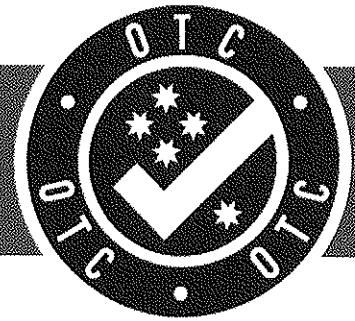


**OCCUPATIONAL THERAPY
COUNCIL (Australia & New Zealand) LTD**

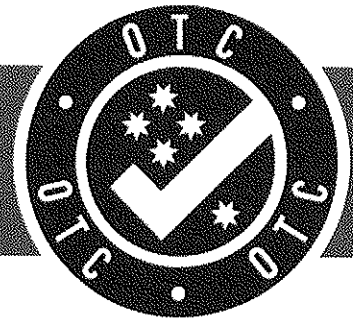
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**Occupational Therapy Council
(Australia & New Zealand) Inc**

**DIRECTORS' REPORT
FOR THE YEAR ENDED
30 JUNE 2012**



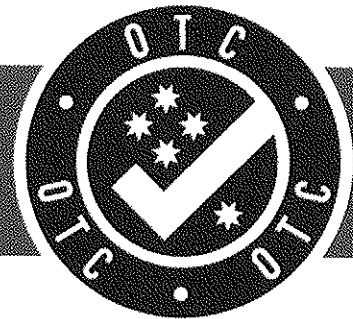
NOTICE

Transition of entity from the *Occupational Therapy Council (Australia and New Zealand) Inc.* to *Occupational Therapy Council (Australia and New Zealand) Limited*

On 9 August 2012, by Order of the Corporate Affairs Commission of South Australia, the property, rights, and liabilities of the *Occupational Therapy Council (Australian and New Zealand) Inc.* – an Association incorporated in the State of South Australia under the *Associations Incorporation Act 1985 (SA)* (“the old entity”) were transferred to a new entity, the *Occupational Therapy Council (Australia and New Zealand) Limited* – a Public Company Limited by Guarantee incorporated under the *Corporations Act 2001* of the Commonwealth of Australia.

As the successor in law of the old entity, this report is issued by the *Occupational Therapy Council (Australia and New Zealand) Limited* however as it refers to events prior to 9 August 2012, the name of the old entity appears in places in this report, and furthermore the financial reporting is in accordance with the requirements of the *Associations Incorporation Act 1985 (SA)* and other legal provisions which applied to the entity during the financial year in question (2011-12).

Wherever relevant, a reference to the *Occupational Therapy Council (Australia and New Zealand) Inc.* and to the *Occupational Therapy Council (Australia and New Zealand) Limited* should be read as a reference to one and the same entity.



30 September 2012

To Member Organisations and Stakeholders

I have pleasure in presenting the Directors' Report of the Occupational Therapy Council (Australia & New Zealand) Inc (OTC) for the twelve months ended 30 June 2012.

Apart from the ongoing administration of the assessment of overseas-trained occupational therapists for skilled migration and practice in Australia and the promotion of communication between registration boards across Australia and New Zealand and with stakeholders, I am proud to highlight two activities of particular significance that the OTC initiated during the reporting period.

The first is the review of the model of the assessment of overseas-trained occupational therapists. After ten years operating under the current model it was timely to take a step back and review our processes with a view to enhance their effectiveness and efficiency. This initiative was supported financially by the Department of Education, Employment and Workplace Relations (DEEWR), and articulates well with the second significant piece of work initiated by the OTC.

The second initiative was the OTC effort to negotiate with stakeholders, particularly the professional association, to establish a model to be submitted to the Australian Ministerial Council to be assigned the accreditation functions for the occupational therapy profession under the National Registration and Accreditation Scheme. (While not in this annual report's reporting period, I am pleased to report that the OTC was informed of its success in July this year).

More details of these initiatives can be found within this report.

I wish to sadly acknowledge the death in November 2011 of Mr Peter Martin, Executive Officer to the Council, and to thank the new executive staff for the diligent and professional manner in which they have provided services and support to the Council.

A handwritten signature in cursive script that reads 'Joanna Riches'.

