



Application Form (M1SP) - Special Purpose Registration

- **This form allows International Medical Graduates to apply for special purpose registration in Queensland when they are not yet eligible for general or specialist registration.**
- **If your application does not include one of the pathway-mandatory eligibility requirements or evidence of English language proficiency your application will be returned.**

1. Your details

Title Please ✓ appropriate box	Dr	Mr	Mrs	Ms	Miss	Other (please specify)		
Family Name / Surname								
Given Names								
Previous Names (If applicable)								
Date of Birth (dd-mm-yyyy)				Gender	Male	Female		
Place of Birth	Country of Birth		City/Town of Birth					
Postal Address <i>Note: changes to this address must be notified to the Board</i>								
		State		Postcode				
Is your postal address also your residential address? If you answer 'Yes', the Board will not publish your address on the Public Register.					Yes	No		
Contact Telephone Numbers	Day	Mobile	After Hours					
Email Address	Note: This is the address to which all correspondence from the Board will be sent, including updates on your application status.							
Are you or have you previously been registered with the medical Board of Queensland? If you answer 'Yes', please provide your registration number (if known).					Yes	No		

2. Prospective employer details

You must have a conditional offer of employment before submitting an application for any category of special purpose registration (except for special purpose registration under Section 138).	
Employing organisation	
Contact person	
Contact person's phone number	
Prospective employer's address	
Title of position you've been offered	

3. Purpose for which you are seeking registration?

Tick **one** pathway and **one** category of registration within that pathway. You must meet the eligibility requirements for that pathway.

Pathway	Category of registration
<p style="text-align: center;">Competent Authority</p> <p>Mandatory eligibility requirements: I have received an “Advanced Standing Certificate” from the AMC</p> <p>And</p> <p>I have applied to undertake a pre-employment structured clinical interview (PESCI) (See note on page 3 if applicable)</p>	<p>Postgraduate study or training – s132 Enables you to undertake Board approved postgraduate study or training in medicine for the purpose of attaining an Australian specialist qualification.</p> <p>Medical teaching or research – s134 Enables you to engage in medical research, teaching or associated clinical practice as a medical practitioner, if required as a condition of your employment.</p> <p>Practice in area of need – s135 Enables you to practice in an identified area of need, i.e. an area and position designated by the Minister for Health as having insufficient registered medical practitioners to meet local demand.</p> <p>Practice in the public interest - s137 Enables you to practice the profession for a particular purpose if deemed to be in the public interest; for example an urgent need for very specialised expertise.</p>
<p style="text-align: center;">Standard (Non-Specialist)</p> <p>Mandatory eligibility requirements: I have passed the AMC MCQ examination.</p> <p>Or</p> <p>I hold current special purpose registration with the Medical Board of Queensland.</p> <p>And</p> <p>I have applied to undertake a pre-employment structured clinical interview (PESCI) (See note on page 3 if applicable)</p>	<p>Supervised training to prepare for clinical examination – s133 Enables you to undertake Board approved supervised training to prepare for the clinical examination conducted by the Australian Medical Council.</p> <p>Medical teaching or research – s134 Enables you to engage in medical research, teaching or associated clinical practice as a medical practitioner, if required as a condition of your employment.</p> <p>Practice in area of need – s135 Enables you to practice in an identified area of need, i.e. an area and position designated by the Minister for Health as having insufficient registered medical practitioners to meet local demand.</p> <p>Practice in the public interest – s137 Enables you to practice the profession for a particular purpose if deemed to be in the public interest; for example an urgent need for very specialised expertise.</p>
<p style="text-align: center;">Specialist</p> <p>Mandatory eligibility requirements:</p> <p>I have lodged my specialist qualifications from outside Australia or New Zealand with the Australian Medical Council (AMC) for assessment by the relevant specialist college in Australia.</p> <p>Or</p> <p>I have been supported by the relevant specialist college in Australia as a “specialist-in-training”.</p>	<p>Postgraduate study or training - s132 Enables a specialist-in-training from another country to:</p> <ul style="list-style-type: none"> ▪ undertake specified training (e.g. one year); or ▪ obtain experience (for up to three years) in Australia which would not otherwise be available in their country of training. <p>Medical teaching or research (deemed specialist) – s134 & 143A Enables you to engage in medical research, teaching or associated clinical practice as a medical specialist, if required as a condition of your employment.</p> <p>Practice in area of need (deemed specialist) – s135 & 143A Enables you to practise in an identified area of need (i.e. an area and position designated by the Minister for Health as having insufficient registered medical practitioners to meet local demand), but in a specialist capacity.</p> <p>Study or training to obtain an Australian qualification in a specialty – s136 Enables applicants with a specialist qualification obtained overseas to undertake study/training to obtain an Australian qualification in a specialty within two years.</p> <p>Practice in Area of Need – s135 Enables you to practise in an identified area of need, i.e. an area and position designated by the Minister for Health as having insufficient registered medical practitioners to meet local demand.</p>

