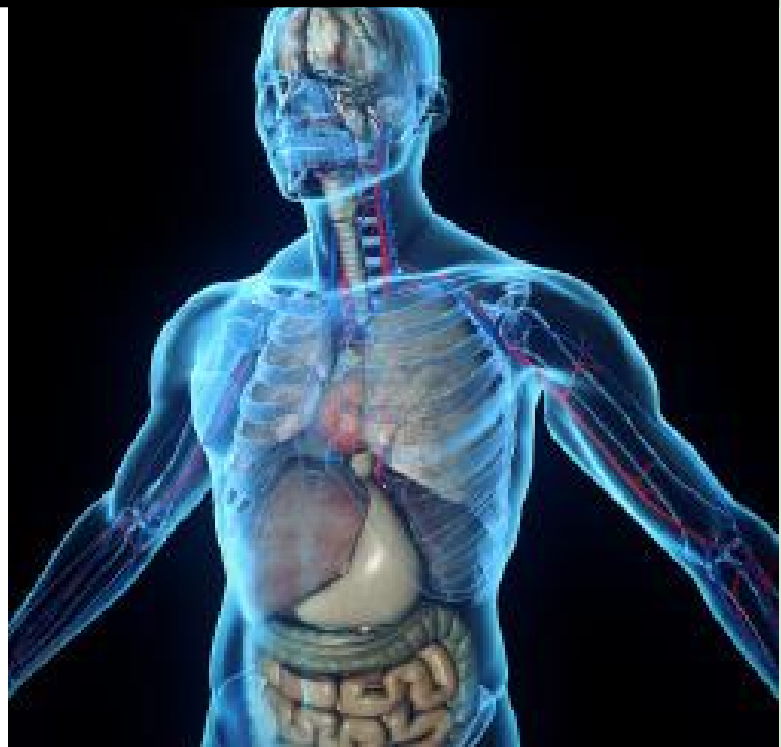


2018

Annual Report



Clinical Physiologists Registration Board

www.cprb.org.nz

email admin@cprb.org.nz

Annual report

Clinical Physiologists Registration Board
1 April 2017 – 31st March 2018

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CPRB Website: www.cprb.org.nz

Contact email: admin@cprb.org.nz

For the purposes of this document the following abbreviations apply:

