

STATUTORY DECLARATION

In order to apply for conditional registration as a nurse you need to complete this declaration.

I do solemnly and sincerely declare that,

1. I am currently registered or have held registration in the following States/Territories/Countries:

2. I have practised as a nurse in the past 5 years. True False
3. I do not suffer from any mental or physical disability such as to prevent me practising my profession efficiently. True False
4. I will have professional indemnity arrangements in place if I practise in the Northern Territory. True False
5. I have never had my name suspended or removed from a Register/Roll or been refused registration for any reasons relating to my professional conduct. True False
6. I have never been prohibited from or had any special conditions imposed in carrying out the practise of nursing in any State/Territory/Country as a result of criminal, civil or disciplinary proceedings in any State/Territory/Country. True False
7. I have not, at any time, been found guilty and/or been convicted of any offence nor is any charge pending. True False
8. I do not know of any outstanding matter relating to my registration in any state/territory/country. True False
9. I am not currently practising in the Northern Territory. True False

If "False" to any of the above, please provide full details on an attached signed sheet.

And I make this solemn declaration by virtue of the Oaths Act (Northern Territory) and conscientiously believing the statements contained in this declaration to be true in every particular.

And I hereby authorise the Nursing and Midwifery Board of the Northern Territory, or its delegates to make enquires of, and exchange information with, any Nursing Registering Authority or any other organisation or person concerning my registration practise of nursing or other related matters.

Signature of person making declaration _____

Declared at: _____ on the _____ day of _____ 20 _____
before me,

Signature of person witnessing declaration* _____

Name of witness (printed) _____

Title of witness (printed) _____

Address or telephone of witness _____

See Explanatory Notes over page



EXPLANATORY NOTES

- To be eligible for conditional registration you must provide evidence of a placement in the Overseas Nurses Competency Assessment Program (ONCAP). Information about ONCAP and the availability of placements in this program should be sought from the participating hospitals (Royal Darwin Hospital, Alice Springs Hospital and Katherine District Hospital). If you are unable to provide evidence of an ONCAP placement, you are not eligible for conditional registration in the Northern Territory. For further information please refer to the Entitlement to Registration Policy.
- If you are unable to answer any of these questions, please contact the Nursing and Midwifery Board for further assistance/advice.
- Only the applicant is able to sign the Statutory Declaration.
- *If signed in the Northern Territory the Statutory Declaration may be witnessed before any person who has attained the age of 18 (eighteen) years.
- Practising unregistered and or unlicensed in the Northern Territory is an offence pursuant to section 101 of the *Health Practitioners Act 2004*.
- The Nursing and Midwifery Board of the Northern Territory may from time to time allow organisations to access names and business addresses of nurses registered in the Northern Territory if the organisation can demonstrate and satisfy the Board that the use of the data will, or has, the potential to contribute to the acquisition of knowledge that may improve the health of the community.
- A person wilfully making a false statement in a statutory declaration is liable to a penalty of \$2000 or imprisonment for 12 months, or both.
- Any documents provided with the application that are not in English, must be accompanied by a translated document.
- The character reference must be written within the previous 6 months, by a person who has attained the age of 18 years who is not related to you by birth, marriage or adoption. It should have the contact details of the referee and the length of time the referee has known you. The reference should refer to the applicants honesty, integrity, moral strength, standing in the community any other information that reflects on your character.
- Section 22(1)(e) of the *Health Practitioners Act 2004* requires the applicant to have “*an adequate professional indemnity arrangement in place*”. Nurses applying for conditional registration should consult employers, professional organisations or unions to determine what level of professional indemnity is required.

PAYMENT OPTIONS (*Fees are not subject to GST*)

A non-refundable application fee of \$20 and a refundable registration fee of \$55 in Australian dollars. Total fees payable \$75.

It is recommended that you **do not send cash** via postal mail. Cash will only be accepted at the Counter.

Visa/Mastercard are the **only** Credit Cards accepted.

Fee of \$75 is enclosed payable by:

Cheque Money Order

Card Type Visa MasterCard

Card Number

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Expiry Date _____ / _____

Signature _____ **Name (print)** _____



SUPPORTING DOCUMENTS & OTHER REQUIREMENTS FOR CONDITIONAL REGISTRATION

The following documentation **MUST** be provided with this application. Photocopies will only be accepted if they have been **certified to be a true copy** by: a Justice of the Peace, Commissioner for Oaths, Police Officer, Solicitor, Bank Manager, Postal Manager, Pharmacist, Australian Defence Force Commissioned Officer, Non-Commissioned Officer or Warrant Officer; or original sighted by an authorised Health Professions Licensing Authority staff member. It is not recommended that you send originals by post. Certified copies will be retained on file.

