



APPLICATION FOR ASSESSMENT OF QUALIFICATIONS FOR ENDORSEMENT FOR SCHEDULED MEDICINES

**For qualifications not on the Podiatry Board of Australia list of approved
qualifications for Endorsement for Scheduled Medicines
Related to
Podiatry ESM Accreditation standards
Part A: Podiatric Therapeutics**

**Please read the document *Assessment of Qualifications in Podiatric Therapeutics*
accompanying notes carefully before completing this application.**

E-mail: qsa@anzpac.org.au

Web: www.anzpac.org.au

IMPORTANT:

**Your application cannot be processed unless it is accompanied
by the application fee**

1. Personal details

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other
Family Name	
Given Name	
Previous Names	
Date of Birth	
Country of Birth	
First Language	
Postal Address	
Phone number	
Mobile number	
Email address (Default contact method)	

2. Third party authorisation (if required)

If you complete this option all correspondence will be made via the third party.

I consent to this application being discussed with and correspondence being sent to:

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Other
Name	
Relationship	
Postal Address	
Phone number	
Email address	

3. Course Details

PLEASE NOTE: - If you have been awarded a podiatry degree from the United Kingdom (UK) obtaining a Prescription-Only Medicines (POM) certificate as part of this qualification (or within a stand alone course) is NOT indicative that the therapeutics and pharmacology content within your respective University is equivalent to that of the Podiatry Board of Australia approved courses. This is primarily as the competencies that underlie the UK POM certificate assume non-independent prescribing with a limited medicine formulary whilst the Endorsement for Scheduled Medicines (ESM) pathways in Australia relate to independent prescribing of a relatively larger medicines formulary. However, when changes in legislation occur to allow UK-trained podiatrists to become independent prescribers (and the competency standards for such scope of practice changes are finalised), such persons should contact ANZPAC for further information).

Reference: <http://www.hpc-uk.org/aboutregistration/medicinesandprescribing/>

Qualification name	
Name of institution	
Address of institution	
URL of institution	
Name of academic unit within the institution that provided the program(s) of study	
What is the principle purpose of the program of study?	
Course Supervisor Name	
Course Supervisor email	
What were the pre requisites for entry into the program(s) of study?	
Was the program of study stand alone?	Yes No
Was the program of study a subject(s) within a longer course?	Yes (if yes, what was the name of the longer course.) No
Length of time to complete	
Date commenced	
Date completed	
Mode of study	Full time <input type="checkbox"/> Part Time <input type="checkbox"/>

4. Requirements for electronic applications (Certification not required)

All documents submitted electronically must be **scanned colour copies** of the original document saved as PDF files. This information offers you guidance in attaching documents to your email application.

Compressed files

ANZPAC is not able to accept files that have been compressed. A compressed file is a container for documents, programs or other files that have been packaged together and reduced in size. A common example is files compressed using WinZip® with a '.zip' file extension.

If the document you are attempting to attach is too large we recommend that you create a PDF document.

See: <https://createpdf.adobe.com/>

What can you attach?

ANZPAC is only able to accept the following file formats:

Extension	File Type
.DOC	Microsoft Word 2002 or older document
.DOCX	Microsoft Word 2007 document
.JPG	JPEG image file
.PDF	Adobe Acrobat Portable Document Format file
.PPT	Microsoft PowerPoint presentation document
.XLS	Microsoft Excel spreadsheet document

The following table details the maximum number, size and allowable formats of files you are able to attach to your application:

Maximum number of files	Maximum size each file	Formats allowed
20	5MB	.DOC, .DOCX, .XLS, .PPT, .JPG, .PDF

5. Document Checklist

5.1 Identification

- Copy of your valid passport photo page
- Change of name documentation (if applicable)

If the name on any of your documents is not the same as that on your passport, you must provide a certified copy of one of the following with your original application as evidence of your change of name:

- Marriage certificate
- Divorce papers
- Deed poll
- Statutory declaration

If your documentation is in a language other than English, you must provide a copy of an official translation of this document.

