

Annual practising certificates

The Board has Gazetted three psychotherapist scopes of practice, which describe the activities undertaken by psychotherapists. When the Board is satisfied that a psychotherapist is competent to practise in their scope of practice, the Board issues an annual practising certificate (APC).

Requirement to hold an annual practising certificate (APC)

As other professions draw on psychotherapy knowledge and skills, the Board has developed the following criteria to help psychotherapists, employers, stakeholders and the public establish whether a psychotherapist is required to hold a current APC.

A psychotherapist must hold an APC if:

- they are practising psychotherapy
- their position title is psychotherapist
- they use or intend to use names, words, titles, initials, abbreviations or descriptions that state or imply that they are a psychotherapist
- they are perceived by others to be a psychotherapist even if the position title is not psychotherapist
- they do anything calculated to suggest that they practise or are willing to practise as a psychotherapist such as advertising, holding out to the public or representing in any manner that they are authorised to practise as a psychotherapist in New Zealand
- their practice encompasses roles that a psychotherapist may assume such as clinical practice, educating and consulting including clinical supervision.

If a psychotherapist is reported to be practising without a current APC, the Board will consider this policy. The practitioner will be entitled to make a submission to the Board and to be heard prior to the Board making a final decision.

Practising without a current APC is a disciplinary offence. The Board may require the practitioner to undergo a Professional Conduct Committee review.

<i>Approved by: The Board</i>	<i>Policy in effect from: March 2010</i>
<i>Previous review dates: February 2017</i>	<i>Date to be reviewed: November 2020</i>