



NEW SOUTH WALES

## OSTEOPATHS REGISTRATION BOARD

### REGISTRATION OF OSTEOPATHS IN NEW SOUTH WALES

#### 1. OSTEOPATHS ACT 2001

The Osteopaths Act 2001 provides for the registration of osteopaths. The object of the Act is to protect the health and safety of members of the public by providing mechanisms to ensure that osteopaths are fit to practise.

Pursuant to section 7 of the Act, a person who is not registered as an osteopath must not indicate that the person practises osteopathy or is qualified to practise osteopathy.

#### 2. OSTEOPATHS REGISTRATION BOARD

The Osteopaths Registration Board is the independent statutory body created by the Osteopaths Act 2001 to maintain the Register of osteopaths of New South Wales and administer the Act generally. Pursuant to section 86 of the Act the functions of the Board are as follows.

- o Such functions as are conferred or imposed by the Osteopaths Act 2001, or any other Act.
- o To promote and maintain standards of osteopathy practice in New South Wales.
- o To advise the Minister for Health on matters relating to the registration of osteopaths, standards of osteopathy practice and any other matter arising under or related to the Osteopaths Act or Osteopaths Regulation.
- o To publish and distribute information concerning the Osteopaths Act and Osteopaths Regulation to osteopaths, consumers and other interested persons.

Pursuant to section 87(2) of the Act the Board comprises seven members as follows.

- 87(2)(a) 1 officer of the Department of Health or an employee of an area health service, statutory health corporation or affiliated health organisation within the meaning of the Health Services Act 1997
- 87(2)(b) 2 registered osteopaths from a panel of osteopaths nominated by the Australian Osteopathic Association NSW, and such other bodies representing osteopaths as may be determined by the Minister
- 87(2)(c) 1 registered osteopath involved in the tertiary education of persons for qualification in NSW as osteopaths
- 87(2)(d) 1 registered osteopath of the Minister's own choosing
- 87(2)(e) 1 person (not being a registered osteopath) to represent the community
- 87(2)(f) 1 legal practitioner

#### 3. REGISTRATION

Applicants may apply for registration under the Osteopaths Act 2001, or the Mutual Recognition Act 1992.

Applicants who are new graduates of prescribed or recognised courses and applicants who are not registered in another State or Territory of Australia should apply under the Osteopaths Act. *Refer to item 3.1 below and Appendix 2.*

Applicants who are registered in another State or Territory of Australia should apply under mutual recognition. *Refer to item 3.2 below and Appendix 3.*

### 3.1 Osteopaths Act 2001

**Section 11** of the Act provides that a person is entitled to registration as an osteopath if the Board is satisfied that the person has the necessary qualifications for registration as an osteopath, and is of good character.

**Section 8** of the Act provides that a person has the necessary qualifications for registration as an osteopath if the person:-

- (a) has such qualifications as may be prescribed by the Osteopaths Regulation 2001;  
or
- (b) has successfully completed a course of study that is recognised by the Board as meeting criteria prescribed by the Osteopaths Regulation 2001 for the purposes of this paragraph;  
or
- (c) has such qualifications as may be approved by the Board on the recommendation of an accreditation body recognised by the Board for the purposes of this section;  
or
- (d) has passed an examination arranged or approved by the Board to assess the person's competence to practise osteopathy.

For the purposes of **section 8(a)** of the Act, there are no qualifications prescribed in the Osteopaths Regulation 2001.

For the purposes of **section 8(b)** of the Act, there are no qualifications are recognised by the Board as meeting criteria prescribed by the Osteopaths Regulation 2001. There are no criteria prescribed by the Osteopaths Regulation 2001.

For the purposes of **section 8(c)** of the Act, the following qualifications are recognised by the Board on the recommendation of the Joint Education Committee of Participating Australasian Chiropractors and Osteopaths Registration Boards.

- o Degrees of Bachelor of Applied Science (Clinical Science)/ Master of Osteopathy awarded by University of Western Sydney, Sydney
- o Degrees of Bachelor of Applied Science (Clinical Science)/Bachelor of Osteopathic Science awarded by RMIT University, Melbourne
- o Degrees of Bachelor of Science (Clinical Science)/Master of Health Science (Osteopathy) awarded by Victoria University, Melbourne

For the purposes of **section 8(d)** of the Act the examination is that form of examination approved by the Board from time to time. Details of the examination are available from the Registrar of the Board.

#### *Application procedures*

An application form is attached as Appendix 2. The documentary requirements, which must accompany the application form, are outlined in the form. As noted in item 4 in the application form, applicants are not required to disclose offences relating to the parking of motor vehicles or any offence under the road transport legislation (within the meaning of the Road Transport (General) Act 1999), except for the following offences.

- o An offence under section 42 of the Road Transport (Safety and Traffic Management) Act 1999 relating to driving a motor vehicle upon a public street furiously or recklessly or at a speed or in a manner which is dangerous to the public.
- o An offence under section 42 of the Road Transport (Safety and Traffic Management) Act 1999 relating to driving a motor vehicle upon a public street negligently if the applicant is, by way of penalty, sentenced to imprisonment or fined a sum of not less than \$200.
- o Any offence under section 19 (2) of the Road Transport (General) Act 1999 (which relates to refusing to produce a driver licence when required or to state name and home address, or stating a false name and home address).
- o Any offence under section 12 (1) of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to driving etc while under the influence of alcohol or any other drug).
- o Any offence under section 25A (1), (2) or (3) of the Road Transport (Driver Licensing) Act 1998 (which relates to driving while unlicensed).