**Joanna Riches
CHAIRPERSON**

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1 PURPOSE

The Council of Occupational Therapists Registration Boards (Australia & New Zealand) Inc. ("COTRB") was established in 1996 in Queensland for the consideration of matters of joint or common concern or interest to the occupational therapy registration boards in Australia and New Zealand. The Council was incorporated in South Australia on 21 January 2000. On the 17 February 2010 the Office of Consumer and Business Affairs (SA) approved amendment to the Council's Constitution and Rules and a change of name to the Occupational Therapy Council (Australia & New Zealand) Inc. ("OTC")

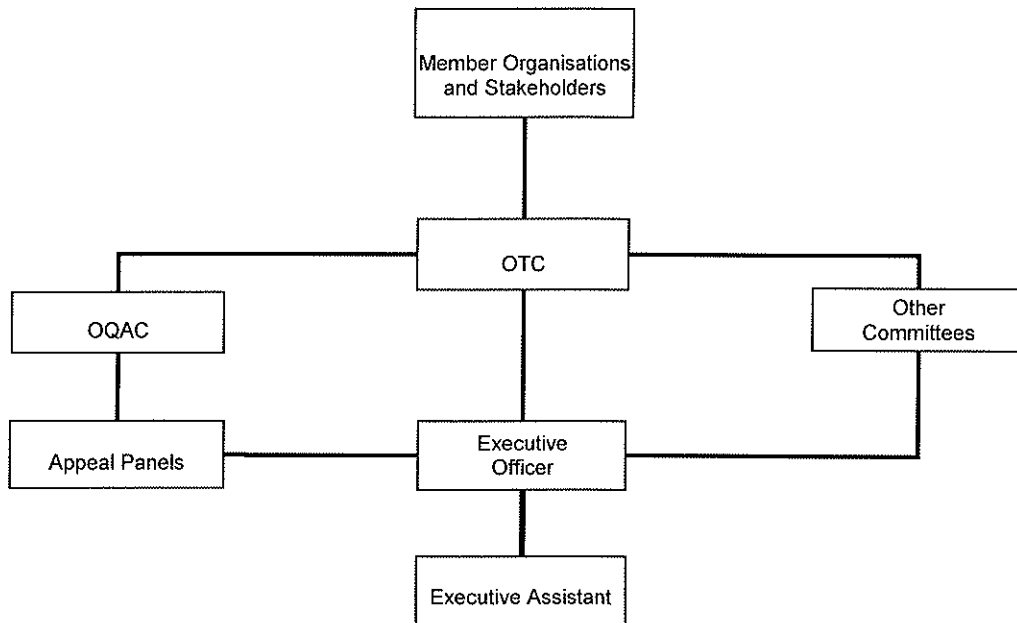
The OTC is an independent body comprising membership from the four State and Territory occupational therapy registration boards in Australia and the registration board in New Zealand. The Board of Management comprises registered occupational therapists (nominated by the registration boards), nominees from the professional associations (Occupational Therapy Australia Limited (OTAL) and New Zealand Association of Occupational Therapists), nominees from the Australian and New Zealand Council for Occupational Therapy Education (ANZCOTE) and community representation.

2 OBJECTIVES

Consistent with its purpose, the objects of the OTC are to:

- assess, for the purpose of granting accreditation, programs leading to eligibility for registration as an occupational therapist to practise in Australia or New Zealand;
- advise and make recommendations to the occupational therapy registering authorities (or the Australian Health Practitioners Regulation Agency (AHPRA)) relating to the accredited status to be granted to an occupational therapy program;
- advise and make recommendations to the occupational therapy registering authorities (or AHPRA) and other relevant interest groups on matters concerning the registration of occupational therapists;
- develop, review and maintain accreditation standards and processes to assess occupational therapy programs;
- develop and implement an overseas skills assessment process to ensure the knowledge, clinical skills and professional attributes of overseas-trained occupational therapists are of an equivalent standard to occupational therapists in Australia and New Zealand;
- provide information and advice to Government concerning the adequacy of a person's qualifications and skills in the field of occupational therapy for the purposes of migration to Australia and New Zealand;
- assess authorities in other countries who conduct examinations, or accredit programs of study relevant to registration as an occupational therapist, to decide whether persons who successfully complete the examinations or programs of study conducted or accredited by the authorities have the knowledge, clinical skills and professional attributes necessary to practise the profession in Australia and New Zealand;
- provide information and advice to Government relating to law and policy concerning accreditation and competency requirements for the registration of occupational therapists;
- establish and maintain relationships with bodies or organisations having objectives and functions in whole or in part similar to the objectives and functions of OTC.

