Graduating soon?

Webinar hosted by the Occupational Therapy Board of Australia

Monday 24 September 2018
Meet Julie

Ms Julie Brayshaw
Chair
Occupational Therapy Board of Australia
Occupational Therapy Board of Australia

- Registers suitably qualified and competent persons
- Develops standards, codes and guidelines
- Approves accredited programs of study
- Oversees the assessment of overseas trained applicants for registration via their accreditation authority
- Oversees the receipt, assessment and investigation of notifications (complaints) on health, performance and conduct – except for events in NSW and certain events in Queensland

AHPRA

- Maintains the public register of practitioners.
- Administers the National Scheme and supports the Board in fulfilling its functions – including registration, renewal of your registration, and checking you’ve met the registration standards for your profession (audit).
For the 2016-17 FY there were 19,516 occupational therapists, as at December 2017 this had increased to 20,387

Approximately 72% in Vic, NSW and Qld
Occupational therapy workforce in 2016/17

‘Your National Scheme: For safer healthcare’, Occupational Therapy Board of Australia Annual report summary 2016-17, p.8
Demographics of the profession

Table 2.2  Registration by age group

Graduate registration

• Graduates will **not** be automatically registered as a practitioner after completion of their studies.

• A **new graduate** is a person who is commencing health practice for the first time after graduating and is applying for registration within 2 years of graduating.

• Graduates must therefore, like all practitioners, submit a completed application form and pay the required fees: [www.occupationaltherapyboard.gov.au](http://www.occupationaltherapyboard.gov.au).
Qualification for the profession

- If you are a **new graduate** and are yet to have your qualification certified, your application will be processed when the Board receives advice direct from the relevant education provider that you have met the requirements of the course and are entitled to a qualification.

- If you are **not a new graduate** you must attach a certified copy of your original academic transcript or certificate that indicates completion of the qualification mentioned in your application form for General Registration.
Steps for graduate registration

• Apply for registration online 4-6 weeks before completing your course.
• Ensure you are familiar with the Board’s registration standards, codes and guidelines ([www.occupationaltherapyboard.gov.au](http://www.occupationaltherapyboard.gov.au))
• Pay: Application fee $110 and Registration fee $110.
• Submit required documents online.
• AHPRA confirms satisfactory completion of approved program by education provider.
• You’re registered!
Supporting documentation

- Proof of identity
- Proof of change of name
- Academic qualifications
- English language skills
- Criminal history
- Impairments
You must register...

- to use the title ‘occupational therapist’, and
- to claim to be qualified to practise as an occupational therapist.

It is important to note that practising as an occupational therapist is not limited to providing direct clinical services to clients.

Additional guidance about when you must be registered can be found on the Board’s website.
Examples of when you must register...

• You or your employer refer to your position as ‘occupational therapist’.
• Clients or service users are given the impression that you are an occupational therapist.
• You describe yourself as an occupational therapist on social media.
• You work in a role not titled ‘occupational therapist’ but have direct clinical contact as an occupational therapist.
Questions
Standards, codes and guidelines

Five mandatory registration standards:

- Continuing professional development (standard and guideline) (under review)
- Criminal history
- English language skills
- Professional indemnity insurance (under review)
- Recency of practice (under review)

Additional Standards, Codes and Guidelines:
- Further codes and guidelines determined, as needed (e.g. Code of conduct, advertising, mandatory notifications)
Continuing Professional Development

Registration Standard

• Requires minimum **30 hours** of CPD annually to maintain and improve competence in area of practice

• Formal learning (max 25), informal learning (max 25), engagement with the profession (max 10)

• Can apply for partial exemption in special circumstances

• Periodic audits

• Does not apply to students or to a person granted ‘non-practising’ registration
Record your CPD

• CPD activities should have clear goals and outcomes.
• Keep a record of activity completed and a portfolio of evidence of CPD.
• Retain records for five years. Copies of records must be provided if you’re selected for audit.
Template for recording CPD

This template is an example only of how a CPD record might be produced. CPD records should contain sufficient evidence to support any claims and be produced as evidence should the practitioner be audited.

