



# Application for limited registration for teaching or research

Profession: **Medical**

Part 7 Division 6 of the Health Practitioner Regulation National Law Act (the National Law)

This form is for international medical graduates who do not qualify for general or specialist registration and who wish to apply for limited registration to:

- a) undertake a teaching or research role in Australia, or
- b) demonstrate a clinical technique as an expert of that technique or participate in a workshop (usually for a short period).

To be eligible for registration in a teaching or research position, more than 50 percent of practice must be in teaching or research. Supervised clinical practice is allowed if it is directly related to the teaching or research role.

It is important that you refer to the Medical Board of Australia's (the Board) registration standards before completing this application. Registration standards, codes and guidelines can be found at [www.medicalboard.gov.au](http://www.medicalboard.gov.au)

There is supporting information for applicants applying to work in a research position. See the Information Sheet: *Registration standard for limited registration for teaching or research - Requirements for applicants applying to work in research positions at:*

<https://www.medicalboard.gov.au/Codes-Guidelines-Policies/FAQ.aspx>



**This application will not be considered unless it is complete and all supporting documentation has been provided.** Supporting documentation **must** be certified in accordance with the Australian Health Practitioner Regulation Agency (Ahpra) guidelines. For more information, see *Certifying documents* in the *Information and definitions* section of this form.

If you have provided documentation to the Board previously, that is not for single use or time limited, documentation will not need to be re-submitted. You may be required to provide information if your initial registration in Australia was granted prior to 1 July 2010.

## Privacy and confidentiality

The Board and Ahpra are committed to protecting your personal information in accordance with the *Privacy Act 1988* (Cth). The ways the Board and Ahpra may collect, use and disclose your information are set out in the collection statement relevant to this application, available at [www.ahpra.gov.au/privacy](http://www.ahpra.gov.au/privacy).

By signing this form, you confirm that you have read the collection statement. Ahpra's privacy policy explains how you may access and seek correction of your personal information held by Ahpra and the Board, how to complain to Ahpra about a breach of your privacy and how your complaint will be dealt with. This policy can be accessed at [www.ahpra.gov.au/privacy](http://www.ahpra.gov.au/privacy).

## Symbols in this form



### Additional information

Provides specific information about a question or section of the form.



### Attention

Highlights important information about the form.



### Attach document(s) to this form

Processing cannot occur until all required documents are received.



### Signature required

Requests appropriate parties to sign the form where indicated.



### Mail document(s) directly to Ahpra

Requires delivery of documents by an organisation or the applicant.

## Completing this form

- Read and **complete all questions**.
- Ensure that **all pages** and required **attachments** are returned to Ahpra.
- Use a **black** or **blue** pen only.
- Print clearly in **BLOCK LETTERS**
- Place X in **all** applicable boxes:
- **DO NOT send original documents unless specified.**



Do not use staples or glue, or affix sticky notes to your application. Please ensure all supporting documents are on A4 size paper.

**PART A – To be completed by the applicant****SECTION A: Personal details**

The information items in this section of the application marked with an asterisk (\*) will appear on the public register.

**1. What is your name and date of birth?**

Title\* MR  MRS  MISS  MS  DR  OTHER

Family name\*

First given name\*

Middle name(s)\*

Previous names known by (e.g. maiden name)

Date of birth  /  /



If you have ever been formally known by another name, or you are providing documents in another name, you **must** attach proof of your name change unless this has been previously provided to the Board. For more information, see *Change of name* in the *Information and definitions* section of this form.

**2. Are you currently, or were you previously, registered as a medical practitioner under the National Law?**

YES  Provide your registration number below

NO

Registration number\*

**3. What are your birth and personal details?**

Country of birth

City/Suburb/Town of birth

State/Territory of birth (if within Australia)

VIC  NSW  QLD  SA  WA  NT  TAS  ACT

Sex\*

MALE  FEMALE  INTERSEX/INDETERMINATE

Languages spoken other than English (optional)\*



## SECTION B: Proof of identity

- i** You must provide proof of your identity with this application. Please refer to the *Proof of identity requirements* available at [www.ahpra.gov.au/identity](http://www.ahpra.gov.au/identity).
- You **must** provide one document from each category A, B and C, and one document from category D if the document supplied for category B or C does not contain evidence of a current Australian residential address.

4. Are you applying for registration from outside of Australia AND unable to provide evidence from each category?

YES

NO  [Go to the next question](#)

- i** If you are applying for registration from outside of Australia and are unable to provide evidence from each category, you will be required to meet the minimum identity requirements. Refer to [www.ahpra.gov.au/identity](http://www.ahpra.gov.au/identity) for further information.

**Attachment required below – then go to Section C: Contact information**



You **must** attach a certified copy of a foreign passport (an EU card is not acceptable).

Your certified copy **must** include:

- a certified copy of the identity information page (the photo page), and
- an official English translation of your passport (if your passport is in a language other than English). Please refer to *Translating documents* at [www.ahpra.gov.au/translate](http://www.ahpra.gov.au/translate) for further information.

5. Which documents from each category will you provide for proof of identity?

- i** You **must** only use each document once.

The documents provided **must** meet the following criteria:

- At least **one** document must be in the applicant's current name.
- Your category B document **must** have a recent photo.
- All documents **must** be officially translated into English. Please refer to *Translating documents* at [www.ahpra.gov.au/translate](http://www.ahpra.gov.au/translate) for further information.
- If using your passport, a certified copy of the identity information page (the photo page) **must** be provided.
- All documents **must** be true certified copies of the original. See *Certifying documents* in the *Information and definitions* section of this form for more information.

**Choose proof of identity documents to submit:** (A document may only be used once for any category)

Documents	Category used:			Documents	Category used:		
	A	B	C		A	B	C
Australian birth or adoption certificate	<input checked="" type="checkbox"/>	NA	<input checked="" type="checkbox"/>	Australian financial institution account	NA	NA	<input checked="" type="checkbox"/>
Australian visa (Foreign passport must be selected as evidence for Category B)	<input checked="" type="checkbox"/>	NA	<input checked="" type="checkbox"/>	Australian Medicare card	NA	NA	<input checked="" type="checkbox"/>
ImmiCard	<input checked="" type="checkbox"/>	NA	<input checked="" type="checkbox"/>	Australian PAYG payment summary	NA	NA	<input checked="" type="checkbox"/>
Australian citizenship certificate	<input checked="" type="checkbox"/>	NA	<input checked="" type="checkbox"/>	Australian motor vehicle registration	NA	NA	<input checked="" type="checkbox"/>
Australian passport	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Australian Taxation Assessment Notice	NA	NA	<input checked="" type="checkbox"/>
Australian motor vehicle licence	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Australian insurance policy	NA	NA	<input checked="" type="checkbox"/>
Foreign passport	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Australian pension/healthcare card	NA	NA	<input checked="" type="checkbox"/>
Australian Working with Children/Vulnerable People Card	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Category D documents</b>			
Australian firearms or shooter's licence	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	A document from Category D is only required if your Category B or C document does not provide evidence of your residential address.			
Australian student ID card	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	I have used a Category B or C document that has my current residential address <input checked="" type="checkbox"/>			
Intl. or foreign motor vehicle licence	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Australian rate notice <input checked="" type="checkbox"/>			
Australian proof of age card	NA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Current Australian lease or tenancy agreement <input checked="" type="checkbox"/>			
Australian government benefits	NA	NA	<input checked="" type="checkbox"/>	Australian utility account <input checked="" type="checkbox"/>			
Australian academic transcript	NA	NA	<input checked="" type="checkbox"/>	Australian electoral enrolment card <input checked="" type="checkbox"/>			
Australian registration certificate	NA	NA	<input checked="" type="checkbox"/>				



You **must** attach a certified copy of **all** proof of identity documents that you have indicated above.

6. What is your residency status within Australia?

**Current residency status**

Permanent Australian resident

Temporary resident (**Supply details of visa status below**)



## SECTION C: Contact information



Once registered, you can change your contact information at any time. Please go to [www.ahpra.gov.au](http://www.ahpra.gov.au) and

- download and complete the change of address form *CHDT-00 – Request for change of address details on the register*, or
- log in to your Ahpra account to change your details online.