3 STRUCTURE



4 MEMBERSHIP

The following organisations are members of OTC:

- The Occupational Therapists Board of Queensland
- The Occupational Therapy Board of South Australia
- The Occupational Therapists Registration Board of the Northern Territory
- The Occupational Therapists' Registration Board of Western Australia
- The Occupational Therapy Board of New Zealand

5 BOARD OF MANAGEMENT

As at 1 July 2011, the Board of Management comprised the following:

- One occupational therapist member of the Occupational Therapists Board of Queensland nominated by the Board
Mr Jim Carmichael – Chairperson
- One occupational therapist member of the Occupational Therapy Board of South Australia nominated by the Board
Dr Mary Russell – Deputy Chairperson
- One occupational therapist member of the Occupational Therapy Board of New Zealand nominated by the Board
Mrs Jane Hopkirk - Treasurer
- One occupational therapist member of the Occupational Therapists Registration Board of the Northern Territory nominated by the Board
Ms Terina Saunders
- One occupational therapist member of the Occupational Therapists' Registration Board of Western Australia nominated by the Board
Ms Joanna Riches
- Two occupational therapists nominated by the Australian and New Zealand Council for Occupational Therapy Education (ANZCOTE)
Assoc. Prof. Sylvia Rodger
Ms Susan Gilbert-Hunt
- Two occupational therapists nominated by Occupational Therapy Australia Ltd (OTAL)– must be residents of either New South Wales, Victoria, Tasmania or Australian Capital Territory
Ms Jan Erven
Ms Amanda Bladen
- One occupational therapist member nominated by the New Zealand Association of Occupational Therapists
Ms Nancy Wright
- Two consumer representatives
Ms Laila Hakansson Ware
Ms Pefi Kingi

As at 30 June 2012 the Board of Management comprised the following:

- One occupational therapist member of the Occupational Therapists Board of Queensland nominated by the Board
Mr Jim Carmichael – Chairperson until 23 September 2011

Mr Carmichael resigned from his position as Chair of the Council upon nomination to the newly formed Occupational Therapy Board of Australia.
- One occupational therapist member of the Occupational Therapists' Registration Board of Western Australia nominated by the Board
Ms Joanna Riches – Chairperson from 23 September 2011

- One occupational therapist member of the Occupational Therapy Board of South Australia nominated by the Board
Dr Mary Russell – Deputy Chairperson and member of the Board until 23 September 2011

Dr Russell resigned from her position on the Board upon nomination as Chair of the newly formed Occupational Therapy Board of Australia.

- One occupational therapist member of the Occupational Therapy Board of South Australia nominated by the Board
Ms Geraldine Iwanicki – Deputy Chairperson from 23 September 2011
- One occupational therapist member of the Occupational Therapists Registration Board of the Northern Territory nominated by the Board
Ms Terina Saunders
- One occupational therapist member of the Occupational Therapy Board of New Zealand nominated by the Board
Mrs Jane Hopkirk
- Two occupational therapists nominated by the Australian and New Zealand Council for Occupational Therapy Education (ANZCOTE)
Assoc. Prof. Sylvia Rodger
Ms Susan Gilbert-Hunt
- Two occupational therapists nominated by Occupational Therapy Australia Ltd (OTAL)– must be residents of either New South Wales, Victoria, Tasmania or Australian Capital Territory
Ms Jan Erven
Ms Amanda Bladen
- One occupational therapist member nominated by the New Zealand Association of Occupational Therapists
Ms Nancy Wright
- Two consumer representatives
Ms Laila Hakansson Ware
Ms Bonnie Johnstone

The term of office of Board members is three years, and members must not serve more than three consecutive terms.

6 COMMITTEES

a) *Overseas Qualifications Assessment Committee (OQAC)*

In accordance with its objects the Council has formed the OQAC to:

- develop and implement an overseas skills assessment process to ensure the knowledge, clinical skills and professional attributes of overseas-trained occupational therapists is of an equivalent standard to occupational therapists in Australia and New Zealand;
- provide information and advice to Government concerning the adequacy of a person's qualifications and skills in the field of occupational therapy for the purposes of migration to Australia and New Zealand."