CPRB – Clinical Physiologists Registration Board

APC – Annual Practicing Certificate

CPD – Continuing Professional Development

PCA – Practical Competency Assessment

SOP – Scope of Practice

Cardiac – Cardiac Physiologist and Cardiac Physiology Technician

Exercise – Exercise Physiologist

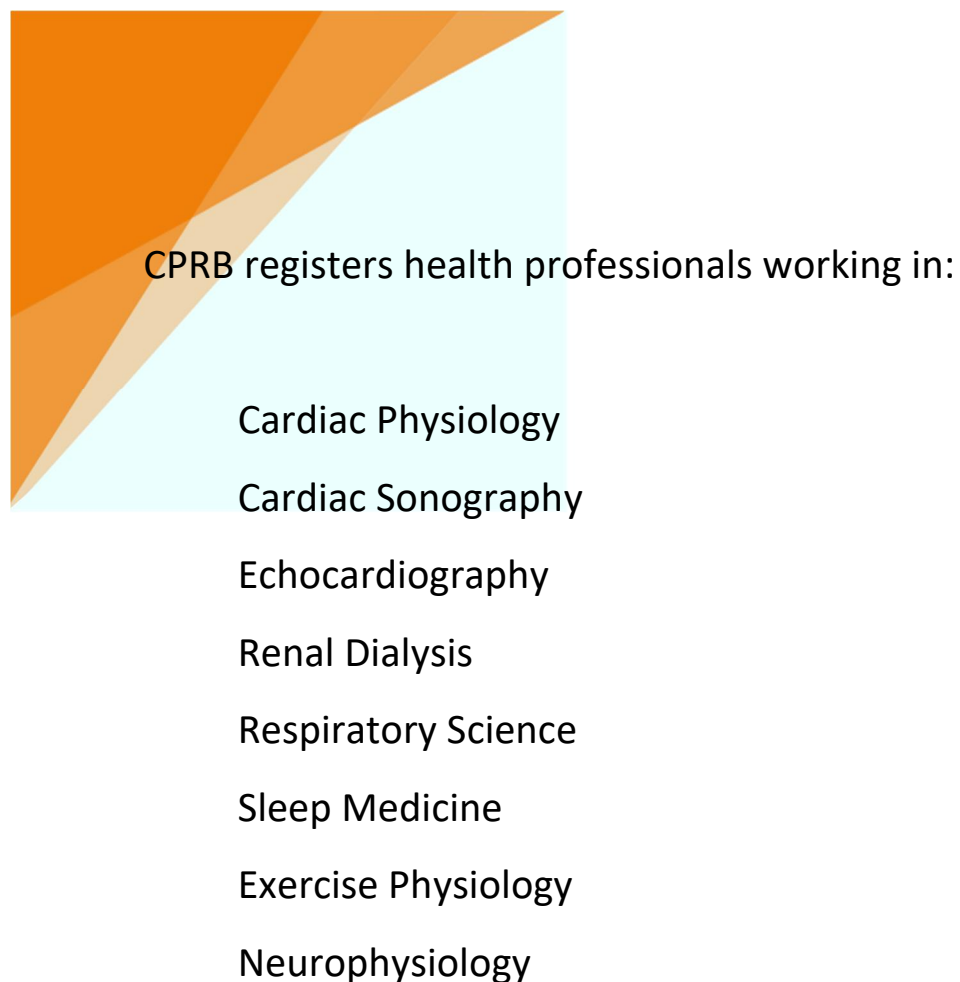
Neuro – Neurophysiology technologist

Renal – Renal Physiologist

Resp – Respiratory Physiologist / Scientist

Sleep – Sleep Physiologist

CPRB aims to protect the public through upholding competency standards to ensure a high standard of practice of Clinical Physiologists working in New Zealand (NZ). Founded in 2006 as a self-regulating registration board, the CPRB consistently promotes the development and enhancement of Clinical Physiology and Physiology Technician roles in the NZ healthcare system.



1. Reports

Clinical Physiologists Registration Board
1 April 2017 – 31st March 2018

1A HPCAA REPORT

The application for Clinical Physiologists to be regulated under the HPCAA is still on hold by the Ministry of Health (MOH), awaiting expert panel assessment.

Public consultation was completed and further information was provided to MOH following their request in 2010.

The 2017 CPRB Annual Report was sent to the incoming Minister of Health with a cover letter updating him on the current status. A notification of receipt was sent in reply.

From the MOH website:

*Clinical physiologists (with renal dialysis technicians)
Clinical physiology includes clinical cardiac physiology,
clinical respiratory physiology, and clinical
sleep physiology.
A preliminary assessment was undertaken and further
information requested and supplied.
However, this application has not yet been formally assessed
by an expert panel.*

HPCAA Application timeline

2003	SCT presented at an HPCAA hearing advising imminent request for inclusion under the act.
2005	First draft of CPRB documents completed
2006	<ul style="list-style-type: none"> • Clinical Physiologists Registration Board formed – self-regulating authority. • May: consultation document circulated to members of professions involved (Cardiac, Respiratory, Sleep) • August : CPRB constitution finalized • August: Original “Application for the Professions of Clinical Cardiac, Respiratory and Sleep Physiology to become Regulated under the Health Practitioners Competence Assurance Act 2003” submitted to the MOH
2007	<ul style="list-style-type: none"> • July: CPRB “supplementary information risks to public” and “supplementary information risks to public: additional information” submitted to MoH • August: MoH consultation document “Regulation of the professions of Speech Language Therapy and Clinical Physiology under the HPCAA 2003” released • September: MOH consulted DHBs regarding regulation of Clinical Physiology and Speech-language therapy.
2008	<ul style="list-style-type: none"> • feedback to MoH consultation from Health & Disability Commissioner submitted to MoH
2010	<ul style="list-style-type: none"> • February - CPRB submission on MoH discussion document “How do we determine if statutory regulation is the most appropriate way to regulate health professionals?” • August – redrafted “Application for the Professions of Clinical Cardiac, Respiratory and Sleep Physiology to become Regulated under the Health Practitioners Competence Assurance Act 2003” submitted to the MoH under new application specifications • Awaiting Review by Expert panel
2014	<ul style="list-style-type: none"> • Renal Physiologists registered with NZBDP are registered by CPRB • MOH Health Science and Technical Workforce Review
2017	<ul style="list-style-type: none"> • Exercise Physiologists and Neurophysiology Technologists register with CPRB • Incoming Health minister sent CPRB annual report and update • Application still awaiting review by expert panel...

1B CHAIRPERSONS REPORT

Report presented at AGM August 2017:

It has been a busy last few months for the board. Special thanks to all society members on the board, and our administrator Jennifer, for their hard work.

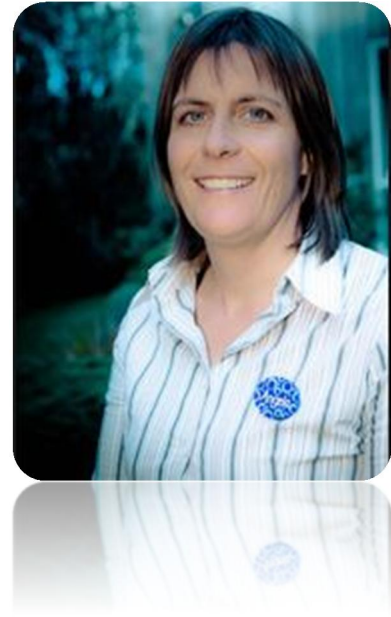
The website is being updated. The aim is to make this easier to find information plus update for new processes. A new FAQ section will also hopefully reduce emails to the CPRB –emails tend to be regularly on certain topics so we have used this opportunity to increase the information we are providing on the website.