- 1. Evidence of acceptance into a Overseas Nurses Competency Assessment Program (ONCAP) from one of the participating hospitals in the Northern Territory (Royal Darwin Hospital, Alice Springs Hospital, Katherine District Hospital). **If you do not have evidence of an ONCAP placement, you are not eligible for registration** (refer to explanatory notes on page 3).
- 2. Certificate of completion of nursing course (eg certificate, diploma or degree). This document provides evidence of successful completion of the course that led to your registration. A document that provides only examination results, and does not indicate completion of the course, is not the required document and will not be accepted.
- 3. Transcript of nursing course. The transcript is a document issued by the educational institution/s where the course was undertaken and must include your name, course start and finish dates, names of subjects undertaken and results achieved.
- 4. A detailed resume that outlines your nursing experience since the time of graduation.
- 5. Evidence that your nursing qualification has been assessed by the Australian Nursing and Midwifery Council or an Australian nurse regulatory authority as eligible to complete a competency based assessment program. This requirement is not applicable to nurses educated in Yugoslavia or Zimbabwe or nurses educated in China after 1975. (For the purposes of this section, the former Republics of Yugoslavia are: Bosnia and Herzegovina, Croatia, Serbia and Montenegro; Macedonia and Slovenia).
- 6. Meet the Board's identification validation requirements. (refer page 5)
- 7. Evidence of name change (eg. Marriage Certificate, Divorce Decree or Deed Poll (if applicable)).
- 8. A written reference from your last placement of employment as a nurse, dated within the last 6 months.
- 9. A written character reference, dated within the last 6 months (refer Explanatory Notes).
- 10. Evidence of English language competence which is an Academic International English Language Testing System (IELTS) overall pass of 7 with no lower than 6.5 in the bands for reading and listening and a 7 in the bands for speaking and writing or the Occupational English Test at a B pass completed within the preceding 2 years and obtained in one sitting.
- 11. A certificate of good standing from a Nurse Registration Board that you currently hold registration with or most recently held registration with, **must be requested by you** to be sent directly to the Nursing and Midwifery Board of the Northern Territory.
- 12. A non-refundable application fee of \$20 and a refundable registration fee of \$55 in Australian dollars. Total fees payable \$75.

On completion of your application, please send to:

Postal Address	Hand Delivery	Facsimile
Health Professions Licensing Authority GPO Box 4221 DARWIN NT 0801	Health Professions Licensing Authority 2 nd Floor Harbour View Plaza Cnr McMinn and Bennett Street DARWIN NT 0800 AUSTRALIA	+61 8 8999 4196

If you have queries regarding your application please contact us on:

Telephone: +61 8 8999 4157

E-mail: healthprofessions.ths@nt.gov.au

IMPORTANT NOTE

You must not commence practice until the Board has considered your application and issued you with registration and practicing certificate.



IDENTIFICATION VALIDATION REQUIREMENTS

All applicants must provide 100 points of identification with their application for registration as a nurse or midwife in the Northern Territory.

All documents must be an original or certified as a true copy of the original by a Board approved certifier.

All applicants must provide at least one document that includes a photograph.

No exemptions to the Identification Validation requirements will be accepted.

Category A document (70 points)

- Copy of current registration with an Australian Nursing and Midwifery Board.

Category B document (70 points) Must provide only one from this category

- Front page of a current Australian passport; or
- Front page of any other passport with copy of current visa; or
- Birth Certificate/Birth Card (extract acceptable); or
- Citizenship certificate.

Category C documents (40 points)

- License or permit issued under a law of Australia.
- Identification card issued to a public service employee.
- Identification card issued by a government department as evidence of a person's entitlement to a financial benefit.
- Student card issued by an Australian tertiary education institution.
- International English Language Testing System Test Report Form (IELTS-TRF) (with photograph only).

Category D documents (25 points)

- International Drivers Licence.
- Medicare card.
- Public utilities account (electricity bill, telephone bill).
- Rates notice.
- Credit card (maximum of two only), cash card or passbook issued by a financial institution.
- Certificate of Good Standing/Verification of Registration Status from the immediate previous regulatory authority. The document must be received directly from that regulatory authority, not from the applicant.
- Evidence of current registration with an overseas Nursing and Midwifery regulatory authority.