Membership:

At 30 June 2012, the Committee comprised:

Mr Jim Carmichael – Chair	Occupational Therapists Registration Board of Queensland
Ms Terina Saunders – Deputy Chair	Occupational Therapists Registration Board of the Northern Territory
Ms Joanna Riches	Occupational Therapists' Registration Board of Western Australia
Ms Geraldine Iwanicki	Occupational Therapists Registration Board of South Australia
Ms Jane Hopkirk	Occupational Therapy Board of New Zealand
Ms Jeannine Millstead	OT Australia Ltd
Ms Susan Giles	OT Australia Ltd
Ms Lynne Adamson	Australia and New Zealand Council of Occupational Therapy Educators
Mr Kim Bradbury	Executive Officer
Ms Margaret Proctor - Observer	Australian Government's National Office of Overseas Skills Recognition

b) *Marketing Committee*

Terms of Reference:

- To promote the benefits and role of registration in Australia for the occupational therapy profession and the requirement for registration in certain States and Territories of Australia and in New Zealand.
- To ensure that overseas-trained occupational therapists wishing to migrate to Australia and all other relevant Australian and overseas professional bodies and organisations are aware of and informed about the formal assessment process to obtain employment as an occupational therapist in Australia.
- To underpin the role and mandate of the OQAC of the Council, and the process and requirements of the practice audit.

Membership:

This committee is activated on a needs basis.

c) *Academic Review Committee (ARC)*

Terms of Reference

To consider appeals against decisions of the OQAC for the Stage 1 Desktop Audit.

An appeal against a Stage 1 Assessment decision may arise if the applicant:

- (a) believes there had been an error of process;
- (b) completed occupational therapy training that was WFOT accredited but not assessed as comparable to an Australian degree;
- (c) completed occupational therapy training that was assessed as being comparable to an Australian degree but was not WFOT accredited

The ARC considers appeals in points (b) and (c) above.

The Committee is appointed at the discretion of the Chair of OQAC and comprises two (2) members who have experience in occupational therapy education with one member also having experience with the accreditation of occupational therapy programs in Australia.

During the year the ARC comprised the following members:

- Dr Mary Russell
- Dr Mandy Stanley

d) *Joint OTC/Occupational Therapy Australia Communication Strategy Committee*

Terms of Reference:

To develop and implement a strategy for communicating to all occupational therapists in Australia regarding the National Registration and Accreditation Scheme (NRAS) due to commence on 1 July 2012, and report to OTC and Occupational Therapy Australia (OTAL) on a regular basis.

Membership:

Ms Angela Thynne	Queensland Board	Chairperson
Ms Terina Saunders	OTC - Northern Territory Board	
Dr Mary Russell	OTC- South Australian Board	
Ms Carolyn Webster	OTAL	
Ms Rebecca Allen	OTAL	
Mr Chris Kennedy	OTAL	

7 COUNCIL AND COMMITTEE MEETINGS

The Council met on **two (2)** occasions during the year:

23 September 2011	Brisbane, Queensland
1 May 2012	Teleconference

The OQAC also met on **two (2)** occasions during the year:

22 September 2011	Brisbane, Queensland
30 April 2012	Teleconference

The Chair, Deputy Chair and Executive Officer met with representatives from Occupational Therapy Australia Ltd (OTAL) in Brisbane on 24 September 2011 to finalise the accreditation functions under the National Registration and Accreditation Scheme (NRAS).

8 ADMINISTRATION

The Council has entered into an agreement with a consultant to provide all executive, administrative and financial services to the Council and its committees.

The following persons provide these services:

- Peter Martin, JP Executive Officer/Consultant
- Trisha Bird Executive Assistant

Office hours are from Monday to Friday, 9.00am to 4.00pm. The office is located at:

Suite 3
154 Fullarton Road
Rose Park
South Australia

In November 2011, following the death of Peter Martin, the Council entered into a temporary agreement with Opal Point Holdings Pty Limited to take over the executive, administrative and financial services to the Council and its committee. This required the administration to relocate to Western Australia. From 1 December 2011 the following persons provided these services:

- Kimberley Bradbury Executive Officer
- Julia Fenton Executive Assistant

The office hours are Monday to Friday 9.00am to 4.00pm. The office is located at:

Level 2
23 Richardson Street
South Perth
Western Australia

9 WEBSITE

The Council has established a comprehensive website at the address www.cotrb.com.au

The Constitution, Annual Reports and the Council's publications and forms can be downloaded from this site.

Any person who does not have access to the internet can contact the office of the Council to obtain these documents.

The website is updated regularly and has many links to associated websites nationally and internationally. The site also features a "What's New" section together with an archive of previous "What's New" items.

10 ASSESSMENT OF QUALIFICATIONS FOR OVERSEAS PERSONS

(a) ASSESSING AUTHORITY

The OTC is approved by the Australian Government's National Office of Overseas Skills Recognition (AEI-NOOSR) and gazetted by the Minister of Immigration and Citizenship as the relevant assessing authority to provide assessment of qualifications of overseas educated occupational therapists for skilled migration to Australia. The registration boards in Australia also accept the assessment for suitability to practise in Australia (hence registration).

