

Consultation document: Registration standard and guidelines

1 November 2010

Registration standard and guidelines: Limited registration

Introduction

This consultation paper has been developed under the requirements of the *Health Practitioner Regulation National Law Act 2009* (the National Law) as adopted in each state and territory. The National Law empowers the National Boards to develop registration standards for approval by the Australian Health Workforce Ministerial Council (the Ministerial Council). It also empowers the National Boards to develop and approve codes and guidelines to provide guidance to the health practitioners a Board registers and about other matters relevant to the exercise of the functions of the National Boards.

The National Law includes a requirement for the National Boards to ensure there is wide ranging consultation on proposed registration standards, codes and guidelines.

The Board has previously consulted on proposed registration standards, codes and guidelines that have applied since 1 July 2010 and these are available on the Board's website at www.physiotherapyboard.gov.au.

Current consultation paper

This consultation paper addresses draft registration standards and guidelines on limited registration. Guidelines for limited registration were published on the Board's website on 1 July 2010. The approach was to implement limited registration guidelines on 1 July 2010 and to develop registration standards on limited registration, which were consistent with the limited registration guidelines, for approval by the Ministerial Council. The Physiotherapy Board of Australia has since reviewed the guidelines and is taking the opportunity to consult on both the guidelines under review and the draft registration standards.

Limited registration

Having reviewed the categories of registration granted previously in each state and territory, the Board decided to develop registration standards to specify its requirements for limited registration for postgraduate training and supervised practice (section 66 of the National Law), limited registration for teaching and research (section 69) and limited registration in the public interest (section 68).

The Board has developed individual registration standards for the different categories of limited registration under the National Registration and Accreditation Scheme (the National Scheme), to be submitted to the Ministerial Council.

This consultation paper includes limited registration standards which, once feedback has been received, will go to the Ministerial Council for approval. It also includes limited registration guidelines which, following amendments resulting from this consultation, can be approved by the Board to replace the existing published guidelines.

If you wish to provide comments on this paper, please lodge a written submission in electronic form, marked 'Attention: Chair, Physiotherapy Board of Australia' to chair@physiotherapyboard.gov.au by the close of business on **Monday, 29 November, 2010**.

Please note that your submission will be placed on the Board's website unless you indicate otherwise.

Registration standard: Limited registration

1 November 2010

Limited registration for postgraduate training or supervised practice

Summary

This registration standard sets out the requirements for limited registration to practise as a physiotherapist undertaking postgraduate training, supervised practice, assessment or examination under section 66 of the *Health Practitioner Regulation National Law* (the National Law) as adopted in each state and territory.

This registration standard applies to physiotherapists not eligible for either general or specialist registration in Australia who intend to undertake postgraduate training, supervised practice, assessment or examination such as the clinical component of a postgraduate physiotherapy program or the Australian Physiotherapy Council (APC) assessment process.

Conditions include supervision, restricted duration and location of practice.

Scope of application

This registration standard applies to applicants seeking to practise physiotherapy in Australia, who are not eligible for either general or specialist registration with the Physiotherapy Board of Australia (the Board), so the applicant can undertake a period of postgraduate training or supervised practice, or can undertake assessment or sit an examination approved by the Board.

Requirements

The Board may grant limited registration for the purpose of postgraduate training, for the purpose of supervised practice to prepare for the clinical component of the APC assessment process or for the purpose of undertaking the clinical component of the APC examinations.

All applicants must have completed a qualification that is relevant to and suitable for either, the postgraduate training, supervised practice, assessment or examination and meet all the Board's registration standards on English language skills, professional indemnity insurance, criminal history, recency of practice and continuing professional development. These registration standards are available on the Board's website at www.physiotherapyboard.gov.au.

Postgraduate training

1. The individual must be enrolled in an Australian postgraduate physiotherapy program of study.
2. Limited registration for postgraduate training can be granted for up to 12 months.
3. Renewal can be granted up to the end date of a program of study where the period of the program is greater than 12 months.

4. The Board may also renew registration when the program provider indicates that a supplementary study period or repeat examination is required.
5. The education provider must assure the Board that all trainee practice will be under supervision.
6. Limited registration is restricted to undertaking training.

