

1964/81

THE OCCUPATIONAL THERAPY REGULATIONS 1964

BERNARD FERGUSSON, Governor-General

ORDER IN COUNCIL

At the Government Buildings at Wellington this 2nd day of June 1964

Present:

THE RIGHT HON. KEITH HOLYOAKE, C.H., PRESIDING IN COUNCIL

PURSUANT to the Occupational Therapy Act 1949, His Excellency the Governor-General, acting by and with the advice and consent of the Executive Council, hereby makes the following regulations.

REGULATIONS

PART I—PRELIMINARY

1. (1) These regulations may be cited as the Occupational Therapy Regulations 1964.

(2) These regulations shall come into force on the day after the date of their notification in the *Gazette*.

(3) These regulations shall not apply to the training of any student occupational therapist undergoing training on the 30th day of June 1964, and every such student shall be required to undergo and complete only the course of training and the examinations prescribed by the Occupational Therapy Regulations 1958, as if those regulations were still in force; subject to the payment of the fee or fees prescribed in these regulations, as if the Occupational Therapy Regulations 1958 had been amended by these regulations.

Interpretation

2. In these regulations, unless the context otherwise requires,—

“The Act” means the Occupational Therapy Act 1949:

“Board” means the Occupational Therapy Board:

“Hospital” means a hospital or other institution controlled or maintained by a Hospital Board or by a department of State (including any public institution under the Mental Health Act 1911), or any institution controlled or maintained by any society, association, or other body of persons approved by the Board for the purposes of these regulations:

"Principal" means the person in charge of a principal training school:

"Principal training school" means a hospital, or two or more hospitals, for the time being approved by the Board as a training school for occupational therapists in which a complete course may be given, or in which the principal portion of the course may be given supplemented by a period of training at a subsidiary training school:

"Secretary" means the Secretary to the Occupational Therapy Board:

"State Examination" means the State Examination in Occupational Therapy referred to in regulation 6 hereof:

"Student occupational therapist" means a person who has been accepted for training to qualify as an occupational therapist:

"Subsidiary training school" means a hospital or institution for the time being approved by the Board as a training school for occupational therapists in which such limited period of training as may be determined by the Board may be given:

"Training" includes both theoretical and practical instruction for the purposes of these regulations:

"Training school" means a hospital where persons may undergo training for the purposes of these regulations:

"Training School Examination" means examinations referred to in regulation 4 (6) hereof:

Expressions defined in the Act have the meanings so defined.

PART II—TRAINING, EXAMINATION, AND REGISTRATION OF OCCUPATIONAL THERAPISTS

Duration of Period of Training for Occupational Therapists

3. (1) Subject to the provisions of section 21 of the Act, the period of training as a student occupational therapist required to be undertaken by any person seeking to be registered as an occupational therapist under section 10 (b) of the Act shall be such as the Board may from time to time determine either generally or in any particular case or class of cases.

(2) Except as hereinafter provided, a student occupational therapist shall undertake the complete course of the prescribed training either in one principal training school, or in one principal training school and such one or more subsidiary training schools as the Board from time to time decides.

(3) A student occupational therapist unable to complete a period of training in one training school may, with the approval of the Board and subject to such conditions, if any, as it sees fit to impose, be allowed to complete that period of training in another training school.

Course of Training of Occupational Therapists

4. (1) The course of training as a student occupational therapist required to be undertaken by any person seeking to be registered as an occupational therapist shall be the course of training specified in the First Schedule to these regulations.

(2) The governing body of every training school shall, to the satisfaction of the Board, conduct the course of training required by these regulations, or such part of that course as the Board may determine in each case, and shall make available accommodation and equipment for the purpose of training.

(3) All lectures and instruction shall be delivered by registered medical practitioners or registered occupational therapists holding such teaching qualifications as are recognised by the Board, or by such other competent lecturers or instructors as are approved by the Board in that behalf.

