



2009-2010 PRACTISING CERTIFICATE APPLICATION FORM

for Psychologists Practising in New Zealand

Under the Health Practitioners Competence Assurance (HPCA) Act 2003

This form is to be used only by psychologists currently registered in New Zealand. In addition to being registered, a psychologist must hold a current practising certificate in order to practise legally in New Zealand (refer section 7 of the HPCA Act).

PERSONAL AND CONTACT DETAILS

(Please print clearly and complete each numbered section below)

1. I, _____ 2.Registration No: 90-_____

(Full Name of Applicant. Please underline your Surname)

Apply for a Practising Certificate from the New Zealand Psychologists Board.

NOTE: Section 140 of the HPCA Act stipulates that every registered psychologist must ensure that the Board's Registrar has their current postal address, residential address and (if applicable) work address.

3. My current postal address is: _____

4. My current residential address is: _____

5. My current work address (if applicable) is: _____

6. Contact Details: (Include country/area codes) Telephone (Home) _____ Mobile _____ Telephone (Work) _____ Facsimile _____ Email Address(s) (Print clearly) _____

DECLARATION

(Consider this Declaration carefully before you sign).

I APPLY FOR A PRACTISING CERTIFICATE FOR THE YEAR ENDING 31 MARCH 2010 IN THE SCOPE OF PRACTICE AUTHORISED BY THE NEW ZEALAND PSYCHOLOGISTS BOARD

- I am / am not (delete one) practising the profession of Psychology as at the date of this application.
I have within the 3 years immediately preceding the date of this application lawfully practised the profession of psychology. (Delete if not applicable).
I believe to the best of my knowledge that I am competent to practise in accordance with my scope of practice, and that there are no mental or physical conditions I am aware of that may compromise that competence; and

I DECLARE THAT THE INFORMATION INCLUDED IN THIS APPLICATION FORM IS TRUE AND CORRECT IN EVERY PARTICULAR AND DETAIL

(Full Name of Applicant)

(Applicant's Signature)

PRACTISING CERTIFICATE APPLICATION FEE (including mandatory disciplinary levy)

The practising certificate application fee must be enclosed with this completed application form. This application becomes a tax invoice when paid. Cheques and bank drafts must be in New Zealand dollars and made out to "Psychologists Board". Payment by credit card (Visa or MasterCard) is acceptable. The Board's GST No is 73-081-238.

Payment by Cheque/Bank Draft: My cheque / Bank draft for NZ\$ _____ payable to the "Psychologists Board" is enclosed.

Credit Card Payment: Please debit my Visa MasterCard - the amount of NZ\$ _____

Credit Card Account Number [boxes] (Enter your credit card account number in the boxes provided)

Cardholder's Name _____

Cardholder's Signature _____ Card Expiry Date _____

PRACTISING CERTIFICATES AND THE HPCA ACT 2003

The principal purpose of the HPCA Act 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 professions”*. You are applying for a practising certificate under the HPCA Act 2003 – Section 26(1) (for annual practising certificates) or Section 31(1) (for interim practising certificates). If you are renewing a practising certificate, you will be treated as a holder of your new practising certificate from the date when the Board receives your application, including payment, until the date it is issued or you are notified that it will not be issued.

Section 7(2) of the HPCA Act 2003 states that *“no person may claim to be practising a profession as a health practitioner of a particular kind or state or do anything that is calculated to suggest that the person practises or is willing to practise a profession as a health practitioner unless the person is a health practitioner of that kind; and holds a current practising certificate as a health practitioner of that kind.”*

IMPORTANT INFORMATION FOR PRACTISING CERTIFICATE APPLICANTS

The Board's Registrar will consider whether an application for a practising certificate should be declined or if conditions should be included in a psychologist's scope of practice where the Registrar believes on reasonable grounds that:

- (a) The applicant has, at any time, failed to maintain the required standard of competence; or
- (b) The applicant has failed to fulfil or has failed to comply with a condition included in their scope of practice; or
- (c) The applicant has not satisfactorily completed the requirements of any competence programme that he or she has been ordered by the Board to complete; or
- (d) The applicant has not held an annual practising certificate of a kind sought by the application within the three years immediately preceding the date of the application; or
- (e) The applicant is unable to perform the functions required for the profession because of some mental or physical condition; or
- (f) The applicant has not, within the three years immediately preceding the date of application, lawfully practised the profession to which the application relates; or
- (g) Any information included in the application is false or misleading.

NOTE: The Registrar may decline to issue a practising certificate until any outstanding fines, expenses, or costs owing to the Board are paid.

PRACTISING CERTIFICATE FEES

Application by a registered psychologist for a current practising certificate	\$856.00 ¹
Application by a registered psychologist applying prior to 1 April for a practising certificate for the subsequent financial year ²	\$856.00 ¹
Application by a registered psychologist who held a practising certificate in the previous financial year, who has continued to practise, and who is applying for a practising certificate for the current financial year after 1 April	\$956.00 ¹
Application by a registered psychologist for a practising certificate for a period of three months (or less) and who has not been practising at any other time during that financial year	\$656.00 ¹
Application by a practitioner currently registered in the Intern Psychologist scope for an interim practising certificate (This fee may be reduced or waived for current IPC holders)	\$200.00
Application by a practitioner currently registered in the Trainee Psychologist scope for an interim practising certificate	\$856.00 ¹

¹ Note this fee includes the compulsory disciplinary levy of \$456 per annum.

² The Board's financial year ends 31 March.

SEND YOUR COMPLETED FORM AND FEE TO	ENQUIRIES TO
New Zealand Psychologists Board (Post) PO Box 10626 Wellington 6143 New Zealand (Courier) Level 9 Tourism and Travel House 79 Boulcott Street Wellington 6011 New Zealand	Deputy Registrar (Registration) New Zealand Psychologists Board Telephone (64 4) 471-4588 Facsimile (64 4) 471-4581 Email: info@nzpb.org.nz