



## Information sheet: Supervision for registrants returning to practice

### What is the new policy?

As of August 2009 the Board has introduced a new policy to support registrants with supervisory conditions. The Board's ability to impose conditions are outlined in s57(1) of the *Occupational Therapists Registration Act 2001* (the Act). The new policy also provides guidance to supervisors.

### Who does it apply to?

The Board requires that an applicant returning to practice after an absence of greater than 5 years undertakes a period of supervised practice.

### What must the Registrant do?

Affected registrants must practise primarily under supervision of a registered Occupational Therapist. The registrant must submit a *Supervised Practice Agreement* for the approval of the Board outlining the proposed supervisor and location of the supervised practice. Practice must not commence prior to receiving written notification from the Board that registration has been granted and a copy of the Supervised Practice Agreement is approved and signed by the Board.

### About the Supervisor

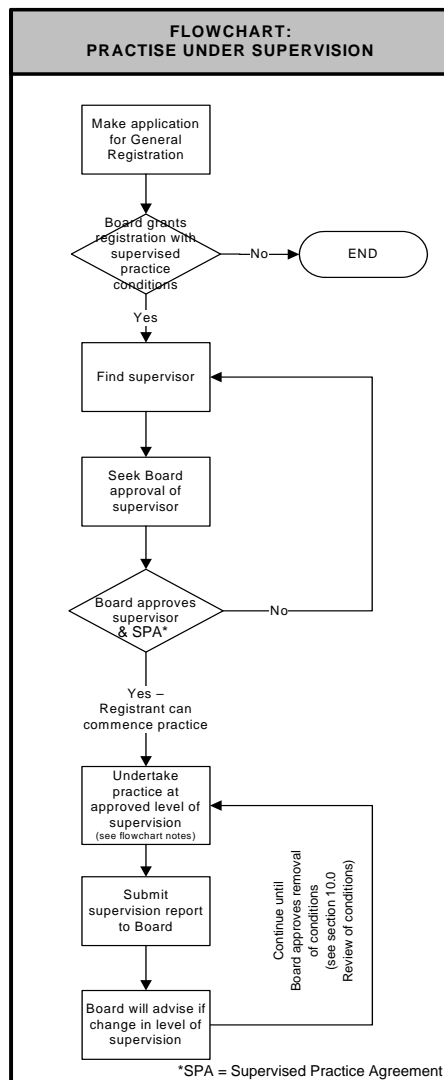
The approved supervisor must have a minimum of two years' experience as a general registrant, without conditions, in Australia or New Zealand. The supervisor must be approved by the Board prior to the commencement of practice. The supervisor will provide different levels of contact / supervision as the registrant progresses. The supervisor must submit *Supervised Practice Reports* throughout the supervision period (see Reporting).

### Levels of Supervision

There are three (3) levels of supervision that must be completed.

Affected registrants must commence supervision at Level 1.

**Level 1** - supervisor takes direct and principal responsibility for the client. The supervisor must be present and observe at all times.



**Level 2** - supervisor shares responsibility for the client with the affected registrant. The supervisor must be in the workplace at all times, but not directly observe.

**Level 3** - The registrant takes responsibility for individual client care. The supervisor maintains an indirect

responsibility for the client and ensures appropriate monitoring.

### Moving between Levels

The registrant may proceed to from Level 1 to Level 2 after a minimum of one day and once a completed *Supervised Practice Report* has been submitted to the Board. Progress to Level 2 can occur prior to Board approval being given.

The registrant may proceed from Level 2 to Level 3 after a minimum of 20 days' practice and once a completed *Supervised Practice Report* has been approved by the Board.

The Board will consider removing conditions of supervised practice after a minimum of 100 days' practice at Level 3 and once a final *Supervised Practice Report* has been approved by the Board.

### Reporting

Fulfillment of the supervision conditions is subject to the Board being satisfied with the *Supervised Practice Reports* provided by the supervisor. Progressive *Supervised Practice Reports* must be submitted by the end of each month during the supervision period.

### Changes to Supervision

Affected registrants must notify the Board immediately if they intend to:

- change practice location; or
- change supervisors.

*Note:* In accordance with legislative requirements, the Board will publish the conditions imposed on an affected registrant on the public register.

The full policy can be found on the Board's website @ [www.occuptherapyboard.qld.gov.au](http://www.occuptherapyboard.qld.gov.au)