



Midwifery Council of New Zealand

Notice of Application by Australian Registered Midwife for Registration as a Midwife in New Zealand Under the Trans Tasman Mutual Recognition Act 1997

PERSONAL DETAILS

Full Name _____ Gender: Female Male
Given/First Names _____ Family Name _____

Previous Names(s) _____ Date of Birth _____

Country of Birth _____ Ethnicity _____

Is English your first language? Yes No

Have you previously applied to be registered as
a midwife in New Zealand? Yes No if yes what date _____

CONTACT/ADDRESS DETAILS

Complete your address where we may contact you concerning this application and as many other contact details as appropriate. If you succeed in gaining registration in New Zealand you will need to amend this information as your situation changes.

Residential Address (This must be a physical (street) address)

Home Telephone _____ Mobile Phone _____

Email Address _____

Work/Business Address (if different from above – please include both street and postal address)

Work Telephone _____

Mailing Address (if different from above) or use my – Residential Work Address

I apply for registration as a midwife in New Zealand in accordance with the Trans-Tasman Mutual Recognition principle in relation to occupations (section 15 of the Trans-Tasman Mutual Recognition Act 1997).

- 1) I attach evidence of my identity, such as a certified copy of my birth certificate or passport.
- 2) I attach a certified copy of evidence of my registration as a midwife.
- 3) I attach a certified copy of my current practising certificate/licence or other document evidencing current entitlement to practise, from every State in which I am registered. (Delete if a practising certificate is not required to entitle practise as a midwife.)
- 4) I attach a separate sheet detailing my midwifery practice in the five years immediately preceding the date of this application to enable assessment of the equivalence of occupation.
- 5) I hold the following qualifications:

Name of qualification:	Granting institution:	Date of graduation:
_____	_____	___/___/___
_____	_____	___/___/___
_____	_____	___/___/___

- 6) I enclose the Notice of Application for Registration fee of NZ\$660 (Please note that this fee is non-refundable)
- 7) I understand that personal information collected by the Midwifery Council may be made available to HealthPAC and the New Zealand Health Practitioner Index (see privacy note).
- 8) I consent to the Midwifery Council of New Zealand making inquiries of, and the exchange of information with, the authorities of an Australian State in which I am registered as a midwife, regarding my activities in the practice of midwifery, or any other matters relevant to this application.

I solemnly and sincerely declare that:

- 9) I am registered and entitled to practise as a midwife in the following Australian States:

State/Territory:	Registration no:	Date registered:
_____	_____	_____
_____	_____	_____
_____	_____	_____

- 10) I am not the subject of any preliminary investigations or action that might lead to disciplinary proceedings in any Australian State or in any other country.
- 11) I am not the subject of any existing disciplinary proceedings in any Australian State or other country.
- 12) No Australian State or other country has cancelled or suspended my right to practise midwifery as a result of disciplinary action.
- 13) I am not otherwise personally prohibited from practising midwifery in any Australian State or in any other country.
- 14) I am not subject to any special conditions in practising midwifery as a result of criminal, civil, or disciplinary proceedings, in any Australian state or other country which have not been fully disclosed to the Midwifery Council in an attachment to this application.

Note:

Any attachments which form part your Statutory Declaration must be signed by the person taking your Declaration. You are strongly advised to seek the assistance of the person taking your Declaration to ensure this is done correctly.

Incomplete details, omission of payment of the fee and/or improper or incomplete Declarations will not be accepted by the Council resulting in deferment of the right to practise in New Zealand.

IF MAKING THE DECLARATION IN NEW ZEALAND, COMPLETE THIS SECTION AND ATTACH THIS PAGE TO YOUR NOTICE OF APPLICATION

Note: If the statutory declaration is made in New Zealand, it must be made before a person entitled under the Oaths and Declarations Act 1957 to take statutory declarations (Justice of the Peace, a Solicitor of the High Court of New Zealand, Notary Public, Registrar or Deputy Registrar of the High Court or any District Court, authorised officer in the service of the Crown, any member of Parliament).