Preparation for the APC clinical assessment

1. The individual must hold a valid APC *Interim Certificate*.
2. Cancellation of an individual's APC *Interim Certificate* will result in a cancellation of the individual's limited registration to prepare for the clinical component of the APC assessment process.
3. The period of the individual's limited registration to prepare for the clinical component of the APC assessment process will be no longer than the period of validity of the individual's APC *Interim Certificate*. Renewal is possible only up to the end date of the individual's APC *Interim Certificate*.
4. Practice must be supervised by a registered physiotherapist in accordance with the Board's guidelines for supervision.
5. Details of the dates, location of practice, scope/area of practice and the supervisor(s) must be provided to the Board with the individual's application.

Undertaking the APC clinical case examinations

1. The individual must hold a valid APC *Interim Certificate*.
2. Details of the date(s) for assessment, location of assessment, scope/area of assessment and names of the assessor(s) will be provided to the Board by the APC after the individual's application.
3. When the individual receives an APC *Final Certificate*, he or she will be eligible to apply for general registration. The individual must apply for general registration and the limited registration will be cancelled.

Audit

To support the Board's quality assurance of supervision of physiotherapists with limited registration, program providers, host facilities and supervising physiotherapists may be subject to random unannounced audit through site visit.

Definitions

Supervision means the monitoring and reporting on the performance of a physiotherapist by a registered physiotherapist in accordance with the Physiotherapy Board of Australia guidelines for supervision.

National Law means the *Health Practitioner Regulation National Law Act 2009* as adopted in each state and territory.

References

Supervision for limited, provisional and conditional registration guideline, Physiotherapy Board of Australia 2010

Review

This registration standard will commence on (to be confirmed). The Board will review this standard every three years.

Registration standard: Limited registration

1 November 2010

Limited registration in the public interest

Summary

This registration standard sets out the requirements for limited registration to practise as a physiotherapist in the public interest under section 68, and consistent with section 83, of the *Health Practitioner Regulation National Law Act 2009* (the National Law) as adopted in each state and territory.

This registration standard enables people who hold a physiotherapy qualification that is not an approved qualification or a qualification the Board considers to be substantially equivalent, or based on similar competencies, to an approved qualification, to undertake practice with supervision when it is in the public interest (for example, to address workforce shortage).

Conditions will include supervision, limited scope of practice and/or practise for a limited time.

Renewal is possible but is contingent upon receipt by the Physiotherapy Board of Australia (the Board) of satisfactory supervisor reports and compliance with conditions of registration including compliance with any assessment recommended by the Australian Physiotherapy Council (APC), such as engagement in the APC assessment process.

Scope of application

This registration standard applies to people who hold a physiotherapy qualification but are not eligible for either general or specialist registration in Australia.

Requirements

Applicants must have an offer of employment from a host employer who can satisfy the Board that the appointment is made in the public interest, for example due to workforce shortage, and that supervision will be provided by a registered physiotherapist.

Applicants must meet the Board's registration standards on continuing professional development, professional indemnity insurance, recency of practice, criminal history checking and English language skills.

Applicants must submit:

1. a letter from the employer confirming the offer of employment including dates, location and scope of practice
2. a letter from the host employer that demonstrates to the Board's satisfaction why the appointment of the individual to the position would be in the public interest

3. a report from the APC regarding the suitability of the individual's qualifications and experience to practise physiotherapy for the specific dates, location and scope of practice
4. recommendations from the APC regarding any assessment that the individual applicant must complete for renewal of the limited registration and
5. prior to commencement of practice, a letter from the supervisor(s) acknowledging their responsibilities and the conditions of the limited registration, in particular the requirement for reports to the Board regarding the registrant's performance in the designated position and his or her safety and competence to practise.

Change of employment

If a practitioner with limited registration in the public interest does not maintain his or her employment in the designated position within any limited registration period, the practitioner is required to:

1. provide the Board with a letter from the employer confirming the offer of employment including dates, location and scope of practice
2. provide the Board with a letter from the host employer that demonstrates to the Board's satisfaction why the appointment of the individual to the position would be in the public interest
3. provide a position description for the proposed new position and
4. provide a new supervisor letter from the supervisor(s) acknowledging their responsibilities and the conditions of the limited registration, in particular the requirement for reports to the Board regarding the registrant's performance in the designated position and his or her safety and competence to practise.

The Board must be satisfied that the applicant is suitable to work in that scope of practice and that the new position arising following change of employment is in the public interest. An applicant will need to submit an entirely new application for limited registration if he or she wishes to practise in a position that does not satisfy the Board that it is within the appropriate scope of that applicant.

The Board will grant limited registration in the public interest until the last day of the current registration period, for up to 12 months. Conditions will be noted on the registrant's registration.

