

**Policy statement on when a Psychotherapist should hold a Psychotherapist Annual Practising Certificate**

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This policy provides guidelines for psychotherapists, stakeholders and employers on when a psychotherapist should hold an Annual Practising Certificate.

<b>Principles</b>	The purpose of the HPCAA is to protect the health and safety of members of the public. The Board has been charged with the responsibility of ensuring that people who hold themselves out to be psychotherapists <sup>7</sup> are competent and do not pose a threat to public safety.
<b>Policy</b>	<p>The Board has Gazetted three Scopes of Practice. A scope of practice describes the activities undertaken by psychotherapists in various positions, some of which are not titled 'psychotherapist'. Due to the many spheres of practice which draw on psychotherapy knowledge and skills, the Board has clarified below when a psychotherapist should hold a current practising certificate.</p> <p>Practising certificates are issued by the Board when satisfied that a psychotherapist is competent to practise in their scope of practice.</p> <p>The determination of whether or not a psychotherapist requires a practising certificate pursuant to section 7(2) of HPCAA will be determined by whether or not criteria (a) – (d) apply.</p> <p><b>A psychotherapist is required to hold a current practising certificate:</b></p> <p>(a) if the position title is "psychotherapist"</p> <p>(b) the psychotherapist advertises, holds out to the public, or represents, in any manner, that they are authorised to practise as a psychotherapist in New Zealand</p> <p>(c) the psychotherapist acts in a way that could be expected to lead to a perception by others that they are a psychotherapist e.g. signs correspondence, or otherwise depicts themselves as a psychotherapist, even if the position title or selection criteria do not suggest that the person requires a psychotherapy qualification</p> <p>(d) if the practice encompasses roles that a psychotherapist may assume such as client care, policy making, educating, supervision and consulting. In the gazetted psychotherapist scopes of practice the Board intends the word consulting to include supervision.</p>
	<b>Enforcement and Process</b>

<sup>7</sup> **Section 7(1)** A person may only use names, words, titles, initials, abbreviations, or descriptions stating or implying that the person is a health practitioner of a particular kind if the person is registered, and is qualified to be registered, as a health practitioner of that kind.

**Section 7(2)** No person may claim to be practising a profession as a health practitioner of a particular kind or state or do anything that is calculated to suggest that the person practises or is willing to practise a profession as a health practitioner of that kind unless the person-

- (a) is a health practitioner of that kind; and
- (b) holds a current practising certificate as a health practitioner of that kind

	<p>If a psychotherapist is reported to be practising without a current practising certificate, the Board will consider and determine whether their current role falls within the list above.</p>
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The practitioner will be entitled to make a submission to the Board and to be heard prior to the Board making a final determination.

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

***Approved March 2010***  
***Reviewed March 2013***