Psychiatrists actually does. Well, the College is its members and associates and you are now part of the College. It is an independent organisation and Officers and staff are here to carry out the policies determined by members of the College and to support you in any way we can.

It is important that the College and its elected Officers hear your views, and we are eager that you participate in the work of the College and help to shape its future.

Sue Bailey
President

Vanessa Cameron
Chief Executive



Your benefits



Benefits of becoming an Affiliate, Specialist Associate or International Associate of the College include:

- College journals – free monthly copies of the **British Journal of Psychiatry** and **The Psychiatrist** (worth over £300 a year), paper and online, and the quarterly **International Psychiatry**; free online access to **Evidence-Based Mental Health** and **Australasian Psychiatry**.
- Continuing professional development – the College’s CPD journal **Advances in Psychiatric Treatment** free* online; discounted subscription to **CPD Online**, an unrivalled educational resource developed by the College for its members; registration (at no extra cost) in the College’s Continuing Professional Development (CPD) scheme.
- The opportunity to attend College **meetings and conferences**.
- Reduced rates for the College’s **International Congress**.
- 10% **discount on RCPsych Publications** (formerly Gaskell) books and DVDs (see catalogue enclosed with this pack).
- **Local Division membership** with the opportunity to participate in meetings and conferences.
- Affiliation to **Specialist Faculties and Sections**.
- Access to your Regional Advisor and **guidance on regional issues** (does not apply to International Associates).
- Opportunity to join **Special Interest Groups**.
- Opportunity to **contribute to College policy** through committees, working groups and consultation exercises.
- Access to the **Psychiatrists’ Support Service**.
- Involvement in training and **consultant appointment** panels.
- Access to our **Library and Information Services** – the library offers members a dedicated professional information service providing literature searches and document delivery along with online access to journals, book loans and a place to work and access the internet when you are visiting the College.
- **50% reduction for private room hire** at the College between 8am and 7pm weekdays.
- Opportunity to purchase **College ties and other gifts**.
- Access to the **members’ area of the College website**.
- Opportunity to join the **volunteer programme**.
- **Print + online** – upgrade your free online subscriptions to print + online at a substantial discount, for *Advances in Psychiatric Treatment* (£50) and *Evidence-Based Mental Health* (£10).**

*From January 2012

**Prices for mailing addresses in the UK; rates elsewhere may vary

Your College Officers



The President – Sue Bailey (2011–2014)

Elected by the Membership for a maximum period of 3 years, the President is the public face of the College, representing the profession of psychiatry to the media, to parliamentarians, to the other medical professions via the Academy of Medical Royal Colleges and internationally. The President also chairs Council, the main decision-making body of the College.



The Registrar – Laurence Mynors-Wallis (2010–2015)

Elected by the Membership for a maximum period of 5 years, the Registrar is the chief administrative officer of the College, responsible for the Psychiatrists' Support Service, external relations, policy, and liaison with patients and carers. The Registrar is also responsible for the membership register, may deputise for the President, when relevant, and may be called upon to represent the College's views to the media.



The Dean – Robert Howard (2008–2013)

Elected by the Membership for a maximum period of 5 years, the Dean is the principal academic officer of the College. Responsible for the management of the MRCPsych examinations, the Dean also oversees postgraduate training, among other educational, research and academic responsibilities.



The Honorary Treasurer – Nick Craddock (2011–2016)

Elected by the Membership for a maximum period of 5 years, the Treasurer is the principal financial officer of the College and is tasked with ensuring the ability of the College to fund its charitable objectives in the short and the longer term.

Other [College Officers](#) and [Office Holders](#) include the Chief Examiner, the Editor, College Leads, Associate Registrars and Associate Deans, all with specific responsibilities. Some of these positions are elected by ballot of the Membership; others, by interview following advertisement in the e-newsletter and on the College website.

For further details about any of these positions, contact infoservices@rcpsych.ac.uk.

Your College services



Membership Data Office

The Membership Data Office will work to keep your personal information up to date, but for this we rely upon you to update us when your circumstances change. This enables us to deliver your key services (such as your journals and Faculty or Division mailings) to the right place and to send you information appropriate to your particular career point and path. It is particularly helpful if you can keep us up to date with an email address – the College sees email communication as the most efficient and effective in most cases, and we are also conscious that keeping postal costs down makes the best use of your College subscriptions.

You can contact us at any time by telephone, post or email, but you may find it easier to use your access to the secure members' area of the College website to update your key details online. You will find an increasing amount of information within this area and we hope you will register as a user as soon as possible.

For further details or any help in accessing your College benefits and services, contact the Membership Data Office: membership@rcpsych.ac.uk.

The Library and Information Service

The Library and Information Service is available to Affiliates, Specialist Associates and International Associates. The Library itself provides broadband internet, wireless connection, access to email and literature search databases, and coffee and tea facilities. Trained Information Officers are on hand by email or telephone to provide all Members and Affiliates with free literature searches and free photocopying from Library journals. Contact infoservices@rcpsych.ac.uk.

