



**MEDICAL SCIENCES COUNCIL
OF NEW ZEALAND**

TE KAUNIHERA PŪTAIAO HAUORA O AOTEAROA

Policy

Anaesthetic Technician internationally qualified recertification policy

Recertification programme for internationally qualified Anaesthetic Technicians entering practice in Aotearoa New Zealand.

(date)

Policy title	
Reference number	
Scope	This policy applies to all internationally qualified practitioners entering practice in Aotearoa New Zealand.

Associated policy documents	
Document title	Reference No.
Registration policy	
APC policy	
Recertification	

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Policy overview

Recertification programme for internationally qualified practitioners entering practice in Aotearoa New Zealand

1. This recertification programme¹ is applicable to all internationally qualified registrants who have been registered as an anaesthetic technician and are entering practice in Aotearoa New Zealand.

Definitions

2. **Internationally qualified** - a practitioner who has been registered with Te Kaunihera Pūtaiao Hauora O Aotearoa | The Medical Sciences Council (the Council) in Aotearoa New Zealand with a qualification that was received at an educational institute outside of Aotearoa New Zealand.
3. **Supervision** - a formal process of professional support and teaching to enable the practitioner to build on their knowledge, skills, and professional attributes, and to progressively assume responsibility for their own practice. For the purposes of this policy, supervision can be described as:
 - a. practising directly alongside the practitioner in the clinical setting
 - b. practising in close proximity to the practitioner in the clinical setting
 - c. meeting to develop goals and to discuss and reflect on practice.
4. **Full time** - working more than 0.8 FTE, ie 32 hours per week.

Background

5. The principal purpose of the Health Practitioners Competence Assurance Act 2003 (the Act) is to protect the health and safety of the public by ensuring health practitioners are competent and fit to practise. Under section 118 of the Act, the Council is responsible for ensuring those new to in Aotearoa New Zealand are competent and fit to practise. The Council can set programmes to ensure the ongoing competence of health practitioners (section 118(e)).
6. Practitioners new to Aotearoa New Zealand must become familiar with the practice context in Aotearoa New Zealand which may differ from their country of origin or the country where they obtained their education.

¹ Section 41 of the HPCA (2003) allows the Council to set or recognise recertification programmes for practitioners who are registered with the authority. A recertification programme may be applied to a group of practitioners and describes requirements that must be completed within this time.

Purpose

7. Section 41 of the Act authorises the Council to set recertification programmes for registered practitioners for the purpose of ensuring they are competent to practise.
8. The recertification programme for internationally qualified registrants is intended to:
 - a. Ensure practitioners commence practice with sufficient support, not only for the practitioners' benefit, but also for the protection of the public.
 - b. Orientate the practitioner to practise as a registered health professional in Aotearoa New Zealand.
 - c. Provide assurance to the Council around a practitioner's introduction into the workforce.

Practitioners who will be required to complete this recertification programme

9. This recertification programme will apply to all newly registered practitioners with an international qualification commencing practice in Aotearoa New Zealand for the first time.

Recertification programme requirements – introduction to practise in Aotearoa New Zealand

10. The programme consists of several components to be completed over a period of six months and includes:
 - a. Completion of education² relating to:
 - i. the Aotearoa New Zealand health context
 - ii. Aotearoa New Zealand Health Privacy law
 - iii. the provision of health services in Aotearoa New Zealand.
 - b. Supervision of the practitioner for a **minimum** of one hour per week for six months.
11. Practitioners and their supervisors are required to develop a plan for initial entry to the workforce. The plan is to outline any learning goals and development opportunities, including the education listed above.
12. While supervision takes many forms, anaesthetic technicians and their supervisors are required to meet outside of the direct clinical practice environment for a minimum of one hour each week. These meetings are to be recorded in a logbook.
13. This requirement is distinct from any personalised supervision conditions put into place by the Council as a response to specific competence, conduct or fitness concerns.

² Required education courses are detailed in appendix 1.

14. Evidence of completion of the education and supervision requirements are required for successful completion of the programme.
15. The requirements of the recertification programme are separate but complementary to any workplace orientation or induction programmes that may be in place.

