



Chinese Medicine Council of New Zealand

Requirements for the issue of Annual Practising Certificates

In order to practice in New Zealand all Chinese Medicine (CM) practitioners need to be registered with the Chinese Medicine Council of New Zealand (the Council) and hold an Annual Practising Certificate (APC). As a registered CM practitioner, you are responsible for ensuring you apply for an annual practising certificate and that an application renewal is submitted to the Council for each year you intend to practise.

Practitioners must not claim to be practising as a CM practitioner or do anything to suggest that they are practising unless/until they hold a current practising certificate issued by the Council. Furthermore, when you use your CM knowledge and are presenting CM information and giving advice in the capacity of a CM practitioner, you must hold a current APC. If you do so you may be:

- prosecuted by the Ministry of Health and liable to a fine of up to \$10,000 and
- liable to disciplinary proceedings before the Health Practitioners Disciplinary Tribunal.

Applications for APCs (Annual Practising Certificates) are done via the MyCMC online portal.

Each year you renew your APC, you must complete several declarations. It is an offence to make any false declaration, and you could receive a fine of up to \$10,000. (Section 172 of the HPCA Act 2003).

You will be granted an APC if the Council is satisfied that you meet the criteria set out in section 27 of the Health Practitioners Competence Assurance Act 2003. This means you will be asked to declare that you:

- are fit to practise
- have maintained the standard of competence (including cultural safety and cultural competency) required for your scope/s of practice
- have held an APC within the 3 years immediately before your application
- have lawfully practised your profession within the 3 years immediately before the application (recency of practise)
- have complied with any condition included on your scope of practice
- have completed the requirements of any competence programme that the Council may have directed you to undertake
- do not have a health condition that adversely affects your ability to practise.

For new graduates of New Zealand prescribed qualifications, competence is "deemed" if you apply for an APC within a year of graduating. Accordingly, the requirements for practising and having held an APC within the 3 years before your application do not apply.

General information

- The APC is issued in your full name, endorsed with your Scope/s of practice, and endorsed with any conditions the Council has applied to your scope/s

- All APCs expire 31 March
- The APC issue date is clearly displayed
- The fees for APCs are set annually and are detailed on the Councils website
- Your employer and/or patients/clients/tangata whai ora may ask to view your APC
- You require an APC if you are practising as a CM practitioner for one day or the entire year

Restrictions on issuing an APC

The Registrar will not issue an APC if they believe there are reasonable grounds to refer the application to the Council. The grounds are set out in the Health Practitioners Competence Assurance Act 2003 (HPCA Act) in section 27.

Grounds for referring an APC application to Council

- Any fine or costs imposed under s.101 of the HPCA Act or any costs or expenses payable under s.92(4) of the HPCA Act remain unpaid.
- The Registrar is satisfied that some or all the information supplied by the applicant is false or misleading.
- The applicant:
 - a. has failed to maintain the required standard of competence
 - b. has failed to fulfil or comply with a condition included in the applicant's scope of practice
 - c. has not satisfactorily completed the requirements of any competence programme that the applicant has been ordered by Council to complete
 - d. has not held an APC within the three years immediately preceding the date of the application
 - e. is unable to perform the functions required for the applicant's profession because of some mental or physical condition
 - f. has not, within the three years immediately preceding the date of application, lawfully practiced their profession.

What the Council does

When an application is referred to the Council, it must only decide to issue an APC if it is satisfied that the applicant meets the required standard of competence. Council can make any of the following decisions:

- issue an APC without any changes to the applicant's scope of practice
- require the applicant to fulfil one or more conditions before an APC is issued
- decline to issue an APC. If the APC is declined, an interim practising certificate (IPC) may be issued for a period of up to 12 months, pending fulfilment of conditions specified by the Council.

What happens if the APC application is declined

Applicants will be given the opportunity to make written and oral submissions prior to any decision being made to decline an APC application, or to include or vary conditions in the applicant's scope of practice.

Returning to practise /Recency of practise

Section 27 of the HPCA Act requires that if a Chinese medicine practitioner has not held an APC of a kind sought by the applicant or has not lawfully practised the profession within the three years immediately preceding the date of application, the Registrar of the Council must submit the application to the Council for its consideration. The Council will consider each application on a case-by-case basis in accordance with the Councils' Policy on Recency of Practise.