- o Any offence under section 70 of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to failing to stop after an accident).
- o Any offence under section 9 of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to presence of prescribed concentration of alcohol in person's blood).
- o Any offence under section 43 of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to menacing driving).
- o Any other offence under the road transport legislation if the court orders the disqualification of the applicant from holding a driver licence.

Completed applications will usually be considered by the Board at its next scheduled meeting following receipt of the application. The Board normally meets on the first Tuesday of each month.

**Section 12** of the Act provides that the President of the Board may grant Provisional Registration upon application, provided all documentary requirements are in order. Provisional Registration enables applicants to commence practice immediately and is usually granted until the next scheduled meeting of the Board following the application. Applicants must not assume that Provisional Registration will be granted and must wait for advice of approval before commencing practice.

### **Temporary registration**

**Section 13(1)** of the Act provides that the Board may grant to a person a certificate of Temporary Registration, if the person is not normally resident in New South Wales, for the purpose of enabling the person to carry out educational or research activities or such other activities as the Board considers to be in the public interest.

**Section 13(3)** of the Act provides that Temporary Registration can only be granted to a person:-

- (a) who is registered as an osteopath in accordance with a law in force in the person's normal place of residence providing for the registration or certification of osteopaths,  
or
- (b) who holds such qualifications or has such experience in the practice of osteopathy as the Board considers satisfactory for the purposes of temporary registration.

**Section 13(5)** of the Act provides that the Board a certificate of Temporary Registration may be granted for such periods that the Board determines.

**Section 13(6)** of the Act provides that the Board may extend a certificate of Temporary Registration.

**Section 13(8)** of the Act provides that the Board may impose such conditions as it thinks fit on the Temporary Registration of a person, and may remove or vary those conditions.

Information concerning Temporary Registration is outlined in a separate document entitled "Temporary registration of osteopaths in New South Wales", which is available from the Registrar of the Board.

### **3.2 Mutual Recognition**

Under the provisions of Mutual Recognition Act 1992 a person who has a current authority to practice as an osteopath in another jurisdiction of Australia is entitled to be registered to practice osteopathy in New South Wales.

Mutual Recognition provides an additional and alternative avenue to the Osteopaths Act 2001 for obtaining registration.

#### ***Application procedures***

An application for registration form is attached as Appendix 3. The documentary requirements, which must accompany the application form, are outlined in the form.

Upon lodgement of a completed application "deemed" registration is granted. Deemed registration entitles the applicant to practice osteopathy in New South Wales in accordance with the Osteopaths Act 2001.

Applicants will receive a certificate of “deemed registration” indicating the duration of and any conditions that apply to their practice. Deemed registration continues until substantive registration is granted, or, until it is cancelled or refused by the Board. Deemed registrants must be notified of such decisions within one calendar month from the deemed registration date. The Board’s decision is subject to appeal to the Administrative Appeals Tribunal.

Deemed registration automatically leads to substantive registration within one month of the grant of deemed registration if a written notice to the contrary has not been issued within this month by the Board.

Substantive registration may be postponed or refused in cases where, for example, statements made in the application/notice are found to be materially false or misleading. Applicants granted substantive registration will be issued with a certificate of registration and in due course, with an annual renewal notice.

#### **4. OSTEOPATHS CODE OF PROFESSIONAL CONDUCT**

**Section 19** of the Osteopaths Act 2001 provides that osteopaths registered in NSW are required to practice in accordance with the Osteopaths Code of Professional Conduct approved by the Board under section 19 of the Act. The Code, a copy of which is attached as Appendix 1, sets out the rules of conduct that should be observed by osteopaths in carrying out their practice.

#### **5. PROFESSIONAL INDEMNITY INSURANCE**

In accordance with the provisions of the Health Care Liability Act 2001 and Regulations, the Board may not register a person to practise physiotherapy in New South Wales unless it is satisfied that the person will be covered by professional indemnity insurance or that the person is exempt from that requirement under the Regulation.

**Practising as an osteopath without being covered by professional indemnity insurance is, for the purpose of the Osteopaths Act 2001, unsatisfactory professional conduct.**

#### **6. FURTHER INFORMATION**

Further information is available from:

The Registrar  
Osteopaths Registration Board  
PO Box K599  
Haymarket NSW 1238  
Australia

Telephone: (02) 92190233  
Facsimile: (02) 92119318  
E-mail: [osteoreg@hprb.health.nsw.gov.au](mailto:osteoreg@hprb.health.nsw.gov.au)  
Internet: [www.osteoreg.health.nsw.gov.au](http://www.osteoreg.health.nsw.gov.au)

## OSTEOPATHS CODE OF PROFESSIONAL CONDUCT

The Osteopaths Registration Board has established the following Code of Professional Conduct under section 19 of the Osteopaths Act 2001. The Code sets out the rules of conduct that should be observed by registered osteopaths in their professional practice.