<p style="text-align: center;">General Practitioner</p> <p>Mandatory eligibility requirements:</p> <p>I am a Fellow of the Royal Australian College of General Practitioners (FRACGP).</p> <p>Or</p> <p>I am a Fellow of the Royal Australian College of Rural and Remote Medicine (FRACRRM)- obtained via the Vocational Training Pathway; the independent pathway; or the Remote Vocational Training Scheme pathway.</p>	<p>Practice in general practice – s138 Enables you to practise medicine in general practice</p> <p style="text-align: center;">FRACGP – Vocational Training pathway</p> <p style="text-align: center;">FACRRM – Vocational Training pathway</p> <p style="text-align: center;">FACRRM – Independent pathway</p> <p style="text-align: center;">FACRRM – Remote Vocational Training Scheme pathway</p>
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NOTE: Competent Authority/Standard Pathway (*only if applicable*)

- (a) A PESCI is required for any (non-specialist) position in general practice, a private hospital or a senior position with Queensland Health (QH). The Board reserves the right to request a PESCI to be undertaken for any other position.
- (b) Where a PESCI has been undertaken as an employment requirement for QH for a Principal House Officer position in anaesthetics, psychiatry, general medicine, emergency medicine and unrestricted Principal House Officer positions you **MUST** ensure that QH forward the Board a copy of the results of the PESCI.

4a. Qualifications and examinations

QUALIFICATIONS		
<i>Note: List all qualifications starting with the earliest qualification gained. Evidence of qualification must be attached.</i>		
Degree/Diploma/Certificate	University/College/Examining Body	Year Conferred

4b. Verification of qualifications

Do not complete this section if you are currently registered with the Medical Board of Queensland.

<p>To submit this form you must have applied, or previously applied, to the Australian Medical Council (AMC) to have your qualifications verified.</p> <p>The AMC will verify your qualifications through the International Credentials Service of the Educational Commission for Foreign Medical Graduates of the United States (EICS verification).</p> <p>The verification will be sent directly to the Medical Board of Queensland.</p> <p>Visit www.amc.org.au and select International Medical Graduates then Verification.</p>		
Have you applied, or previously applied, to the Australian Medical Council for EICS verification?	Yes	No
AMC Reference Number		

4c. Pre-Employment Structured Clinical Interview (PESCI)

A PESCI must be undertaken if applying for a position in **general practice**, any non-specialist position in a **private hospital** or all non-specialist **senior positions** within **Queensland Health** *if applicable*.

The Board reserves the right to request a PESCI to be undertaken for any other positions.

<p>To submit this form you must have completed or applied to undertake a PESCI conducted by the Australian College of Rural and Remote Medicine (ACRRM). The PESCI report will be sent directly to the Board. For more information visit www.acrrm.org.au</p>		
Have you completed or applied to undertake a PESCI	Yes	No
Date PESCI completed/scheduled		
ACRRM PESCI reference number*		
*QLD Health PESCI's do not require a reference number		

5a. Registration history – medical practitioner

(a) In which jurisdiction/country did you first register as a medical practitioner?		Year
(b) Have you submitted an application for registration as a medical practitioner to any other registration authority and that application remains under consideration? If 'Yes', give details. Authority: Date Lodged: Status:	Yes No N/A	
(c) Have you ever been refused registration as a medical practitioner with any registration authority? If 'Yes', give details: Authority: Reason for refusal:	Yes No N/A	

