



HEALTH PROFESSIONS LICENSING AUTHORITY	
TITLE: OVERSEAS TRAINED OCCUPATIONAL THERAPIST PRACTICE AUDIT	
BOARD: OCCUPATIONAL THERAPISTS REGISTRATION BOARD OF THE NORTHERN TERRITORY	
EFFECTIVE DATE: May 2004	REVIEWED March 2008

BACKGROUND

The Occupational Therapists Board of the Northern Territory (the Board) pursuant to s22 (a)(b) of the *Health Practitioners Act*, is required to be satisfied that an applicant is eligible to apply for registration and competent to practise in the category of 'Occupational Therapist'.

COTRB is approved by the Australian Government's National Office of Overseas Skills Recognition (AEI-NOOSR) and gazetted by the Minister of Immigration and Citizenship as the relevant assessing authority to provide assessment of qualifications of overseas educated occupational therapists for migration purposes and suitability to practise in Australia.

To ensure Overseas Trained Occupational Therapist meet Australian practice standards the Board has endorsed the Council of Occupational Therapists Registration Boards (Australia and New Zealand) Inc (COTRB) assessment of overseas trained occupational therapists policy and procedures.

Overseas Qualifications Assessment Committee (OQAC), which is a committee appointed by COTRB is responsible for administration of the assessment procedures.

For further information please refer to the COTRB website: www.cotrb.saboard.com.au

POLICY

Overseas trained occupational therapist must successfully complete an assessment of their qualifications and competence to practise in accordance with the COTRB policy and procedures, prior to being eligible for full registration in the Northern Territory.

Applicants are required to hold Conditional Registration issued pursuant to s27 (b) *Health Practitioners Act* prior to undertaking the COTRB Stage 11 Practice Audit.

PRACTICE AUDIT ADMINISTRATOR GUIDELINES

The Practice Audit Administrator is appointed by the Board and is responsible for the following:

- To be conversant with the COTRB-OQAC policies and practices (website www.cotrb.com).
- To provide support and guidance, where needed, to the applicant and the supervisor.
- To ensure audit reports are submitted on time and in a suitable format.
- If reports are more than 3 weeks late, the Administrator should make contact with the applicant.
- Liaise with the applicant and, if relevant, the supervisor should there be problems with the audit reports.
- Forward reports with the Administrator's recommendation to OQAC.
- It is not the role of the Administrator to make a final judgement on the outcome of the practice audit.
- To maintain a log of audit under way.
- To refer to COTRB if there are any concerns.
- To refer to an appropriate practitioner Board member for advice on audit plans and performance issues, and in reviewing the suitability of practice audit reports.