



*Te Poari Tiaki Waewae O Aotearoa*

**The ePod**

**JULY 2015**

## **PODIATRISTS BOARD NEWSLETTER**

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### **BOARD MEETINGS AND MEMBERSHIP**

The Board last met on 18 & 19 June in Wellington, and further meetings for 2015 are planned for 20 & 21 August and 12 & 13 November.

The Board is very pleased to welcome Matt Carroll as a new Board member. Matt is the Head of School of Podiatry at AUT and the Board looks forward to working with Matt wearing his new (but separate) hat as Board member.

The Board has had to say goodbye to Keith Aitken who was not reappointed, and his valued contribution will be greatly missed.

Leigh Shaw has been reappointed to the Board for a further 3 year term, and the Board is pleased with this continuity for the next few years.

There are two positions coming up for appointment or reappointment in June 2016 and it is suggested that any interested applicants should get in touch with the Ministry of Health early in 2016.

## **PRACTISING WITHOUT AN ANNUAL PRACTISING CERTIFICATE (APC)**

There are currently 363 practising podiatrists who hold an APC at present.

Unfortunately, every year there is a small handful of practitioners who continue to practice after 31 March without renewing their APC. They are **practising illegally** and can be subject to a Professional Conduct Committee (PCC) hearing should the Board decide.

**IT IS IMPERATIVE THAT APCS ARE RENEWED BEFORE 1 APRIL EACH YEAR IF YOU WISH TO CONTINUE TO PRACTICE PODIATRY.**

The responsibility rests solely on the practitioner to renew, not their employer or an expectation of a reminder from the Board.

The Board has not posted invoices for a number of years now, and will only be sending one email reminder in future.

Do not rely on this however. Set yourself a reminder in your PC on outlook or on your smart phone or your paper based diary. The responsibility is yours. The expiry date is always 31 March each year.

## **ON-LINE APC RENEWALS**

From mid- February to mid- April 2016 the online APC application function will become available again.

Over all, the Board was pleased with the online functionality available to practitioners for the first time this year, however there were a number of people who were not able to complete their application successfully on line and had to send in their paper based forms. It is hoped that this year, now that most people have already “activated their account” that the process will run more smoothly.

There were also a number who although they applied successfully on line did not receive their electronic APC automatically and immediately on completion of their on line payment. We have been advised that this was due to some issues with the banking system that IT have now corrected.

Please note for next year, when you apply on line you should immediately receive an email with your APC and receipt attached. If you don't, please advise the Registrar.

## **UPDATE CONTACT DETAILS**

The online functionality remains active through the year for practitioners to login, (activate your account if you have not already done so), and update your address, email and phone contact details.

It is preferred that you update your details this way rather than advising the Board directly. It is also important to keep your contact details up to date as your email address is linked to your on line identity with the Board, and is used for your APC reminder email in February.

Your postal address also needs to be up to date as the Board writes to practitioners regarding their practising status if they have not renewed their APC.

## **INACTIVE MAINTENANCE FEE**

This fee is required for all registrants without an APC, who wish to remain on the Register. If this is not paid the Board will write to you advising that you will be removed from the Register if the Board has not heard from you for a period of 6 and a half months. A second letter will be posted 6 months after the first and then section 144 of the HPCA Act allows the Board to remove a registrant after 10 days have elapsed since the posting of the second letter.

This highlights the importance of keeping your postal address up to date for the Board.

## **PBRCF AUDITS:**

### **2015 Audit**

The Board has been pleased with the overall high standard of logbooks, and all audits have received an achieved result.

### **2016 Audit**

Practitioners to be in the 2016 PBRCF Audit will be advised in July this year.

Logbooks need to be received by the Board by 30 November 2015, for any credits gained up until 31 October 2015.

The timeframe has been brought forward to allow those in the Audit to apply online for their APC in 2016. APCs cannot be renewed until logbooks have been received.

## **LOGBOOK REQUIREMENTS**

- Please note that only Forms 2 - 5 are expected together with evidential certificates of attendance etc for CCME activities only.
- Please do not post in ring binders, as it is expected that logbooks would not contain more than 20 pages at the most.
- Please use small plastic folders with clear pages that you can insert your own pages into or just staple your pages together and send in to the Board.
- Podiatry New Zealand forms will also be accepted for any courses provided by them.
- APCs for those in the 2016 audit cannot be renewed until logbooks have been received by the Board.

## **REVIEW FEE CONSULTATION**

Please note, the proposed Review Fee is intended **ONLY** for practitioners who are required to undertake a **Competence Review** as a consequence of a Board decision from a referral back from HDC (Health & Disability Commissioner).

**This fee is NOT related to the PBRCF Audit process at all.**

The Board has now fully consulted, received submissions and further information, and considered these at length. At the June meeting the Board decided, having taken all submissions into account, to proceed with the gazetting of this new fee.

The fee will now be applied to **Competence Reviews** only (not for any other work in this area) and will be decided on a case by case basis. The minimum amount has been reduced from \$5,000 to \$2,000.

It is intended to cover only a small portion of the costs incurred by the Board for Competence Review (CR) work, with costs in this area over the past 2 years for the Board reaching around \$45,000.

It is intended that the fee will be for no more than one third of the Board expenses for the CR. It is to range from \$2,000 to \$15,000 maximum, regardless of the final total the CR costs the Board. (eg: if the total cost were to be \$60,000 the fee would still not be greater than \$15,000 although this would be less than third of the full cost.)

The Board has until now been required to use up its reserves for this area of expenditure triggered by just a few practitioners, and it is felt that a more just solution is that in future the

practitioners concerned, those required to undertake a Competence Review, contribute themselves towards a portion of this expense rather than the profession as a whole having to bear this cost.

Please note the HPCA Act separates the discipline function of PCCs (Professional Conduct Committees) and HPDT (Health Practitioner Disciplinary Tribunal) cases as the only area of work that the new Disciplinary Levy (introduced 2 years ago) can cover. The HPCA Act prevents the Board from using funds from its Disciplinary Levy for CR work, hence the need for this new Competence Review fee.

## **SECRETARIAT**

The Board has recently moved offices to Level 6, Wakefield House, 90 The Terrace, Wellington, and is continuing its SLA with the Occupational Therapy Board (OTB), providing office accommodation and secretariat support as needed.

The Board has now entered into a shared services agreement with the Nursing Council that will come into full effect this time next year, when the Board will then co-locate within the Nursing Council offices together with the: Midwifery Council, Psychology Board, Occupational Therapy Board, Osteopathic Council, Psychotherapy Board, Optometrists and Dispensing Opticians Board, Dietitians Board and Chiropractic Board. This will be a major step toward achieving the Ministry of Health's goal for closer ties within the RAs (Health Regulatory Authorities).

## **BOARD COMMITTEE WORK**

Expressions of interest are sought from experienced podiatrists (7 years or more) to join a pool of practitioners who are available to undertake work for the Board serving on various committees. These would include Competence Review Committees and Professional Conduct Committees (PCCs).

## **CONTACT WITH THE BOARD**

For all queries please contact the Registrar, Annabel Whinam

**[registrar@podiatristsboard.org.nz](mailto:registrar@podiatristsboard.org.nz)**

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