5b. Registration history – health practitioner

<i>The term 'health practitioner' in this section (and in 'Fitness to Practice' section) includes any registered provider of services directed at maintaining, improving or restoring people's health and wellbeing (e.g. dentist, physiotherapist, nurse). It does not include medical practitioners.</i>		
(a) Have you submitted an application for registration as a health practitioner to any other registration authority and that application remains under consideration? If 'Yes', give details. Authority: Date Lodged: Status:	Yes No	
(b) Have you ever been refused registration as a health practitioner with any registration authority? If 'Yes', give details: Authority: Reason for refusal:	Yes No	

6. Work practise history (Curriculum Vitae)

Do not complete this section if you are currently registered with the Medical Board of Queensland.

<p>You must provide the Board with a Curriculum Vitae that describes your full practise history and any clinical or procedural skills. It must:</p> <ul style="list-style-type: none"> ○ Detail any gaps and overlaps in your practice history from your date of qualification ○ Be in chronological order ○ Be signed and dated by you with the statement 'This Curriculum Vitae is true and correct as at (insert date)' ○ Be the original signed Curriculum Vitae (no faxes or scanned copies) <p>It must also contain all the elements set out in the Board's <i>Standard Format for a Curriculum Vitae</i> <i>Please refer to Appendix 2</i></p>
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7. English language proficiency

Select one of the three options below to show how you meet the requirements of the English Language Proficiency Standard for International Medical Graduates.	
<p>(a) I am exempt from the requirements of the English Language Proficiency Standard for International Medical Graduates because I have completed my secondary schooling in English in one of these countries (evidence MUST be attached).</p>	<p>Australia</p> <p>South Africa</p> <p>Canada</p> <p>United States of America</p> <p>Republic of Ireland</p> <p>United Kingdom</p> <p>New Zealand</p>
<p>(b) I have achieved the required standard in one of these tests in the last two years. Required standards are outlined in the <i>Applicant Checklist</i> on page 7 of this form.</p>	<p>International English Language Test Scheme (Academic)</p> <p>Professional and Linguistic Assessments Board (PLAB) Part 2</p> <p>Occupational English Test (OET)</p> <p>New Zealand Registration Exam (NZREX)</p>
<p>(c) My test result (as indicated above) is more than two years old but I have attached evidence that I have actively maintained employment as a medical practitioner in one of the following countries (Australia, South Africa, Canada, United States of America, Republic of Ireland, United Kingdom (incl Northern Ireland) or New Zealand). <i>Please tick</i></p>	

8. Fitness to practise

<p>(a) Do you suffer from any ongoing medical condition, mental or physical, (including substance abuse or dependence) that you know or ought reasonably to know, which could adversely affect your ability to competently and safely practise medicine? If 'Yes', please attach details of the condition.</p>	<p>Yes</p> <p>No</p>
<p>(b) Have you ever been charged or convicted of an offence in Australia or overseas? If 'Yes', please attach details including date, jurisdiction, the nature and status of the offence and the penalty. Criminal history means any charge or conviction for an offence in Australia or anywhere else. The <i>Criminal Law (Rehabilitation of Offenders) Act 1986</i> does not apply so you must disclose all history.</p> <p><i>Please refer to Appendix 4 – Criminal History</i></p>	<p>Yes</p> <p>No</p>
<p>(c) Has your registration as a medical or any other health practitioner ever been cancelled, suspended or limited by undertakings or the imposition of conditions by a registration authority other than the Medical Board of Queensland? If 'Yes', please attach details including date, jurisdiction and nature and status of the limitations imposed.</p>	<p>Yes</p> <p>No</p>
<p>(d) Is your medical or health practise under investigation in Australia or overseas? If 'Yes', please attach details including date, jurisdiction and the nature and status of the investigation.</p>	<p>Yes</p> <p>No</p>
<p>(e) Have you undertaken any bridging programs aimed at preparing candidates for Australian medical practice? If 'Yes', please attach details.</p>	<p>Yes</p> <p>No</p>
<p>(f) Have you been required by your employer to undertake a PESCI (or equivalent) to determine your suitability for the position? If 'yes' please attach details.</p>	<p>Yes</p> <p>No</p>

9. Supporting Documentation

Please note that failure to provide required documents may result in your application being returned.

