



**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**

TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

**MSC
NEWS**



NEWSLETTER OF THE MEDICAL SCIENCES COUNCIL OF NEW ZEALAND



From the Chair

A Happy New Year to you all and I hope all the resolutions you made are starting to come to fruition.

Life in Wellington has been dominated by the Kaikoura Earthquake in November with the "Health Status" of buildings changing daily. As I write our building, 80 The Terrace, has just been classified as needing major repairs, a change from the first assessment in December. This puts huge stress on our staff and our CEO as new premises are sourced, at this point temporarily. This happening at the busiest time of the year is unfortunate but life carries on and staff are making every effort to ensure your APC's continue to be issued with as little a disruption a possible.

Hopefully by the next newsletter things will have been sorted, thanks Mary and staff for keeping everything going.

Helen Walker

Chair

CONTACT DETAILS

T: 04 801 6250

F: 04 381 0270



ext 1 Registrations Team

ext 2 Administration and Finance

ext 3 APC queries

ext 4 CEO/Registrar and Deputy Registrar

E: mrt@medsci.co.nz

YOUR RESPONSIBILITY

You are required to notify the Council of any changes to your residential, postal or work address within one month of the change. You can do this by logging into "My Profile" on the website.

Please note email addresses must be emailed to: msc@medsci.co.nz

COUNCIL'S RESPONSIBILITY

The primary responsibility of the Medical Sciences Council is to protect the health and wellbeing of the New Zealand public by ensuring registered practitioners are competent and fit to practise.

2017/2018 APC Renewal

It is that time of year. You can now log into your profile and renew your APC for the 2017/2018 year. Please note, your current 2016/2017 APC will expire on the 31st March 2017.



RESETTING YOUR PASSWORD:

If you have forgotten your password you can use the "*Forgotten Password*" option to reset it. There are two ways you can reset your password:

- ✓ Enter the email address registered with the Council and we will send you a link to reset your password; or
- ✓ Or you can have it reset via text message.

If you have forgotten your password and you do not have access to the email address registered with the Council, and your mobile number is NOT entered into your contact details you can email the Council msc@medsci.co.nz we will update your email address.

PAYMENTS AND FEES:

There are several ways you can pay for your APC:

- ✓ Credit card,
- ✓ Internet banking (make sure you enter your registration number in the reference box)
- ✓ Pay at your local Westpac branch (make sure you enter your registration number in the reference box)



The banking details can be found on your invoice which will be emailed to you at the time of application, or you can find your invoice under the invoice/document tab in your profile.

If you choose to not pay for your APC when you first apply, you can pay for it at a later date (prior to 31 March) using your credit card. You will find your invoice in the documents/invoices tab in "*My Profile*". When you click on the invoice it will take you directly to a secure credit card payment page.

Please note: You will need to pay your invoice prior to 31 March 2016 to ensure you are holding a current APC on the 1st of April.

There is a late fee payment for those who do not re-new their APC before 7th April 2016.

FEES FOR THE 2017/2018 APC

	MLS, MLT, MLPAT	AT
APC renewal received by 31 March	\$260	\$345
APC renewal received after 7 April	\$364	\$483

If you have any problems applying for your APC, or require your email address to be updated, please email: msc@medsci.co.nz and someone will attend to your query as soon as possible.

I HAVE NOT RECEIVED MY APC

If you have applied and paid for your APC but have not received it, it could be for one of the following reasons:

- ✓ the Council could be waiting for your supervisor to confirm your competency to practice (MLT and MLPAT only)
- ✓ the Council could be waiting for payment to go through
- ✓ you have made a declaration the Council needs to review

Once your APC has been issued, it will be emailed to your nominated email address, and it will also be placed under the invoice/document tab in your profile.

STATUTORY DECLARATIONS

Each year you renew your APC you must complete a number of declarations. The Council would like to remind you of the importance of answering the questions correctly. The declaration you are asked to make must be accurately responded to. It is an offence to make any false declaration, and you could receive a fine of up to \$10,000. (Section 172 of the HPCA Act 2003)