(4) For the purpose of giving effect to the course of training required by these regulations the Board may, from time to time, issue supplementary instructions for use in training schools in such form as it sees fit and any such instructions shall be deemed to be part of such course.

(5) Every student occupational therapist shall, as specified in the syllabus and as part of his training, sit examinations in the subjects of the syllabus, known as Training School Examinations. These examinations are to be conducted by the principal training school prior to each Part of the State Examination at such time before the said State Examinations as the Board may from time to time determine.

(6) Any student occupational therapist failing to pass a Training School Examination may sit the said examination in the same subjects next held thereafter:

Provided that if a student occupational therapist fails to sit a Training School Examination because of sickness, or for some other reason which in the opinion of the principal is sufficient, the principal may in his discretion arrange for such student to sit a special examination.

(7) This regulation shall be construed subject to the provisions of section 21 of the Act.

Notifications from Training Schools to Board

5. (1) The principal of a principal training school and the governing body of a subsidiary training school shall furnish to the Board such reports on the staff, numbers of patients, types of cases, facilities, and student occupational therapists as the Board may from time to time require.

(2) The governing body of every training school and subsidiary training school shall, immediately upon any change in the position of charge occupational therapist or the personnel of the teaching staff, notify the particulars of such change to the Board.

The State Examination in Occupational Therapy

6. (1) The examination required to be passed by every person seeking to be registered as an occupational therapist under section 10 (b) of the Act shall be the examination conducted by the Board at such time or times as may be determined by the Board in the subjects specified in the Second Schedule to these regulations. The examination shall be known as the State Examination in Occupational Therapy and shall be divided into the Parts and sections of Parts set out in the Schedule.

(2) No student occupational therapist shall sit for any Part of the State Examination unless, before the commencement of the examination in that Part, he has completed the period and course of training

required by or under these regulations in respect of the subjects included in that Part, and has passed any prior Part or Parts of the State Examination, and has passed the appropriate Training School Examination.

7. If any candidate is credited with passing the State Examination after having presented himself therefor otherwise than in conformity with the provisions of these regulations, the fact that he is so credited shall not be deemed to satisfy the Board that he has passed that examination pursuant to the provisions of the Act.

8. (1) Every candidate for the State Examination shall make separate application in respect of each Part thereof on a form to be provided by the Board. The application shall be so forwarded as to be received by the Secretary before such date, or within such period before the date of commencement of the Part of the examination for which the candidate intends to present himself, as the Board may from time to time determine.

(2) There shall be tendered with each such application the appropriate fee as prescribed in regulation 21 of these regulations.

(3) There shall be tendered, in respect of each candidate, by the principal—

(a) A certificate of training in a form to be provided by the Board:

(b) A certificate that the candidate has passed the Training School Examination in the subjects included in that Part of the State Examination for which the candidate intends to present himself:

(c) A confidential report, in a form to be provided by the Board.

(4) The Board may in its discretion refuse to permit the candidate to sit the examination until it is satisfied that he is of good conduct and reputation.

9. (1) Notwithstanding anything in these regulations, the Board may, if it thinks fit, permit any candidate to sit for any Part or Parts of the State Examination together or to sit for such Part or Parts without having passed any prior Part or Parts.

(2) The Board may, if it thinks fit, subject to the payment of the appropriate fee for re-examination as prescribed in regulation 21 of these regulations, and subject to such further period of training, if any, as the Board may require, permit any candidate failing in any Part or Parts of the State Examination, or in any section or sections of such Part or Parts, to sit for that Part or Parts or section or sections again at such time as the Board may determine.

Exemptions for Specified Subjects

10. Notwithstanding anything in these regulations, the Board may if it thinks fit exempt any candidate from the requirement of undertaking and receiving the course of training in any specified subject and from sitting for an examination in that subject in the State Examination, and credit that person with a pass in that subject, if the Board is satisfied:

(a) That that person has been credited with a pass in that subject in any other examination conducted by any other examining body recognised by the Board for the purposes of this regulation; and

(b) That the course of training and the examination relating to that subject are recognised by the Board as being equivalent to or of a higher standard than the course and examination under these regulations.