The provision of assessment services applies to persons who seek to migrate to Australia and who gained their qualifications in occupational therapy overseas or in Australia, as well as the provision of assessments for Australian and New Zealand residents with overseas gained qualifications in occupational therapy who wish to practise their profession in Australia.

The OQAC manages the assessment process on behalf of the Council.

(b) ASSESSMENT PROCESS

(i) *Stage 1 – Desktop Audit*

The minimum criteria against which an assessment is made are that applicants:

(a) **Qualifications**

Have completed a World Federation of Occupational Therapy (WFOT) *currently approved* (at time of graduation) tertiary level education program leading to an award in occupational therapy, that is comparable to an Australian Bachelor degree (as per the National Office of Overseas Skills Recognition (AEI-NOOSR) Country Education Profiles).

"*Currently approved*" is taken to mean those countries listed on the WFOT website under "Programs & Schools" at the time of graduation:

Prior to 2002:

Fall within five years after the last year reviewed by the National Association

From 2002:

Fall within five years (for three-year courses) of the year last reviewed by the National Association.

Fall within seven years (for four-year courses) of the year last reviewed by the National Association.

The WFOT approval referred to above must be in place at the time of graduation and cannot be considered retrospectively. Therefore, if the institution and program received WFOT approval after the time of graduation, this will not be considered sufficient to meet the criteria for assessment.

(b) English**(1) English Language Proficiency Test**

All occupational therapists who are applying for skilled migration or practice in Australia must prove English language proficiency by completing successful either the International English Language Testing System (IELTS) examination (Academic Module) or the Occupational English Test (OET) to the minimum standard below:

These results must have been obtained within two (2) years prior to applying for the assessment, and achieved in one sitting:

- IELTS - a minimum score of seven (7) in each of the four competencies (listening, reading, writing and spelling).
- OET – minimum pass of A or B grades in each of the four competencies (listening, reading, writing and spelling).

(2) Waiver of English Language Proficiency Test

The English Language Proficiency Test is waived where applicants have met the educational requirements for English Language.

Education

- (1) completed an occupational therapy program in the United States of America, the United Kingdom, New Zealand or Ireland, leading to the registration/licensure in those countries (where applicable); or
- (2) completed an occupational therapy program in Canada and gained registration/licensure in Canada through an examination that was conducted in English;
- (3) completed an occupational therapy program in South Africa and gained registration/licensure in South Africa through education that was conducted in English; or
- (4) completed a degree in Australia (on-shore) for at least four semesters, two years' full-time study, within the last two years prior to application.

Applicants who meet these and other criteria are recognised as suitable for migration as an occupational therapist under the Skilled Migration Category and eligible to apply for registration in relevant states and territories, and membership of Occupational Therapy Australia.

Occupational therapists must be registered to practise in Queensland, South Australia, Western Australia and the Northern Territory. Registration is not required in Tasmania, New South Wales, Victoria or the Australian Capital Territory.

However, to work as an occupational therapist in a government-funded agency in these states or territory, practitioners are generally expected to have qualifications acceptable to Occupational Therapy Australia.

(ii) Stage 2 – Practice Audit

When suitable applicants apply for registration or membership they will be required to undertake a practice audit of six months full-time equivalent once they have secured paid employment or self-employment as an occupational therapist in Australia. Upon successful completion of the practice audit, applicants will be issued with a Certificate of Practical Completion by OTC. This must be presented to the relevant registration board prior to full registration being granted, and to Occupational Therapy Australia for continuing membership.

The purpose of the practice audit is to promote competence of the overseas-educated practitioner to practise safely in the Australian context. In most cases, audited practice is consistent with normal supervision/performance management procedures.

An administrator is appointed for each applicant to ensure the practice audit is being undertaken according to the specifications within the plan. In states and territories where registration is mandated, the nominated administrator will be the Registrar of the relevant state or territory registration board. For applicants from other states, the OQAC will negotiate with suitable individuals or bodies to act as the administrator.

