



# PRACTISING CERTIFICATE 2008-2009

## Application Form for Registered Psychologists Practising in New Zealand

Under the Health Practitioners Competence Assurance Act 2003

This form is to be used by psychologists who are currently registered for the purpose of applying for a practising certificate to enable them to maintain a current and legal registration status. The Board will determine whether an Annual Practising Certificate or Interim Practising Certificate will be issued. This application should be made to the Registrar of the New Zealand Psychologists Board.

### 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: The HPCA Act stipulates that every Registered Psychologist must ensure that the Board 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 PERIOD 1 APRIL 2008 TO 31 MARCH 2009 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 practising the profession of psychology. (Delete if not applicable).
I believe to the best of my knowledge that I am competent to practising in accordance with my scope of practice as detailed above, 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

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 [ ]

(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. You will be treated as a holder of a practising certificate from the date when the Board receives the 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.”*

As a Registered Psychologist in New Zealand, you are required by law to ensure that the Board Registrar has your current postal address, current residential address and (if applicable) current work address. You must also promptly give the Registrar written notice of any change in your postal address, residential address and work address [Refer Section 140 of the HPCA Act 2003].

## IMPORTANT INFORMATION FOR PRACTISING CERTIFICATE APPLICANTS

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

- The applicant has, at any time, failed to maintain the required standard of competence; or
- The applicant has failed to fulfil or has failed to comply with a condition included in their scope of practice; or
- 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
- 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
- The applicant is unable to perform the functions required for the applicant's profession because of some mental or physical condition; or
- The applicant has not, within the three years immediately preceding the date of application, lawfully practised the profession to which the application relates.
- Any information included in the information 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

Practising Certificate	\$595.00
Practising Certificate fee for practitioners holding a Practising Certificate who purchase a certificate before 31 March 2008	\$595.00
Practising Certificate fee for practitioners holding a Practising Certificate in the 2007-2008 year who purchase a Practising Certificate for 2008-2009 after 1 April 2008	\$695.00
Practising Certificate fee for practitioners applying for a Practising Certificate in the period 1 January to 31 March 2009 and who have not been practising in the nine (9) months prior to 1 January 2009	\$297.50
Practising Certificate fee for 2008-2009 for persons first registered by the Board on or after 1 October 2008	\$297.50
Practising Certificate fee for students completing internships	\$297.50
Practising Certificate fee for applicants enrolled in the Supervision 2000 Scheme	\$595.00

\*"Practising Certificate" means an Annual Practising Certificate or an Interim Practising Certificate.

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