1. An osteopath must conduct himself or herself in his or her professional duties in accordance with the Osteopaths Act 2001 and Regulations and in accordance with this code as approved by the Board, and in accordance with any guidelines that may be issued by the Board from time to time.
2. An osteopath must maintain his or her knowledge and practice at an acceptable level of competence, as monitored and assessed by a peer review.
3. An osteopath must only perform or participate in those procedures that are within his or her competency and for which he or she is appropriately qualified, and refer those patients whose needs or requests are outside his or her competency.
4. All professional services and functions practised by an osteopath must be provided in accordance with this code.
5. An osteopath's ordinary place of practice must provide privacy and confidentiality for his or her patients and their records, in accordance with the Commonwealth Privacy Act 1988 (and the National Privacy Principles outlined in that Act).
6. An osteopath must not exploit his or her relationship with a patient in any way. In particular there must not be a sexual relationship with a patient during the professional relationship.
7. An osteopath must refrain from criticising colleagues in public or in a clinical setting in a manner which casts doubts on the colleague's professional competence. This does not apply to the critical evaluation of published works, or to expert testimony in court, or to the provision of an opinion as an expert for any legitimate purpose.
8. An osteopath must not, unless required by law divulge information about a patient unless the patient specifically authorises the release in writing, in accordance with the Commonwealth Privacy Act 1988 (and the National Privacy Principles outlined in that Act). Even under these circumstances, an osteopath should be aware of the necessity of preserving confidentiality as much as possible. For example, in Court, an osteopath may request the judge or magistrate to permit the suppression of information not relevant to the matter being decided.
9. An osteopath must inform his or her patients at the commencement of a course of osteopathic management of the reasonable foreseeable implications, including risks, complications and reactions, and explain the nature and purpose of the osteopathic management. An osteopath must receive informed consent from his or her patient before commencing any form of osteopathic management.
10. An osteopath must not undertake research involving human subjects without the research protocol being approved by a properly constituted ethics committee. This applies in particular to students or trainees who are being considered as subjects for research. Research must comply with guidelines issued under section 95A under the Commonwealth Privacy Act 1988.
11. An osteopath must not approve of, or collaborate in the use of osteopathic techniques by unregistered persons, except when those persons are in direct supervision by the osteopath.
12. An osteopath must not disrespect the ethical, religious and political beliefs of his or her patients. Osteopaths must not discriminate in employment or in the provisions of service on irrelevant grounds including race, sex (including pregnancy discrimination or sexual harassment), marital status, transgender status, disability, responsibilities as a carer, homosexuality or age.
13. An osteopath must respect the wish of a patient for a second opinion and must, if practicable, help the patient obtain a competent second opinion.
14. If an osteopath has reason to believe that a colleague is behaving in an unprofessional manner, or that his or her standard of practice falls substantially below acceptable standards then, if practicable, the colleague must be approached in a helpful way. If this is impracticable, then the matter must be reported to the Osteopaths Registration Board or the Health Care Complaints Commission.

15. An osteopath must not undertake any osteopathic management of a patient whilst his or her ability to do so is impaired by the influence of alcohol or drugs, or other impairments, as outlined in Section 10 of the Osteopaths Act 2001.
16. An osteopath must not teach spinal manipulative techniques (whether by manual or mechanical means), nor supervise osteopathic treatment, of any part of a person's body that affects a joint or segment of the vertebral column, to any person who is not a registered chiropractor, osteopath, physiotherapist or medical practitioner or student enrolled in an approved course in any of the aforesaid disciplines.
17. An osteopath in practice and for a minimum of seven years after retiring from practice must maintain a minimum of \$10,000,000.00 in Professional Indemnity Insurance coverage.
18. An osteopath must disclose any material pecuniary interest in any business or service provider to which he or she makes a referral or gives a recommendation.
19. An osteopath must comply with Section 21 of the Osteopaths Act 2001 by immediately advising the Board in the event of any of the following.
  - o If convicted of a criminal offence or subject to a criminal finding in New South Wales or elsewhere, excluding offences relating to the parking of motor vehicles or any offence under the road transport legislation (within the meaning of the Road Transport (General) Act 1999), except for the following offences.
    - An offence under section 42 of the Road Transport (Safety and Traffic Management) Act 1999 relating to driving a motor vehicle upon a public street furiously or recklessly or at a speed or in a manner which is dangerous to the public.
    - An offence under section 42 of the Road Transport (Safety and Traffic Management) Act 1999 relating to driving a motor vehicle upon a public street negligently if the osteopath is, by way of penalty, sentenced to imprisonment or fined a sum of not less than \$200.
    - Any offence under section 19 (2) of the Road Transport (General) Act 1999 (which relates to refusing to produce a driver licence when required or to state name and home address, or stating a false name and home address).
    - Any offence under section 12 (1) of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to driving etc while under the influence of alcohol or any other drug).
    - Any offence under section 25A (1), (2) or (3) of the Road Transport (Driver Licensing) Act 1998 (which relates to driving while unlicensed).
    - Any offence under section 70 of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to failing to stop after an accident).
    - Any offence under section 9 of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to presence of prescribed concentration of alcohol in person's blood).
    - Any offence under section 43 of the Road Transport (Safety and Traffic Management) Act 1999 (which relates to menacing driving).
    - Any other offence under the road transport legislation if the court orders the disqualification of the osteopath from holding a driver licence.
    - If any criminal proceedings are commenced against him or her for a sex/violence offence alleged to have been committed in the course of the practice of osteopathy.
    - If any criminal proceedings are commenced against him or her for a sex/violence offence alleged to have been committed against a minor or to involve child pornography (whether or not alleged to have been committed in the course of the practice of osteopathy).
    - If suffering from any significant illness that may reasonably be thought likely to detrimentally affect his or her physical or mental capacity to practice osteopathy.
    - If refused registration/licensure, or his or her registration/licensure is suspended or removed, in another jurisdiction of Australia or elsewhere.
    - If restrictions or conditions are imposed on his or her registration/licensure in another jurisdiction of Australia, or elsewhere.
    - If a complaint relating to his or her conduct as a provider of osteopathic services is made to a registration authority, or Health Care Complaints Commission, in another jurisdiction of Australia or elsewhere.
    - If named as a defendant in a Court action for negligence or other malpractice in the provision of osteopathic services.
    - If subject to adverse findings relating to conduct as a provider of osteopathic services, or character, by a court, or royal commission in New South Wales or elsewhere, or the NSW Independent Commission Against Corruption.