(iii) Policies

- For those overseas therapists trained in Australia and New Zealand who are not currently registered and have not worked as an occupational therapist in Australia or New Zealand for the last five years, a full desktop assessment and practice audit will need to be undertaken.
- Applicants who have entered Australia and commenced practice as an occupational therapist prior to 1 July 2000 and have had at least six months' full-time equivalent experience in the practice of occupational therapy in Australia in the five years preceding an application for desk top assessment, may make an application to the OQAC for a determination on the equivalence of their experience to the practice audit requirements. Applicants must provide a satisfactory report on competency (including a performance appraisal) from their last employer or supervisor.
- Overseas-trained persons on short-term working holiday visas whilst in Australia will not be required to undertake a practice audit (with the exception of registration in Western Australia). Conditions may be imposed on registration by the other states and territories where registration is mandatory for practice.
- Persons registered in New Zealand not seeking permanent residency in Australia and who hold a current annual practising certificate may apply for registration in states or territories in compliance with the Trans-Tasman Mutual Recognition Act (currently these are South Australia, Queensland, Western Australia and the Northern Territory) and membership of Occupational Therapy Australia in New South Wales, Victoria, Tasmania and the Australian Capital Territory and thus are able to practise in Australia without undergoing the Stage 1 or Stage 2 assessment process.
- As of 1 July 2009 overseas trained occupational therapists, who do not have an expiry date on their Stage 1 Desktop Assessment (suitable letter) are required to undertake a review of ability to meet the requirements of the assessment before undertaking the Stage 2 Practice Audit.

Until 1 July 2009 all persons in the above category are deemed suitable to apply for a Stage 2 Practice Audit.

The required documentation to accompany an application for review are as follows:

- English language proficiency requirements (within the last two years);
- a professional reference (within preceding 12 months);
- a Certificate of Good Standing (if applicable).

The review will also apply to persons who wish to apply for the Stage 2 Practice Audit after the expiry date shown on the Stage 1 Desktop Assessment is expired.

(c) MODIFIED DESKTOP ASSESSMENT

A Modified Desktop Assessment is available for:

- a) Australian and New Zealand trained occupational therapists holding qualifications recognised by the Council. Persons who graduated five years prior (from the date of application) must have worked as an occupational therapist in Australia or New Zealand for at least six months full-time equivalent in the last five years.
- b) Australian and New Zealand fully registered occupational therapists (applicants from New Zealand) must hold a current annual practising certificate.

Successful persons in the categories (a) and (b) above will not be required to undertake a practice audit.

- c) Overseas-trained occupational therapists who successfully completed the AEI-NOOSR examination in occupational therapy prior to the year 2000. A practice audit is required for these persons.

(d) PRACTICE AUDIT ADMINISTRATORS

The following administrators have been appointed by the Council:

South Australia/Tasmania/Victoria	Mr Peter Martin
Western Australia	Mr Kim Bradbury
Queensland	Mr Kim Hudson
Northern Territory	Ms Jill Huck
New South Wales/ACT	Ms Leearne Zakrzewski

Following the death of Mr Martin in November 2011, Ms Diana Newcombe was nominated the administrator for South Australia, Tasmania and Victoria.

Administrators receive an honorarium payment to ensure the audited practice plan is being undertaken according to the specifications within the plan.

(e) SUPERVISORS

Comprehensive guidelines (including frequently asked questions) are available on the website for supervisors of applicants undergoing the practice audit.

(f) ASSESSMENT RESULTS

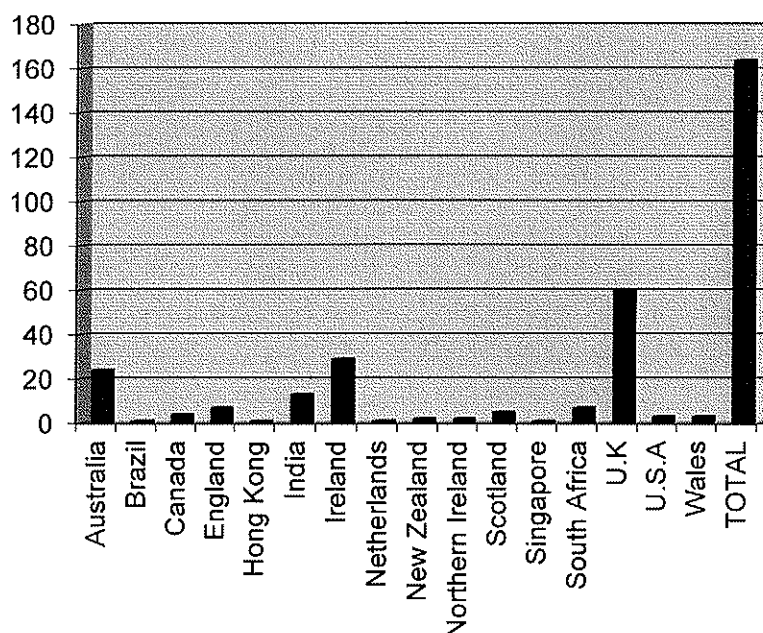
(i) *Stage 1 – Desktop Audit*

a) Completed Applications

Number of applications completed during the year	195
Suitable (Migration/Practice in Australia)	164
In progress	23
Not suitable	<u>8</u>
TOTAL	195