Please confirm the inclusion of the required document by placing a ✓ in the "Applicant" column.

Documents provided to the Board in support of your application will not be returned (except where indicated).

Information required	Description of Documentation Required	Applicant
1. Your details		
Proof of identification New applicants only (i.e. not currently registered with the Board)	You need to provide 100 points of 'proof of identity' documents with this application if you have not previously done so. A list of permitted documents is available at http://www.medicalboard.qld.gov.au/pdfs/nat-validation-id-pol-14-july-06.pdf .	
Change of name	If the name on your degree certificate is different to that of your application or Certificates of Registration Status, you need to provide certified copies of marriage certificates/ deed poll document/ decree nisi which indicate your name change history.	
Two passport photographs New applicants only	You need to have these photographs witnessed by someone who knows you personally and contain the words 'This is a true likeness of (applicant's name) and signed and dated on the back by the witness' and submitted with this application.	
2. Prospective employer requirements (these may be submitted directly by your prospective employer) Note: Forms 100, 101 and 102 are not required for General Practitioner Pathway applicants		
Special Purpose Employer Form (Form 100) All applicants	You need your employer to provide information about the category of Special Purpose registration being applied for and details of your employment.	
Referee Report Form (Form 101) All applicants	You need your employer to provide the Board with copies of the referee reports regarding your knowledge, skills and performance during your previous employment.	
Supervised Practice Plan (Form 102) All applicants	You need to provide details on how supervision will be provided to ensure your ongoing development and safe practice.	
Registrant Assessment Report (Form 103) Current special purpose registrants only	You need your supervisors as a requirement by the Board to assess your knowledge, skills and performance during the previous period of registration in Queensland and to provide this information to the Board.	
3. Purpose for which you are seeking registration?		
Competent Authority Pathway applicants only	You need to provide a certified copy of your Advanced Standing Certificate issued by the Australian Medical Council with this application.	
Standard Pathway applicants only	You need to provide a certified copy of your results for the AMC MCQ examination you have passed with this application.	
Specialist Pathway applicants only	You need to provide a copy of one of the following Australian specialist college's assessments: <ul style="list-style-type: none"> ○ Area of Need Assessment Report ○ Assessment of your overseas specialist qualifications as substantially or partially comparable 	
	○ Support of your specified training on the Board's <i>Assessment Application for Specified Training (Form 108)</i> and sent it directly to the relevant Australian college.	
General Practitioner Pathway applicants only	You need to provide a certified copy of your: <ul style="list-style-type: none"> ○ Fellowship of the Royal Australian College of General Practitioners; or ○ Fellowship of the Royal Australian College of Rural and Remote Medicine (FACRRM) including evidence of which pathway you completed to be awarded FACRRM. 	