**OSTEOPATHS ACT 2001**

**APPLICATION FOR REGISTRATION AS AN OSTEOPATH**

**NEW SOUTH WALES  
OSTEOPATHS REGISTRATION BOARD**

To:	The Registrar Osteopaths Registration Board PO Box K599 Haymarket NSW 1238 Australia	Level 6 477 Pitt Street Sydney NSW 2000 Australia
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I, *Full name* \_\_\_\_\_ hereby apply to be registered as an osteopath in New South Wales under the provisions of the Osteopaths Act 2001, and provide the following information in support of my application.

<b>1.</b>	<b>PERSONAL DETAILS</b>		
1.1	Surname:		
1.2	Given names:		
1.3	Previous name/s, aliases [if applicable]:		
1.4	Address:		
1.5	Telephone:	(H)	(W)
1.6	E-mail address:		
1.7	Date of birth:		
1.8	Place of birth:		
1.9	Gender [M or F]:		

<b>2.</b>	<b>QUALIFICATIONS</b>		
2.1	Qualification/s on which the application is based.		
	<i>Degree/diploma</i>	<i>University/Institution</i>	<i>Year conferred</i>
2.2	Additional qualifications. <i>List any qualifications you may wish to have entered in the Register, if authorised by the Board.</i>		
	<i>Degree/diploma</i>	<i>University/Institution</i>	<i>Year conferred</i>
<i>A certified photocopy is required of the degree/s, diploma/s or other award/s listed in items 2.1 and/or 2.2. If the qualification/s were issued in a previous name evidence of the change of name must be provided.</i>			

Applicant's signature \_\_\_\_\_

**OSTEOPATHS REGISTRATION BOARD**

2.3	Membership of any professional association/s in osteopathy	
	<i>Association</i>	<i>Grade of membership</i>

**3. REGISTRATION IN OTHER JURISDICTIONS**

3.1	Are you or have you ever been registered, certified and/or licensed as an osteopath or to otherwise practise osteopathy in any other States, Territories or Countries?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**3.2 If the answer to Q3.1 is "YES", please provide the following information in respect of each such registration, certification or licence:**

3.2.1 Name of State/s, Territory/s or Country/s:	3.2.2 Name of registering, certifying or licensing authority/s:	3.2.3 Date of registration/s, certification/s or license/s:	3.2.4 Registration number/s [if any]

*If you do hold registration in another State, Territory or Country it is necessary for you to arrange for a Certificate of Good Standing to be forwarded to the Board by the registering authority in that State, Territory or Country. Certificates of Good Standing must be dated within three months of the date of the application.*

**4. CONVICTIONS/CRIMINAL FINDINGS**

4.1	Have you been convicted of any offence or made the subject of a criminal finding in this State or elsewhere? <i>Excludes any offence relating to the parking of motor vehicles or any offence under the road transport legislation (within the meaning of the Road Transport (General) Act 1999), except those offences listed on pages 2 and 3 of the document entitled "Registration of osteopaths in New South Wales" published by the New South Wales Osteopaths Registration Board.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**4.2 If the answer to Q4.1 is "YES", please supply the following information in respect of each offence:**

4.2.1 Date of offence/s or criminal finding/s	4.2.2 Nature of offence/s or criminal finding/s	4.2.3 Date of conviction/s or criminal finding/s	4.2.4 Court imposing conviction/s or criminal finding/s

**5. GOOD CHARACTER**

**Refusal of registration**

5.1	Has any application for registration, certification or licensing as an osteopath or as a provider of osteopathic services been refused for any reason in another State, Territory or Country?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**5.2 If the answer to Q5.1 is "YES", please supply full details.**

**De-registration, suspension etc**

5.3	Has any registration, certification or licensure referred to in item 3.2 above been suspended, withdrawn, revoked, cancelled and/or removed for any reason?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**5.4 If the answer to Q5.3 is "YES", please supply full details.**

5.5	Has any registration, certification or licensure referred to in item 3.2 above been made subject to any restrictions or conditions?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**5.6 If the answer to Q5.5 is "YES", please supply full details.**

**Current Complaints**

5.7	Are you currently as an osteopath or as a provider of osteopathic services or as a registered health care provider the subject of a complaint of lack of good character, professional misconduct or other matter?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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**5.8 If the answer to Q5.7 is "YES", please supply full details.**

Applicant's signature \_\_\_\_\_

**OSTEOPATHS REGISTRATION BOARD**

5.9	Are you currently the subject of pending criminal proceedings in NSW or elsewhere for a sex/violence offence? <i>A sex/violence offence is an offence involving sexual activity, acts of indecency, child pornography, physical violence, or the threat of physical violence.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.10 **If the answer to Q5.9 is "YES", please supply full details.**

**Claims for damages**

5.11	Have you ever been named as a defendant in any court action for negligence or other malpractice in the provision of osteopathic services?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.12 **If the answer to Q5.11 is "YES", please supply full details.**

**Academic Conduct**

5.13	Have you ever been suspended or expelled/excluded from a tertiary education institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.14	Have you ever been found guilty of cheating or other dishonesty by a tertiary education institution?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.15 **If the answer to Q's 5.13 or 5.14 is "YES", please supply full details**

