

NSW PSYCHOLOGISTS REGISTRATION BOARD

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psychreg@hprb.health.nsw.gov.au

PO Box K599
Haymarket NSW 1238
www.psychreg.health.nsw.gov.au

APPLICATION FOR FULL REGISTRATION AS A PSYCHOLOGIST

FOR CURRENT NSW PROVISIONALLY REGISTERED PSYCHOLOGIST ON COMPLETION OF NSW SUPERVISION PLAN OR HIGHER DEGREE

UNDER 2004/2005 SUPERVISION GUIDELINES

PSYCHOLOGISTS ACT 2001, SECTION 8

Your personal information is required by the Board to complete this application. Limited personal information may be provided to or accessed by any interested party to determine the registration status of the individuals.

I wish to apply for registration as a psychologist in the State of New South Wales and I provide the following information in support of my application.

Surname: _____ (nee _____)
if applicable

Given names: _____ Title: Dr, Mr, Mrs, Ms, Miss

Address: _____
_____ Postcode _____

Daytime Telephone No: _____

Email: _____

Provisional Registration Number: _____ Date: ____/____/____

I provide the following documentation and information in support of my application:

- Registration Fee of \$100 payable to the Board by Cheque/Money Order/Credit Card. If you wish to pay your \$100 fee by credit card please complete the attached slip.
- Documents associated with either:
 - i) Supervision plan
 - Statement of completed supervision hours signed and dated by supervisor/s.
 - Forms C, D and E and Certificates 1 to 7. These documents should be attached to this application form and will be retained by the Board. Please do not bind application form, Forms C, D and E or Certificates 1 to 7.
 - Six monthly supervision reports should be placed at the front of your logbook.
 - Supervision logbook, which will be returned to you after your application has been considered.

OR

ii) Further studies

Where the applicant has graduated with an approved degree, please forward a transcript directly from the university to the Board, which indicates that the award has been conferred.

OR

Where the applicant has not graduated but has completed the relevant professional training component (coursework and practicum), please provide a letter from the Head of School or Course Director confirming satisfactory completion of coursework and placements of a higher degree in psychology.

Please note: Applicants seeking full registration on the basis of completion of course work and placements only, do not have their qualifications recorded on the Register. Once your degree has been conferred, you may provide a certified copy of your transcript to the Board along with a fee \$20 and have your qualification added to the Register.

- Completed statutory declaration form.
- Completed details of Professional Indemnity Insurance (PII).

**SUMMARY OF COMPLETED SUPERVISION HOURS
UNDER NSW SUPERVISION PLAN**

_____ has met the conditions for registration as a
Name of intern/trainee psychologist
psychologist, in the period ____/____/____ (commencement date of supervision)
to ____/____/____
(completion date of supervision).

Hours of individual supervision with principal supervisor _____
Hours of supervision with secondary supervisor/s _____
Hours of group supervision (if applicable) _____
Hours of attendance at workshops and seminars _____
Total number of hours _____

I, _____ am recommending the above intern
Print name of Principal Supervisor
psychologist for full registration.

Signature of Principal Supervisor _____

Registration number _____

Date ____/____/____

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PROFESSIONAL INDEMNITY INSURANCE

In accordance with the provisions of the Health Care Liability Act 2001 and Regulations, the Board must not register a person to practise psychology in New South Wales unless it is satisfied that the person is covered by professional indemnity insurance or that the person is exempt from that requirement under the Health Care Liability Regulation 2007. Practising as a psychologist without being covered by professional indemnity insurance amounts to, for the purpose of the Psychologist Act 2001, unsatisfactory professional conduct.

Please read the attached Information Sheet prior to completing this section.

Name _____ PS _____

<p>Do you hold Professional Indemnity Insurance (PII)?</p>	<p style="text-align: center;">(Tick as applicable)</p> <p><input type="checkbox"/> YES</p> <p><input type="checkbox"/> NO</p>								
<p><u>If you hold PII</u>, circle to indicate whether you are an employee, a contractor or self employed.</p> <p>If employed, state the name of your employer</p> <p>State the name of your insurer, your policy number and the expiry date of your insurance cover.</p>	<p>EMPLOYEE / CONTRACTOR / SELF EMPLOYED:</p> <p>EMPLOYER:</p> <p>INSURER: POLICY NUMBER: EXPIRY DATE:</p>								
<p><u>If you do not hold PII</u>, please place a tick against the subclause of the Regulation upon which you base your exemption.</p>	<p style="text-align: center;">(Tick as applicable)</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> 7(1)(a)</td> <td><input type="checkbox"/> 7(1)(b)</td> </tr> <tr> <td><input type="checkbox"/> 7(1)(c)</td> <td><input type="checkbox"/> 7(1)(d)(i)</td> </tr> <tr> <td><input type="checkbox"/> 7(1)(d)(ii)</td> <td><input type="checkbox"/> 7(1)(e)</td> </tr> <tr> <td><input type="checkbox"/> 7(1)(f)</td> <td><input type="checkbox"/> 7(1)(g)</td> </tr> </table>	<input type="checkbox"/> 7(1)(a)	<input type="checkbox"/> 7(1)(b)	<input type="checkbox"/> 7(1)(c)	<input type="checkbox"/> 7(1)(d)(i)	<input type="checkbox"/> 7(1)(d)(ii)	<input type="checkbox"/> 7(1)(e)	<input type="checkbox"/> 7(1)(f)	<input type="checkbox"/> 7(1)(g)
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<input type="checkbox"/> 7(1)(c)	<input type="checkbox"/> 7(1)(d)(i)								
<input type="checkbox"/> 7(1)(d)(ii)	<input type="checkbox"/> 7(1)(e)								
<input type="checkbox"/> 7(1)(f)	<input type="checkbox"/> 7(1)(g)								