The supervisor

16. The supervisor must be an Aotearoa New Zealand registered practitioner with a current practising certificate³, in good standing, and have no conditions on their own scope of practice. Supervisors must have Council approval and have completed the online training modules.
17. Supervisors must have sufficient experience of practice in Aotearoa New Zealand to be able to act in the role of supervisor, and meet the Council's requirements of supervisors, including completion of appropriate education.
18. The Supervisor must notify the Council if there are concerns raised that the practitioner's competence or fitness may pose a risk of harm to the public.
19. Supervisors and those being supervised must review the resources provided by the Council for more information about the expectations for supervision.

Practitioners who practice part-time

20. Practitioners who practice part-time, or who, during supervision, reduce their hours to part-time and/or take a break in employment of more than four weeks, must notify the Council. They must also advise the Council of when full time equivalence (based on hours of practice completed) will be achieved. The Council will update its records and the due date for expected completion accordingly.

End of the recertification programme

21. After six months, and if both parties agree, the practitioner and supervisor will submit the following documentation to confirm successful completion of the recertification programme:
 - a. Completion of recertification programme form.
 - b. Record of supervision sessions ('supervision log').
 - c. Evidence of completion of education requirements.
22. The documents will be reviewed by the Council, and the practitioner will be advised of the outcome within 20 working days. Supervision must continue until the application is approved by the Council.

³ The practitioner must hold a current practising certificate issued by the Medical Sciences Council in the profession of Anaesthetic Technology.

Unsatisfactory results of the recertification programme

23. Unsatisfactory results of the recertification programme may include, but are not limited to:
- a. non-compliance with supervision requirements
 - b. failure to maintain a supervision meeting log
 - c. failure to complete the education requirements
 - d. Identification by the supervisor of concerns related to the practitioner's practice that, in the supervisor's opinion, cannot be addressed through the supervision process
 - e. failure to submit the appropriate completion of recertification form and supporting documents within the specified timeframe.
24. Under section 43 of the [Health Practitioners Competence Assurance Act](#), if a practitioner does not satisfy the requirements of a recertification programme, the Council may make either of the following orders:
- a. That the practitioner's scope of practice be altered by –
 - i. changing any health services that the practitioner is permitted to perform
 - ii. including any condition or conditions that the Council considers appropriate.
 - b. That the practitioner's registration be suspended.
25. If the Council proposes to make an order under 43(1), the Council will provide the practitioner with a notice stating:
- a. why the Council proposes to make the order, and
 - b. that the practitioner has a reasonable opportunity to make written submissions, and to be heard on the matter, either personally or by a representative.
26. Orders made under 43(1) remain in effect until the practitioner has satisfied all the requirements - the Council may, on the application of the practitioner, extend the period within which the practitioner is required to satisfy those requirements.

Failure to submit evidence of completion

27. Practitioners must submit the appropriate form and accompanying documents within two months, following the expected completion date of their recertification programme, or contact the Council to request an extension. Failure to do so will automatically result in the Council considering its options under section 43 of the Act.

Support

28. The Council will provide resources to support practitioners and supervisors in completing the recertification programme. Practitioners are welcome to contact the Council staff should they require more information.

DRAFT FOR CONSULTATION

Appendix 1:

All courses are available online and are free of charge. Practitioners need to provide proof of completion of:

- [Ngā Paerewa Te Tiriti eLearning module 1](#): A high-level introduction to Te Tiriti o Waitangi requirements in the [Ngā Paerewa Health and Disability Service Standards](#) and how to meet the intent of those criteria.
- [Health ABC and Privacy ABC](#): online training relating to the management of personal health information in Aotearoa New Zealand.
- [Online learning provided by the Health and Disability Commissioner](#) to understand the Code of Health and Disability Consumers' Rights (the Code):
 - How the code of rights improves health and disability services.
 - What you need to know about informed consent.
 - Complaints management and early resolution.

Practitioners are also required to review the information provided in a 'Information about the Aotearoa New Zealand Health System' document. This includes ensuring practitioners are aware of the Council requirements for practising as an Anaesthetic Technician.