

The Psychotherapists Board of Aotearoa New Zealand

Te Poari o nga Kaihaumanu Hinengaro o Aotearoa



August 2017

This issue brings you up to date with Board related work since our last newsletter in May 2017

*Nā tō rourou, nā taku rourou ka ora ai te iwi
With your food basket and my food basket the people will thrive*

*Tēnā tātou katoa,
Nau mai haere mai ki te pānui a-marama.
He mihi maioha ki a koutou
Ko te tumanako kua ora katoa ō koutou whānau*

*Welcome to the Newsletter for this month.
Warm regards to you all at this time of the year.
We hope that you and your families are well.*

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APC renewal open

The Annual Practising Certification (APC) renewal process opened on Thursday **10th August 2017**, to allow all psychotherapists time to complete the process by **1 October 2017**. Notices advising of this were sent to psychotherapists on 19 July and 9 August.

Reminder: APC Renewal Steps

- a) **Login** and complete the online portion of the renewal process.
- b) Print off the APC renewal application form at the end of the online process. Complete the form, which will require your supervisor's signature and return it to the Registrar. Please note that you cannot access the APC renewal application form *unless* you complete the online section of the renewal process.

Important matters to note

- APC renewal forms require a supervisor's signature. Please take this into account with leave arrangements; forms can be scanned and emailed.

- If you have changed your supervisor please ensure they meet the Board's supervision policy requirements. If supervisor approval is required please do this before the 15th September 2017.
- To be eligible for the reduced APC fee you must have submitted your **completed** application by 1 October 2017.

What is a completed application?

- You have completed the online APC renewal steps (personal login required)
- You have printed and completed the correct form (including receiving the appropriate signatures) and it has been **received** by the Registrar
- You have paid the appropriate fee by 1 October 2017

Further information on the APC renewal process can be found on the Board's website under 'How to renew your Annual Practising Certificate'.

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Recertification Audit update

The 2015-2016 audit is now complete and all participants have been advised of the outcome.

Thank you to all the psychotherapists who were selected for and engaged in the 2015/2016 Recertification Audit.

Overall the audit process was successful with the Board receiving encouraging and positive feedback from many psychotherapists. Feedback indicated that psychotherapists are finding the self-reflective process beneficial and useful to their practice.

Following the 2015/2016 audit the Board has developed Recertification Plan tips; the tips outline information related to audit that psychotherapists engaged in future audits may find useful. For example:

- Please use the APC year (1 October-30 September) for your recertification plans, and not the calendar year.
- Please note there is now only one template for the Recertification Plan, which is on the Board website. Current and future plans should be on this template.
- Recertification plans should highlight how identified areas for further development have been attended to, in addition to discussing or addressing this in supervision. These should be derived from your self-reflection.

The full list of audit tips are available on the Board's website on the [Recertification and Audit](#) page.

Accreditation update

The Board continues to work with the Accreditation Committee to develop the accreditation criteria for both the Tertiary Programme and Professional Development Programme or Course of Study. This work is evolving and ongoing.

The Board will continue to provide updates through its Newsletter.

Information Sheet

From time to time the Board will develop Information Sheets which it hopes psychotherapists will find useful. The Board has recently developed an Information Sheet - Health Records, Access, Protection, Retention and Disposal.

This is located on the Board's website under [Resources/Publications-Information Sheets](#).

2017 Board meeting dates

Sunday 24th and Monday 25th September
Friday 24th and Saturday 25th November

Due to budgetary reasons all meetings are being held in Wellington.

Meet the Board

Practitioners will have an opportunity to meet the Board in September 2017.

Practitioners are invited to meet with the Board (open forum). This is an opportunity to ask questions about recertification, accreditation or simply meet the Board members and engage in conversation. If you are intending to come along, please RSVP to registrar@pbanz.org.nz. A reminder will be sent closer to the time.

Date: Sunday 24th September 2017

Time: 4.30pm

Location: Executive Boardroom 2, James Cook Hotel, 147 The Terrace, Wellington

Best wishes for your ongoing psychotherapy work and for your personal well-being.