INFORMATION SHEET

PROFESSIONAL INDEMNITY INSURANCE REQUIREMENT

The Health Care Liability Regulation 2007 requires that New South Wales registered psychologists (and a range of other New South Wales health practitioners) be covered by professional indemnity insurance unless exempted from that requirement by virtue of clause 7 and/or clause 8 of the Regulation.

Section 25 of the *Health Care Liability Act 2001* (the Act) and an extract of the Health Care Liability Regulation 2007 are attached for your information.

Section 25(2) of the Act provides that a person (declared by the regulation) is not entitled to practise as a health practitioner in New South Wales unless covered by professional indemnity insurance. Section 25(4) of the Act states that "Practising as a health practitioner without being covered by professional indemnity insurance is, for the purposes of the relevant health registration Act, (ie the *Psychologists Act 2001*), unsatisfactory professional conduct."

Section 25(3) of the Act prescribes that the appropriate registration authority (ie the Psychologists Registration Board):

- a) must not register a person as a health practitioner unless the authority is satisfied that the person will, while practising as a health practitioner, be covered by professional indemnity insurance, and
- b) may cancel or suspend the registration of a person as a health practitioner if the authority is satisfied that the person is not covered by professional indemnity insurance while the person is practising as a health practitioner.

The requirements of the Health Care Liability Act 2001 and Health Care Liability Regulation 2007 apply to all fully registered and intern psychologists, working in a paid or voluntary capacity within New South Wales.

Psychologists who consider they are exempt from holding professional indemnity insurance in their own right (eg employed by another person or are covered by a government indemnity arrangement to cover civil liability) must verify that they are indeed exempted by stating the relevant sub-clause of the Regulation.

Psychologists, whose main job affords them exemption from the requirement to hold professional indemnity insurance in their own right, must still obtain appropriate cover if they work part-time in a self-employed capacity.

NB 1

The requirements of the Health Care Liability Act 2001 and Health Care Liability Regulation 2007 apply to all fully registered and intern psychologists, working in a paid or voluntary capacity.

NB 2

Psychologists, whose main job affords them exemption from the requirement to hold professional indemnity insurance in their own right, must still obtain appropriate cover if they work part-time in a self-employed capacity.

NB 3

Psychologists who presently do not practise in New South Wales eg retired or residing interstate/overseas, need to be aware that they must be covered for professional indemnity insurance if and when they return to practise in New South Wales.

EXTRACT: Health Care Liability Act 2001

Section 25

Professional indemnity insurance for certain other health practitioners

- (1) This section applies to or in respect of a person who is a health practitioner only if the regulations have declared that this section applies to the class of health practitioner of which the person is a member.
- (2) A person is not entitled to practise as a health practitioner unless the person is covered by professional indemnity insurance.
- (3) Accordingly, the appropriate registration authority:
 - (a) must not register a person as a health practitioner unless the authority is satisfied that the person will, while practising as a health practitioner, be covered by professional indemnity insurance, and
 - (b) may cancel or suspend the registration of a person as a health practitioner if the authority is satisfied that the person is not covered by professional indemnity insurance while the person is practising as a health practitioner.
- (4) Practising as a health practitioner without being covered by professional indemnity insurance is, for the purposes of the relevant health registration Act, unsatisfactory professional conduct.
- (5) This section does not apply in respect of a health practitioner who is exempt under the regulations from the requirement for professional indemnity insurance.
- (6) This section has effect despite the relevant health registration Act under which a health practitioner is registered.
- (7) In this section:

appropriate registration authority, in relation to a health practitioner, means the person or body who has the function, under the relevant health registration Act, of determining any matter relating to the registration of the health practitioner under the Health Registration Act.

relevant health registration Act, in relation to a health practitioner, means the Act under which the health practitioner is registered or is otherwise entitled to practise.