Psychiatrists' Support Service

The Psychiatrists' Support Service, launched in June 2007, is a free dedicated, confidential support and advice service to psychiatrists (at all levels) who are College members. The service can also put doctors who contact them in touch with a psychiatrist colleague to discuss the issue over the telephone. Further details are provided in a leaflet included with this pack. Contact the Psychiatrists' Support Service Manager at psychiatristssupportservice@rcpsych.ac.uk or phone directly on 020 7245 0412.

Your online and printed College resources



Your online services

You are probably already familiar with our award-winning website, which reflects all aspects of College activity, and provides information to Members, Affiliates, Associates, other mental health professionals and the general public. Recent initiatives include monthly podcasts for download and the President's page, which reports on topical matters and viewpoints. A book review section has also been developed.

You may now receive the monthly e-newsletter and associated resources via the secure area of the site. Forthcoming events and notices are listed on the site and may be submitted and posted free of charge. You can browse the membership list online to contact colleagues and friends, and update your own details on our database, register for College conferences, search the book catalogue and buy books, respond to online surveys... and much more. You can also follow us on Twitter and join our ever-expanding Facebook group.

CPD Online is our online learning resource (www.psychiatrycpd.co.uk), available to you at a substantial discount – we hope you will benefit from this.

Your journals

Your subscription to the College includes subscriptions to its journals at no extra cost.

- 1 *The British Journal of Psychiatry* – one of the world's foremost publications for research in psychiatry, as well as editorials and reviews. With affiliation or association with the Royal College of Psychiatrists, your free print + online subscription saves you £250 each year. Be sure to activate your online access (see p. 8) to make full use of this resource.
- 2 *The Psychiatrist* – publishes original research and expert comment on mental healthcare service delivery, as well as education and training and current practice in psychiatry – see the website (<http://pb.rcpsych.org>) for instructions on how to submit your work for publication.
- 3 *Advances in Psychiatric Treatment* – as of January 2012, the College's CPD journal is free online to all members. You may upgrade your subscription to print + online for a discounted fee.
- 4 *Evidence-Based Mental Health* – the quarterly digest of the best research, is copublished with the British Psychological Society and the BMJ group. It is free online to all members (upgrade to print + online for a small fee).
- 5 *International Psychiatry* – a quarterly journal, published since 2003, intended primarily as a platform for authors from low- and middle-income countries, sometimes writing in partnership with colleagues elsewhere. Submissions from authors from International Divisions of the Royal College of Psychiatrists are particularly encouraged.

Members also get free access to the online version of *Australasian Psychiatry*.

Your books and reports

College reports – often explaining College policy in specific areas – are available free of charge on the website (printed copies may also be purchased). You may find these useful when seeking guidance in your practice or when campaigning for resources locally.

Our book publishing programme delivers about a dozen new titles each year. We have been publishing books under the Gaskell imprint for over 20 years, but since spring 2007 all new books have been under the RCPsych Publications umbrella. Decisions about which books to publish are made first and foremost with our members in mind, and you will receive a 10% discount on all purchases. Also, you should find a £5 book token in this welcome pack, redeemable against any book on our list (www.rcpsych.ac.uk/publications/books.aspx).

Your College infrastructure



With a staff of over 190 and a membership of more than 15000 around the world, the College contains a great many structures that you may encounter. All of these are represented in detail on the website, but some are worth a brief mention here.

Public education and mental health promotion

The College produces a series of award-winning, evidence-based, illustrated leaflets on common mental health issues and treatments such as depression, bipolar disorder, self-harm, antidepressants and cognitive-behavioural therapy. Another series of leaflets and checklists were produced by the Partners in Care campaign to aid communication, understanding and partnerships between healthcare professionals, patients and carers. Many of these materials have now been translated into other languages, including Chinese, French, Hindi, Russian and Urdu, among others – see our popular mental health information pages: www.rcpsych.ac.uk/info. This important work is coordinated by the Communications and Policy Department and the Public Education Editorial Board.

The College Centre for Quality Improvement

The College Centre for Quality Improvement (CCQI) has created a new and enhanced role for clinicians and their professional bodies in raising standards. Its national initiatives engage directly with clinicians, managers and service users and support them to take responsibility for improving local mental health services.

The National Collaborating Centre for Mental Health

The National Collaborating Centre for Mental Health (NCCMH) is one of seven centres established by the National Institute for Health and Clinical Excellence (NICE) to develop guidance on the appropriate treatment and care of people with specific diseases and conditions within the NHS in England and Wales. Established in 2001, the NCCMH is responsible for developing mental health guidelines, and is a partnership between the Royal College of Psychiatrists and the British Psychological Society.

Committee structure

Council, chaired by the President, is the principal decision-making body of the College. It is advised by the Finance Management Committee, ensuring that your membership subscriptions are disbursed efficiently and in accordance with the charitable purposes of the College. A wide range of committees feed into this decision-making structure (see the College website).

Working parties and scoping groups

These are expert panels who report to the Central Policy Coordination Committee with the task of developing College policy on specific questions of relevance to the psychiatric profession.