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Name of person making declaration: _____

Signature: _____

Declared at _____ (location), this _____ day of _____ 200_____

Before me (name of person authorised to take a statutory declaration):

_____ Signature: _____

Designation/Title: _____

Please note if there are attachments to this Statutory Declaration you will need to reference and sign each one as follows:

"This is the attachment referred to in the Statutory Declaration of [name] declared at [location] this [] day of [] 200[]".

Please post your application to:

The Registrar
Midwifery Council
PO Box 24448
Manners Street
Wellington
NEW ZEALAND

Or courier to:

The Registrar
Midwifery Council
Level 2
Navigate House
69 Boulcott Street
Wellington 6142
NEW ZEALAND

Note:

Any attachments which form part your Statutory Declaration must be signed by the person taking your Declaration. You are strongly advised to seek the assistance of the person taking your Declaration to ensure this is done correctly.

Incomplete details, omission of payment of the fee and/or improper or incomplete Declarations will not be accepted by the Council resulting in deferment of the right to practise in New Zealand.

IF MAKING THE DECLARATION IN AUSTRALIA, COMPLETE THIS SECTION AND ATTACH THIS PAGE TO YOUR NOTICE OF APPLICATION

Note: In Australia, a statutory declaration must be made before a Judge, a Commissioner of Oaths, a notary public, or a Justice of the Peace or any person authorised by the law of Australia to administer an oath there for the purposes of a judicial proceeding, or before a Commonwealth representative, or before a solicitor of the High Court of Australia.

AND I make this solemn declaration by virtue of the Statutory Declarations Act 1959 as amended and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

Name of person making declaration: _____

Signature: _____

Declared at _____ (location), this _____ day of _____ 200_____

Before me (name of person authorised to take a statutory declaration):

_____ Signature: _____

Designation/Title: _____

Please note if there are attachments to this Statutory Declaration you will need to reference and sign each one as follows:

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PAYMENT FORM

Fee for Application to be Registered as a Midwife In New Zealand - For Australian Registered Midwives Applying under the Trans Tasman Mutual Recognition principles.

Enclosed is my **Bank Draft** or **New Zealand cheque** for **\$NZ660.00** made payable to the **Midwifery Council** (personal cheques drawn on an Australia bank cannot be accepted)

Or

Credit Card: Please debit my (tick one) Visa MasterCard

Card Number

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Expiry Date _____ Amount **\$NZ660.00**

Cardholder's Name _____

Cardholder's Signature _____

Amount include goods and services tax of \$NZ73.33



Notes for Midwives registered in Australian who wish to practise in New Zealand.

Background

In August 1997 the New Zealand Parliament enacted the Trans-Tasman Mutual Recognition Act. This Act came into force by Order-in-Council on 1 May 1998.

Mutual Recognition Principle

The Trans Tasman Mutual Recognition Agreement between the New Zealand and Australian governments provides that persons registered in Australia and New Zealand who practise substantially the same registered occupations can move freely between both countries. The agreement has been ratified in law by New Zealand and all of the Australian states. If you are registered to practise midwifery in any Australian state you are entitled to seek registration as, and to practise as, a midwife in New Zealand.

This right is exercised by giving written notice in the form of a Notice of Application, a Statutory Declaration and paying the application fee.

These notes give some explanation about the regulation of midwives in New Zealand, information about the registration process, give some guidance to assist you to complete the Notice of Application, and explain your privacy rights.

Contents of the Application Pack

The application pack consists of:-

- The Notice of Application where you enter your details.
- A Statutory Declaration for completion. (This follows on from the Notice).
- A payment form.
- These notes

Please make sure that you have all these parts of the application pack.

GENERAL

The Health Practitioners Competence Assurance Act and the Midwifery Council of New Zealand

The legislation providing for the regulation of midwives in New Zealand is the Health Practitioners Competence Assurance Act 2003 (referred to in this document as the HPCAA). The HPCAA applies equally to all classes of health practitioner and came into full effect in September 2004. The Midwifery Council is responsible for the regulation of midwives under the Act. Briefly the Midwifery Council is responsible for determining the Scope of Practice of a midwife, the requirements and qualifications for registration, the requirements for the issue of practising certificates, and for certain matters of discipline or competence.

