CONSULTATION ON THE CHIROPRACTIC BOARD’S PROPOSAL FOR: A PARTIAL YEAR APC AND ANNUAL PRACTISING CERTIFICATE FEES FOR CHIROPRACTORS.

Issued: Wednesday 04 December 2019
Submissions close: 03 January 2020

1. Background

The Chiropractic Board (the Board) sets annual practising certificate (APC) fees and disciplinary levies for chiropractors under sections 130 and 131 of the Health Practitioners Competence Assurance Act 2003 (the Act).

The Board follows good practice guidelines established by the Office of the Auditor-General and the Treasury. The Board’s budget, fees and levies are calculated on a full cost recovery basis and the Board is committed to operating cost effectively, while balancing its obligations to protect the public.

2. Partial year APC (three months);

The Board proposes to introduce a partial year APC (three-months) for registered Chiropractors who will only be practising for up to three consecutive months during an APC year.

This will aid practitioners who (but not limited to):

- wish to practice in New Zealand for a short-term as a locum,
- are visiting lecturers (including qualified Chiropractors for research purposes),
- are returning to practice towards the end of an APC year,
- know they will only be practising for the first three-months of an APC year.

The partial year APC (three months) can only be applied for once in an APC year by a registered chiropractor who has not practised at any other time during that APC year (01 April to 31 March). If a practitioner who has already applied for a partial year APC, then wishes to apply for another in the same APC year, they will need to apply for a full APC.

The partial year APC will replace the partial APC refund policy.

At the November 2019 Board meeting, the Board resolved that due to the small number of applications for the partial APC refund, the resources required to administer the refund, and the introduction of a partial year APC, the Partial APC Refund Policy will be rescinded 01 April 2020.
How to apply for a partial year APC (three-months)

All applications must be submitted to the Board and will be reviewed on a case-by-case basis. An application form will be available on the Board’ website which will need to be submitted along with the partial year APC fee.

How much will the partial year APC (three-months) cost?

The Board is proposing the partial year APC (three-months) will be made up of:

<table>
<thead>
<tr>
<th>Partial year APC (three-months) fee</th>
<th>$407.82</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disciplinary levy</td>
<td>$87.68</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$495.50</strong></td>
</tr>
</tbody>
</table>

3. Review of the APC fee for the 2020/2021 APC year

The proposed reduction of the APC component of the fees is the result of operational efficiencies. The Board is committed to operating in a cost-effective manner and effective discharge of its public safety obligations. As a reminder, For the 2019/2020 APC, the Board agreed to a reduction of $70 in the APC fee and made no changes to the disciplinary levy.

The table below identifies the proposed changes. If approved, the change will be introduced for the APC application process commencing mid-February 2020. All changes will come into effect Monday 11 February 2020.

Proposed Changes to the total APC fee and disciplinary levy (includes GST)

<table>
<thead>
<tr>
<th>Fee Type</th>
<th>Current Fees</th>
<th>TOTAL Current fees</th>
<th>Proposed Fees</th>
<th>TOTAL Proposed fees</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>APC $</td>
<td>Disciplinary levy $</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Practising Certificate (APC) Fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Application of an APC received by 31 March</td>
<td>1,037.75</td>
<td>241.55</td>
<td><strong>1,279.30</strong></td>
<td>1,014.75</td>
</tr>
<tr>
<td>Application for initial APC between 1 November and 31 March</td>
<td>407.82</td>
<td>87.68</td>
<td><strong>495.50</strong></td>
<td>407.82</td>
</tr>
<tr>
<td>Application for renewal of an expired annual practising certificate within 3 years of expiry</td>
<td>1,187.75</td>
<td>241.55</td>
<td><strong>1,429.30</strong></td>
<td>1,164.75</td>
</tr>
</tbody>
</table>
There will be no change in the disciplinary levy component of the APC. When establishing the Disciplinary levy, it was the Board’s intention that it would allow for a reserve. However, there are costs not yet received for disciplinary actions this year and impending costs for disciplinary matters the Board is currently aware of that will arrive next year. The Board has calculated these costs and determined that in order to maintain the reserve the Board is not in a position to reduce the levy.

4. Making a Submission

The Board invites feedback on both the proposed new partial APC year (three months) and proposed reduction in the 2020/2021 APC fee.

Submissions to the consultation can be made via email to admin@chiropracticboard.org.nz or by post to, New Zealand Chiropractic Board, PO Box 9644, Wellington, 6141.

Submissions must be received by 5pm on Friday 03 January 2020.

5. About the Process

Once approved by the Board, the fees will be published in the New Zealand Gazette. If you have any questions about the consultation process, please contact us by email at admin@chiropracticboard.org.nz or phone (04) 474 0740.