**Adverse findings of Courts etc.**

5.16	Have you ever been the subject of an adverse finding relating to your conduct as an osteopath or as a provider of osteopathic services or relating to your character by a court, royal commission, special commission of inquiry or by the NSW Independent Commission Against Corruption?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.17 **If the answer to Q5.16 is "YES", please supply the following information in respect of each adverse finding**

5.17.1 Name of Court/s etc	5.17.2 Name of proceeding/s or inquiry/s	5.17.3 Details of adverse finding/s	5.17.4 Date of adverse finding/s

**Osteopaths Code of Professional Conduct**

5.18	Have you read, do you understand, and do you agree to adhere to, the Osteopaths Code of Professional Conduct approved by the New South Wales Osteopaths Registration Board? <i>A copy of the Code is attached as Appendix 1.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.19	Have you as an osteopath or provider of osteopathic services done or failed to do something which may amount to a breach of the Osteopaths Code of Professional Conduct?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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5.20 **If the answer to Q5.19 is "YES", please supply full details.**

**Character References**

5.21	Two completed character references <i>on forms provided in Appendix 4</i> from Australia residents of professional standing, one at least of whom is a registered osteopath, and dated within the last six months. <i>The registration number of the osteopath must be noted on the reference. Character references from the applicant's immediate family are not acceptable.</i>
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**6. IMPAIRMENT**

6.1	Do you suffer from any physical or mental impairment, disability, condition or disorder that detrimentally affects, or is likely to detrimentally affect, your physical or mental capacity to practice osteopathy?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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6.2 **If the answer to Q6.1 is "YES", please supply full details.**

**7. LANGUAGES**

7.1	In addition to English I speak the following languages fluently. <i>For recording in the Register.</i>

**8. PHOTOGRAPHS**

8.1	Two recent passport styled photographs, signed with my usual signature on the front and certified on the back as being a true likeness of me by one of my character referees or a Justice of the Peace.
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Applicant's signature \_\_\_\_\_

<b>9</b>	<b>PROFESSIONAL INDEMNITY INSURANCE</b>	
	My <b>Professional Indemnity Insurance</b> status is:	
	(a) <b>Approved Insurer</b> Provider: _____ Member Code: _____	
	(b) <b>Exempt (Refer to Clause 7, Health Care Liability Regulation 2007, attached):</b>	
	7(1)(a) <input type="checkbox"/> non-practising (Board imposed)	7(1)(e) <input type="checkbox"/> not providing health care
	7(1)(b) <input type="checkbox"/> practice outside NSW	7(1)(f) <input type="checkbox"/> employee of public health organisation
	7(1)(c) <input type="checkbox"/> not-practising	7(1)(g) <input type="checkbox"/> government indemnity
	7(1)(d) <input type="checkbox"/> indemnified employee	
	(c) <b>Other</b> (please specify) _____ _____ _____ _____	

<b>10.</b>	<b>APPLICATION FEE</b>	
10.1	Application for registration fee of \$400.00.	
10.2	Do you wish to apply for a waiver of all or part of the application fee?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.3	<b>If the answer to Q10.2 is "YES", please supply full details, including amount of waiver requested and reasons for the waiver.</b>	
	<i>Cheques or money orders should be made payable to the Osteopaths Registration Board.                  Overseas cheques and bank drafts must be in Australian dollars and made payable to an Australian bank.                  Credit card payments Visa/MasterCard/Bankcard only</i>	
	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Bankcard	/
	<i>Card type</i>	<i>Card number</i>
	_____ <i>Signature</i>	

<b>11.</b>	<b>EVIDENCE OF IDENTITY</b>
11.1	A driver's licence or current passport, <b>OR</b> any two of the following. Bankcard/Credit Card Bank Passbook Current Bank statement Current car registration papers Current telephone, electricity, water rates, gas or council rates account. <i>Must be paid and in applicant's name</i> Expired driver's licence. <i>Within 2 years</i> Australian income tax assessment. <i>Previous year only</i> Medicare card

<b>12.</b>	<b>STATUTORY DECLARATION</b>
12.1	Applicants are required to complete the attached Statutory Declaration.

<b>13.</b>	<b>AUTHORISATION</b>
13.1	Applicants are required to complete the attached authorisation for the Board to approach and request information from persons, institutions and organisations as the Board may consider appropriate in order to determine the applicant's eligibility for registration as an osteopath in New South Wales.

*Applicant's signature*

*Date*

STATUTORY DECLARATION

I, *Full name* \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Address*

do sincerely declare that:

1. I am the applicant for registration as an osteopath referred to in this application;
  2. the information supplied by me in this application is complete and true to the best of my knowledge and belief;
- and I make this declaration conscientiously believing the same to be true, and by virtue of the Oaths Act 1900.

\_\_\_\_\_  
*Date*

Declared at \_\_\_\_\_  
*Place of declaration*

before me \_\_\_\_\_  
*Applicant's signature*

\_\_\_\_\_  
*Signature of Justice of the Peace*

**NOTES**

- *This application for registration as an osteopath in New South Wales under the Osteopaths Act 2001 comprises pages 7-12 of the document entitled "Registration of osteopaths in New South Wales" approved by the New South Wales Osteopaths Registration Board.*
- *A photocopy of any of the documents required to accompany this application may be provided if it is certified by a Justice of the Peace, solicitor or public notary as being a true copy of the original.*
- *Each page of the application must be signed by the applicant.*

**AUTHORISATION**

1. I authorise and consent to the Osteopaths Registration Board of New South Wales and its Registrar, inspectors and employees to approach and request information from persons, institutions and organisations as the Board may consider appropriate in order to determine my eligibility for registration as an osteopath in New South Wales.
2. I indemnify the Osteopaths Registration Board, its Registrar, inspectors and employees from any actions and claims by any person arising from any request for and supply of information and the consideration and processing of my application for registration as an osteopath in New South Wales.