EXTRACT: Health Care Liability Regulation 2007

CLAUSE 7 Exemption from insurance requirement

- (1) In accordance with section 25 (5) of the Act, the following health practitioners are exempt from the requirement for professional indemnity insurance:
 - (a) a person whose registration as a health practitioner is subject to the condition that the person does not practise,
 - (b) a health practitioner who practises primarily outside New South Wales and who is covered by professional indemnity insurance of any kind while practising in New South Wales,
 - (c) a health practitioner whose practice is limited to the rendering of assistance, in the practitioner's capacity as a health practitioner, on a voluntary basis in emergency situations,
 - (d) a health practitioner who practises in the course of being:
 - (i) employed by another person, or
 - (ii) engaged by another person under some contractual arrangement,

- (e) a health practitioner whose practice does not include the provision of health care or of an opinion given in the practitioner's capacity as a health practitioner in respect of the physical or mental health of any person,
 - (f) a health practitioner who, while practising, is covered by an indemnity arrangement established or entered into by the State or the Commonwealth to cover civil liability,
 - (g) a health practitioner who, while practising in accordance with a function conferred or imposed by or under any State or Commonwealth Act or regulation, does not, under that Act or regulation, incur any personal liability.
- (2) An exemption under subclause (1) (b)–(g) applies to a health practitioner only to the extent to which the health practitioner practises in the circumstances described in the exemption concerned.
- (3) Without limiting subclause (2), the exemption under subclause (1) (d) applies only in relation to a health practitioner:
- (a) to the extent that the health practitioner is practising as an employee of, or under contract to, the other person, and
 - (b) to the extent that the health practitioner is indemnified, under an insurance policy issued to the other person, for civil liability arising out of the provision of, or failure to provide, health care by the health practitioner, and
 - (c) if the other person is not the health practitioner's practice company.

CLAUSE 8 Exemption for limited period after cessation of insurer's business

- (1) If a health practitioner ceases to be covered by professional indemnity insurance as a consequence of the cessation of business of the insurer who provided the insurance, the health practitioner is, in accordance with section 25 (5) of the Act, exempt from the requirement for professional indemnity insurance but only for a period of no more than 3 months (or such longer period as the Minister may specify by order published in the Gazette) commencing on the date on which the health practitioner ceased to be so covered.
- (2) The reference in subclause (1) to the cessation of business of an insurer includes a reference to the appointment of a liquidator, administrator or controller (within the meaning of the [Corporations Act 2001](#) of the Commonwealth) in respect of the insurer's business.

INFORMATION SHEET

CONVICTION OF OFFENCES UNDER THE TRAFFIC ACT

With reference to convictions for offences in the application form, applicants are *not required to disclose offences relating to the parking of motor vehicles or any offences under the road transport legislation except for the following offences:*

- (a) an offence under section 42 of the *Road Transport (Safety and Traffic Management) Act 1999* relating to driving a motor vehicle upon a public street furiously or recklessly or at a speed or in a manner which is dangerous to the public,
- (b) an offence under section 42 of the *Road Transport (Safety and Traffic Management) Act 1999* relating to driving a motor vehicle upon a public street negligently if the registered psychologist is, by way of penalty, sentenced to imprisonment or fined a sum of not less than \$200,
- (c) any offence under section 19 (2) of the *Road Transport (General) Act 1999* (which relates to refusing to produce a driver's licence when required or to state name and home address, or stating a false name and home address),
- (d) any offence under section 12 (1) of the *Road Transport (Safety and Traffic Management) Act 1999* (which relates to driving etc while under the influences of alcohol or any other drug),
- (e) any offence under section 25A (1), (2) or (3) of the *Road Transport (Driver Licensing) Act 1998* (which relates to driving while unlicensed),
- (f) any offence under section 70 of the *Road Transport (Safety and Traffic Management) Act 1999* (which relates to failing to stop after an accident),
- (g) any offence under section 9 of the *Road Transport (Safety and Traffic Management) Act 1999* (which relates to presence of prescribed concentration of alcohol in person's blood),
- (h) any offence under section 43 of the *Road Transport (Safety and Traffic Management) Act 1999* (which relates to menacing driving),
- (i) any other offence under the road transport legislation if the court orders the disqualification of the applicant from holding a driver's licence.

CREDIT CARD PAYMENTS

Should you wish to pay your \$100 fee by credit card please complete below:

Only the following cards are accepted

MasterCard Visa

Card Number: _____ Amount of **\$100**

Card expiry date: ____ / ____ Print name of card holder: _____

Card holders signature: _____ Date: ____ / ____ / ____

You must return this completed form as credit card payments will not be accepted by telephone or facsimile.