### 7. What are your contact details?

Provide your current contact details below – place an  next to your preferred contact phone number.

**Business hours**

**Mobile**

**After hours**

**Email**

### 8. What is your residential address?



If you are not currently practising, or are not practising the profession predominantly at one address:

- your residential address will be recognised as your principal place of practice, and
- the information items marked with an asterisk (\*) will appear on the public register as your principal place of practice.

Refer to the question below for the definition of principal place of practice.

Residential address **cannot** be a PO Box.

**Site/building and/or position/department (if applicable)**


**Address** (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET)


**City/Suburb/Town\***

**State or territory** (e.g. VIC, ACT)/**International province\***

**Postcode/ZIP\***

**Country (if other than Australia)**

### 9. Is the address of your principal place of practice the same as your residential address?



Principal place of practice for a registered health practitioner is:

- the address at which you predominantly practise the profession, or
- your principal place of residence, if you are not practising the profession or are not practising the profession predominantly at one address.

Principal place of practice **cannot** be a PO Box.

The information items marked with an asterisk (\*) will appear on the public register.

YES

NO  *Provide your Australian principal place of practice below*

**Site/building and/or position/department (if applicable)**


**Address** (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET)


**City/Suburb/Town\***

**State/Territory\*** (e.g. VIC, ACT)

**Postcode\***



10. What is your mailing address?

Your mailing address is used for postal correspondence

- My residential address
- My principal place of practice
- Other (*Provide your mailing address below*)

**Site/building and/or position/department (if applicable)**

**Address/PO Box** (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET; or PO BOX 1234)

**City/Suburb/Town**

**State or territory** (e.g. VIC, ACT)/**International province**      **Postcode/ZIP**

**Country (if other than Australia)**

**SECTION D: Qualification for the profession**

In accordance with section 69 of the National Law, to be eligible for limited registration for teaching or research you must demonstrate to the Board that your qualifications are relevant to and suitable for the position. To qualify, you must provide evidence of having been awarded a primary degree in medicine and surgery, after completing an approved course of study at a medical school listed in both the Australian Medical Council directory, at [www.amc.org.au/assessment/list-of-medical-schools](http://www.amc.org.au/assessment/list-of-medical-schools) and the World Directory of Medical Schools, at <https://search.wdoms.org>, or other publications approved by the Australian Medical Council and/or the Board. An approved course of study means that you must demonstrate that you have completed a medical curriculum of at least four academic years, leading to an entitlement to registration in the country issuing the degree to practise clinical medicine.

Visit [www.medicalboard.gov.au](http://www.medicalboard.gov.au) for information on approved qualifications and examinations/assessments that are accepted.

11. What are the details of your degree in medicine?

For more information, see *Certifying documents* in the *Information and definitions* section of this form.

**Primary medical degree**

Title of qualification

Name of institution (University/College/Examining body)

Country

Start date      Completion date

/        /

You **must** attach an original certified copy of your primary medical degree certificate that indicates completion of a course of study leading to a qualification in medicine.

Attach a separate sheet if all your qualification details do not fit in the space provided.





12. Do you have any specialist medical qualifications that are relevant to your application?

YES

NO

**Most recent specialist qualification**

Title of qualification

Awarding body

Completion date

 / 

You **must** attach evidence of specialist qualifications.

**Additional specialist qualification**

Title of qualification

Awarding body

Completion date

 / 

You **must** attach evidence of specialist qualifications.



Attach a separate sheet if all your specialist qualification details do not fit in the space provided.

13. What are the details of your internship (or comparable)?

**Medical internship (or comparable)**

Name of hospital or institution

Country

Start date

 / 

Completion date

 / 


You **must** attach an original certified copy of a certificate of internship, a letter from a medical registration authority confirming completion of internship, or other relevant documentation that establishes internship completion.



Attach a separate sheet if all your internship details do not fit in the space provided.



## SECTION E: Primary source verification of qualifications

 For your application to be considered, you must have applied to have your qualifications verified through the Educational Commission for Foreign Medical Graduates (ECFMG) Electronic Portfolio of International Credentials (EPIC). The Australian Medical Council (AMC) will provide the verification to the Board.


For more information about the process go to the AMC website [www.amc.org.au](http://www.amc.org.au).

14. What is your AMC candidate number?

AMC candidate number

## SECTION F: Registration history

15. What is your health practitioner registration history?

 To be eligible for registration you **must** provide evidence of current registration in the overseas locations where you practice.

The Board requires a Certificate of Registration Status or Certificate of Good Standing from **every** jurisdiction outside of Australia in which you are currently, or have previously been registered as a health practitioner **during the past ten years**.

Certificates **must** be dated within three months of your application being received by Ahpra.

Most recent registration

State/Territory/Country

Profession

Period of registration

 /  /  to  /  / 


You **must** arrange for original Certificates of Registration Status or Certificates of Good Standing to be forwarded directly from the registration authority to your Ahpra state office. Refer to [www.ahpra.gov.au/About-Ahpra/Contact-Us](http://www.ahpra.gov.au/About-Ahpra/Contact-Us) for your Ahpra state office address.



**Applicant's applying for registration for a short period** to demonstrate a clinical technique or participate in a workshop are only required to arrange for a Certificate of Registration Status or Certificate of Good Standing to be sent directly to the Board from the jurisdiction of their most recent practice as a medical practitioner.

Additional registration

State/Territory/Country

Profession

Period of registration

 /  /  to  /  / 


Attach a separate sheet if all your registration history does not fit within the space provided.

## SECTION G: Work history

16. What is your full practice history?



It is important that you refer to *Curriculum vitae* in the *Information and definitions* section of this form for **mandatory requirements** of the CV. Your curriculum vitae will further inform the Board in relation to your recency of practice and registration history.



You **must** attach to your application a **signed and dated** curriculum vitae that describes your full practice history and any clinical or skills training undertaken.



**Applicants applying for registration for a short period** to demonstrate a clinical procedure or participate in a workshop must also attach at least two professional references as follows:

- A reference from your current or most recent employer which is signed by a Director of Medical Services, or other senior person in authority.
- A reference from a senior colleague in the same field of practice.



## SECTION H: Suitability statements

**i** Information required by the Board to assess your suitability for registration is detailed in the following questions. It is recommended that you provide as much information as possible to enable the Board to reach a timely and informed decision.

Please note that registration is dependent on suitability as defined in the National Law, and the requirements set out in the Board's registration standards. Refer to [www.medicalboard.gov.au/Registration-Standards](http://www.medicalboard.gov.au/Registration-Standards) for further information.

**17. Do you currently hold registration with the Medical Board of Australia?**

YES  **Go to the next question**

NO  **Go to question 20**

**18. Since your last declaration to Ahpra, has there been any change to your criminal history in Australia that you have not declared to Ahpra?**

**!** It is important that you have a clear understanding of the definition of criminal history. For more information, see *Criminal history* in the *Information and definitions* section of this form.

YES

NO



You **must** attach a signed and dated written statement with details of any change to your criminal history in Australia and an explanation of the circumstances.

**19. Since your last declaration to Ahpra, has there been any change to your criminal history in one or more countries other than Australia that you have not declared to Ahpra?**

NO  **Go to question 23**

YES  **You are required to:**

- obtain an international criminal history check from an approved vendor for each country and provide details below, and
- provide details of the change in your criminal history in a signed and dated written statement.

**i** For more information, see *Criminal history* in the *Information and definitions* section of this form.

If you answer **Yes** to this question, you are required to obtain an international criminal history check (ICHC) from an approved vendor, who will provide a check reference number and ICHC reference page. For a list of approved vendors and further information about international criminal history checks, refer to [www.ahpra.gov.au/internationalcriminalhistory](http://www.ahpra.gov.au/internationalcriminalhistory)

**Provide details below, then go to question 23**

Country	Check reference number



You **must** attach a separate sheet if the list of overseas countries and corresponding check reference number does not fit in the space provided.



You **must** attach the international criminal history check (ICHC) reference page provided by the approved vendor.



You **must** attach a signed and dated written statement with details of any change to your criminal history in each of the countries listed and an explanation of the circumstances.