b) <u>Modified vs. Full Assessments</u>			
Full			165
Modified			<u>30</u>
			195
c) <u>Completed Applications by Gender</u>			
Suitable (Migration/ Practice in Australia)	- Female	147	
	- Male	<u>17</u>	164
In progress	- Female	23	
	- Male	<u>0</u>	23
Not Suitable	- Female	6	
	- Male	2	<u>8</u>
TOTAL			195
d) <u>Number Migrating under the General Skilled Migration Program (GSM)</u>			
<i>Migrating to Australia</i>			
Suitable		78	
Not suitable		7	
In progress		13	<u>98</u>
<i>Not Migrating (includes working holiday VISA's, applications for registration and all other categories apart from GSM)</i>			
Suitable		86	
Not Suitable		1	
In progress		10	<u>97</u>
TOTAL			195
e) <u>Completed Applications by Country of Training</u>			
• United Kingdom			60
• Ireland			29
• Australia			24
• India			13
• England			7
• South Africa			7
• Scotland			5
• Canada			4
• United States of America			3
• Wales			3
• New Zealand			2
• Northern Ireland			2
• Argentina			1
• Brazil			1
○ Hong Kong			1
○ Netherlands			1
○ Singapore			<u>1</u>
TOTAL			164

Desktop Audit - Suitable By Country of Training



Not Suitable:

• Germany	3
• Australia	1
• India	1
• Nigeria	1
• Singapore	1
• United Kingdom	1

Note: United Kingdom includes – England, Wales, Scotland and Northern Ireland.

f) Applications Received since Commencement of Assessment Process

30 June 2001	94
30 June 2002	87
30 June 2003	116
30 June 2004	120
30 June 2005	124
30 June 2006	148
30 June 2007	203
30 June 2008	208
30 June 2009	187
30 June 2010	176
30 June 2011	180
30 June 2012	195
Total	<u>1,738</u>

g) Appeals

No appeals were received during the year to 30 June 2012.

(ii) Stage 2 – Practice Audita) Practice Audits completed during the year to 30 June 2012

• Queensland	11
• New South Wales	8
• Victoria	7
• Western Australia	7
• South Australia	5
• Tasmania	1
• ACT	0
• Northern Territory	<u>0</u>
Total	<u>39</u>

Note: A number of persons assessed as suitable for migration/registration were not required to undertake a practice audit in Australia as they were either holders of Australian or New Zealand qualifications or working holiday visas.

b) Practice Audits in progress as at 30 June 2012

• Victoria	19
• Queensland	9
• New South Wales	21
• South Australia	8
• Western Australia	8
• Northern Territory	0
• Tasmania	<u>3</u>
Total	<u>68</u>

c) Applications Received since Commencement of Audit Process

30 June 2001	7
30 June 2002	19
30 June 2003	10
30 June 2004	31
30 June 2005	29
30 June 2006	32
30 June 2007	40
30 June 2008	68
30 June 2009	72
30 June 2010	61
30 June 2011	64
30 June 2012	<u>68</u>
Total	<u>501</u>

(g) DEEWR

The Australian Government's Skilled Migration programme is implemented through a partnership between government and industry. The Department of Immigration and Citizenship and the Department of Education, Employment and Workplace Relations (DEEWR) works with industry, represented by professional migration assessing authorities, to ensure that policies and procedures for assessing the skills of prospective migrants are appropriate, transparent and do not pose unreasonable barriers to migration.

DEEWR supports OTC through a range of activities, including annual support meetings, an annual conference to provide updates on Australian Government policy and share information on topics of mutual interest, and general information provision.

The Executive Officer and Ms Dene Iwanicki represented the OTC at the 2011 Assessing Authorities Conference held in Melbourne, VIC on 27 October 2011.

(h) ASSESSING AUTHORITY CONFERENCE

It was noted Ms Erven had attended this conference in May 2012.