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*Applicant's signature*

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*Date*

**APPLICATION FOR REGISTRATION UNDER THE OSTEOPATHS ACT 2001**

**APPLICANT'S CHECKLIST**

The following checklist is provided to assist applicants in complying with the Board's requirements.

<b>Personal Details</b>	
<input type="checkbox"/> Completed	
<b>Qualifications</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Certified copy, or other acceptable evidence provided
<b>Professional association</b>	
<input type="checkbox"/> Completed	
<b>Registration in other jurisdictions</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Certificate/s of Good Standing, if required. <i>Dated within 3 months of the date of the application for each jurisdiction registered or previously registered in.</i>
<b>Convictions/Criminal findings</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Question answered, details provided (if required)
<b>Good Character</b>	
<input type="checkbox"/> Refusal of registration	<input type="checkbox"/> Question answered, details provided (if required)
<input type="checkbox"/> Deregistration, suspension etc	<input type="checkbox"/> Question answered, details provided (if required)
<input type="checkbox"/> Current complaints	<input type="checkbox"/> Questions answered, details provided (if required)
<input type="checkbox"/> Pending criminal proceedings	<input type="checkbox"/> Question answered, details provided (if required)
<input type="checkbox"/> Claims for damages	<input type="checkbox"/> Question answered, details provided (if required)
<input type="checkbox"/> Academic Conduct	<input type="checkbox"/> Questions answered, details provided (if required)
<input type="checkbox"/> Adverse findings of Courts etc	<input type="checkbox"/> Question answered, details provided (if required)
<input type="checkbox"/> Code of Professional Conduct	<input type="checkbox"/> Questions answered, details provided (if required)
<input type="checkbox"/> Character reference	<input type="checkbox"/> Australia residents
<input type="checkbox"/> Character reference	<input type="checkbox"/> Of professional standing
	<input type="checkbox"/> One a registered osteopath
<b>Impairment</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Question answered, details provided (if required)
<b>Languages</b>	
<input type="checkbox"/> Completed	
<b>Photographs</b>	
<input type="checkbox"/> Passport photograph	<input type="checkbox"/> Your signature on the front
<input type="checkbox"/> Passport photograph	<input type="checkbox"/> Certified on the back by a Justice of the Peace or one of your referees as being a true likeness of you
<b>Fee</b>	
<input type="checkbox"/> Enclosed	
<b>Evidence of identity</b>	
<input type="checkbox"/> Certified copy provided	<input type="checkbox"/> Driver's licence <b>OR</b> Current Passport <b>OR</b> <input type="checkbox"/> Any two: <input type="checkbox"/> Credit card <input type="checkbox"/> Bank passbook <input type="checkbox"/> Current Bank statement <input type="checkbox"/> Current car registration papers <input type="checkbox"/> Current phone, electricity, water rates, gas bill etc <input type="checkbox"/> Expired driver's licence, within 2 years <input type="checkbox"/> Australian income tax assessment, previous year <input type="checkbox"/> Medicare card
<b>Professional Indemnity Insurance Details</b>	
<input type="checkbox"/> Completed	
<b>Statutory Declaration</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Signed by a Justice of the Peace
<b>Authorisation</b>	
<input type="checkbox"/> Completed	
<b>Application form</b>	
<input type="checkbox"/> Signed on each page	

**N.B. A certified copy is a photocopy certified by a Justice of the Peace, solicitor, or Notary Public, as a true copy of the original.**

**MUTUAL RECOGNITION ACT 1992  
(SECTION 19 NOTICE)**

**APPLICATION FOR REGISTRATION**

**STATUTORY DECLARATION**

To:	The Registrar Osteopaths Registration Board PO Box K599 Haymarket NSW 1238 Australia	Level 6 477 Pitt Street Sydney NSW 2000 Australia
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I, *Full name* \_\_\_\_\_  
 hereby apply to be registered as an osteopath in New South Wales in accordance with the provisions of the Mutual Recognition Act 1992, and provide the following information in support of my application.

<b>1.</b>	<b>PERSONAL DETAILS</b>		
1.1	Surname:		
1.2	Given names:		
1.3	Previous name/s, aliases [if applicable]:		
1.4	Address:		
1.5	Telephone:	(H)	(W)
1.6	E-mail address:		
1.7	Date of birth:		
1.8	Place of birth:		
1.9	Gender [M or F]:		

2.	I am currently registered in _____ which is the jurisdiction upon which my application is based.	<i>Jurisdiction</i>	
----	--	---------------------	--

<b>3.</b>	<b>CURRENT REGISTRATION</b>		
3.1	I have equivalent registration in the following States and Territories of Australia, including the one in item (2) above.		
<i>3.1.1</i>	<i>Registered occupation/s</i>	<i>3.1.2</i>	<i>Registration Number</i>
<i>3.1.2</i>	<i>Current to/lapsed date</i>	<i>3.1.3</i>	<i>Jurisdiction</i>

<b>4.</b>	<b>DECLARATION OF CRIMINAL, CIVIL OR DISCIPLINARY PROCEEDINGS</b>		
4.1	I am not the subject of disciplinary proceedings in any State or Territory of Australia, (including any preliminary investigations or action that might lead to disciplinary proceedings) in relation to the above occupation/s.		