**20. Do you have any criminal history in Australia?**

**!** It is important that you have a clear understanding of the definition of criminal history. For more information, see *Criminal history* in the *Information and definitions* section of this form.

YES

NO




You **must** attach a signed and dated written statement with details of your criminal history in Australia and an explanation of the circumstances.





**21. Do you have any criminal history in one or more countries other than Australia?**

 For more information, see *Criminal history* in the *Information and definitions* section of this form.

If you answer **Yes** to this question, you are required to obtain an international criminal history check (ICHC) from an approved vendor, who will provide a check reference number and ICHC reference page.

For a list of approved vendors and further information about international criminal history checks, refer to [www.ahpra.gov.au/internationalcriminalhistory](http://www.ahpra.gov.au/internationalcriminalhistory)

NO   **Go to the next question**

YES   **You are required to:**

- obtain an international criminal history check from an approved vendor for each country and provide details below, and
- provide details of your criminal history in a signed and dated written statement.

Country	Check reference number



You **must** attach a separate sheet if the list of overseas countries and corresponding check reference number does not fit in the space provided.




You **must** attach the international criminal history check (ICHC) reference page provided by the approved vendor.



You **must** attach a signed and dated written statement with details of your criminal history in each of the countries listed and an explanation of the circumstances.

**22. Are there any countries other than Australia in which you have lived, or been primarily based, for six consecutive months or longer, when aged 18 years or more?**

 If you answer **Yes** to this question, you are required to obtain an international criminal history check (ICHC) from an approved vendor, who will provide a check reference number and ICHC reference page.

For a list of approved vendors and further information about international criminal history checks, refer to [www.ahpra.gov.au/internationalcriminalhistory](http://www.ahpra.gov.au/internationalcriminalhistory)

NO   **Go to the next question**

YES   **You are required to obtain an international criminal history check from an approved vendor for each country and provide details below**

Country	Check reference number





You **must** attach a separate sheet if the list of overseas countries and corresponding check reference number does not fit in the space provided.



You **must** attach the international criminal history check (ICHC) reference page provided by the approved vendor.

**23. Have you previously been registered to practise as a medical practitioner in Australia and have used English as your primary language within the past five years?**

 All applicants for **initial registration**, which includes all applicants who have not used English as their **primary language** for a period of greater than five years (as at date of application), must demonstrate they meet the *English language skills registration standard*.

YES   I declare I have used English as my primary language within the past five years.  
**Go to question 29**

NO   **Go to the next question**



**All applicants must demonstrate English language competency via one of the following pathways:**

**i** An evidence requirements guide is available at [www.ahpra.gov.au/EnglishLanguageSkills](http://www.ahpra.gov.au/EnglishLanguageSkills).

*Recognised country* means one of the following countries:

- Australia
- Canada
- New Zealand
- Republic of Ireland
- South Africa
- United Kingdom
- United States of America.

**Combined secondary and tertiary education pathway**

You have undertaken and satisfactorily completed:

- at least two years of secondary education that was taught and assessed solely in English in a recognised country, **and**
- tertiary qualifications on which you are relying to support your eligibility for registration under the National Law, which were taught and assessed solely in English in a recognised country.

**Extended education pathway**

You have undertaken and satisfactorily completed at least six years' (full time equivalent) continuous education taught and assessed solely in English, in any of the recognised countries, which includes tertiary qualifications in the profession on which you are relying to support your eligibility for registration under the National Law.

**Primary language pathway**

*With overseas qualification in a non-recognised country*

English is your primary language and you have undertaken and satisfactorily completed:

- all of your primary and secondary education taught and assessed solely in English in a recognised country, **and**
- tertiary qualifications on which you are relying to support your eligibility for registration under the National Law, which were taught and assessed solely in English.

**English language test pathway**

You have achieved the required minimum scores in one of the approved English language tests and meet the requirements for test results specified in the Board's *English language skills registration standard*.

**24. Which one of the English language competency pathways do you meet?**

**i** Ahpra may verify the information you provide below.

For more information, see *English language skills* in the *Information and definitions* section of this form.

Combined secondary and tertiary education pathway

Provide details of secondary and tertiary education in the table below, then go to question 29

Extended education pathway

Provide details of secondary, vocational and tertiary education in the table below, then go to question 29

Primary language pathway

This is a declaration that English is your primary language. Provide details of primary, secondary and tertiary education in the table below, then go to question 29

English language test pathway

Go to question 25

I may be exempt from meeting the English Language skills registration standard

The Board will decide whether you meet the exemption criteria in the standard. Go to question 28

**Complete the following table of education undertaken in chronological order (earliest to most recent):**

Timeframe	Level of education	Program name <i>If applicable</i>	Education institution <i>Specify name and address</i>	Recognised country <i>If applicable</i>	Study status
Study commenced: MM YYY Y	<input type="checkbox"/> Primary <input type="checkbox"/> Secondary			<input type="checkbox"/> Australia <input type="checkbox"/> New Zealand <input type="checkbox"/> South Africa <input type="checkbox"/> United States <input type="checkbox"/> Canada <input type="checkbox"/> Republic of Ireland <input type="checkbox"/> United Kingdom	<input type="checkbox"/> Full time <input type="checkbox"/> Part time
Study completed: MM YYY Y	<input type="checkbox"/> Vocational <input type="checkbox"/> Tertiary				
Study commenced: MM YYY Y	<input type="checkbox"/> Primary <input type="checkbox"/> Secondary			<input type="checkbox"/> Australia <input type="checkbox"/> New Zealand <input type="checkbox"/> South Africa <input type="checkbox"/> United States <input type="checkbox"/> Canada <input type="checkbox"/> Republic of Ireland <input type="checkbox"/> United Kingdom	<input type="checkbox"/> Full time <input type="checkbox"/> Part time
Study completed: MM YYY Y	<input type="checkbox"/> Vocational <input type="checkbox"/> Tertiary				
Study commenced: MM YYY Y	<input type="checkbox"/> Primary <input type="checkbox"/> Secondary			<input type="checkbox"/> Australia <input type="checkbox"/> New Zealand <input type="checkbox"/> South Africa <input type="checkbox"/> United States <input type="checkbox"/> Canada <input type="checkbox"/> Republic of Ireland <input type="checkbox"/> United Kingdom	<input type="checkbox"/> Full time <input type="checkbox"/> Part time
Study completed: MM YYY Y	<input type="checkbox"/> Vocational <input type="checkbox"/> Tertiary				



Please attach a separate sheet with any additional details that do not fit in the space provided above.

**i** The qualification that is relied on for registration must have been taught and assessed solely in English. If the Board cannot verify this through the current online World Directory of Medical Schools, you may be asked to provide an academic transcript of your medical qualification which confirms that it was taught and assessed solely in English.

Where a transcript is required, if the transcript does not confirm that the course was taught and assessed in English, you will be required to arrange for a letter to be provided directly to Ahpra by the education provider confirming that the course was taught and assessed solely in English.



**25. Were your results from the English language tests obtained in one or two sittings?**

In certain circumstances, you can use English language test results from a maximum of two test sittings **in a six month period**. For more information, refer to the Board's *English language skills registration standard*.

One sitting  **Provide date of test below, then go to the next question and complete details for one sitting**

Two sittings  **Provide dates below, then go to the next question and complete details for both sittings**

Sitting one  /  /

Sitting two  /  /

**26. Which of these English language tests have you successfully completed?**

*Provide reference number(s) for the test(s) you are relying on and attach a copy of your test results.*

**International English Language Test System (IELTS) Academic module**

Test report form number – sitting one:

Test report form number – sitting two (if applicable):

The Board requires the IELTS (academic module) with a minimum overall score of 7 and a minimum score of 7 in each of the four components (listening, reading, writing and speaking).

**Occupational English Test (OET)**

Candidate number – sitting one:

Candidate number – sitting two (if applicable):

The Board requires the OET with a minimum score of B or 350 in each of the four components (listening, reading, writing and speaking).

**Pearson Test of English Academic (PTE Academic)**

Registration ID – sitting one:

Registration ID – sitting two (if applicable):

The Board requires the PTE Academic with a minimum overall score of 65 and a minimum score of 65 in each of the four communicative skills (listening, reading, writing and speaking).