The HPCAA's purpose is to protect the health and safety of members of the public by providing for mechanisms to ensure that health practitioners are competent and fit to practise their profession. Once you

are registered you will have the same rights and responsibilities as other New Zealand midwives in the Register of Midwives under the framework of the HPCA Act.

Other Information

Considerable information concerning regulation of the midwifery profession in New Zealand can be found at the Midwifery Council Internet site. This includes the full text of the Midwifery Scope of Practice and the Competencies for Entry to the Register of Midwives. You can also download this application pack and other forms at this site. The address is www.midwiferycouncil.org.nz. Copies of this application pack can also be obtained by contacting the Midwifery Council, by telephone ++64 4 499 5040, by fax ++64 4 499 5045, by post to PO Box 24448 Wellington, by email to info@midwiferycouncil.org.nz.

Registration versus Practising Certificate

This application pack is concerned only with your Notice of Application to be entered onto the New Zealand Register of Midwives in the Midwifery Scope of Practise and your accompanying Statutory Declaration. However registration does not in itself confer authority to practise as a midwife in New Zealand. For this you must hold a current Practising Certificate. You will receive an application form for a Practising Certificate with your confirmation of registration. See the section below – *After Registration*.

Certification of Documents

Evidence of your identity and copies of each of your registration certificates and current State practising certificates must be certified copies. This means that they are certified as true copies of the original documents. Certification can be done by a solicitor, a Justice of the Peace, or a Notary Public. The person who takes your Statutory Declaration is also an authorised person to give these certificates. Certification by other persons will not be accepted.

Your declaration as to registration and disciplinary matters must be a Statutory Declaration. Separate attestation pages are included in this pack for use depending on whether you make your declaration in Australia or in New Zealand.

If you have any additional pages relating to information in your Statutory Declaration, these must be incorporated into your Statutory Declaration. We strongly recommend that you seek the assistance of the person taking your Declaration to ensure this is done correctly.

If a document has to be translated into English a certified translation by a qualified translator is required.

Please note that an illegible signature on a document purporting to be made by a certifier will not be accepted. The certifier must print clearly his/her name, office, and contact details. The Council may contact the certifier to confirm the authenticity of those documents.

ASSESSMENT AND REGISTRATION

Within one month of your completed written Notice of Application, Statutory Declaration, and fee being received by the Midwifery Council, your application for registration must be granted, postponed, or refused.

The Council may postpone or refuse the grant of registration if:-

- (1) Any of your statements or information are materially false or misleading; or
- (2) Any required document is materially false or misleading; or
- (3) Any required document has not been provided; or
- (4) The Council determines that the occupation for which you are registered in Australia is not equivalent to midwifery in New Zealand and that equivalence cannot be achieved by the imposition of conditions.
- (5) Your circumstances have materially changed since the date of your Notice of Application.

In practise registration usually takes only a few days but this period can vary.

Requirements for Registration

Before you will be registered as a midwife you must satisfy the Midwifery Council that you are currently entitled to practise as a midwife in one of the Australian states. This means that you are registered as a midwife, hold a current practising certificate or licence, and that you are not the subject of any disciplinary proceedings or under investigation in relation to any matter which may lead to disciplinary proceedings, or under any prohibition relating to your practice as a midwife.

The Midwifery Council also requires details of your midwifery qualifications and midwifery practise in the previous five years. The description of your midwifery practice should include details such as your employment history, position descriptions, practice arrangements and number of births attended and the outcomes. This information will assist Council to assess whether, considered as a whole, your competence is at least equivalent to the competence level of a New Zealand graduate at the time of registration.

The Council makes inquiries of the authorities in Australia to ensure that the information supplied in your Notice of Application and Declaration is correct, and to verify whether there are any conditions or restrictions relating to your registration or practice in those states.

