



## HEALTH PROFESSIONS LICENSING AUTHORITY

**TITLE:** Waiver of Fees Policy

**EFFECTIVE DATE:** 31 December 2005

**REVIEWED:** June 2008

**BOARD:** \*\*Health Practitioner Registration Boards of the Northern Territory

### **Purpose**

To inform staff of the Health Professions Licensing Authority and intending registrants of the circumstances under which a full or partial waiver of registration fees can be sought.

Section 18(2) of the *Health Practitioners Act 2004* provides the Health Practitioner Registration Boards with the discretionary power to waive the whole or part of a registration fee.

### **Whole waiver of fees**

The following intending registrants may apply to the Board to waive the whole registration fee if they are:

- Undertaking up to 4 weeks work in the Northern Territory;
- Participating in a defence exercise;
- Assisting in a sporting event, eg Masters Games, Arafura Games,
- Working in the Northern Territory during times of crisis, eg Katherine Floods, Bali Bombing;
- Conducting research where the stay in the Northern Territory is less than 4 weeks;
- Participating in a seminar or a conference where the applicant will be required to practise their profession during the seminar or conference; or
- Able to satisfy the Board that their circumstances are exceptional.

### **Duration of Registration**

As a general rule, the registration issued following the full waiver of fees will be limited to a period of 30 days, unless otherwise stated by the Board issuing the registration.

### **Partial waiver of fees (50% reduction in the registration fee)**

The following intending registrants may apply for the partial waiver of the registration fee if they are:

- Undertaking a clinical practise placement in a post-graduate education program;
- Requiring registration in the Northern Territory for a period of three months or less ; or
- Able to satisfy the Board that their circumstances are exceptional.

### **Duration of Registration**

As a general rule, the registration issued following partial waiver of fees will be for a maximum period of three months or for the duration of the clinical placement.

### **Limitations on frequency of fee waiver applications**

Applicants will be limited to one period of full or partial fee waiver per registration year. Where a registrant seeks to extend a period of registration after receiving fee waiver for an earlier period, he or she will be required to pay the registration fee.

### **Procedure**

A written request seeking a fee waiver will be forwarded by the applicant with their registration form. The written request must clearly outline the reasons why a fee waiver is sought.

The Registrar will assess the request against the policy and advise the applicant of the outcome in writing.

NB. All applications for fee waiver made on the basis of "exceptional circumstances" will be referred for decision to the relevant Board or its delegate.

*\*\*Not applicable to Physiotherapists*