**Test of English as a Foreign Language internet-based test (TOEFL iBT)**

Registration number – sitting one:

Registration number – sitting two (if applicable):

The Board requires the TOEFL iBT with a minimum total score of 94 and the minimum scores of 24 for listening, 24 for reading, 27 for writing, and 23 for speaking.



If your English language test(s) were completed within the past two years, you **must** provide a copy of your test results, including the reference number(s), so that Ahpra can verify your results.

If your English language test(s) were not completed within the past two years, you **must** provide a certified copy of your results.

**NZREX**

**PLAB test**



You **must** provide a certified copy of your English language test results.

**27. Were your results from the above-mentioned English language tests obtained in the past two years?**

YES  **Go to question 29**

NO



In order for your results to be accepted, within 12 months of completing your test(s) you **must** have commenced:

- continuous employment as a registered health practitioner in a recognised country where English was the primary language of practice, **and/or**
- continuous enrolment in an approved program of study.

You **must** lodge this application within 12 months of completing the employment and/or program of study.

**Attachment required below – then go to question 29**



You **must** attach a certified copy of your English language test results, **and**:

- your CV and a letter from employer(s) or a professional referee in the required form confirming continuous employment as a registered health practitioner in a recognised country (if you are relying on continuous employment over two years in duration, only two years is required), **and/or**
- an academic transcript evidencing that you were enrolled continuously in a Board-approved program of study that commenced within 12 months of sitting the English language test, and that you completed your study no longer than 12 months before lodging your application.



**28. Why are you exempt from the English language skills registration standard?**



E.g. "I am performing a demonstration in clinical techniques or I am undertaking research that involves limited or no patient contact."  
The Board will decide whether you meet the exemption criteria in the standard. If not, you will be required to meet one of the pathways.

**Provide reasons for your exemption**

Four horizontal dashed lines for providing reasons for exemption.



You **must** attach a separate sheet with additional details that do not fit in the space provided.

**29. Do you meet the recency of practice registration standard?**



To meet the standard, medical practitioners must have practised within their scope of practice for a minimum total of:  
• four weeks full-time equivalent in one registration period, which is a total of 152 hours, or  
• 12 weeks full-time equivalent over three consecutive registration periods, which is a total of 456 hours.  
For more information, see *Recency of practice* in the *Information and definitions* section of this form.

YES

NO  **Go to the next question**

**Mark all options applicable to your application – then go to question 32**

- I have practiced a minimum of four weeks full-time equivalent (152 hours) in the last year.
- I have practiced a minimum of 12 weeks full-time equivalent (456 hours) over the last three years.

**30. Have you previously practised medicine for more than two years?**



For more information, see *Practice* in the *Information and definitions* section of this form.

YES  **Go to the next question**

NO

**Mark all options applicable to your application – then go to question 32**

- I have practiced within the last 12 months.
- I have not practiced within the last 12 months.



You are required to commence work under supervision in a training position approved by the Board. You **must** attach details of the supervised training position you propose to take up.

**31. How long have you been absent from practise?**

**Choose appropriate option**

- Less than one year
- Between one and three years



You **must** attach evidence of having completed the equivalent of one year's CPD activities relevant to your intended scope of practice.

- More than three years



You **must** attach a plan for professional development and re-entry to practice for consideration by the Board. Refer to information relating to re-entry to practice at [www.medicalboard.gov.au/Codes-Guidelines-Policies/FAQ](http://www.medicalboard.gov.au/Codes-Guidelines-Policies/FAQ)

**32. Have you changed the scope of your practice in the previous 12 months?**

YES

NO



You **must** attach details, including any relevant training and assessments undertaken for the Board to consider your application.



33. Will you be changing your scope of practice since you were last practising?

YES

NO



You **must** attach details, including any relevant training and assessments undertaken for the Board to consider your application.

34. Do you commit to having appropriate professional indemnity insurance arrangements in place for all practice undertaken during the registration period?



The Board requires all applicants for general registration to have appropriate professional indemnity arrangements in place when practising. Applicants unable to meet this requirement are ineligible for registration. For more information, see *Professional indemnity insurance* in the *Information and definitions* section of this form.

YES

NO

35. Will you be performing exposure-prone procedures in your practice?



**Exposure prone procedures (EPPs)** are procedures where there is a risk of injury to the healthcare worker resulting in exposure of the patient's open tissues to the blood of the healthcare worker. These procedures include those where the healthcare worker's hands (whether gloved or not) may be in contact with sharp instruments, needle tips or sharp tissues (spicules of bone or teeth) inside a patient's open body cavity, wound or confined anatomical space where the hands or fingertips may not be completely visible at all times.

The CDNA has developed guidance on exposure-prone procedures in *Guidance on classification of exposure prone and non-exposure prone procedures in Australia 2017* available online at <https://www1.health.gov.au/internet/main/publishing.nsf/Content/cda-cdna-bloodborne.htm>

You can seek additional information about whether you perform exposure-prone procedures from your relevant organisation in *Appendix 2* of the national guidelines online at [https://www1.health.gov.au/internet/main/publishing.nsf/Content/36D4D796D31081EBCA257BF0001DE6B7/\\$File/nat-guidelines-work-bbv-Oct2019.pdf](https://www1.health.gov.au/internet/main/publishing.nsf/Content/36D4D796D31081EBCA257BF0001DE6B7/$File/nat-guidelines-work-bbv-Oct2019.pdf).

YES  **Go to the next question**

NO  **Go to question 37**

36. Do you commit to comply with the *Australian National Guidelines for the management of healthcare workers living with blood borne viruses and healthcare workers who perform exposure prone procedures at risk of exposure to blood borne viruses*?



This includes testing for HIV, Hepatitis C and Hepatitis B at least once every three years. Testing for Hepatitis B is not necessary if you have demonstrated immunity to HBV through vaccination or resolved infection.

YES

NO

37. Do you have an impairment that detrimentally affects, or is likely to detrimentally affect, your capacity to practise the profession?



For more information, see *Impairment* in the *Information and definitions* section of this form.

YES

NO



You **must** attach to this application details of any impairments and how they are managed.

38. Is your registration in any profession currently suspended or cancelled in Australia (under the National Law or a corresponding prior Act) or overseas?

YES

NO



You **must** attach to this application details of any registration suspension or cancellation.

39. Have you previously had your registration cancelled, refused or suspended in Australia (under the National Law or a corresponding prior Act) or overseas?

YES

NO



You **must** attach to this application details of any cancellation, refusal or suspension.

40. Has your registration ever been subject to conditions, undertakings or limitations in Australia (under the National Law or a corresponding prior Act) or overseas?

YES

NO



You **must** attach to this application details of any conditions, undertakings or limitations.



41. Are you disqualified from applying for registration, or being registered, in any profession in Australia (under the National Law, a corresponding prior Act or a law of a co-regulatory jurisdiction), or overseas?

**i** **Co-regulatory jurisdiction** means a participating jurisdiction (of the National Law) in which the Act applying (the National Law) declares that the jurisdiction is not participating in the health, performance and conduct process provided by Divisions 3 to 12 of Part 8 (of the National Law).

YES  NO

You **must** attach to this application details of any disqualifications.

42. Have you been, or are you currently, the subject of conduct, performance or health proceedings whilst registered under the National Law, a corresponding prior Act, or the law of another jurisdiction in Australia or overseas, where those proceedings were not finalised?

YES  NO

You **must** attach to this application details of any conduct, performance or health proceedings.

## SECTION I: Position details

43. When is your proposed commencement date?

- On the date of the Board's approval
- On the below date, or the date of the Board's approval, whichever is the latter

Date

/  /

44. How many months do you require limited registration (maximum of 12 months)?

Months

45. Will clinical practice be required in the role?

YES  NO

46. What are the details of the position for which limited registration is being sought?

Title of the position/role

Question 46 includes a list of **required**, role-specific, attachments (full list on the next page).


**Question 46 (noted as 46-1 on Checklist)**

**Applicants demonstrating a clinical technique or participating in a workshop**

You **must** attach:

- a position description including:
  - key selection criteria addressing clinical responsibilities, and
  - qualifications and experience required (this should be obtained from the employer).
- your offer of engagement.