Renewal of limited registration in the public interest will be subject to the physiotherapist meeting the following requirements:

1. completion of an annual renewal form in accordance with section 107 of the National Law, including an annual statement in accordance with section 109
2. demonstrated compliance with any conditions or requirements on registration
3. satisfactory supervisor reports and
4. a report from the APC on progress and status of the limited registrant's application for assessment by the APC.

The Board will not renew limited registration more than three times. However, a new application for limited registration can be made.

Audit

To support the Board's quality assurance of supervision of physiotherapists with limited registration, host facilities and supervising physiotherapists may be subject to random, unannounced audit through site visit.

Definitions

Supervision means the monitoring and reporting on the performance of a physiotherapist by a registered physiotherapist in accordance with the Physiotherapy Board of Australia guidelines for supervision.

National Law means the *Health Practitioner Regulation National Law Act 2009* as adopted in each state and territory.

References

Supervision for limited, provisional and conditional registration guideline, Physiotherapy Board of Australia 2010

Review

This registration standard will commence on (to be confirmed). The Board will review this standard every three years.

Registration standard: Limited registration

1 November 2010

Limited registration for teaching and research

Summary

This registration standard sets out the requirements for limited registration for teaching and research under section 69, and consistent with section 83, of the *Health Practitioner Regulation National Law Act 2009* (the National Law) as adopted in each state and territory.

This registration standard enables an overseas-qualified physiotherapist to fill a teaching or research position if suitably qualified. The registration will be limited in scope, location and time to the teaching or research practice required specifically for that position. The limited registration will be for up to 12 months and may be renewed up to three times.

Scope of application

This standard applies to overseas-qualified physiotherapists not eligible for either general or specialist registration in Australia, to enable applicants to fill a teaching or research position.

Requirements

Applicants are required to have an offer of employment from a host employer who can satisfy the Board that the individual's qualifications are relevant to, and suitable for, the position.

Applicants must meet all the Board's registration standards on criminal history checking, English language skills, recency of practice, continuing professional development and professional indemnity insurance.

Applicants must submit:

1. a letter from the host employer that demonstrates, to the Board's satisfaction, that the individual's qualifications are relevant to, and suitable for, the position and
2. details of the position offered including dates, location(s) and scope of practice.

Please note that the Board may require further information.

Individuals intending to teach or conduct research independently, for example, to provide a short course, may apply for this category of limited registration. In this instance, applicants will need to satisfy the Board that their qualifications are relevant to and suitable for the activity proposed. The Board will require details of the proposed activity including dates, location(s) and scope of practice.

The Board will grant limited registration for teaching and research of up to 12 months. The applicant will be registered to practise only within the scope, dates and location(s) specified for the position.

Change of employment

If practitioners with limited registration for teaching and research do not maintain their employment in the designated position, they will not comply with the requirements on their practice and therefore cannot practise physiotherapy. They will need to submit a new application for limited registration to practise in a new position.

Renewal of limited registration will be subject to the physiotherapist meeting the following requirements:

1. completion of an annual renewal form in accordance with section 107 of the National Law, including an annual statement in accordance with section 109 and
2. demonstrated compliance with any conditions or requirements on registration.

The Board will not renew limited registration more than three times. However, a new application for limited registration can be made.

Definitions

National Law means the *Health Practitioner Regulation National Law Act 2009* as adopted in each state and territory.

References

Supervision for limited, provisional and conditional registration guideline, Physiotherapy Board of Australia 2010

Review

This standard will commence on (to be confirmed). The Board will review this standard at least every three years.

Guidelines: Limited registration

1 November 2010

Limited registration for postgraduate training or supervised practice

Limited registration in the public interest

Limited registration for teaching and research

Introduction

These guidelines have been developed by the Physiotherapy Board of Australia under section 39 of the *Health Practitioner Regulation National Law Act 2009* (the National Law) as adopted in each state and territory.

Under section 41 of the National Law, guidelines are admissible in disciplinary proceedings brought by the Board as evidence of what constitutes professional conduct or practice for physiotherapy.

These guidelines address the category of limited registration.

Who needs to use these guidelines?

These guidelines are to help those seeking to become registered physiotherapists who are not eligible for either general or specialist registration in Australia. They apply to all physiotherapists granted limited registration for postgraduate training and supervised practice (section 66), limited registration for teaching and research (section 69) and limited registration in the public interest (section 68).

Summary of guidelines

These guidelines explain the requirements for limited registration to practise as a physiotherapist. These guidelines apply to physiotherapists not eligible for either general or specialist registration in Australia.