5.2 Qualification certificate

- Copy of your course testamurs (for a course) or certificate of completion of stand-alone course

5.3 Official results transcript

- Copy of the official transcripts for (for a course) or stand-alone course

Your official transcripts must include:

- a statement that confirms that you have completed the course requirements
- a list of each individual subject in your entire podiatry course
- the grade or result you were awarded for each subject
- the official university stamp

5.4 Evidence of course content

- Copy of the official course book for your course.
- Copy of the official syllabus for the subject(s)

5.5 Additional information (URL's may be provided if required)

Short description of the nature and scope of operations of the institution, its origins, size and resources for providing the course also describing the academic, community and professional standing of the institution and in particular describe the capacity of the institution to teach in the biomedical field.

Methods of teaching, contact hours of teaching (lectures, tutorials, workshops, practical classes, clinical work) and assignments and internet tasks, with hours of work expected for these personal learning tasks.

Description of examinations and other methods of assessment for each component of the course and the weighting given to each form of assessment. For longer courses (eg 4-year degree course) can be a general statement examination methods and policies with further information provided from an institution website. For short courses, it be a precise statement of each form of assessment.

6. Application Fee

The application fee:

- \$1300* Australian Dollars

* The fee is subject to change without notice. Refunds of application fees are not available.

Payment Method

- EFT/Direct Deposit ** (Electronic Lodgement)

**** ELECTRONIC FUNDS TRANSFER/DIRECT DEPOSIT**

The applicant’s name must be included as the reference for the payment. A copy of the deposit receipt or similar evidence of the funds transfer must be included with the application. The applicant is liable for all bank fees incurred for Electronic Funds Transfers.

Fees must be made payable to ANZPAC by:

- electronic transfer to ANZPAC’s bank account

Account Name: Australian and New Zealand Podiatry Accreditation Council
Bank: Westpac
BSB: 033082
Account Number: 283534
Bank Address: 108 Acland Street, St Kilda South, VIC 3182, Australia
SWIFT Code: WPACAU2S (for international transfers only)

7. Applicant declaration

You must read and sign this declaration. I declare that:

- the information I have supplied on this form and in the attached documentation is complete, correct and up-to-date;
- I undertake to inform the Australian and New Zealand Podiatry Accreditation Council (ANZPAC) of any changes to my circumstances while my application is being considered;
- I authorise ANZPAC to make any inquiries necessary to assist in the assessment of my application and to use any information supplied in this application for that purpose; and
- I have read and understood the information supplied to me in the *Assessment of Podiatry Qualifications and Skills for Migration Purposes* booklet accompanying this application.

Signature:	Date:
Print Full Name:	

8. Privacy Statement

The Australian and New Zealand Podiatry Accreditation Council (ANZPAC) is required to observe the provisions of the Commonwealth Privacy Amendment (Private Sector) Act 2000, which sets out the requirements for the collection and use of personal information.

ANZPAC is required to include a statement relating to ANZPAC’s privacy procedures in each of its application forms. Each application form must be signed by the applicant to give formal consent for ANZPAC to collect and hold personal information. **If consent is not provided, ANZPAC will not be able to process your application.**

Your privacy is respected by ANZPAC. Information on applicants collected by ANZPAC may be provided to persons involved in the migration skills assessment process.

The ANZPAC privacy procedures are set out in a Policy Statement which can be obtained from ANZPAC or from its website www.anzpac.org.au. If you have any privacy concerns or would like to verify information held about you, please contact the Privacy Officer, ANZPAC, 12-16 Parker St, Williamstown, VICTORIA, 3016.