**Question 46 (noted as 46-2 on Checklist)**

**Applicants applying for a teaching role**

You **must** attach a position description. The position description must:

- include the key selection criteria
- include the qualifications and experience required for the position (obtained from the employer)
- detail the teaching activities that will be undertaken
- if there is any clinical practice, demonstrate that it is directly related to the teaching role and define the clinical duties and the extent of those duties
- demonstrate that more than 50 percent of your practice is teaching.

**Question 46 (noted as 46-3 on Checklist)**

**Applicants applying for a research role**

You **must** attach:

- a research protocol
- a position description. The position description must:
  - include the key selection criteria
  - include the qualifications and experience required for the position (obtained from the employer)
  - detail the research activities that will be undertaken and which must align with your role defined in the research protocol
  - demonstrate that more than 50 per cent of your practice is in research
  - if there is any clinical practice, demonstrate that it is directly related to the research role (as defined in the research protocol) and define the clinical duties and the extent of those duties
- if ethics approval is required:
  - evidence of approval of the research by a Human Research Ethics Committee (HREC) and evidence that your name and position has been included in the application for ethics approval, or in an application for ethics approval amendment or modification

OR

- if your proposed employer has yet to make an application for ethics approval, written confirmation from your proposed employer that the research project will be submitted for HREC approval including:
    - the name of the HREC that will be considering the application for ethics approval
    - confirmation that your name and position will be included in the HREC application.
- If your application for registration is granted, you will be required to provide evidence of ethics approval before renewal of registration can be approved.
- if your research involves clinical trials, you must include:
    - evidence that the clinical trial is registered with the Australian New Zealand Clinical Trials Registry at <https://www.anzctr.org.au>, or
    - written confirmation from your proposed employer that the clinical trial will be registered with the Australian New Zealand Clinical Trials Registry before recruitment of the first participant.

For more information see the Board's registration for limited registration for teaching or research at <https://www.medicalboard.gov.au/Registration-Standards.aspx> and the supporting Information sheet: Limited registration for teaching or research – Requirements for applicants applying to work in research positions at <https://www.medicalboard.gov.au/Codes-Guidelines-Policies/FAQ.aspx>.



## SECTION J: Obligations and consent



**Before you sign and date this form**, make sure that you have answered all of the relevant questions correctly and read the statements below. An incomplete form may delay processing and you may be asked to complete a new form. For more information, see the *Information and definitions* section of this form.

### Obligations of registered health practitioners

The National Law pt 7 div 11 sub-div 3 establishes the legislative obligations of registered health practitioners. A contravention of these obligations, as detailed at points 1, 2, 4, 5, 6 or 8 below does not constitute an offence but may constitute behaviour for which health, conduct or performance action may be taken by the Board. Registered health practitioners are also obligated to meet the requirements of their Board as established in registration standards, codes and guidelines.

#### Continuing professional development

1. A registered health practitioner must undertake the continuing professional development required by an approved registration standard for the health profession in which the practitioner is registered.

#### Professional indemnity insurance arrangements

2. A registered health practitioner must not practise the health profession in which the practitioner is registered unless appropriate professional indemnity insurance arrangements are in force in relation to the practitioner's practice of the profession.
3. A National Board may, at any time by written notice, require a registered health practitioner registered by the Board to give the Board evidence of the appropriate professional indemnity insurance arrangements that are in force in relation to the practitioner's practice of the profession.
4. A registered health practitioner must not, without reasonable excuse, fail to comply with a written notice given to the practitioner under point 3 above.

#### Notice of certain events

5. A registered health practitioner must, within 7 days after becoming aware that a relevant event has occurred in relation to the practitioner, give the National Board that registered the practitioner written notice of the event. *Relevant event* means—
  - a) the practitioner is charged, whether in a participating jurisdiction or elsewhere, with an offence punishable by 12 months imprisonment or more; or
  - b) the practitioner is convicted of or the subject of a finding of guilt for an offence, whether in a participating jurisdiction or elsewhere, punishable by imprisonment; or
  - c) appropriate professional indemnity insurance arrangements are no longer in place in relation to the practitioner's practice of the profession; or
  - d) the practitioner's right to practise at a hospital or another facility at which health services are provided is withdrawn or restricted because of the practitioner's conduct, professional performance or health; or
  - e) the practitioner's billing privileges are withdrawn or restricted under the *Human Services (Medicare) Act 1973* (Cth) because of the practitioner's conduct, professional performance or health; or
  - f) the practitioner's authority under a law of a State or Territory to administer, obtain, possess, prescribe, sell, supply or use a scheduled medicine or class of scheduled medicines is cancelled or restricted; or
  - g) a complaint is made about the practitioner to the following entities—
    - (i) the chief executive officer under the *Human Services (Medicare) Act 1973* (Cth);
    - (ii) an entity performing functions under the *Health Insurance Act 1973* (Cth);
    - (iii) the Secretary within the meaning of the *National Health Act 1953* (Cth);
    - (iv) the Secretary to the Department in which the *Migration Act 1958* (Cth) is administered;
    - (v) another Commonwealth, State or Territory entity having functions relating to professional services provided by health practitioners or the regulation of health practitioners.
  - h) the practitioner's registration under the law of another country that provides for the registration of health practitioners is suspended or cancelled or made subject to a condition or another restriction.

#### Change in principal place of practice, address or name

6. A registered health practitioner must, within 30 days of any of the following changes happening, give the National Board that registered the practitioner written notice of the change and any evidence providing proof of the change required by the Board—
  - a) a change in the practitioner's principal place of practice;
  - b) a change in the address provided by the registered health practitioner as the address the Board should use in corresponding with the practitioner;
  - c) a change in the practitioner's name.

#### Employer's details

7. A National Board may, at any time by written notice given to a health practitioner registered by the Board, ask the practitioner to give the Board the following information—
  - a) information about whether the practitioner is employed by another entity;
  - b) if the practitioner is employed by another entity—
    - (i) the name of the practitioner's employer; and
    - (ii) the address and other contact details of the practitioner's employer. The registered health practitioner must not, without reasonable excuse, fail to comply with the notice.

### Consent to nationally coordinated criminal history check

I authorise Ahpra and the Board to carry out a nationally coordinated criminal history check for the purpose of assessing this application.

I acknowledge that:

- a complete criminal history, including resolved and unresolved charges, spent convictions, and findings of guilt for which no conviction was recorded, will be released to Ahpra and the Board,
- my personal information will be extracted from this form and provided to the Australian Criminal Intelligence Commission (ACIC) and Australian police agencies for the purpose of conducting a nationally coordinated criminal history check, including all names under which I am or have been known
- my personal information may be used by police for general law enforcement purposes, including those purposes set out in the *Australian Crime Commission Act 2002* (Cth),
- my identity information provided with this application will be enrolled with Ahpra to allow for any subsequent criminal history checks during my period of registration
- if and when this application for registration is granted, Ahpra may check my criminal history at any time during my period of registration as required by the Board for the purpose of assessing my suitability to hold health practitioner registration; or in response to a Notice of Certain Events; or an application for Removal of Reprimand from the National Register,
- I may dispute the result of the nationally coordinated criminal history check by contacting Ahpra in the first instance.





## Consent

If I provide the Board details of an English language test I have completed, I authorise the Board to use the information I provide to verify those results with the test provider.

I understand the test provider may be overseas.

I consent to the Board and Ahpra making enquiries of, and exchanging information with, the authorities of any Australian state or territory, or other country, regarding my practice as a health practitioner or otherwise regarding matters relevant to this application.

I acknowledge that:

- the Board may validate documents provided in support of this application as evidence of my identity
- failure to complete all relevant sections of this application and to enclose all supporting documentation may result in this application not being accepted
- notices required under the National Law and other correspondence relating to my application and registration (if granted) will be sent electronically to me via my nominated email address, and
- Ahpra uses overseas cloud service providers to hold, process and maintain personal information where this is reasonably necessary to enable Ahpra to perform its functions under the National Law. These providers include Salesforce, whose operations are located in Japan and the United States of America.