11. Regulations 6 to 10 of these regulations shall be construed subject to the provisions of section 21 of the Act and of regulation 12 hereof.

Sitting Examination Where Training Interrupted

12. (1) Notwithstanding anything to the contrary in these regulations, any student occupational therapist whose training has been interrupted shall be entitled, with the approval of the principal responsible for his training, to sit for any Part or Parts of the State Examination for which he would have been eligible to sit if his training had not been so interrupted.

(2) Except where the total period of interruption of training does not exceed six weeks in the aggregate, subclause (1) of this regulation shall not be construed to entitle any person to be registered as an occupational therapist until he has completed the period of training and undertaken the full course of training prescribed by or under these regulations:

Provided that when such period of interruption of training exceeds six weeks in the aggregate, and the student occupational therapist sits for an examination pursuant to subclause (1) of this regulation, he shall be deemed to have completed the course of training required by these regulations when he has undergone a further period of training equal to the period of interruption.

Registration

13. (1) Every application for registration as an occupational therapist shall be in a form to be provided by the Board. There shall be endorsed on the said form the provisions of sections 10, 11, 15, 17, 18, and 28 of the Act.

(2) Every applicant for registration under the Act shall furnish evidence sufficient to satisfy the Board that he is of good character and reputation. The Board may, in its discretion, in any case withhold registration until it is furnished with adequate evidence under this subclause, and may decline to register any applicant who fails to satisfy it regarding his character and reputation.

(3) There shall be submitted with every application for registration made by a person trained elsewhere than in New Zealand the following original certificates:

(a) A certificate of training and examination; and

(b) A certificate of registration (if any).

(4) Every person trained elsewhere than in New Zealand and applying for registration under the Act as an occupational therapist by virtue of the possession of a certificate of training and examination mentioned in subclause (3) of this regulation shall supply the Board with satisfactory proof of his identity, and shall furnish such evidence as the Board may require of the nature of the training undertaken, the practical experience acquired, and the examination passed outside New Zealand.

(5) A certificate of registration under the Act shall be in form 1 in the Third Schedule hereto, or to the like effect.

Form of Register

14. (1) There shall be entered in the register the following particulars in respect of every person registered under the Act, namely:

(a) Registration number:

(b) Date registration approved:

- (c) Name in full:
 - (d) Where trained:
 - (e) Qualifications:
 - (f) Such other particulars as the Board may require.
- (2) The register shall be kept in such form and in such manner as the Board from time to time determines.
- (3) A failure to comply with the requirements of the Board as to the form and manner of keeping the register shall not affect the validity of the register.

Entry in Register of Additional Qualifications

15. (1) Every application under section 14 of the Act for the insertion in the register of particulars of any approved certificate, diploma, or licence other than that by virtue of which the applicant is registered shall be in a form to be provided by the Board, and shall be accompanied by such evidence as may be required by the Board that the applicant is the holder of the qualification to which the application relates.

(2) The Board may, in its discretion, on application in that behalf, direct that particulars of any certificate, diploma, or licence other than that by virtue of which a person is registered, being a certificate, diploma, or licence obtained before the commencement of these regulations and of a kind approved by the Board under section 14 of the Act, shall be inserted in the register.

PART III—MISCELLANEOUS PROVISIONS

Secretary to the Board

16. (1) The Board may from time to time procure the appointment of some employee of the Public Service to be the Secretary to the Board.

(2) The fact that any person describes himself in any document or signs any document as the Secretary to the Board shall be sufficient evidence, until the contrary is proved, that he is the Secretary to the Board for the time being, and that he has been duly appointed to that office.

