



NEW ZEALAND  
CHIROPRACTIC BOARD  
TE POARI KAIKOROHITI O AOTEAROA

# POLICY AND GUIDELINES:

REGISTRATION FOR NZ GRADUATES

Date

## Associated Chiropractic Board Policy Documents

This policy should be read in conjunction with the following associated policy documents

- Competency-based professional standards for chiropractors
- Code of ethics
- Scope of practice: Chiropractor
- Criminal history
- English language requirements

## Revision Schedule

Version	Name	Date approved	Notes
one	Registration Committee – Registration	2004 27 August 2020	Reviewed & approved

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# Policy for the registration of New Zealand graduates

## Purpose

In order to practise in New Zealand (NZ), as a chiropractor, it is a legal requirement to be registered by the New Zealand Chiropractic Board, (Board), and to hold a current practising certificate. This document outlines the registration requirements of the Health Practitioners Competence Assurance Act 2003 (HPCA Act) and sets out the Board's policy requirements for recent NZ graduates<sup>1</sup>.

The registration requirements for individuals who graduated from a NZ institution more than six (6) months prior to applying for first time registration, are not included in this document – they are set out in a separate policy which is available on the Board's website.

## Legislative context

Section 15 of the HPCA Act – registration requirements

Under section 15 of the HPCA Act the Board may register applicants as a chiropractor if they:

1. are competent to practise within that scope of practice; and
2. have the qualifications that are prescribed, under section 12, for that scope of practice; and
3. are fit for registration in accordance with section 16.

In accordance with section 7 of the HPCA Act, without registration a person may not use any of the names, titles, and/or abbreviations used for the chiropractor scope of practice or do anything to suggest that they are qualified to be registered or able to practise as a chiropractor.

## Policy for registration

The Board's policy with respect to competence, qualification and fitness requirements for registration are set out below.

### 1. Competence for registration

In order to be registered all applicants for registration in the chiropractor scope of practice, must meet the Board's standards of clinical, cultural and ethical competence for registration. Recent NZ graduates are deemed to be competent for registration.

The Board will only register persons who meet the qualifications, clinical experience, and fitness for registration requirements as stated in the Act and this policy.

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<sup>1</sup> A 'recent graduate' is an individual with a prescribed NZ qualification for registration, who is applying for registration with the Board within six-months of graduating

## 2. Qualification for registration

Pursuant to Section 12 of the Act, registration as a chiropractor in New Zealand under the Chiropractic Board Scope of Practice requires either:

- a Council on Chiropractic Education Australasia (CCEA) accredited Chiropractic qualification from the New Zealand College of Chiropractic, Auckland; or
- a pass in an examination set by the New Zealand Chiropractic Board for chiropractors trained overseas who have graduated from an institution with accreditation status as recognised by a member body of the Council on Chiropractic Education International (CCEI); or
- under the provision of the Trans-Tasman Mutual Recognition Act 1997, registration by the Chiropractic Board of Australia at the time of application.

Recent NZ graduates are deemed to be qualified for registration if they hold a prescribed qualification for registration.

## 3. Fitness for registration

The criteria relating to fitness to practise are set out under section 16 of the HPCA Act.

### a. English language requirements

Applicants whose first or home language is not English, are required to demonstrate proficiency in English.

The Board's policy requirement for registration is International English Language Testing System (IELTS) academic test results of an average score of 7.5, with not less than a score of 7 in each band. The full English language policy is available on the Board's website

### b. Assessment of criminal convictions

Section 16(c) of the HPCA Act states that no applicant for registration may be registered if he or she has been convicted in NZ or elsewhere of any offence punishable by imprisonment for a term of 3 months or longer, and he or she does not satisfy the responsible authority that, having regard to all the circumstances, including the time that has elapsed since the conviction, the offence does not reflect adversely on his or her fitness to practise as a health practitioner of that profession.

The Board will consider each case on its merits to determine whether individuals are fit to practise in NZ.

### c. Physical and mental health

For registration purposes the Board must be satisfied that applicants are able to perform the functions required for the practice of chiropractor, and that they are not prevented from doing so because of some mental or physical condition.

### d. Good standing

In determining applicants' fitness for registration, the Board is required to take into consideration:

- a. professional disciplinary proceedings, (whether in NZ or in another country); and

- b. investigations in respect of any matter that may be the subject of professional disciplinary proceedings, (whether in NZ or in another country); and
- c. orders of professional disciplinary tribunals, (whether in NZ or in another country); and
- d. any issue which may give the Board reason to believe that an applicant may endanger the health or safety of members of the public.

#### e. Registration fee

All registration applications must include a payment of the relevant fee in order for them to proceed through to being processed for consideration. Fees are set out in the Board's current Gazette Notice.

## After registration

All New Zealand qualified applicants who have met the requirements for registration as is granted registration as a chiropractor, will be entered onto the Register of chiropractors as able to practise within the chiropractor Scope of Practice.

## Applicants who do not obtain registration

#### a. Failure to complete the registration process

- Applicants unable to submit all required application documentation within six (6) months of initial application will have to reapply to the Board and pay a new application fee.
- Where the application is incomplete due to Board process or information required from a third party, then the timeframe will not apply.

#### b. Failure to meet individual criteria

- Applicants who do not satisfy the Board that they are able to meet any of the registration will be declined registration as a chiropractor with the Board.
- Applicants who still wish to obtain registration may seek clarification from the Board on what steps would be required to meet the required standards.

#### c. Right of appeal

- Where the Board proposes to decline an application, section 24 of the HPCAA requires that the applicant will be advised in writing of the reasons for the decision, given a copy of any information on which the Board relies and will be given a reasonable opportunity to make written and oral submissions either personally or by representative to be heard in respect of the matter. The Board's subsequent decision will be final.
- Under section 106 of the HPCAA, an unsuccessful applicant may appeal the Board's subsequent decision to decline to register them by lodging a notice of appeal with the District Court. This notice of appeal must be lodged within 20 [twenty] business days after the notice of the Board decision was communicated to the applicant.

**Recently registered practitioners applying for a practising certificate who have not commenced practice within 12 months of registration** – refer to the Policy for Recently Registered Practitioners who have not Commenced Practising 12 months after Registration.

**Registration requirements for individuals who graduated from a NZ institution more than 12 months prior to applying for first time registration** – refer to Registration Policy for New Zealand Graduates Applying for Registration more than 12 months following Graduation.