I undertake to comply with all relevant legislation and Board registration standards, codes and guidelines.

I understand that personal information that I provide may be given to a third party for regulatory purposes, as authorised or required by the National Law.

I understand Ahpra may:

- disclose the date my registration is to commence and future registration details; and
- verify the accuracy of my registration details including my date of birth and address to entities (such as prospective employers) who disclose that information to Ahpra for the purpose of confirming my identity.

Ahpra will only do this where the entity seeking the information or verification has given a legal undertaking they have obtained my consent to these disclosures and this verification.

I confirm that I have:

- met the English language skills pathway requirements indicated on this form, and
- read the privacy and confidentiality statement for this form.

I declare that:

- the above statements, and the documents provided in support of this application, are true and correct, and
- I am the person named in this application and in the documents provided.

I make this declaration in the knowledge that a false statement is grounds for the Board to refuse registration.

Signature of applicant



SIGN HERE

Name of applicant

Date

 /  /



## PART B – To be completed by the applicant and appointed agent (if applicable)

### SECTION K: Third party to act on behalf of applicant

**i** Under the *Privacy Act 1988* (Cth), the Board is generally not permitted to disclose personal information about an applicant to a third party. An applicant may authorise a third party (agent) to communicate with the Board and/or act on behalf of the applicant, by completing the following details.

**47. Do you wish to appoint an agent to communicate/act on your behalf in relation to this application?**

YES  **Complete applicant authorisation and arrange for agent to complete agent authorisation**  
 NO

#### Applicant authorisation

**i** An agent can be an employer, sponsor, recruitment agent or any other individual authorised by the applicant to act on their behalf in relation to this application.

**I authorise my agent to (mark one or more as required):**

- communicate with the Board on my behalf regarding the processing and progress of my application. (The agent and the Board may communicate by telephone, fax, email or written correspondence)
- undertake any other action reasonably necessary for the processing of my application on my behalf (except signing and lodging applications forms, which must be completed by the applicant), and
- receive all formal correspondence from the Board in relation to this application.

Date

/  /

Signature of applicant



SIGN HERE

#### Agent authorisation

**AGENT TO COMPLETE: I consent to act as agent of the registrant named below.**

Full name of agent

Full name of applicant

**Agent contact details**

Address/PO Box (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET; or PO BOX 1234)


City/Suburb/Town

State or territory (e.g. VIC, ACT)/International province

Postcode/ZIP

Country

Business hours

Mobile

Email

Date

/  /

Signature of agent



SIGN HERE



**PART C – To be completed by the employer or sponsor contact (if not employed)**

**SECTION L: Employer details**

**48. What are the details of your employer or sponsor contact?**



A contact person in the employing practice (e.g. the name of human resource manager/business manger) or sponsor contact and email must be provided for receipt of correspondence.

Provide employer details below

MR  MRS  MISS  MS  DR  OTHER

Family (legal) name of employing practice contact or sponsor contact

First given name

Name of employing practice

Address/PO Box (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET; or PO BOX 1234)

City/Suburb/Town

State/Territory (e.g. VIC, ACT)

Postcode

Business hours contact phone number

Mobile

Email



## SECTION M: List of sites

### 49. What are the names and addresses of all sites of practice for which limited registration is being sought?



Provide the name and address of each site for which limited registration is required to undertake clinical practice.

Board approval does not provide access to a Medicare provider number.

**Full name of hospital/practice/clinic**

**Site/Building (if applicable)**



**Address** (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET)





**City/Suburb/Town**

**State/Territory** (e.g. VIC, ACT)

**Postcode**

**Phone number**

**Full name of hospital/practice/clinic**

**Site/Building (if applicable)**




**Address** (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET)





**City/Suburb/Town**

**State/Territory** (e.g. VIC, ACT)

**Postcode**

**Phone number**




Attach a separate sheet of the names and addresses of additional sites that do not fit in the space provided.



## SECTION N: Employer or sponsor contact declaration

I declare that the information provided in this document (including supervision and training details) is true and correct.  
I confirm that the doctor (applicant) named below has been formally offered the position or engagement as described in this application.

Name of applicant	Name of employer or sponsor
<input type="text"/>	<input type="text"/>
Date	Signature of employer or sponsor
<input type="text"/> / <input type="text"/> / <input type="text"/>	 SIGN HERE





## SECTION O: Supervisor details

### 50. What are the details of the principal supervisor?

**i** International medical graduates eligible for limited registration must meet supervision requirements as outlined in the Board's *Guidelines - Supervised practice for international medical graduates*.

#### Provide principal supervisor contact details below

MR  MRS  MISS  MS  DR  OTHER

Family (legal) name

First given name

Registration number



Position

Address/PO Box (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET; or PO BOX 1234)




City/Suburb/Town

State/Territory (e.g. VIC, ACT)

Postcode

Business hours contact phone number

Mobile

Email



#### You **must** attach:

- A supervised practice plan, in accordance with the Board's *Guidelines - Supervised practice for international medical graduates*. A detailed supervision plan does not need to be submitted if you are seeking registration for four weeks or less and are demonstrating a clinical technique or participating in a workshop.
- If registration is for more than four weeks, a plan for continuing professional development activities in accordance with the Board's registration standard for continuing professional development.

Refer to *Supervised practice plan* template at [www.medicalboard.gov.au/Registration/Forms](http://www.medicalboard.gov.au/Registration/Forms) and also to the *Guidelines - Supervised practice for international medical graduates* available at [www.medicalboard.gov.au/Registration/International-Medical-Graduates/supervision](http://www.medicalboard.gov.au/Registration/International-Medical-Graduates/supervision)

Applicants who intend to renew registration three or more times must demonstrate satisfactory progress towards meeting the requirements for general or specialist registration.

For more information, see the Board's Fact sheet *Information on how international medical graduates can demonstrate satisfactory progress towards attaining general or specialist registration* available at [www.medicalboard.gov.au/Codes-Guidelines-Policies/FAQ](http://www.medicalboard.gov.au/Codes-Guidelines-Policies/FAQ).

### 51. Will the applicant be demonstrating a clinical technique or participating in a workshop?

YES

NO  **Go to section P: Principal supervisor's undertaking**



All clinical contact must be under the supervision or oversight of the nominated principal supervisor.

You **must** attach a letter from the nominated principal supervisor or a locally registered medical practitioner confirming that they agree to take responsibility for the ongoing care of the applicant's patient(s) when they are no longer practising in Australia.




## SECTION P: Principal supervisor's undertaking

I undertake to be the applicant's principal supervisor, to provide supervision in accordance with the Board's Guidelines and to provide a level of supervision as stated in accordance with the Board approved supervision plan and as otherwise determined from time to time by the Board.

I further agree to:

- ensure as far as possible, that the IMG is practising safely and is not placing the public at risk
- observe the IMG's work (or where applicable, delegate the observation of day-to-day work to appropriately qualified co-supervisors), conduct case reviews, periodically conduct performance reviews and address any problems that are identified
- ensure that any term co-supervisors that I appoint that are delegated the day-to-day supervision meet the requirements set in the Board's guidelines (this is only applicable to DMS or DCT (or equivalent) in a hospital setting)
- ensure before I delegate supervision to a temporary co-supervisor, that he/she has general and/or specialist registration and is appropriately experienced to provide the supervision
- notify the Board immediately if I have concerns about the IMG's clinical performance, health or conduct or if the IMG fails to comply with conditions, undertakings or requirements of registration
- ensure that the IMG practises in accordance with work arrangements approved by the Board
- ensure that Board approval has been obtained for any proposed changes to supervision or work arrangements before they are implemented
- inform the Board if I am no longer able or willing to undertake the role of the IMG's supervisor
- provide reports to the Board in a form approved by the Board including an orientation report and a work performance report after three months initial registration and work performance reports at renewal or new application or at subsequent intervals as determined by the Board
- complete the online education and assessment module, if not previously completed (login details will be provided after the supervision arrangements have been approved).