Information required	Description of Documentation Required	Applicant
Proof of your progress toward gaining an Australian qualification <i>Current Special Purpose registrants only</i>	You are required to provide documentary evidence of progress towards general or specialist registration in Queensland within a maximum of four years. Satisfactory progress is outlined in the following two policies: <ul style="list-style-type: none"> ○ <i>Special Purpose Policy – Progress Requirements</i> (Categories pre 1 July 2008) for registrants who were first approved for registration before 1 July 2008 ○ Pathways post 1 July 2008) for registrants who were first approved for registration after 1 July 2008 <p>Visit www.medicalboard.qld.gov.au and select 'Policies and Publications' from the left navigation bar.</p>	
Additional documents relevant to the category of registration selected <i>All applicants</i>	Please refer to Appendix 1 - <i>Special Purpose Specific Documentation</i> table	
4. Verification of qualifications		
AMC verification <i>New applicants only</i>	You need to provide the Board with a copy of correspondence from the AMC confirming the verification process has commenced or that your qualifications have been verified.	
5a – 5b. Registration History		
Certificates of Registration Status (CORS) <i>New Applicants only</i>	You need to request a CORS from each medical/health registration authority where you have practiced to be sent directly to the Medical Board of Queensland. All CORS must be no less than three months old. If your CORS is not in English you should also request that authority send a translation of the original directly to the Board. <i>Please refer to Appendix 3 – Requirements for Translations</i>	
6. Work practice history (Curriculum Vitae)		
Curriculum Vitae (Practice History) <i>New applicants only</i>	You need to submit an original Curriculum Vitae that contains all the elements of the Board's " <i>Standard Format for a Curriculum Vitae</i> " (Appendix 2).	
7a – 7c. English language proficiency		
Secondary Education in English in an English speaking country <i>New applicants only</i>	You need to submit a certified copy of: <ul style="list-style-type: none"> • a secondary school certificate, which includes the school's name, the year of completion and subjects studied, or • a letter from your secondary school indicating that you were a student there, and that the schooling was undertaken in English. <p><i>Please refer to Appendix 3 – Definition of Certified Copy</i></p>	
IELTS or other approved examination <i>New applicants only</i>	You need to submit originals of the Academic module of the International English Language Testing System (IELTS) examination indicating you achieved a minimum score of 7 in each of the four components; or an overall pass in the Occupational English Test (OET) administered by the Centre for Adult Education with grades A or B only in each of the four components in the one sitting of the test. <i>Original IELTS or OET results will be returned upon approval of registration.</i> Alternatively you can submit a certified copy of your pass in the Professional Linguistic Assessment Board (PLAB) examination in the United Kingdom or your pass in the New Zealand Registration Examination (NZREX) in New Zealand.	
Evidence of Registration	If the test results from 7b are more than 2 years old you need to submit certified copies of all Registration Certificates or letters from relevant medical registration authorities confirming your continuing registration since passing the test.	
8. Fitness to Practise		
Further Information <i>All applicants</i>	If you answered "Yes" to any questions within 8(a) to (e) you need to also attach the further details specified within that question.	

10. Payment (application and registration fee – AUD \$657)

To apply for the short-term fee waiver (**for up to 5-weeks registration only**) complete the following *Short-term registration* section (11) below.

Cheque Credit Card Payment International Bank Draft (Australian Dollars)

VISA MASTERCARD

CARD NUMBER:

EXPIRY DATE: /

Cardholder's Name: _____

Cardholder's Signature: _____

Cardholder's contact telephone number (within Australia): _____

11. Waiver of fees (Short term registration – 5 weeks or less)

The Medical Practitioners Registration Act 2001 allows for doctors to apply for registration for a short term period of up to 5 weeks. The Board must be satisfied that the applicant has a good reason for this period of short term registration.

Please note that **short term registration is not renewable**. Any further practice in Queensland in a registration year (July to June following) would require a further application.

Planned Dates of Work	Commencement Date:		
	Completion Date:		
Proposed Position			
Proposed Employer			
Reason for Short Term Registration required			
I have attached supporting documentation from my prospective employer to support this application for waiver of fees	Yes	No	
I have arranged for my prospective employer to supply direct to The Medical Board of Queensland the required support for my application for waiver of fees.	Yes	No	

12. Declaration

I declare that the above statements are true and correct, that I am the person named in the attached documents, that I am the person in the attached photographs which are a recent likeness and that all documents and supporting material lodged with this application are true and correct.

I consent to the Medical Board of Queensland –

- making enquiries of, and exchanging information with, the authorities of any Australian State or Territory or any other country regarding my practise as a medical or health practitioner, or otherwise regarding matters relevant to this application;
- seeking assessment reports relating to my practise of medicine, periods of observership, bridging programs, or assessment of skills undertaken in any Australian or an overseas healthcare facility;
- making enquiries of, and exchanging information with Australian specialty colleges, my sponsor, employer or recruiter regarding matters relevant to this application;
- notifying the Department of Immigration of the status of my registration in Queensland, such notification to include my date of birth.