Conditions on your Scope of Practice

If the Council grants you registration, it is entitled to and may impose conditions on your Scope of Practice to achieve equivalence with midwives qualified in New Zealand or to match conditions that apply to your registration in Australia. It can do this even if no conditions were imposed on your deemed registration (see below). No condition will be more onerous than a condition Council might impose on a New Zealand qualified midwife in similar circumstances.

It is probable that there will be a number of conditions on your Scope of Practice that reflect competencies required of midwives in New Zealand that do not have a parallel in other jurisdictions. Examples of what these may be are:-

- May not work in sole practice as a Lead Maternity Carer, and
- May not prescribe controlled medications, and
- Must complete a competence programme, with the following modules, within 18 months of the issue of the first practising certificate
 - NZ Maternity System
 - Midwifery Partnership
 - Treaty of Waitangi
 - Cultural Safety
 - Pharmacology and Prescribing

A lifting of the first two conditions above will depend on completion of the competence programme.

Notification of Council Decision

You will be notified of the Council's decision. You have the right to require Council to supply details of the reasons for any decision to impose conditions on, or to postpone the grant of, or to refuse the grant of registration and to seek a review of the decision by the Trans Tasman Occupations Tribunal.

Once granted, registration takes effect as if it had been granted immediately on receipt of your Notice of Application by the Council.

Deemed Registration – Acceptance of Employment

The Trans Tasman Mutual Recognition Agreement provides for a period of deemed registration of up to one month while the Council considers your application for registration in New Zealand. Once your application has been confirmed, or refused, this period of deemed registration ceases. Please note that the Council will normally confirm or refuse your registration within a few days of receipt of your application. This time may vary. At this point you become subject to New Zealand midwifery regulation and you may not practise as a midwife in until you have obtained a current practising certificate. Application for a practising certificate is a separate process from your registration. This is

covered in the notes below. Practise without a current practising certificate is a very serious offence. To avoid any risk of practicing without a practising certificate, or disruption of employment, Council would not advise that you take advantage of the period of deemed registration.

Council may impose conditions on deemed registration to achieve equivalence of midwifery or to match conditions that apply to your registration in Australia.

Registration in New Zealand is usually automatic based on current registration in Australia. However there can be reasons why registration will be refused or delayed. Applicants may wish to explore work opportunities in New Zealand while their application is in progress. However the Council suggests that you do not enter into any employment arrangement before your registration is confirmed. If you do so this will not help your application for registration, or your application for a practising certificate, and will not be considered grounds for urgent consideration of either.

Contact Details

We must have your current postal address, residential address, and (if applicable) your work address. You must also notify the Registrar in writing (by letter or email) if these details change during the registration process and beyond. This is a statutory requirement. We will post matters to do with your application to the address you provide.

AFTER REGISTRATION

Registration in New Zealand is effectively for life. You may remain on the Register unless you request to be removed, are struck off for disciplinary reasons, or become deceased. However you may not practise midwifery in New Zealand without a current Practising Certificate.

Practising Certificates. A separate application and fee is necessary for your practising certificate. If your application for registration is successful an application form for your practising certificate will be sent to you with the confirmation of registration. The fee for your first practising certificate is made up of two components and depends on the quarter of the year in which you apply as follows:

1. Process and monitoring fee - \$150.00, *plus*
2. Practising certificate fee, depending on when the application is made as follows:
 - 1 April to 30 June (full year) \$350.00
 - 1 July to 30 September (¾ year) \$262.50
 - 1 October to 31 December (½ year) \$175.00
 - 1 December to 31 March (¼ year) \$87.50

These are the fees for the 2010/2011 year. The amounts are revised each year and are subject to change. The amounts are in New Zealand dollars and include Goods and Services Tax. The fee reduces by a quarter each quarter of the practising year as indicated.