<p>Name of principal supervisor</p> <input type="text"/>	<p>Signature of principal supervisor</p>
<p>Date</p> <input type="text" value="DD"/> / <input type="text" value="MM"/> / <input type="text" value="YYYY"/>	





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**PART D – To be completed by the applicant**

**SECTION Q: Payment**

**You are required to pay both an application fee and a registration fee.**

Use the table below to select your application fee and registration fee. Your registration fee depends on your principal place of practice, as applicants whose principal place of practice is New South Wales are entitled to a rebate from the NSW Government.

<b>Application fee:</b>	+	<b>Registration fee:</b>	=	<b>Amount payable:</b>				
<b>\$860</b>		<b>\$ INSERT FEE</b>		<b>\$ INSERT FEE</b>				
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Registration fee</td> <td style="text-align: right; padding: 2px;"><b>\$860</b></td> </tr> <tr> <td style="padding: 2px;">Registration fee for NSW registrants</td> <td style="text-align: right; padding: 2px;"><b>\$898</b></td> </tr> </table>	Registration fee	<b>\$860</b>	Registration fee for NSW registrants	<b>\$898</b>		<p>Applicants <b>must</b> pay 100% of the stated fees at the time of submitting the application.</p>
Registration fee	<b>\$860</b>							
Registration fee for NSW registrants	<b>\$898</b>							

**Refund rules**  
 The application fee is non-refundable. The registration fee will be refunded if the application is not approved.

**52. Please complete the credit/debit card payment slip below.**

**Credit/Debit card payment slip – please fill out**

Amount payable

\$

Visa or Mastercard number

Expiry date

/

Name on card

Cardholder's signature

**SIGN HERE**



## SECTION R: Checklist

Have the following items been attached or arranged, if required?

<i>Additional documentation</i>		Attached
<b>Question 1</b>	Evidence of a change of name	<input type="checkbox"/>
<b>Question 4</b>	A certified copy of your foreign passport	<input type="checkbox"/>
<b>Question 5</b>	Certified copies of all documents that provide sufficient evidence of your identity	<input type="checkbox"/>
<b>Question 11</b>	Certified copy of your primary medical degree certificate	<input type="checkbox"/>
<b>Question 11</b>	A separate sheet with your additional qualification details	<input type="checkbox"/>
<b>Question 12</b>	Evidence of your specialist qualifications	<input type="checkbox"/>
<b>Question 12</b>	A separate sheet with additional specialist qualification details	<input type="checkbox"/>
<b>Question 13</b>	Certified copy of your internship certificate	<input type="checkbox"/>
<b>Question 13</b>	A separate sheet with additional internship details	<input type="checkbox"/>
<b>Question 15</b>	Certificate of Registration Status or Certificate of Good Standing has been requested from relevant authority	<input type="checkbox"/>
<b>Question 15</b>	A separate sheet with your additional registration details	<input type="checkbox"/>
<b>Question 16</b>	At least two professional references	<input type="checkbox"/>
<b>Questions 18 &amp; 20</b>	A signed and dated written statement with details of any change to your criminal history in Australia and an explanation of the circumstances	<input type="checkbox"/>
<b>Questions 19 &amp; 21</b>	A separate sheet of additional overseas countries with criminal history and corresponding ICHC reference number	<input type="checkbox"/>
<b>Questions 19 &amp; 21</b>	A signed and dated written statement with details of your criminal history in each of the countries listed and an explanation of the circumstances	<input type="checkbox"/>
<b>Questions 19, 21 &amp; 22</b>	ICHC reference page provided by the approved vendor	<input type="checkbox"/>
<b>Question 22</b>	A separate sheet of additional overseas countries lived in and corresponding ICHC reference number	<input type="checkbox"/>
<b>Question 24</b>	A separate sheet with any additional qualification details	<input type="checkbox"/>
<b>Question 24</b>	Transcript(s)/letter(s) from the education provider confirming that your course was taught and assessed solely in English	<input type="checkbox"/>
<b>Question 26</b>	Copy of your English language test results	<input type="checkbox"/>
<b>Question 27</b>	Certified copy of your English language test results	<input type="checkbox"/>
<b>Question 27</b>	Evidence of continuous employment as a registered health practitioner in a recognised country where English was the primary language of practice and/or continuous enrolment in an approved program of study	<input type="checkbox"/>
<b>Question 28</b>	A separate sheet with additional reasons for your exemption from the English language skills registration standard	<input type="checkbox"/>
<b>Question 30</b>	Details of the supervised training position you propose to take up	<input type="checkbox"/>
<b>Question 31</b>	Evidence of having completed the equivalent of one year's CPD activities relevant to your intended scope of practice	<input type="checkbox"/>
<b>Question 31</b>	A plan for professional development and for re-entry to practice	<input type="checkbox"/>
<b>Question 32</b>	Details of change of scope of practice	<input type="checkbox"/>
<b>Question 33</b>	Details of change of scope of practice	<input type="checkbox"/>
<b>Question 37</b>	A separate sheet with your impairment details	<input type="checkbox"/>
<b>Question 38</b>	A separate sheet with your current suspension or cancellation details	<input type="checkbox"/>
<b>Question 39</b>	A separate sheet with your previous cancellation, refusal or suspension details	<input type="checkbox"/>
<b>Question 40</b>	A separate sheet with your conditions, undertakings or limitations details	<input type="checkbox"/>
<b>Question 41</b>	A separate sheet with your disqualification details	<input type="checkbox"/>
<b>Question 42</b>	A separate sheet with your conduct, performance or health proceedings	<input type="checkbox"/>
<b>Question 46-1</b>	A position description for applicants applying for registration to demonstrate a clinique technique or participate in a workshop	<input type="checkbox"/>
<b>Question 46-1</b>	Your offer of engagement for applicants applying for registration to demonstrate a clinical technique or participate in a workshop	<input type="checkbox"/>

*Checklist continues over page...*

**Checklist continuation:**

<b>Additional documentation</b>		<b>Attached</b>
<b>Question 46-2</b>	A position description for your teaching role	<input type="checkbox"/>
<b>Question 46-3</b>	A research protocol for your research role	<input type="checkbox"/>
<b>Question 46-3</b>	A position description for your research role	<input type="checkbox"/>
<b>Question 46-3</b>	Evidence of ethics approval of the research (if required)	<input type="checkbox"/>
<b>Question 46-3</b>	Confirmation from proposed employer that the research project will be submitted for HREC (if required)	<input type="checkbox"/>
<b>Question 46-3</b>	Evidence that the clinical trial is registered with the Australian New Zealand Clinical Trials Registry (if required)	<input type="checkbox"/>
<b>Question 46-3</b>	Confirmation from proposed employer that clinical trial will be registered with the Australian New Zealand Clinical Trials Registry (if required)	<input type="checkbox"/>
<b>Question 49</b>	A separate sheet with the names and addresses of additional sites	<input type="checkbox"/>
<b>Question 50</b>	A supervised practice plan	<input type="checkbox"/>
<b>Question 50</b>	A plan for continuing professional development	<input type="checkbox"/>
<b>Question 51</b>	Letter from the nominated principal supervisor or a locally registered medical practitioner	<input type="checkbox"/>
<b>Payment</b>		
	Application fee	<input type="checkbox"/>
	Registration fee	<input type="checkbox"/>
	If paying by cheque/money order/bank draft, your name and registration number are written on the back	<input type="checkbox"/>

**Please post this form with payment and required attachments to:**

**Ahpra**  
**GPO Box 9958**  
**IN YOUR CAPITAL CITY** *(refer below)*

You may contact Ahpra on  
 1300 419 495 or you can lodge an enquiry  
 at [www.ahpra.gov.au](http://www.ahpra.gov.au)

Sydney NSW 2001	Canberra ACT 2601	Melbourne VIC 3001	Brisbane QLD 4001
Adelaide SA 5001	Perth WA 6001	Hobart TAS 7001	Darwin NT 0801



## Information and definitions

### AUSTRALIAN NATIONAL GUIDELINES FOR THE MANAGEMENT OF HEALTHCARE WORKERS LIVING WITH BLOOD BORNE VIRUSES AND HEALTHCARE WORKERS WHO PERFORM EXPOSURE PRONE PROCEDURES AT RISK OF EXPOSURE TO BLOOD BORNE VIRUSES

The Communicable Diseases Network Australia (CDNA) has published these guidelines. The following is a summary of the requirements in the CDNA guidelines:

Healthcare workers who perform exposure prone procedures (EPPs) must take reasonable steps to know their blood-borne virus (BBV) status and should be tested for BBVs at least once every three years. They are also expected to:

- have appropriate and timely testing and follow up care after a potential occupational exposure associated with a risk of BBV acquisition
- have appropriate testing and follow up care after potential non-occupational exposure, with testing frequency related to risk factors for virus acquisition
- cease performing all EPPs if diagnosed with a BBV until the criteria in the guidelines are met, and
- confirm that they comply with these guidelines when applying for renewal of registration if requested by their board.