Consent to Collect Information:

<p>Signature: Date:.....</p> <p>Print Full Name:</p>

9. Lodgement

Email your application including the colour scans of the application form and supporting documents to qsa@anzpac.org.au

ANZPAC Skills Assessment Questions

E-mail: qsa@anzpac.org.au
Website: www.anzpac.org.au

GUIDELINES REGARDING THE OBJECTIVES AND CONTENT OF COURSES DESIGNED TO TRAIN PODIATRISTS IN THE USE OF THERAPEUTIC DRUGS

Podiatrists seeking endorsement for the use of drugs must have the following:

- A working understanding of the microbiological and pathological processes relevant to foot pathologies;
- A thorough understanding of the microbiology of foot infections;
- A sound knowledge of the pharmacology of podiatric drugs used in the treatment of foot pathologies;
- Competence to diagnose and treat allergic, infective, inflammatory, toxic and traumatic conditions of the foot and be aware of the circumstances in which referral for specialist medical treatment is required;
- An understanding of the emergencies and serious complications that can be associated with foot conditions so that these can be identified and properly managed, and awareness of the circumstances in which referral for specialist medical treatment is appropriate;
- A thorough understanding of the side effects of drugs and their interactions with other drugs, and how to avoid or manage such complications;
- The knowledge to be able to provide non-invasive first aid for foot conditions, and
- An appropriate amount of clinical training (as per ANZPAC requirements for accredited entry-level programs) with rotation through various centres in which a broad range of foot pathologies and treatment strategies are provided.

In order to be authorised to prescribe, podiatrists must also have a clear understanding of:

- All therapeutic and clinical practice guidelines currently available for podiatric specific conditions, including those developed by the Podiatry Board of Australia;
- The relevant issues relating to the development of resistance to antibiotics;
- The appropriate standard of care relevant to the prescribing of approved drugs;
- The appropriate State Acts and regulations as they relate to the use and supply of S2, 3 and 4 drugs by podiatrists and relevant reporting mechanisms.

Expectations of provider institutions

The provider of a course of study to deliver training in the use of S2, 3 and 4 drugs must satisfy ANZPAC that it has:

- The educational competence and the human, physical and clinical resources necessary to provide a course which meets the general criteria set out above; and
- The experience, knowledge and integrity to set, administer and mark examinations and other forms of assessment that will validly determine that those who pass the examinations have the competence to safely and appropriately use and prescribe any listed S2, 3 and 4 drugs.

Course objectives of post graduate education for endorsement of prescribing podiatrists

The objectives of Podiatry pharmacotherapy units are to ensure endorsed podiatrists have a demonstrated ability to:

- Competently undertake safe and appropriate autonomous management of patients presenting with foot allergy, foot infection, foot inflammation, toxic and traumatic conditions of the foot and any other pathogenic foot conditions;
- Design, implement and monitor a management program to deal with these conditions of the foot;
- Competently provide non-invasive first aid for foot conditions.

Pharmacotherapy unit criteria

Instruction must place emphasis on fundamental principles of biomedical science so that those completing the course can understand the use and mode of action of new drugs, changes in understanding of the nature of foot conditions, and changes in treatment strategies.

Expressed in terms of traditional didactic teaching methods, a minimum of 78 hours of structured lectures and workshops in pharmacology is required to ensure that the educational objectives are met. These will be divided more or less equally between basic clinical pharmacological principles and their application to the treatment of podiatric conditions. In addition there is an expectation that reading and personal study associated with the lectures will be in excess of 150 hours.

If alternative teaching methods are used, the course should involve candidates in no less than 18 hours of face-to-face contact, which may be a mix of lectures, tutorials, seminars, case discussions and workshops accompanied by at least 210 hours of task directed personal study, to ensure equivalency with the didactic teaching methods.

Evaluating courses and reporting requirements

Course providers must have methods in place to evaluate the effectiveness of their courses.

These must include regular surveys of students on completion of the course that focuses on the quality of teaching, the learning experience provided and the degree to which those completing the unit feel confident to undertake the treatment of foot disorders, especially treatments involving use of therapeutic drugs.

Withdrawal of approval of a course

Courses are approved for five years subject to receipt of evaluation reports as described, or for a period until the whole course is next formally accredited by ANZPAC.

ANZPAC reserves the right to withdraw its approval of a course at any time if it deems the course no longer meets its requirements. If ANZPAC believes that an approved course may no longer meet its requirements, it will communicate its concerns to the course provider and allow the provider three months to respond. If approval is to be withdrawn, this will be confirmed within three months of receiving the provider's response.