Name:
Registration Number:
Registration Period:

Development Plan

<table>
<thead>
<tr>
<th>Goals</th>
<th>Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Category 1: Formal Learning Activities (Max 25 hours per registration year)

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Participants / Resources</th>
<th>Implications for Practice</th>
<th>CPD Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Informal learning example

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Participants / Resources</th>
<th>Implications for Practice</th>
<th>CPD Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 Feb 2016</td>
<td>Practiced measuring for ramps and preparing drawings</td>
<td>Outreach supervisor and other junior staff</td>
<td>Need further practice with complex case issues. Ask supervisor to check next 5 drawings after home visits</td>
<td>1.5</td>
</tr>
<tr>
<td>12 May 2016</td>
<td>Read article in preparation and attended regional Journal Club Article: XXX</td>
<td>Regional Journal Club</td>
<td>Difficult to contribute to discussion of study design and method, will prepare for next session. Noted my practices were similar to that in the article, but could be using more OT terminology</td>
<td>3</td>
</tr>
</tbody>
</table>
## Engaging with profession example

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Participants / Resources</th>
<th>Implications for Practice</th>
<th>CPD Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 March 2016</td>
<td>Aged care interest group considered new guidelines for activity programs</td>
<td>State Aged Care Interest Group</td>
<td>Need to check that I store materials in line with the new standards and ensure electrical testing has been done.</td>
<td>3</td>
</tr>
<tr>
<td>7 April 2016</td>
<td>Presented in-service training for allied health</td>
<td>Allied Health Education Group</td>
<td>Useful discussion about how health workers changing things can upset routines</td>
<td>3</td>
</tr>
</tbody>
</table>
In summary…

• Plan your CPD, and set new goals each year
• Set aside time each month to plan and track CPD
• Set up a folder or online system to help you store evidence quickly and easily
• Keep your CPD record somewhere handy so you can record and reflect as you go
• More information: www.occupationaltherapyboard.gov.au
Professional Indemnity Insurance (PII)

Registration Standard

• National Law requires that a registered health practitioner must not practise their profession unless they have appropriate PII arrangements in place
• Ensure cover in place for any practice (incl. unpaid)
• Onus on practitioner to ensure cover is adequate and complies with the standard
• Declaration at application and renewal
• PII does not apply to a person granted ‘non-practising’ registration
Recency of Practice

**Registration Standard**

- At least 6 months FTE in any 5 year period
- Declaration at initial application and renewal
- The nature, extent, period and recency of any previous practice in the profession must be sufficient to meet the requirements approved by the Board
- An exemption has been included for practitioners to apply for provisional registration to undertake a period of supervised practice
- Does not apply to students or to a person granted ‘non-practising’ registration
English Language

Registration Standard

English language skills for safe and competent practice.

- Applies to applicants for initial registration (not students) who are:
  - internationally qualified, or
  - who qualify for registration, but did not complete their secondary education in English

- Submit test results of one the recognised English language tests set out in the standard:
  - IELTS with a minimum overall score of 7, or
  - OET with a minimum score of B in each of the four components, or
  - PTE Academic with a minimum overall score of 65, or
  - TOEFL iBT with a minimum score of 94.

- Test results in one sitting, obtained within two years prior to applying to register (note: older results acceptable, if proof of being actively employed as an OT, in one of the countries listed in the Standard)
Criminal history

All criminal history, whether from Australia or overseas, must be declared when applying for and renewing registration.
Criminal history

Registration Standard
The Board takes into account:
• Nature/gravity of offence/alleged offence
• Period elapsed since offence
• Whether finding of guilt
• Any sentence imposed
• Age of practitioner and any victim
• Behaviour since offence/allegation
• Likelihood of future threat to patients
• Additional relevant information
• Periodic audits
Resources on the Board’s website

- More than 70 frequently asked questions
- Registration standards
- CPD template (for recording) and guidance material
- Codes and guidelines – advertising, mandatory notifications, code of conduct
- Social media policy
- A dedicated audit webpage
Questions
Complaint or concern (notification)?