Practitioners who are living with a blood-borne virus and who perform exposure-prone procedures have additional requirements. They are expected to:

- be under the ongoing care of a treating doctor with relevant expertise
- comply with prescribed treatment
- have ongoing viral load monitoring at the appointed times
- not perform EPPs if particular viral load or viral clearance criteria are not met (see detailed information in the guidelines according to the specific BBV)
- seek advice regarding any change in health condition that may affect their fitness to practise or impair their health
- release monitoring information to the treating doctor
- if required, release de-identified information to the relevant area of the jurisdictional health department/Expert Advisory Committee, and
- if required, release health monitoring information to a designated person in their workplace in the event of a potential exposure incident to assess the requirement for further public health action.

Additional information can be found in the CDNA *Australian National Guidelines for the Management of Healthcare Workers Living with Blood Borne Viruses Who Perform Exposure Prone Procedures at Risk of Exposure to Blood Borne Viruses* available online at [https://www1.health.gov.au/internet/main/publishing.nsf/Content/36D4D796D31081EBCA257BF0001DE6B7/\\$File/nat-guidelines-work-bbv-Oct2019.pdf](https://www1.health.gov.au/internet/main/publishing.nsf/Content/36D4D796D31081EBCA257BF0001DE6B7/$File/nat-guidelines-work-bbv-Oct2019.pdf)

### CERTIFYING DOCUMENTS

**DO NOT send original documents unless specified.**

Copies of documents provided in support of an application, or other purpose required by the National Law, must be certified as true copies of the original documents. Each and every certified document **must**:

- be in English. If original documents are not in English, you must provide a certified copy of the original document and translation in accordance with Ahpra guidelines, which are available at [www.ahpra.gov.au/registration/registration-process](http://www.ahpra.gov.au/registration/registration-process)
- be initialled on every page by the authorised officer. For a list of people authorised to certify documents, visit [www.ahpra.gov.au/certify](http://www.ahpra.gov.au/certify)
- be annotated on the last page as appropriate e.g. 'I have sighted the original document and certify this to be a true copy of the original' and signed by the authorised officer, and
- list the name, date of certification, and contact phone number, and position number (if relevant) and have the stamp or seal of the authorised officer (if relevant) applied.

Certified copies will only be accepted in hard copy by mail or in person (not by fax, email, etc). Photocopies of previously certified documents will not be accepted.

For more information, Ahpra's guidelines for certifying documents can be found online at [www.ahpra.gov.au/certify](http://www.ahpra.gov.au/certify)

### CHANGE OF NAME

You must provide evidence of a change of name if you have ever been formally known by another name(s) or any of the documentation you are providing in support of your application is in another name(s).

Evidence must be a certified copy of one of the following documents:

- Standard marriage certificate (ceremonial certificates will not be accepted).
- Deed poll.
- Change of name certificate.

Faxed, scanned or emailed copies of certified documents will not be accepted.

### CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

You must participate regularly in continuing professional development (CPD) relevant to your scope of practice.

CPD must include a range of activities to meet your individual learning needs, including practice-based reflective elements, such as clinical audit, peer-review or performance appraisal, as well as participation in activities to enhance knowledge such as courses, conferences and online learning. CPD programs of medical colleges accredited by the Australian Medical Council meet these requirements. Refer to the Board's *Continuing professional development registration standard* for details of the requirements which relate to your situation.

For more information, view the full registration standard online at [www.medicalboard.gov.au/Registration-Standards](http://www.medicalboard.gov.au/Registration-Standards)

### CRIMINAL HISTORY

**Criminal history** includes the following, whether in Australia or overseas, at any time:

- every conviction of a person for an offence
- every plea of guilty or finding of guilt by a court of the person for an offence, whether or not a conviction is recorded for the offence, and
- every charge made against the person for an offence.

Under the National Law, spent convictions legislation does not apply to criminal history disclosure requirements. Therefore, you must disclose your complete criminal history as detailed above, irrespective of the time that has lapsed since the charge was laid or the finding of guilt was made.

The Board will decide whether a health practitioner's criminal history is relevant to the practice of the profession.

You are not required to obtain or provide your Australian criminal history report, Ahpra will obtain this check on your behalf. You may be required to obtain international criminal history reports.

For more information, view the full registration standard online at [www.medicalboard.gov.au/Registration-Standards](http://www.medicalboard.gov.au/Registration-Standards)

### CURRICULUM VITAE

Your curriculum vitae must:

- explain any period since obtaining your professional qualifications where you have not practised and reasons why (e.g. undertaking study, travel, family commitment)
- be in chronological order
- be signed and dated with a statement, 'This curriculum vitae is true and correct as at (insert date)', and
- be the original signed curriculum vitae (no faxes or scanned copies will be accepted).

It must also contain all the elements defined in Ahpra's standard format for curriculum vitae which can be found at [www.ahpra.gov.au/cv](http://www.ahpra.gov.au/cv)

### ENGLISH LANGUAGE SKILLS

To be eligible for registration you **must** be able to provide evidence of English language skills that meet the Board's *English language skills registration standard* which can be found at [www.medicalboard.gov.au/Registration-Standards](http://www.medicalboard.gov.au/Registration-Standards)



## IMPAIRMENT

**Impairment** means a physical or mental impairment, disability, condition, or disorder (including substance abuse or dependence) that **detrimentally affects or is likely to detrimentally affect your capacity to practise the profession**. The National Law requires you to declare any such impairments at the time of renewal, including details of the impairment and how it is managed.

## PRACTICE

Practice means any role, whether remunerated or not, in which you use your skills and knowledge as a health practitioner in your profession. Practice is not restricted to the provision of direct clinical care. It also includes using professional knowledge in a direct non-clinical relationship with clients, working in management, administration, education, research, advisory, regulatory or policy development roles and any other roles that impact on safe, effective delivery of services in the profession.

## PROFESSIONAL INDEMNITY INSURANCE (PII)

You must have PII, or some alternative form of indemnity cover that complies with the Board's standard, for all aspects of your medical practice. Initial registration and annual renewal of registration requires a declaration that you will be covered for all aspects of practice for the whole period of the registration. You may be covered by your Australian employer's PII - you will need to confirm this with your employer. Medical practitioners are exempt from requiring PII, where the scope of medical practice of an individual medical practitioner does not include the provision of health care or medical opinion in respect of the physical or mental health of any person or where a medical practitioner has statutory exemption from liability or where a medical practitioner is practising exclusively overseas.

For more information, view the full registration standard online at [www.medicalboard.gov.au/Registration-Standards](http://www.medicalboard.gov.au/Registration-Standards)

## REGENCY OF PRACTICE

To ensure that you can practise competently and safely, you must have recent practice in the field in which you intend to work during the period of registration for which you are applying.

To meet the standard, you must have practised within your scope of practice for a minimum total of:

- four weeks full-time equivalent in one year, which is a total of 152 hours, or
- 12 weeks full-time equivalent over three consecutive years, which is a total of 456 hours.

If you have been absent from practice, the specific requirements depend on the field of practice, your level of experience and the length of absence from the field.

If you propose to change your field of practice, the Board will consider whether your peers would view the change as a normal extension or variation in a field of practice, or a change that would require specific training and demonstration of competence.

Practitioners who are unable to meet the Board's registration standard for recency of practice may be required to complete professional development activities, submit a plan for re-entry to practice or other training or assessments.

For more information, view the full registration standard online at [www.medicalboard.gov.au/Registration-Standards](http://www.medicalboard.gov.au/Registration-Standards)