Non-Practising

If you do not intend to practise in New Zealand at any time during a practising year (1 April – 31 March) you can opt to remain on the Register as a non-practising CM practitioner. This means you will continue to receive information and updates, and it can be simpler to apply for an APC if/when you decide to return to practising in New Zealand.

Cancellation

If you do not intend to return to practising in New Zealand, you can choose to cancel your entry in the Register.

Because you will no longer be registered you will not be able to call yourself a CM practitioner; and you will not receive information and updates. You will not be required to maintain your competence as a health practitioner.

Once cancelled, if you wish to return to practising in New Zealand, you will be required to:

- Apply to restore your entry in the Register
- Apply for an APC.

First Aid

The Council requires that all registered CM practitioners are up-to-date with first aid as a requirement of holding a practising certificate. You will be asked to provide a copy of your up-to-date first aid certificate or proof of your enrolment in an upcoming course during the application process.

Cultural Safety and Cultural Competence

CM Practitioners in New Zealand practise within a culturally diverse environment. They are required to be competent when engaging with clients whose cultures may differ from their own, and with colleagues and other health professionals from diverse backgrounds in accordance with the [Council's Standards for Cultural Safety and Cultural Competency for Chinese Medicine Education and Practice](#).

Section 118 (i) of the Act: states that each RA will set standards of clinical competence, cultural competence (including competencies that will enable effective and respectful interaction with Māori), and professional conduct for registered health practitioners of the profession. Registered practitioners will need to complete both initial training and ongoing training as part of continuing education once registered. This will be developed in close partnership with cultural advisors, and practitioners who are Tangata Whenua to determine appropriateness.

The Council requires evidence of successfully passing three of five courses listed below within six months of registering in order to obtain an APC. The certificates are expected to be dated no more

than 12 months from the time they are provided to the Council, although the Council may use its discretion during the first few years of regulation. If these have been completed within the last 12 months they should be submitted with your application, if they have not yet been completed, or they were completed more than twelve months prior to application, evidence of completion will need to be submitted within 6 months of registration.

- i. [LearnOnline](#) – Understanding bias in healthcare
- ii. [LearnOnline](#) - Foundations in Cultural Competency
- iii. [LearnOnline](#) - Compliance with Te Tiriti o Waitangi requirements in Ngā Paerewa
- iv. [Mauriora](#) –Cultural Competency and Cultural Safety
- v. [Mauriora](#) - Te Tiriti o Waitangi and The Treaty of Waitangi and Healthcare

Once registered, it is compulsory for two hours of CPD per year to be focused on cultural safety and cultural competencies designed to improve client experiences and educate practitioners. Education in this area promotes cultural awareness, allows practitioners to examine their biases and the care they provide, their interactions with tangata whai ora, and the impact cultural safety has on their health outcomes.

- i. [LearnOnline](#) – Understanding bias in healthcare

This **free** online course is an introduction to bias in health care. It includes three video learning modules on bias that have been developed for people working in the health care sector who engage directly with consumers or who influence the way health organisations are managed.

These modules encourage health professionals to examine their biases and how they affect the health care they provide, their interactions with consumers, and therefore their health outcomes.

- ii. [LearnOnline](#) - Foundations in Cultural Competency

This **free** online course is for health practitioners on cultural competency.

This course will take you on a journey with someone who has never been to New Zealand before. Along with your travel buddy, you will explore culture, the cultural history of New Zealand and see how culture can affect health and health care.

The course has four interactive modules followed by an assessment.

- iii. [LearnOnline](#) - Compliance with Te Tiriti o Waitangi requirements in Ngā Paerewa

This **free** eLearning module supports practitioners to understand the steps they can take to be compliant with Te Tiriti requirements within Ngā Paerewa. It will also provide practical ways for providers to fulfil their requirements.

- iv. [Mauriora](#) –Cultural Competency and Cultural Safety

This online foundational cultural competency course was developed specifically for the registered New Zealand health workforce and provides a basic understanding of cultural competency in a health context.

There are five modules within the course and the course takes about 10 hours to complete, depending on your current knowledge.

v. [Mauriora](#) - Te Tiriti o Waitangi and The Treaty of Waitangi and Healthcare

This online foundational Te Tiriti o Waitangi course provides an understanding of the Tiriti relationship and partnership between the Crown to improve Māori health equity.

There are five modules within the course and the course takes about 10 hours to complete, depending on your current knowledge.

There is a cost involved for courses delivered by Mauri Ora, details of their pricing structure can be [found here](#).