<b>5.</b>	<b>CANCELLATION OR SUSPENSION</b>		
5.1	My registration has not been cancelled nor is it currently suspended in any State or Territory of Australia as a result of disciplinary action.		

Applicant's signature \_\_\_\_\_



12.	<b>DECLARATION</b>
I make this solemn declaration, as to the matter aforesaid, according to the law in this behalf made, and subject to the punishment by law provided for any wilfully false statement in any such declaration.	

Made and declared at

\_\_\_\_\_

*Place of declaration*

before me

\_\_\_\_\_

*Applicant's signature*

\_\_\_\_\_  
*Signature of Justice of the Peace/Solicitor/Public Notary*

**NOTES**

- *This application for registration as an osteopath in New South Wales under Mutual Recognition comprises pages 14-15 of the document entitled "Registration of osteopaths in New South Wales" approved by the New South Wales Osteopaths Registration Board.*
- *Incomplete applications including omission of payment of the appropriate fee will not be accepted by the Board resulting in deferment of the right to practise. Statements or information which are materially false or misleading will result in postponement or refusal of registration.*
- *Please ensure your current Authority to Practise Document is attached to this Application (Item 10).*
- *A photocopy of any of the documents required to accompany this application may be provided if it is certified by a Justice of the Peace, solicitor or public notary as being a true copy of the original.*

**APPLICATION FOR REGISTRATION UNDER THE MUTUAL RECOGNITION ACT**

**APPLICANT'S CHECKLIST**

The following checklist is provided to assist applicants in complying with the Board's requirements.

<b>Personal Details</b>	
<input type="checkbox"/> Completed	
<b>Registration in other jurisdictions</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Jurisdiction upon which the application is based
<input type="checkbox"/> Completed	<input type="checkbox"/> Details of equivalent registration in other jurisdictions
<b>Special conditions</b>	
<input type="checkbox"/> Details provided (if required)	
<b>Current practising certificate</b>	
<input type="checkbox"/> Certified copy provided	
<b>Professional Indemnity Insurance</b>	
<input type="checkbox"/> Completed	
<b>Fee</b>	
<input type="checkbox"/> Enclosed	
<b>Declaration</b>	
<input type="checkbox"/> Completed	<input type="checkbox"/> Signed by a Justice of the Peace
<b>Application form</b>	
<input type="checkbox"/> Signed on each page	

**N.B. A certified copy is a photocopy certified by a Justice of the Peace, solicitor, or Notary Public, as a true copy of the original.**

APPLICATION FOR REGISTRATION AS AN OSTEOPATH

CHARACTER REFERENCE

I, *Full name* \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_

*Address*

*Telephone* \_\_\_\_\_ *(W)* \_\_\_\_\_ *(H)* \_\_\_\_\_

*Occupation* \_\_\_\_\_

*Registration number [if applicable]*

do sincerely declare that I have known \_\_\_\_\_  
*Full name of applicant for registration*

for \_\_\_\_\_ years, in the following capacity \_\_\_\_\_  
*Capacity in which the applicant for registration is known*

and that in my opinion this person is of good fame and character, and in that respect suitable for registration as an osteopath in accordance with the provisions of the Osteopaths Act 2001. I believe that I have sufficient knowledge of the applicant to form this opinion.

I am not aware of any prior refusal to Register, prior deregistration or suspension from any Register, current complaints, claims for damages, expulsion from an academic institution, convictions or adverse findings of courts or royal commissions with respect to the applicant, or any other matter that may reflect adversely on the applicant's good character.

\_\_\_\_\_  
*Referee's signature*

\_\_\_\_\_  
*Date*

**NOTES**

*As a guide, this character reference should be dated within the last six months by someone who has known the applicant for 6 months or longer.*

*Any information known to the referee which may reflect adversely on the applicant's character should be provided to the Board under separate cover.*

*Character references from the applicant's immediate family are not acceptable.*

APPLICATION FOR REGISTRATION AS AN OSTEOPATH

CHARACTER REFERENCE

I, *Full name* \_\_\_\_\_

of \_\_\_\_\_

\_\_\_\_\_

*Address*

*Telephone* \_\_\_\_\_ (*W*) \_\_\_\_\_ (*H*)

*Occupation* \_\_\_\_\_ *Registration number [if applicable]* \_\_\_\_\_

do sincerely declare that I have known \_\_\_\_\_  
*Full name of applicant for registration*

for \_\_\_\_\_ years, in the following capacity \_\_\_\_\_  
*Capacity in which the applicant for registration is known*

and that in my opinion this person is of good fame and character, and in that respect suitable for registration as an osteopath in accordance with the provisions of the Osteopaths Act 2001. I believe that I have sufficient knowledge of the applicant to form this opinion.

I am not aware of any prior refusal to Register, prior deregistration or suspension from any Register, current complaints, claims for damages, expulsion from an academic institution, convictions or adverse findings of courts or royal commissions with respect to the applicant, or any other matter that may reflect adversely on the applicant's good character.

\_\_\_\_\_  
*Referee's signature*

\_\_\_\_\_  
*Date*

**NOTES**

*As a guide, this character reference should be dated within the last six months by someone who has known the applicant for 6 months or longer.*

*Any information known to the referee which may reflect adversely on the applicant's character should be provided to the Board under separate cover.*

*Character references from the applicant's immediate family are not acceptable.*

**PROFESSIONAL INDEMNITY INSURANCE REQUIREMENTS**

The *Health Care Liability Regulation 2007* was implemented on 1 September 2007. The Regulation specifies the classes of health practitioners who are required under section 25 of *Health Care Liability Act* to be covered by approved professional indemnity insurance and the classes of health practitioners who are exempt from that requirement.