The Board may grant limited registration:

- for postgraduate training and supervised practice
- in the public interest or
- for teaching and research.

The requirements are specific for each category of limited registration and are detailed below.

Conditions of registration can include supervision, restricted scope, duration and location of practice.

Limited registration will be for up to 12 months and may be renewed up to three times.

Requirements

1. **Limited registration for postgraduate training or supervised practice**

The Board may grant limited registration for the purpose of supervised practice to prepare for the clinical component of the Australian Physiotherapy Council (APC) assessment process or for the purpose of undertaking the clinical component of the APC assessment process.

All applicants must have completed a qualification that is relevant to, and suitable for, the postgraduate training, supervised practice, assessment or examination and meet all the Board's registration standards on criminal history checking, professional indemnity insurance, recency of practice, continuing professional development and English language skills.

Postgraduate training

- a) The individual must be enrolled in an Australian postgraduate physiotherapy program of study.
- b) Limited registration for postgraduate training can be granted for up to 12 months.
- c) Renewal can be granted up to the end date of a program of study where the period of the program is greater than 12 months.
- d) The Board may also renew registration when the program provider indicates that a supplementary study period or repeat examination is required.
- e) The education provider must assure the Board that all trainee practice will be under supervision.
- f) Limited registration is restricted to undertaking training.

Preparation for the APC clinical assessment

- a) The individual must hold a valid APC *Interim Certificate*.
- b) Cancellation of an individual's APC *Interim Certificate* will result in cancellation of the individual's limited registration to prepare for the clinical component of the APC assessment process.
- c) The period of an individual's limited registration to prepare for the clinical component of the APC assessment process will be no longer than the period of validity of the individual's *Interim Certificate*. Renewal is only possible up to the end date on the individual's APC *Interim Certificate*.
- d) Practice must be supervised by a registered physiotherapist in accordance with the Board's guidelines for supervision.
- e) Details of the dates, location of practice, scope/area of practice and the supervisor(s) must be provided to the Board with the individual's application.

Undertaking the APC clinical case examinations

- a) The individual must hold a valid APC *Interim Certificate*.
- b) Details of the date(s) for assessment, location of assessment, scope/area of assessment and name(s) of the assessor(s) will be provided to the Board by the APC after the individual's application.

- c) When the individual receives an APC *Final Certificate*, he or she will be eligible to apply for general registration. The individual must apply for general registration and the limited registration will be cancelled.

2. Limited registration in the public interest

Applicants must have an offer of employment from a host employer who can satisfy the Board that the appointment is made in the public interest, for example due to workforce shortage, and that supervision will be provided by a registered physiotherapist.

Applicants must meet all the Board's registration standards on criminal history checking, recency of practice, continuing professional development, professional indemnity insurance and English language skills.

The Board will grant limited registration in the public interest, until the last day of the current registration period, for up to 12 months. Conditions will be noted on the registrant's registration.

If an individual is registered with limited registration in the public interest, and attains an APC Interim Certificate subsequently, the individual must advise the Board immediately so that appropriate conditions are placed on his or her registration to allow the individual to undertake the APC assessment process or to be registered appropriately in another category.

Applicants must submit:

- a) a letter from the employer confirming the offer of employment including dates, location and scope of practice
- b) a letter from the host employer that demonstrates to the Board's satisfaction why the appointment of the individual to the position would be in the public interest
- c) a report from the APC regarding the suitability of the individual's qualifications and experience to practise physiotherapy for the specific dates, location and scope of practice
- d) recommendations from the APC regarding any assessment that the individual applicant must complete for renewal of limited registration and
- e) before commencing practice, a letter from the supervisor(s) acknowledging their responsibilities and the conditions of the limited registration, in particular the requirement for reports to the Board regarding the registrant's performance in the designated position and their safety and competence to practise.

Change of employment

If a practitioner with limited registration in the public interest does not maintain his or her employment in the designated position, within any limited registration period, the practitioner is required to:

- a) provide the Board with a letter from the new host employer confirming the offer of employment including dates, location and scope of practice of the new position.

- b) provide the Board with a letter from the new host employer that demonstrates to the Board's satisfaction why the appointment of the individual to the position would be in the public interest
- c) provide a position description for the proposed new position and
- d) provide a new supervisor letter from the supervisor(s) acknowledging their responsibilities and the conditions of the limited registration, in particular the requirement for reports to the Board regarding the registrant's performance in the designated position and his or her safety and competence to practise.