• What is a complaint or concern (notification) under the National Law?

• What can complaints or concerns (notifications) be about?
  – Health, conduct, performance

• Mandatory vs. voluntary notifications
Mandatory notification

The National Law requires that practitioners, employers and education providers must report ‘notifiable conduct’ in order to prevent the public from being placed at risk of harm.

‘Notifiable conduct’ is defined under the National Law as:

- Intoxicated by alcohol or drugs
- Engaged in sexual misconduct in connection with professional practise
- Impairment that would place the public at substantial risk of harm
- Significant departure from accepted professional standards
Voluntary notification

A member of the public can make a notification (complaint) to AHPRA about the conduct, health and/or performance of a practitioner or student.

Most notifications are made voluntarily by individuals with concerns about a registered health practitioner. Examples include where a practitioner:

- did not provide safe care because their standard or professional conduct was too low
- does not have reasonable knowledge, skills or judgement
- is ill and may pose a risk to the public, or
- has or may have broken the National Law.
Findings by categories

2016/17

Clinical care: 24.3%
Confidentiality: 10.8%
Documentation: 10.8%
Health impairment: 10.8%
Other offence: 10.8%

2015/16

Clinical care: 17.1%
Confidentiality: 14.3%
Documentation: 5.7%
Health impairment: 11.4%
Other offence: 5.7%

‘Your National Scheme: For safer healthcare’, Occupational Therapy Board of Australia Annual report summary 2016-17, p.13
Questions
Practitioner audit

- The audit selection process is random.
- You can be audited at any time on any of the following four mandatory registration standards:
  - Criminal history registration standard
  - Recency of practice registration standard
  - Professional indemnity insurance arrangements registration standard
  - Continuing professional development registration standard
Your declarations

- Each time you renew your registration, you make a declaration as to whether you have (or have not) met some or all of the registration standards.
- You will be audited against your self-declarations made at your previous registration renewal.
- The audit requires you to provide further information to support your declarations for the previous registration period.
Competency standards

Standard 1: Professionalism
An occupational therapist practises in an ethical, safe, lawful and accountable manner, supporting client health and wellbeing through occupation and consideration of the person and their environment.

Standard 2: Knowledge and learning
An occupational therapist’s knowledge, skills and behaviours in practice are informed by relevant and contemporary theory, practice knowledge and evidence, and are maintained and developed by ongoing professional development and learning.

Standard 3: Occupational therapy process and practice
An occupational therapist’s practice acknowledges the relationship between health, wellbeing and human occupation, and their practice is client-centred for individuals, groups, communities and populations.

Standard 4: Communication
Occupational therapists practise with open, responsive and appropriate communication to maximise the occupational performance and engagement of clients and relevant others.

Take effect 1 Jan 2019
Competency Standards Resources

New Australian occupational therapy competency standards released

Get to know the new competency standards for occupational therapists

Standard 1: Professionalism
An occupational therapist practises in an ethical, safe, lawful and accountable manner, supporting client health and wellbeing through occupation and consideration of the person and their environment.

Standard 2: Knowledge and Learning
An occupational therapist’s knowledge, skills and behaviours in practice are informed by relevant and contemporary theory, practice knowledge and evidence, and are maintained and developed by ongoing professional development and learning.

Standard 3: Occupational therapy process and practice
An occupational therapist’s practice acknowledges the relationship between health, wellbeing and human occupation, and their practice is client-centred for individuals, groups, communities and populations.

Visit www.ahpra.com to learn more about the competency standards.
Questions
Thank you for participating

OTBA website:   www.occupationaltherapyboard.gov.au
AHPRA website:  www.ahpra.gov.au
AHPRA:  1300 419 495 / or make a web enquiry

A recording of this webinar will be published on the Board’s website in the coming weeks.