Evidence of Decisions of Board

17. The determination of the Board on any matter within its jurisdiction under the Act or these regulations shall be sufficiently authenticated if set out in writing signed by the Registrar or the Secretary.

Service of Notices

18. Any notice to be given by the Board under these regulations shall, except where otherwise provided in these regulations, be sufficient if given in writing, signed by the Registrar or the Secretary, and sent by ordinary prepaid letter post to the addressee at his last known address; and shall when so given be deemed to have been given at the time when in the ordinary course of post it would be delivered at that address.

19. Every notice required to be served on any person in respect of the exercise or proposed exercise of the disciplinary powers of the Board under section 25 of the Act shall be served by posting it by registered

letter addressed to that person at his last known address in New Zealand. A notice so posted shall be deemed to have been served at the time when the registered letter would in the ordinary course of post be delivered; and in proving service it shall be sufficient to prove that the letter was properly addressed and posted.

Appeals

20. (1) Where the Board refuses to enter the name of any person in the Register of Occupational Therapists or refuses to grant any person a licence under section 23 of the Act, or removes the name of any person from the register, or suspends his registration or imposes on him any penalty, the Registrar shall forthwith inform that person of the reason for the Board's decision.

(2) If the person decides to appeal from that decision, he shall, within the time prescribed by or allowed under section 26 of the Act, give to the Registrar notice of appeal in form 2 in the Third Schedule hereto, or to the like effect.

(3) The assessors on the Board of Appeal shall be appointed by the Minister of Health. One such assessor shall be appointed on the recommendation of the appellant and the other on the recommendation of the Board.

(4) Within 31 days after receiving the notice of appeal the Registrar shall inform the appellant of the name of the person appointed to act as assessor on behalf of the Board at the hearing, and of the name of the Magistrate who will be the Chairman of the Board of Appeal, and shall at the same time send to the Magistrate a copy of the Board's decision and of the notice of appeal.

(5) The Board of Appeal shall hear and determine the appeal at such convenient place and time as may be decided by the Magistrate.

(6) The Magistrate shall cause at least seven days' previous notice of the place and time of hearing to be given to the assessors, the Board, and the appellant.

(7) At the hearing of the appeal the appellant may himself appear and give evidence, and may either be heard in person or be represented by some other person or by a solicitor or counsel; and evidence may be given on behalf of the Board by any person, whether a member thereof or not, appointed by that Board, and any such person may be heard on its behalf, or it may be represented by a solicitor or counsel.

(8) The order made in respect of the appeal shall be in writing signed by the Magistrate and at least one of the assessors. A copy of the order shall be given to the appellant and the Board; and the Board shall forthwith give effect to the order.

Fees

21. (1) There shall be payable by every applicant for admission to the State Examination a fee of £1 1s. in respect of each section as set out in the Second Schedule hereto.

(2) The fee for re-examination shall be £1 1s. for each section in which the applicant is re-examined.

(3) There shall be payable by every applicant for registration a fee of £2:

Provided that no such fee shall be payable in respect of—

- (a) An application for registration pursuant to section 10 (a) of the Act:
- (b) An application for registration by an occupational therapist already registered according to law in any overseas country who is temporarily employed in a hospital in New Zealand on exchange, for not more than 12 months, with an occupational therapist who is registered in New Zealand and is similarly employed in that overseas country and is there charged no fee for registration.
- (4) The fee for the issue of a certificate of registration shall be 5s.
- (5) The fee for the issue of an annual practising certificate shall be 5s.
- (6) The fee for the restoration of a name to the register, pursuant to an application under section 16 (4) of the Act, shall be 2s. 6d.
- (7) All fees shall be paid at the time of application.