I acknowledge that -

- making a materially false or misleading representation or declaration in my application for registration is a ground for cancellation of such registration, and I am further aware that giving materially false information or a document to the Medical Board in connection with an application for registration is an offence, punishable with a maximum penalty of AUD\$200,000 or 3 years imprisonment;
- the *Medical Practitioners Registration Act 2001* enables the Board to ask the commissioner of the police service for a written report about an applicant's criminal history;
- failure to complete all relevant sections of this application and enclose all supporting documentation may result in this application being withdrawn.

I undertake to comply with all relevant legislation, codes of practice, and all Medical Board of Queensland policies available at www.medicalboard.qld.gov.au

Signature of applicant	
Date: (dd-mm-yyyy)	

Send your Certificates of Registration Status and completed application, including all necessary supporting documents, to:

Registrations
Medical Board of Queensland
GPO Box 1667
BRISBANE QLD 4001

or deliver to:

Level 11, Forestry House
160 Mary Street
BRISBANE QLD 4000

If your proposed employer is Queensland Health, you should forward your application to:

Queensland Health Registration Team
Floor 13, Block 7
Royal Brisbane and Women's Hospital
HERSTON QLD 4029

<p>Section 132</p> <p>Specialist Pathway Or Competent Authority</p>	<p>1. Support from the relevant Australian specialty college supporting the applicant's specified training received directly from the college on the Board's <i>Assessment Application for Specified Training (Form 108)</i>.</p> <p>OR</p> <p>2. For applicants with advanced standing certification from the AMC, you need to provide evidence from the relevant Australian specialty college confirming your status of training and the location of training for the registration period.</p>
<p>Section 133</p> <p>Standard (Non-Specialist) Pathway</p>	<p>1. A personalised training program which meets the Boards requirements:</p> <ul style="list-style-type: none"> ▪ addresses any deficiencies identified from the AMC MCQ results ▪ includes details of rotations, dates and locations ▪ details of additional educational activities you will undertake ▪ the purpose of the training ▪ the anticipated duration of the program or course
<p>Section 134</p> <p>Standard (Non-Specialist) Pathway Or Competent Authority Pathway</p>	<p>Letter of support from sponsor / employer detailing the period of time required or length of the appointment to the research project or teaching commitment, where, when and for how long. Under this category, any clinical practice undertaken must only be in association with the clinical teaching or research. Another category of registration would be required to undertake other clinical practice.</p> <p><i>(If Registration is for the purpose of demonstrating surgical procedures in a non-specialist capacity, support from the CEO/EDMS of the health facility at which the surgery is to occur, must be provided)</i></p>
<p>Section 134 & 143A</p> <p>Specialist Pathway</p>	<p>1. As for Section 134 above</p> <p>Plus</p> <p>2. Support from the relevant Australian specialty college to practise as a specialist in the clinical practice associated with the clinical teaching or research.</p>
<p>Section 135</p> <p>Standard (Non-Specialist) Pathway Or Competent Authority Pathway Or Specialist Pathway</p>	<p>Evidence that your prospective employer has lodged an application and/or received approval that the position been offered to you has been declared an area of need.</p>
<p>Section 135 & 143A</p> <p>Specialist Pathway</p>	<p>1. As for Section 135 above</p> <p>Plus</p> <p>2. Support from the relevant Australian specialty college to practise as a specialist in the identified Area of Need.</p>
<p>Section 136</p> <p>Specialist Pathway</p>	<p>1. Letter of support from sponsor / employer detailing:</p> <ul style="list-style-type: none"> ▪ the purpose of the training ▪ the anticipated duration of the program or course ▪ all institutions or locations where applicant would be required to undertake training ▪ an undertaking to provide reports on the registrant, as required by the Board (generally yearly, or at the end of the training program) <p>2. Letter of support from the relevant Australian specialty college confirming the doctor would become eligible for Fellowship within 2 years</p>
<p>Section 137</p> <p>Standard (Non-Specialist) Pathway Or Competent Authority Pathway</p>	<p>Registration in this category is restricted to a total period of 12 months aggregate. Such registration is only granted in exceptional circumstances where it can be demonstrated a specific public interest exists and other categories of registration are not appropriate. The sponsor / employer must detail why registration in this category is in the public interest.</p>
<p>Section 138</p> <p>General Practitioner Pathway</p>	<p>Certified copy of Fellowship Certificate of the Royal Australian College of General Practitioners</p> <p>OR</p> <p>Certified copy of the Fellowship of the Royal Australian College of Rural and Remote Medicine (FACRRM) including evidence from the college of which of the following pathways you completed to be awarded FACRRM:</p> <ul style="list-style-type: none"> - Vocational Preparation Pathway; or - Independent Pathway; or - Remote Vocational Training Scheme Pathway