The Board must be satisfied that the applicant is suitable to work in that scope of practice and that the new position arising following change of employment is in the public interest. An applicant will need to submit an entirely new application for limited registration if he or she wishes to practise in a position that does not satisfy the Board that it is within the appropriate scope of that applicant.

Renewal

The Board will grant limited registration in the public interest until the last day of the current registration period, for up to 12 months. Conditions will be noted on the registrant's registration.

Renewal of limited registration in the public interest will be subject to the physiotherapist meeting the following requirements:

- a) completion of an annual renewal form in accordance with section 107 of the National Law, including an annual statement in accordance with section 109
- b) demonstrated compliance with any conditions or requirements on registration
- c) satisfactory supervisor reports and
- d) a report from the APC on progress and status of the limited registrant's application for assessment by the APC.

The Board will not renew limited registration more than three times. However, a new application for limited registration can be made.

3. *Limited registration for teaching and research*

Applicants are required to have an offer of employment from a host employer who can satisfy the Board that the individual's qualifications are relevant to, and suitable for, the position.

Applicants must meet all the Board's registration standards on criminal history checking, professional indemnity insurance, English language skills, recency of practice and continuing professional development.

The Board will grant limited registration for teaching and research of up to 12 months. The applicant will be registered to practise only within the scope, dates and location(s) specified for the position.

Applicants must submit:

- a) a letter from the host employer that demonstrates to the Board's satisfaction that the individual's qualifications are relevant to, and suitable for, the position and
- b) details of the position offered including dates, location(s) and scope of practice.

Please note that the Board may require further information.

Change of employment

If practitioners with limited registration for teaching and research do not maintain their employment in the designated position, they will not comply with the requirements on their practice and therefore cannot practise physiotherapy. They will need to submit a new application for limited registration if they wish to practise in a new position.

Renewal

Renewal of limited registration will be subject to the physiotherapist meeting the following requirements:

- a) completion of an annual renewal form in accordance with section 107 of the National Law, including an annual statement in accordance with section 109 and
- b) demonstrated compliance with any conditions or requirements on registration.

Independent practitioners

Individuals intending to teach or conduct research independently, for example, to provide a short course, may apply for this category of limited registration. In this instance, applicants will themselves need to satisfy the Board that their qualifications are relevant to and suitable for the activity proposed. The Board will require details of the proposed activity including dates, location(s) and scope of practice.

The Board will not renew limited registration in any category more than three times. However, a new application for limited registration can be made.

Audit

To support the Board's quality assurance of supervision of physiotherapists with limited registration, host facilities and supervising, physiotherapists may be subject to random, unannounced audit through site visit.

Definitions

Supervision means the monitoring and reporting on the performance of a physiotherapist by a registered physiotherapist in accordance with the Physiotherapy Board of Australia guidelines for supervision.

National Law means the *Health Practitioner Regulation National Law Act 2009* as adopted in each state and territory.

References

Supervision for limited, provisional and conditional registration guideline, Physiotherapy Board of Australia 2010

Date of issue:

Date of review: These guidelines will be reviewed at least every three years

Last reviewed:

Registration standard: Limited registration

Attachment A

Health Practitioner Regulation National Law Act 2009 (as adopted in each state and territory)

General provisions

Division 3 Registration standards and codes and guidelines

39 Codes and guidelines

A National Board may develop and approve codes and guidelines—

- (a) to provide guidance to the health practitioners it registers; and
- (b) about other matters relevant to the exercise of its functions.

Example. A National Board may develop guidelines about the advertising of regulated health services by health practitioners registered by the Board or other persons for the purposes of section 133.

40 Consultation about registration standards, codes and guidelines

- (1) If a National Board develops a registration standard or a code or guideline, it must ensure there is wide-ranging consultation about its content.
- (2) A contravention of subsection (1) does not invalidate a registration standard, code or guideline.
- (3) The following must be published on a National Board's website—
 - (a) a registration standard developed by the Board and approved by the Ministerial Council;
 - (b) a code or guideline approved by the National Board.
- (4) An approved registration standard or a code or guideline takes effect—
 - (a) on the day it is published on the National Board's website; or
 - (b) if a later day is stated in the registration standard, code or guideline, on that day.

41 Use of registration standards, codes or guidelines in disciplinary proceedings

An approved registration standard for a health profession, or a code or guideline approved by a National Board, is admissible in proceedings under this Law or a law of a co-regulatory jurisdiction against a health practitioner registered by the Board as evidence of what constitutes appropriate professional conduct or practice for the health profession.

Specific provisions

ss. 65, 66, 68, 69, 83.