A copy of the relevant sections of the regulation plus a copy of section 25 of the *Health Care Liability Act 2001* (the Act) is enclosed for your information.

Section 25(2) of the Act provides that a person (declared by the regulation) is not entitled to practise as a health practitioner (in New South Wales) unless covered by professional indemnity insurance. Section 25(4) of the Act goes on to say that “Practising as a health professional without being covered by professional indemnity insurance is, for the purposes of the relevant health registration Act, (ie the *Osteopaths Act 2001*), unsatisfactory professional conduct.”

Section 25(3) of the Act prescribes that the appropriate registration authority (ie the Osteopaths Registration Board):

- a) must not register a person as a health practitioner unless the authority is satisfied that the person will, while practising as a health practitioner (in New South Wales), be covered by professional indemnity insurance, and
- b) may cancel or suspend the registration of a person as a health practitioner if the authority is satisfied that the person is not covered by professional indemnity insurance while the person is practising as a health practitioner (in New South Wales).

## Health Care Liability Regulation 2007

### Part 3 Health practitioners

Clause 6 - Classes of health practitioner required to be covered by professional indemnity insurance

Section 25 of the Act applies to the following classes of health practitioner:

- |                    |                         |                         |
|--------------------|-------------------------|-------------------------|
| (a) chiropractors, | (b) dental auxiliaries, | (c) dental prosthetists |
| (d) dentists,      | (e) optometrists,       | (f) osteopaths,         |
| (g) pharmacists,   | (h) physiotherapists,   | (i) podiatrists,        |
| (j) psychologists. |                         |                         |

### Clause 7 Exemption from insurance requirement

- (1) In accordance with section 25 (5) of the Act, the following health practitioners are exempt from the requirement for professional indemnity insurance:
- (a) a person whose registration as a health practitioner is subject to the condition that the person does not practise,
  - (b) a health practitioner who practises primarily outside New South Wales and who is covered by professional indemnity insurance of any kind while practising in New South Wales,
  - (c) a health practitioner whose practice is limited to the rendering of assistance, in the practitioner's capacity as a health practitioner, on a voluntary basis in emergency situations,
  - (d) a health practitioner who practises in the course of being:
    - (i) employed by another person, or
    - (ii) engaged by another person under some contractual arrangement,
  - (e) a health practitioner whose practice does not include the provision of health care or of an opinion given in the practitioner's capacity as a health practitioner in respect of the physical or mental health of any person,
  - (f) a health practitioner who, while practising, is covered by an indemnity arrangement established or entered into by the State or the Commonwealth to cover civil liability,
  - (g) a health practitioner who, while practising in accordance with a function conferred or imposed by or under any State or Commonwealth Act or regulation, does not, under that Act or regulation, incur any personal liability.
- (2) An exemption under subclause (1) (b)–(g) applies to a health practitioner only to the extent to which the health practitioner practises in the circumstances described in the exemption concerned.
- (3) Without limiting subclause (2), the exemption under subclause (1) (d) applies only in relation to a health practitioner:
- (a) to the extent that the health practitioner is practising as an employee of, or under contract to, the other person, and
  - (b) to the extent that the health practitioner is indemnified, under an insurance policy issued to the other person, for civil liability arising out of the provision of, or failure to provide, health care by the health practitioner, and
  - (c) if the other person is not the health practitioner's practice company.

**Clause 8 Exemption for limited period after cessation of insurer's business**

- (1) If a health practitioner ceases to be covered by professional indemnity insurance as a consequence of the cessation of business of the insurer who provided the insurance, the health practitioner is, in accordance with section 25 (5) of the Act, exempt from the requirement for professional indemnity insurance but only for a period of no more than 3 months (or such longer period as the Minister may specify by order published in the Gazette) commencing on the date on which the health practitioner ceased to be so covered.
- (2) The reference in subclause (1) to the cessation of business of an insurer includes a reference to the appointment of a liquidator, administrator or controller (within the meaning of the [Corporations Act 2001](#) of the Commonwealth) in respect of the insurer's business.

**Health Care Liability Act 2001 No 42****S. 25 Professional indemnity insurance for certain other health practitioners**

(1) This section applies to or in respect of a person who is a health practitioner only if the regulations have declared that this section applies to the class of health practitioner of which the person is a member.

(2) A person is not entitled to practise as a health practitioner unless the person is covered by professional indemnity insurance.

(3) Accordingly, the appropriate registration authority:

(a) must not register a person as a health practitioner unless the authority is satisfied that the person will, while practising as a health practitioner, be covered by professional indemnity insurance, and

(b) may cancel or suspend the registration of a person as a health practitioner if the authority is satisfied that the person is not covered by professional indemnity insurance while the person is practising as a health practitioner.

(4) Practising as a health practitioner without being covered by professional indemnity insurance is, for the purposes of the relevant health registration Act, unsatisfactory professional conduct.

(5) This section does not apply in respect of a health practitioner who is exempt under the regulations from the requirement for professional indemnity insurance.

(6) This section has effect despite the relevant health registration Act under which a health practitioner is registered.

(7) In this section:

***appropriate registration authority***, in relation to a health practitioner, means the person or body who has the function, under the relevant health registration Act, of determining any matter relating to the registration of the health practitioner under the health registration Act.

***relevant health registration Act***, in relation to a health practitioner, means the Act under which the health practitioner is registered or is otherwise entitled to practise.