

NZ graduate applying for registration Quick Guide

as at July 2024

<p>1. Read Guidelines</p>	<ul style="list-style-type: none"> • Read the steps outlined below and follow in this order. • To avoid delays with the processing of your application please carefully read the guidelines and Aotearoa New Zealand Graduate Registration Guidelines available on the Midwifery website Here.
<p>2. Online Application form</p>	<ul style="list-style-type: none"> • Your Head of School will notify us when you are due to complete your pre-registration programme and are eligible to sit the National Midwifery Examination. • Await our email inviting you to log in to MyMCANZ through the Midwifery Council website. • It is important you do not log in without being invited as duplicate accounts create issues. • The application will be progressed when the registration fee has been paid.
<p>3. Identity Documents</p>	<ul style="list-style-type: none"> • Establishing your identity is a crucial step in the application for registration and used for police vetting, exam account validation and to confirm your identity. You will need to take the same photo identity document to the midwifery exam. • See relevant documents for 'Evidence of Identity documents' Here. • Select two (2) identity documents and have these certified as true copies of the original. • Copies must be certified by a Solicitor, Justice of the Peace, Notary Public or another person authorised to take a statutory declaration (i.e. Court Registrar). • Upload to your application in MyMCANZ and then mail the certified copies to our postal mail address.
<p>4. Police Checks</p>	<ul style="list-style-type: none"> • During the online application you will be asked to download the Police Vetting Request and Consent form. Please complete pages 3 and 4 and sign, then upload into your online application for registration through your MyMCANZ portal. • You will need to provide a Police vetting record or criminal history check from any overseas countries you have lived in, for over 12 months since the age of 18 years. See our guidelines for obtaining these checks for overseas countries through the external provider Fit2Work. • Police vetting results can take up to 20 days (and longer for some overseas countries).

5. Medical Certificate	<ul style="list-style-type: none"> Organise an appointment to see your usual Medical Practitioner or Nurse Practitioner to complete the medical certificate. This is sent from the medical practice directly to health@midwiferycouncil.health.nz (and cannot be submitted by you).
6. English Language Proficiency	<ul style="list-style-type: none"> If English is not your first spoken language, test results are required to show a reasonable level of proficiency for admission to your midwifery programme by attaining the required passes in IELTS or OET tests. See guidelines Here Please upload the results that you used to gain entry on to your pre-registration programme of Midwifery or provide the letter from the Midwifery Council stating that English language proficiency was met prior to starting programme.
7. Self-Declaration	<p>Applicants who have:</p> <ul style="list-style-type: none"> an ongoing mental or physical condition; or a conviction, should make a declaration (Health Disclosure or Criminal Conviction Disclosure) (forms in relevant documents), outlining their circumstances and why they are fit to practise and to be registered as a midwife in New Zealand. These should be sent directly to registration@midwiferycouncil.health.nz.
8. Enrol in Midwifery First Year of Practice Programme	<ul style="list-style-type: none"> Contact Te Kāreti o ngā Kaiwhakawhānau ki Aotearoa New Zealand College of Midwives to enrol in the Midwifery First Year or Practice (MFYP) Programme at: http://www.midwife.org.nz. The College of Midwives will confirm your enrolment with us.
9. References	<ul style="list-style-type: none"> You need to provide two (2) references for your registration application, one from a midwife and the second from a person of good standing. If you are currently a registered health practitioner in Aotearoa / New Zealand or another country a Letter of Good Standing from the regulatory authority(ies) is required.

<p>10. CV Check and Voluntary Bonding Scheme</p>	<ul style="list-style-type: none"> • If you are going to be employed your employer will guide you, and self-employed midwives should communicate directly with Manatū Hauora Ministry of Health and CV check. • Please see information on CV check Here • Information on the Voluntary Bonding Scheme can be found here Voluntary Bonding Scheme
<p>11. First practising certificate</p>	<ul style="list-style-type: none"> • After you are registered, to work as a midwife, you need to apply for a practising certificate, we will send you an invite to apply and instructions. • Before your first practising certificate can be issued, you must have confirmation from the (MFYP) programme that you are enrolled. As outlined in step 8. • Condition on scope of practice – once registered, all new graduates have the following condition on their scope of practice ‘Must participate in the Midwifery First Year of Practice programme.’
<p>12. For registration</p>	<ul style="list-style-type: none"> • Your Head of School will notify the Midwifery Council when your pre-registration midwifery qualification has been satisfactorily completed. • Your Head of School will provide a reference confirming you have met the programme requirements (including assessments and birth numbers), that you are fit to practice and to be entered onto the register along with a copy of your academic transcript. • Pass of at least 70% overall in the National Midwifery Exam – results submitted by exam provider. • If all documents have been received/requirements met, registration can be approved 3 working days after exam results are received.