The Practising Certificate will include any conditions specified on your Scope of Practice. As you complete the competence programme modules specified you should supply a copy of the certificate to the Council. You may then apply to have the conditions removed. Alternatively you may wait until the next issue of the practising certificate. When all of the conditions are removed further practising certificates will be issued without conditions, subject to the normal ongoing competency requirements for midwives in New Zealand. These processes are provided for by the process and monitoring fee paid with your first practising certificate (as above).

Recertification Programme. The Midwifery Council is required by the Health Practitioners Competence Assurance Act to ensure that midwives continue to meet the competencies for practice as a midwife each year before reissuing practising certificates. To satisfy the Council all midwives must participate in the Midwifery Council Recertification Programme (continuing professional development). This has a number of elements. During the first eighteen months, newly registered overseas trained midwives are required to meet the compulsory elements of the programme but not the elective education and professional

development requirements. This is in addition to completing the courses endorsed on the scope of practise that reflect elements of practise unique to New Zealand as explained above. All Newly registered midwives are also required to undertake a Midwifery Standards Review at the end of their first year of practise. The elective education and professional development elements of the Recertification Programme do not apply until the courses specified as conditions on the scope of practise have been completed. Further information and a copy of the Recertification Programme can be downloaded from our Internet site and will be supplied with your confirmation of registration.

PRIVACY

The use and storage of the information collected by the Council about you is governed by the HPCAA and the New Zealand Privacy Act.

The HPCAA provides that certain information concerning your registration and practising status is published in the Register of Midwives and is available to the public. The Register may be viewed at the Midwifery Council office and at the Council Internet site. The information to be included and available in the Register includes the practitioner's name, qualifications, scope of practice, any conditions on the scope of practice, and whether the practitioner holds an annual practising certificate, or interim practising certificate.

The HPCAA provides that the Council can determine whether or not to publish the address details it holds as part of the public access to the Register. The Council has determined that it will only publish the town or city. It will not publish the street or postal addresses or other contact details

The Council collects personal information needed in order to perform its functions as set down in the HPCAA. This is to assess your suitability to be entered onto the Register of Midwives, to assess your ongoing competence and suitability for the grant of a practising certificate, and to support the Council's duties in respect of any disciplinary matters. Personal information may also be used, in a summary form only (without identifying you), for analysis of workforce and other midwifery issues.

The Council also provides some personal identifying information to HealthPAC, a division of the Ministry of Health. HealthPAC is responsible for the payment of government fees for maternity services (either directly to the midwife or to the employer), radiology and ultrasound services, laboratory testing, and prescription medicines.

The Council also provides some of the personal information it collects to the New Zealand Health Practitioner Index (HPI). See below for a brief description of the HPI.

The Privacy Act stipulates that the purpose for which the personal information is being collected must be disclosed and the information can only be used for that purpose. You can ask to inspect this information at any time and correct it if necessary.

The Health Practitioner Index (HPI)

A national index of health practitioners has been identified as a priority by the New Zealand Ministry of Health and it is currently working to establish this facility. The HPI is currently operational for medical practitioners and all other health practitioners will be added progressively in the immediate to medium future.

The principal purpose of the HPI is to uniquely identify health practitioners and to hold that information in a central, national database. It will eventually also hold details of some non-practitioner persons (for instance hospital admission clerks, medical centre practice managers), healthcare organisations, and health delivery facilities. It is hoped that the HPI will reduce the proliferation of identifiers used throughout the health sector, thus reducing administrative effort, and the risk of errors. It may also form

a basis for future e-commerce and electronic data sharing, for example for claiming subsidised healthcare payments, and access to patient health information.

The HPI will initially hold only information sourced from public registers, which will be provided by registration authorities. This includes practitioner name, qualifications, practising status, and scope of practice. The HPI will also obtain some non-public information such as date of birth, ethnicity, gender, and contact details. Over time, the HPI may hold more information about practitioners, but this will be only be collected and disclosed where agreed with each registration authority.

More information can be found at the HPI web site - <http://www.nzhis.govt.nz/moh.nsf/indexns/hpi> .