



HEALTH PROFESSIONS LICENSING AUTHORITY	
TITLE: Issuance of Certificates of Registration Status	
EFFECTIVE DATE: 30 April 2007	REVIEWED: July 2009
BOARD: MEDICAL OF THE NORTHERN TERRITORY	

Purpose

To inform staff of the Health Professions Licensing Authority of the process to be followed when registrants request a Certificate of Registration Status.

Introduction

A national Certificate of Registration Status process has been accepted by all Australian States and Territories and the Australian Medical Council.

Each of the state and territory medical registration boards is charged with the responsibility of ensuring that medicine is practised in accordance with their legislation. This includes ensuring that previous registration history relevant to a registering authority determination to grant registration is considered at the time of application. This information shall be contained within a Certificate of Registration Status and is to be provided by relevant state and territory medical boards upon request by the applicant.

In some international jurisdictions there is no government regulation authority. In these circumstances information shall be sought from the recognised authority able to provide the relevant information. Examples of such authorities are employer organisation (hospitals) or universities.

Northern Territory Legislative provisions

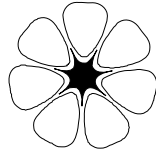
Section 54 of the *Health Practitioners Act 2004* requires that the certificate must be signed by the Registrar. In the absence of the Registrar, the acting Registrar is also authorised to sign the certificates.

Certificate of Registration Status

A Certificate of Registration Status is a document issued by a medical board and forwarded directly to another medical board following a request by an applicant. It is issued if the applicant has current and/or historical registration with the medical board and indicates the status of registration at the time of the request.

Purpose and Requirements

A Certificate of Registration Status document contains information which relates to the applicant's current registration status, their rights to practise, any conditions that may be attached to their right to practise and any information which relates to their professional conduct.



The purpose of the certificate is to ensure that the authority considering the applicant's registration has detailed and accurate information about the applicant's current standing with existing or past registering authorities.

Requests for Certificates

All requests for a Certificate of Registration Status must be received in writing from the medical practitioner or the medical board in which the medical practitioner is making an application for registration.

Security

All certificates must be sent directly to the requesting board. Under no circumstances must the applicant be required to present the document in person. This is to avoid possible corruption of information.

All certificates must be delivered directly to the requesting registering authority by use of mail, electronic transfer or by facsimile. Electronic transfer should be encrypted where possible to avoid possible corruption.

Content of a Certificate of Registration Status

Certificates must include:

- The full name of the medical practitioner;
- The date the practitioner was first issued registration in the jurisdiction;
- The date registration expired/lapsed;
- The registration number of the practitioner;
- The jurisdiction of registration;
- Information relevant to any current proceeding against the applicant; of any nature under the Act regulating the medical profession in that jurisdiction;
- The specific details of any suspension or cancellation of the practitioner's registration; and
- Any information recorded on the register relevant to the determination to grant registration.

Fees

A fee of \$20 must accompany the written request for the Certificate of Registration Status.

Exceptions

There are no exceptions to this policy.