Your College contacts



The London headquarters of the College is 17 Belgrave Square, London SW1X 8PG, tel: +44 (0)20 7235 2351, fax: +44 (0)20 7245 1231.

If you have an enquiry, please use one of the emails below and your message will be directed to the relevant member of staff at the London headquarters of the College.

Membership enquiries: membership@rcpsych.ac.uk

General publications enquiries: publications@rcpsych.ac.uk

British Journal of Psychiatry: bjp@rcpsych.ac.uk

The Psychiatrist: pb@rcpsych.ac.uk

Advances in Psychiatric Treatment: apt@rcpsych.ac.uk

International Psychiatry: ip@rcpsych.ac.uk

Psychiatric Trainees' Committee: ptc@rcpsych.ac.uk

Library and Information Service: infoservices@rcpsych.ac.uk

Psychiatrists' Support Service: psychiatristsupportservice@rcpsych.ac.uk

Specialty training enquiries: SpecialtyTraining@rcpsych.ac.uk

To contact a named member of staff at the London headquarters, the email address would be [first initial][surname]@rcpsych.ac.uk

So, Jane Smith will be jsmith@rcpsych.ac.uk

Local and international divisional office contact details are listed below. Contact names and addresses can also be found at www.rcpsych.ac.uk/members/divisions.aspx.

Eastern Division

bfrancis@easterndiv.rcpsych.ac.uk
+44 (0)20 7977 6651

London Division

londondiv@rcpsych.ac.uk
+44 (0)20 7977 6650

Northern and Yorkshire Division

lgrice@nyorkdiv.rcpsych.ac.uk
+44 (0)113 394 4107

North West Division

lgrice@northwestdiv.rcpsych.ac.uk
+44 (0)113 394 4107

Trent Division

scorfield@trentdiv.rcpsych.ac.uk
+44 (0)121 410 2655

West Midlands Division

scorfield@wmidsdiv.rcpsych.ac.uk
+44 (0)121 410 2655

South Eastern Division

bfrancis@seastdiv.rcpsych.ac.uk
+44 (0)20 7977 6651

South West Division

southwestdiv@rcpsych.ac.uk
+44 (0)1761 463979

Scottish Division

administrator@scotdiv.rcpsych.ac.uk
+44 (0)131 220 2910

Northern Ireland Division

nmcnairney@nirelanddiv.rcpsych.ac.uk
+44 (0)28 9027 8793

Welsh Division

sconway@welshdiv.rcpsych.ac.uk
+44 (0)29 2048 9006

International Divisions

African Division:
africandivision@rcpsych.ac.uk

European Division:
europedivision@rcpsych.ac.uk

Middle Eastern Division:
middleeastdiv@rcpsych.ac.uk

Pan-American Division:
panamericandiv@rcpsych.ac.uk

South Asian Division:
southasiandiv@rcpsych.ac.uk

Western Pacific Division:
westernpacificdiv@rcpsych.ac.uk

Further information can be obtained from the International Manager:
internationalmanager@rcpsych.ac.uk

What happens now?



Events and newsletters

Your College Division will write to welcome you and provide you with information about forthcoming events. You will have chosen the Faculties, Sections and Special Interest Groups you want to belong to and you will start to receive mailings and newsletters – if you are keen to get ahead with this, please look at the relevant pages of the College website. Faculty, Section and Special Interest Group mailings will be sent to you as they arise. If you want information in advance of these, please check the relevant section of the website.

Journals

Your journal delivery will commence and any back issues to which you are entitled will be ordered from our distributors. You can also access journals online at www.rcpsych.ac.uk/publications/journals1.aspx once you have completed the following activation process:

- 1 Go to www.rcpsych.org
- 2 Click on the *British Journal of Psychiatry*
- 3 Click on 'Subscribe' on the right-hand side
- 4 Click on 'Activate Your Member or Individual (Non-Member) Subscription'
- 5 Enter your membership number when prompted
- 6 Complete the online form, giving your email address and setting a username and password for future access.

Once you have completed this process you will receive an email confirmation. You will then be able to access the full text content of the *British Journal of Psychiatry*, *The Psychiatrist* and *Advances in Psychiatric Treatment** using your username and password (set during activation) to 'sign in'.

Members do not need to activate the *British Journal of Psychiatry* subscription separately from *The Psychiatrist* and *Advances in Psychiatric Treatment** subscription.

Any enquiries, contact: onlinejournals@rcpsych.ac.uk.

Website registration

Your pack contains information on how to register for the secure members' area of the website.

Once more, we would like to stress that this is your College and we are here to help you make the most of your affiliation. Contact email addresses are on p. 7, but if you are ever unsure about whom to contact, please call the Membership Data Office (+44 (0)207 235 2351 ext. 6281). We shall be delighted to help you ourselves, or to direct your enquiry to the right colleague within the College team.

*From January 2012, subscription to *Advances in Psychiatric Treatment* is a membership benefit – see p. 2