



# Occupational Therapists Board of Queensland

ABN: 68 701 568 189 Section 69, Occupational Therapists Registration Act 2001

## Notice of expiry of registration Restoration of Registration as an occupational therapist

OFFICE USE ONLY

Name:

Registration Number

You can restore your registration and pay (by Visa or Mastercard) online at [www.healthregboards.qld.gov.au](http://www.healthregboards.qld.gov.au). To use this service you must be able to answer "NO" to the disclosure at question 5. **If you restore online, you do not need to complete and/or return this form.**

### YOU ARE NO LONGER REGISTERED AND CANNOT PRACTISE AS AN OCCUPATIONAL THERAPIST IN QUEENSLAND.

As your completed renewal form and fee were not received at this office, or you did not renew registration online by 30 June 2009, your registration has expired. It is a breach of the *Occupational Therapists Registration Act 2001* for you to continue to practise in Queensland.

If you wish to resume practice in Queensland, you must restore your registration on or before 30 September 2009.

You cannot practise until restoration is approved.

You are not required to return this form if you do not intend to practise in Queensland. To restore your registration you must read, complete and return this form with the prescribed payment amount in the enclosed envelope, to be received at this office no later than 30 September 2009.

#### Restoration is effective:

- from the date the restoration is approved and cannot be backdated; and
- to the last day of the current registration period (that is, 30 June 2010).

You can check your registration online at [www.occuptherapyboard.qld.gov.au](http://www.occuptherapyboard.qld.gov.au) under Check Registration. Select the register, enter your last name (first name optional), select Search and, from search results, select your name to view details, including registration status.

**After 30 September 2009 the Act does not provide the Board with discretion to restore registration. If you wish to resume practice in Queensland after this date:**

- you will need to make a fresh application to the Board for registration; and
- if you do not have a qualification prescribed under the *Occupational Therapists Registration Regulation 2001* you may no longer be qualified for registration in Queensland (a link to online legislation is available on the Board's website).

### TAX INVOICE—FIRST AND FINAL NOTICE

If you wish to have your registration restored, you must pay the following amount by 30 September 2009.

#### AMOUNT PAYABLE

\$298.00

(GST exempt)

#### PAYMENT REQUIRED BY:

30 September 2009

#### 1. GIVE YOUR CONTACT DETAILS BELOW

Contact telephone number during business hours

( )

Email address

#### 2. HAS YOUR POSTAL ADDRESS CHANGED?

No  Go to next question

Yes  Give details of new POSTAL address below

Postcode

#### 3. IS YOUR POSTAL ADDRESS YOUR RESIDENTIAL ADDRESS?

No  Go to 5 Yes  Go to next question

#### 4. DO YOU AGREE TO THE BOARD PUBLISHING YOUR RESIDENTIAL ADDRESS TO THE PUBLIC REGISTER?

Note: The Board publishes your POSTAL address as your registration address to the Public REGISTER unless it is your residential address, which will not be published without your agreement.

No  Yes

Please turn page over



## Restoration of Registration as an occupational therapist

5. Do you suffer from any ongoing medical condition (including substance misuse or dependence) of which you are aware, and that you know or ought to reasonably know, adversely affects your ability to competently and safely practise occupational therapy?

No  **Go to next question**

Yes  What is the method of notification to the Board regarding your ongoing medical condition?

- I have previously disclosed my medical condition which remains unchanged
- I am currently on health assessment and monitoring
- Full details of my medical condition are on a separate sheet and attached in a sealed envelope marked confidential and with the Board name and my registration number on the front in case it becomes separated

### 6. HOW ARE YOU PAYING THE FEE?

YOU CAN RESTORE YOUR REGISTRATION ONLINE AT [www.healthregboards.qld.gov.au](http://www.healthregboards.qld.gov.au). Payment of fee is by Visa or Mastercard only. If you restore online, you do not need to complete and/or return this form.

#### Tick one box only

- Cheque   Payable to Occupational Therapists Board of Queensland
- Money order   Payable to Occupational Therapists Board of Queensland
- Visa   For credit card payments to be accepted you must complete all sections below.
- Mastercard   For credit card payments to be accepted you must complete all sections below.

Card number

Cardholder's name

Expiry date  /

### 7. DECLARATION

**NOTE:** Legal advice on the matter of power of attorney is that no person other than the named registrant can sign this form.

\_\_\_\_\_ declare that:

(Print name here)

- I am the named registrant
- to the best of my knowledge the details given in this restoration of registration are true and complete
- I understand that giving false or misleading information is a serious offence

Signature

\_\_\_\_\_

Dated \_\_\_\_/\_\_\_\_/\_\_\_\_

### WHERE TO SEND THE FORM AND PAYMENT:

**By mail:** Locked Bag 1341  
Brisbane QLD 4001

**In person at the Board's office:** 8th Floor, Forestry House  
160 Mary St  
Brisbane QLD 4000

**Counter hours:** 9am - 4pm Monday to Friday

### FOR FURTHER INFORMATION:

**Telephone:** +61 7 3225 2506

**Email:** [renewals@healthregboards.qld.gov.au](mailto:renewals@healthregboards.qld.gov.au)

**Internet:** [www.occuptherapyboard.qld.gov.au](http://www.occuptherapyboard.qld.gov.au)

### PRIVACY STATEMENT:

[www.occuptherapyboard.qld.gov.au](http://www.occuptherapyboard.qld.gov.au)

### IMPORTANT:

If your registration is restored, you must notify the Board if you are affected by any of the following :

- a change in your name (notification is required within 21 days and documentary evidence such as a **certified copy** of a marriage certificate must be supplied);
- a change in your address (notification is required within 21 days - this excludes a change of email address, which, while not required, would be appreciated);
- the withdrawal or cancellation of your qualification for registration (notification is required within 21 days);
- conviction for an indictable offence in Queensland or under a corresponding law (notification is required within 30 days);
- delivery of a judgement or settlement of proceedings if you are a party to proceedings in court claiming damages or compensation for alleged negligence by you or in the practice of your profession (notification is required within 30 days); OR
- cancellation, suspension, or application of a condition, undertaking or other disciplinary action to registration, licence or certification you hold under a corresponding law (notification is required within 30 days).