Revocation

22. The Occupational Therapy Regulations 1958* are hereby revoked.

SCHEDULES

FIRST SCHEDULE

Reg. 4 (1)

COURSE OF TRAINING FOR OCCUPATIONAL THERAPY STUDENTS

Theoretical Training

	Hours
Anatomy and physiology	72
Psychology	72
Medicine and surgery	48
Orthopaedics	36
Psychiatry	63
Paediatrics	6
Applied anatomy and physiology	18
Applied occupational therapy	54
Administration – social and industrial resettlement	24
Principles of occupational therapy and rehabilitation	12
First aid	10
Principles of teaching	8
Hospital administration	4
Bacteriology	3
History and development of occupational therapy	3
Principles of speech therapy	3
Principles of physiotherapy	3
Hospital etiquette	1
Organisation and facilities for treatment in a public hospital	1

Total hours 441

FIRST SCHEDULE—*continued**Practical Training*

Therapeutic activities which will include:	Hours
Principles of design and applied design } Selection of manual skills } General recreation, music, drama, etc. } 600
Applied occupational therapy	600

NOTE: The hours specified above are only approximate, and shall be carried out with due regard to regulation 4 (4) of these regulations.

A substantial period of time is to be spent in hospitals and institutions approved from time to time by the Board where students, under the guidance and teaching of a registered occupational therapist, are to gain practical experience in the application of occupational therapy to the various types of patients in those hospitals and practical tuition in the activities of daily living as applied to the rehabilitation, social and industrial resettlement of those patients.

Reg. 6 (1) SECOND SCHEDULE

STATE EXAMINATION IN OCCUPATIONAL THERAPY

The State Examination shall be divided into nine sections, falling under three Parts as follows:

Part I

Section 1: Anatomy and physiology – a written paper.

Section 2: Psychology – a written paper.

Section 3: Therapeutic activities – a practical and oral examination.

NOTE: The techniques and elementary application of craft work will be included as part of Section 3.

Part II

Section 4: Medicine and surgery – a written paper.

Section 5: Orthopaedics – a written paper.

Section 6: Psychiatry – a written paper.

Part III

Section 7: Occupational therapy applied to physical conditions – a written paper.

Section 8: Occupational therapy applied to psychiatric conditions – a written paper.

Section 9: Occupational therapy – a practical and oral examination.

NOTE: Occupational therapy administration, social and industrial resettlement – questions may be included in any section of Part III.

THIRD SCHEDULE

Form 1

Reg. 13 (5)

The Occupational Therapy Act 1949

CERTIFICATE OF REGISTRATION

THIS is to certify that is registered as an occupational therapist in New Zealand, his (her) name having been duly entered in the Register of Occupational Therapists on the day of 19.....

Qualifications:

Number in register:

Signature of holder:

Dated this day of 19.....

.....
Registrar, Occupational Therapy Board.

Form 2

Reg. 20 (2)

The Occupational Therapy Act 1949

NOTICE OF APPEAL

To the Registrar of Occupational Therapists,
Department of Health,
Wellington.

TAKE notice that I,, of, hereby appeal under section 26 of the Occupational Therapy Act 1949 against the decision of the Occupational Therapy Board, conveyed to me by letter dated the day of 19.....

The following are the grounds upon which I make my appeal:
.....

I hereby recommend, of, as an assessor for the purposes of this appeal.

Dated at this day of 19.....

Signature of Appellant:

I hereby consent to act as an assessor for the purposes of this appeal.

Signature:

T. J. SHERRARD,
Clerk of the Executive Council.

EXPLANATORY NOTE

This note is not part of the regulations, but is intended to indicate their general effect.

These regulations re-enact, with amendments, the Occupational Therapy Regulations 1958. Student occupational therapists will now be required to sit Training School Examinations prior to sitting each Part of the State Examination in Occupational Therapy. The Board may from time to time determine the time of the sitting of Training School Examinations and the time or times for the sitting of each Part of the State Examination.

To enable changes to be made in the syllabus of training, the Board may issue supplementary instructions to training schools which shall be deemed part of the course of training.

Issued under the authority of the Regulations Act 1936.

Date of notification in *Gazette*: 4 June 1964.

These regulations are administered in the Department of Health.