Personal Information**Qualifications Obtained****Bridging programs / Qualifying examinations** (dates, facility, city, state and results)**Clinical/Procedural Skills** (Please note whether Competent and/ or Observed)**Practice History** (a chronology of your practice history, including details of internship rotations and any periods of observership)Include the following information for your **current** and all **previous positions**:

- Dates
- Position Title
- Facility (including name, address and contact details of the facility)
 - City
 - State
 - Country
- Responsibilities (including advice on whether position undertaken in a full-time or part-time capacity –if part time, state hours of work per week undertaken)

Gaps and overlaps in practice history - please provide an explanation of any period since obtaining your medical qualifications wherein you have not been engaged as a medical practitioner (e.g. undertaking study, travel, family commitment)**List of jurisdictions (authorities) where you are currently registered to practice and your registration number****List of jurisdictions (authorities) where you have previously been registered to practice and your registration number (if known)****List of jurisdictions (authorities) where you are have applied for registration and that application remains under consideration****Note:** Your Curriculum Vitae must contain a signed and dated statement by the applicant that 'The Curriculum Vitae is true and correct as at (insert date)'.
The Board will only accept the original signed Curriculum Vitae. The applicant must also attach certified copies of any results or performance reports from bridging courses, observership or skills assessments undertaken that have been stated in this CV.

If qualification documents are not in English, an English translation certified by an authorised or accredited translator must be attached.

- Translations must be from an original or notarised photocopy of the document (source text) which must be clearly legible.
- Translations must be undertaken by a qualified professional translator accredited for the language of the source text.
- Translations must contain a certificate by the translator attesting to the accuracy of the translation from the source text, and be bound to an original or notarised copy of the source document.
- The certified translation and source text must be sealed with the translators seal. Translations undertaken in Australia must indicate the translator's **NAATI** accreditation number, if relevant.
- The original translation must be submitted to the Board with the application.

Certified copies of documents

All documents required to be submitted with your application must be originals or certified copies (except your primary qualifications being verified by AMC). If documents, including primary qualification being verified by the AMC, are in languages other than English, an original English translation by a NAATI-accredited translator **MUST** be attached to the certified copy of the source text.

Please note:

Persons eligible to certify documents:

In Australia

- A Justice of the Peace
- A Chief Magistrate, Police Magistrate, Resident Magistrate or Special Magistrate
- A person appointed under the *Statutory Declarations Act 1959* as amended, or under a state Act to be a Commissioner for Declarations
- A Notary Public
- A person appointed as a Commissioner for Declarations under the *Statutory Declarations Act 1911*, or under that Act as amended, and holding office immediately before the commencement of the *Statutory Declarations Act 1959*

Overseas

- A Notary Public
- A Commissioner of Oaths (South Africa and Canada only)
- A person appointed to hold or act in the office in a country or place outside Australia in an Australian Embassy, High Commission, legation or other post as:
 - Australian Consul-General, Consul or Vice-Consul
 - Australian Trade Commissioner or Consular Agent
 - Australian Minister, Head of Mission, Commissioner, Charge d'Affaires or Counsellor
 - Australian Secretary or Attaché
 - A person authorised to perform notarial duties

Criminal History means any charge or conviction for an offence, in Australia or overseas. *The Criminal Law (Rehabilitation of Offenders) Act 1986* does not apply, so you must disclose all history, regardless of when it occurred. The existence of a Criminal History does not lead to automatic refusal of registration.

If you have a Criminal History from any jurisdiction (Australia or overseas) you must attach to your application a full explanation of the circumstances and detail of your Criminal History, including any documents or correspondence received from courts or law enforcement authorities relating to the charge(s) and/or convictions(s). Your Criminal History will be verified with the Commissioner for Police.