

# Communiqué

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## Meeting of the Podiatry Board of Australia held on 16 September 2011

This communiqué highlights key issues from the Board's last meeting. At each meeting, the Board considers a wide range of issues, many of which are routine and are not included in this communiqué.

The Board's September 2011 meeting was held in Sydney to coincide with the National Registration and Accreditation Scheme Annual Conference. The conference provides Board with the opportunity to meet with the other national boards as well as the directors and management staff of the Australian Health Practitioner Regulation Agency (AHPRA) and discuss common issues; reflect on the past year; and consider priorities for the coming year.

This year members of the four new boards that will join the National Registration and Accreditation Scheme and register practitioners in their professions from 1 July 2012 also attended the conference. These new boards are: Aboriginal and Torres Strait Islander Health Practice Board of Australia; Chinese Medicine Board of Australia; Medical Radiation Practice Board of Australia; and the Occupational Therapy Board of Australia.

### Meeting with stakeholders

The Board also hosted meetings in Sydney with representatives of the Australian Podiatry Association (NSW & ACT) and the Podiatry Council of NSW. The Board values the opportunity to meet with these important stakeholders to discuss issues relating to the registration and regulation of podiatrists in Australia.

### Renewal of registration

All registered podiatrists are required to renew their registration by 30 November 2011.

Podiatrists in NSW, who renewed their registration by 30 June 2011 for five months, must renew again by 30 November 2011.

An intensive communication campaign to support the renewal process has been implemented by AHPRA and the Board. Registrants who have provided AHPRA with their email address will have received email notices about the renewal of their registration. Practitioners can renew their registration online and are encouraged to renew early and to renew online.

In the period leading up to 30 November 2011, AHPRA will send further reminder emails as well as letters to practitioners who have not yet renewed. Practitioners should ensure that they have provided AHPRA with their current contact details, including an email address to ensure that they receive this important renewal information.

To renew registration online, update contact details or check registration status, you need to go to [www.ahpra.gov.au](http://www.ahpra.gov.au); and log-in to Online Services by following the prompts. You will need to use your unique contact number (User ID). Your User ID is not your registration number. If you do not have your User ID, complete an online enquiry form, selecting 'User ID' as the category of enquiry or by calling 1300 419 495.

Under the National Law, podiatrists who do not renew registration within one month of their registration expiry date must be removed from the National Register of Podiatrists. Their registration will lapse and they will not be able to practise podiatry in Australia until a new application is approved by the Board.

## CPD Reminder

The Board's CPD requirements must be met by the time practitioners renew their registration, which is due on 30 November 2011.

When podiatrists renew their registration, they are required to declare on the renewal of registration form whether during the preceding registration period they have met the Board's CPD requirements. The Board may refuse to renew a practitioner's registration if the CPD requirements have not been met.

The Board's requirements for CPD are set out in the *Continuing Professional Development Registration Standard*, which is available on the Board's website under the Registration Standards tab. The Board's *Guidelines for continuing professional development* and FAQ's for CPD are also on the Board's website under the Policies, Codes and Guidelines tab.

Practitioners should familiarise themselves with these documents which clearly explain the Board's CPD requirements and ensure that if they have not already met the requirements, that they are progressing towards meeting them by the time they renew their registration.

## Revised Endorsement for Scheduled Medicines Information Package

The Board revised its Information Package for Endorsement for Scheduled Medicines.

There has been no change to the requirements for an endorsement for scheduled medicines; however the revised information package, which is effective from 1 October 2011, provides additional guidance and further clarity to assist podiatrists and supervisors in relation to the Board's requirements for an endorsement for scheduled medicines. The Information package is available on the Board's website at [www.podiatryboard.gov.au](http://www.podiatryboard.gov.au).

The following is a summary of the main changes the Board has made to the Information Package to make it clearer that:

- For podiatrists following Pathway 2 towards an endorsement, the period of supervised practice is to be completed within 12 months of the date of the signed Supervisor Agreement
- Applicants must provide sufficient information to demonstrate knowledge and clinical skills to administer, obtain, possess, prescribe, sell, supply or use the scheduled medicines from each of the classes of drugs in the National Podiatry Scheduled Medicines List and an understanding of the differentiation within the National Podiatry Scheduled Medicines List between general podiatrists with an endorsement for scheduled medicines and Podiatric Surgeons with an endorsement for scheduled medicines.

In addition, the following information has been added to the Information Package:

- Log Sheets must demonstrate that the choice of pharmacological agent has been made in consideration of various schedules which contain the same agent/s in differing presentations and the cost considerations in respect to pharmacy dispensing fees.

In this context prescription writing for S2 and S3 agents is encouraged as it will demonstrate an element of evidence that ethical, legal and commercial implications have been considered.

- State and territory drugs and poisons legislation authorises podiatrists with general registration to use a specific range of local anaesthetic (LA) agents in each jurisdiction. Podiatrists must check the specific range of LA medicines by reviewing the drugs and poisons legislation in their State or Territory. For the purpose of the document, the LA medicines will be called 'first line' LA agents.

If the attainment of an endorsement for scheduled medicines will broaden the range of LA agents the podiatrist can access; the use of these agents may be demonstrated as a Log Sheet case study as an administered scheduled agent from the National Podiatry Scheduled Medicines List. The sample

prescription would reflect the LA of choice and the Log Sheet must include the clinical reasoning for choosing the specific LA agent.

However, a Log Sheet where the case study included the combination of a 'first line 'LA agent with another class of medicines from the National Podiatry Scheduled Medicines List in the management of a podiatric condition, for example, an injection of a steroid with a LA agent, would be considered favourably. This example would be an example of a Log Sheet that included more than one scheduled medicine from the National Podiatry Scheduled Medicines List.

- Supervisors are referred to Section 10.3 of the Podiatry Board of Australia's Code of conduct for registered health practitioners, which states:

Assessing colleagues is an important part of making sure that the highest standards or practices are achieved. Good practice involves:

a) being honest, objective and constructive when assessing the performance of colleagues, including students; patients or clients will be put at risk of harm if an assessment describes as competent someone who is not.

b) when giving references or writing reports about colleagues, providing accurate and justifiable information promptly and including all relevant information.

- A Scheduled Medicine Summary has been included in the Information Package to be completed with the Certificate of Completion of Supervised Practice. This summary links the scheduled medicines from the sample prescriptions to the National Podiatry Scheduled Medicines List.
- A Clinical Settings Summary has also been included in the information Package to be completed with the Certificate of Completion of Supervised Practice. This summary links the clinical experience to the variety of clinical settings where active prescribing was observed.
- The Therapeutics Update Course now includes an assessment. The education provider will provide a certificate to those who successfully complete the assessment.

## Further information

Further information about the Board can be found on the Board's website at: [www.podiatryboard.gov.au](http://www.podiatryboard.gov.au) and practitioners are encouraged to refer to the site for news and updates on Policy and Guidelines affecting their profession.

Jason Warnock  
Chair  
Podiatry Board of Australia

7 October 2011