(i) REVIEW OF ASSESSMENT PROCESS

OTC obtained a project grant from the Department of Education, Employment and Workplace Relations (DEEWR) in the sum of \$55,573.86 to undertake a review of its assessment processes for overseas-trained occupational therapists for migration to Australia in readiness to practise.

Ms Skye McLennan was appointed as the project officer and a Steering Committee formed to oversee the project comprised:

Mr J Carmichael
Dr M Russell
Ms J Hopkirk
Ms T Saunders

A final report was released in May 2011 and was considered by the OTC and OQAC in September 2011.

The report contains recommendations for changes to ensure the assessment process is efficient, effective and reflects contemporary assessment practices. The recommendations outlined in the report were approved.

11 PUBLICATIONS

a) Applications/Information Collection Forms

- Application for Recognition of Occupational Therapy Qualifications in Australia – Stage 1 Desk Top Assessment
- Application for Stage 2 Practice Audit Assessment
- 3-Monthly Practice Audit Progress Report
- Practice Audit Assessment (final)

b) Guidelines

- Stage 1 Desk Top Assessment – explanatory notes to application – *Revised March 2008*
- Guidelines for Stage 2 Practice Audit – *Revised March 2008*
- Stage 2 Practice Audit Guidelines for Supervisors – *Revised October 2005*
- Stage 2 Practice Audit Guidelines for Administrators – *February 2004*

c) General

- Appeal & Counselling Procedures – *Revised November 2006*
- Information Leaflet: Recognition of Occupational Therapy Qualifications in Australia – *Revised March 2008*
- Flow Chart – Stage 1 and Stage 2 – *Revised June 2003*
- Recognised Courses in Australia and New Zealand – *Revised June 2007*
- Privacy Policy Statement – *Revised June 2008*
- Annual Report – *2001 to 2010*

12 FEE SCHEDULE - OQAC

1.	<u>Stage 1 – Desk Top Audit</u>	
	a) Application for Assessment of Qualifications	\$500
	b) Modified Desktop Assessment	\$300
	c) Review of previous application	\$100
2.	<u>Stage 2 – Practice Audit</u>	
	Application for Practice Audit	\$200
3.	<u>Stage 1 and Stage 2 Appeals</u>	
	Application for Appeal	
	Level 1	Nil
	Level 2	\$250
	Level 3	\$400

The above fees are GST free under section 38-110 of A New Tax System (Goods and Services Tax) Act 1999 and are non refundable

13 ACCREDITATION OF OCCUPATIONAL THERAPY PROGRAMS

The following is a list of Australian and New Zealand entry-level qualifications in occupational therapy recognised by the Council:

University	Qualification	Accreditation status	Next accreditation review due before
AUSTRALIA			
Charles Sturt University	Bachelor of Occupational Therapy [Pass & Honours]	Accredited	31 December 2014
Curtin University of Technology	Master of Occupational Therapy	Accredited	31 December 2012
	Bachelor of Science (Occupational Therapy)	Accredited	31 December 2012
Deakin University	Bachelor of Occupational Therapy [Pass & Honours]	Accredited	31 December 2016
Edith Cowan University	Bachelor of Science (Occupational Therapy) [Pass & Honours]	Accredited	31 December 2013
	Master of Occupational Therapy Practice	Accredited	31 December 2013
Flinders University	Master of Occupational Therapy	Accredited with Conditions	31 December 2013
	Bachelor of Health Science/Master of Occupational Therapy	Accredited with Conditions	31 December 2013

James Cook	University Bachelor of Occupational Therapy [Pass & Honours]	Accredited	31 December 2015
La Trobe University	Bachelor of Occupational Therapy [Pass and Honours]	Accredited	Program phasing out (no new student intake)
	Bachelor of Occupational Therapy /Bachelor of Psychological Science	Accredited	Program phasing out (no new student intake)
	Bachelor of Occupational Therapy/Bachelor of Ergonomics, Safety and Health	Accredited	Program phasing out (no new student intake)
	Bachelor of Psychological Science/Master of Occupational Therapy Practice	Accredited	31 December 2015
	Bachelor of Health Science/Master of Occupational Therapy Practice [Pass & Honours]	Accredited	31 December 2015
	Master of Occupational Therapy Practice [Pass & Honours]	Accredited	31 December 2015
Monash University	Bachelor of Occupational Therapy [Pass & Honours]	Accredited	31 December 2014 or 2013
University of Canberra	Master of Occupational Therapy	Accredited with Conditions	30 June 2013
University of Newcastle	Bachelor of Occupational Therapy [Pass & Honours]	Accredited	31 December 2015