Quite a bit of time has been spent on redoing CPD criteria. It has been decided that the points based system was not achieving the aims of the board which was to ensure that learning and reflection of practice occurred as part of continuing development. The new system will start next year and will focus on learning and self-reflection. Templates will be available and review of CPD will focus on quality rather than quantity.

To help members determine what is required within a portfolio, work has also gone into a template for this. Hopefully this will help members ensure that everything is up to date. Using a standardized template will also assist with the board portfolio audits.

New members: This year we welcome physiologists from Neurology and Exercise Physiology.

HPCAA; No update on applications to MOH



Dr Angela Campbell

Sleep Representative and Acting Chairperson
Clinical Physiologists Registration Board

REGISTRARS REPORT



CPRB Website:

The website is working well in most respects.

- Automatic reminders are mostly working well. It is important that registrants keep their email address current in order to receive reminders and correspondence.
- Qualifications – These are being entered retrospectively as historical paper files are scanned. I am expecting more progress now a scanner has been purchased by CPRB. CPRB is very close to becoming a paper-free organisation.
- There is no change in inability for members to upload documents to the website.
- Photo IDs have been uploaded for most registrants now.
- Registrant numbers are nearing 500, after which point the website cost will increase.

Applications:

There have been 45 ordinary new registrants in the last 12 months, and in addition 43 Registrations of Exercise Physiologists and 23 registrations of Neurophysiology technologists. 2 applications for registration were declined. The board has undertaken 1 Practical competency assessment in Echocardiography. 9 applications were received for Conditions to be removed from APCs. Several flowcharts for navigating both the overseas and NZ registration process have been created and added to the website.

APCs:

Most people with APCs have by now renewed successfully. There were less errors and omissions than previously. The change from a CPD points based system to a Portfolio has been instituted. There have been several queries about this for more information, and the website has been updated to make this as clear as possible. Once this has been in place for 1 year we expect to begin Portfolio audits in late 2018.

Jennifer Youard
CPRB Registrar

2. The Board

Clinical Physiologists Registration Board

1 April 2017 – 31st March 2018

2A. BOARD MEMBERS

Name	Physiologist Profession	Location
Belinda Buckley Team Leader - Cardiac Investigation Unit, Counties Manukau DHB Allied Health Representative Cardiac Society of NZ and Australia	Cardiac	Auckland
Lisa Wilson Manager Diagnostic testing Unit, Southland Hospital, Southern DHB	Cardiac	Invercargill
Fredric Doss Haemodialysis Educator & Professional Leader, Renal Services Auckland DHB Chair New Zealand Board of Dialysis Practice	Renal	Auckland
Balaji Jagannathan Team Leader Renal Services, Waitemata DHB, Honorary Lecturer, MIT Research Coordinator, Centre for Clinical Research and effective practice	Renal	Auckland
David Robiony-Rogers Service Leader Respiratory Medicine, Immunology, and Sleep Medicine, Capitol Coast DHB	Respiratory	Wellington
Dr Kevin Ellyett Charge Respiratory Physiologist, Auckland DHB	Respiratory	Auckland
Dr Angela Campbell (Chair) Senior Lecturer, Dept of Medicine, Otago University, Manager WellSleep	Sleep	Wellington
Prudence Murray Senior Clinical Research Scientist & Sleep Lab Manager, Fisher & Paykel Healthcare	Sleep	Auckland
Saskia Van Ende Clinical Exercise Physiologist and Assistant Clinic Manager - The ExerScience Clinic	Exercise	Auckland
Stephen Burden Clinical Exercise Physiologist (CEPNZ), RMT (MNZ) Principal Academic Staff Member (PASM) Centre for Sport Science and Human Performance, Wintec	Exercise	Hamilton
Angela McDonnell Neurophysiology - Capital Coast Health	Neuro	Wellington
Joanne Askew Neurophysiology Technologist – Independent Contractor	Neuro	Auckland
Jennifer Youard Cardiac Physiologist, Mercy Angiography Unit & Auckland Heart Group, Auckland	Registrar	Auckland

2B. BOARD TERMS

Terms run from August AGM to August AGM and are for 4 years.

Board members are elected or re-elected by their professional society.

	Year elected or Re-elected (R)	Year term expires	Professional Society elected by
Belinda Buckley	2018 R	2022	The Society of Cardiopulmonary Technology Inc
Lisa Wilson	2016	2020	
Fredric Doss	2014	2018	New Zealand Board of Dialysis Practice
Balagi Jagannathan	2014	2018	
David Robiony-Rogers	2014 R	2018	Australia New Zealand Society of Respiratory Science
Kevin Ellyett	2015	2019	
Angela Campbell (Chair)	2016 R	2020	Australasian Sleep Technologists Association
Prudence Murray	2016 R	2020	
Saskia Van Ende	2017	2021	Clinical Exercise Physiology New Zealand
Stephen Burden	2017	2021	
Angela McDonnell	2017	2021	New Zealand Neurophysiology Technology Society
Joanne Askew	2017	2021	

The Society of Cardiopulmonary technology advised of the re-election of Belinda Buckley in 2018. The NZBDP has been notified of the end of term of their representatives.

2C. MEETING ATTENDANCE

A = Apologies

✓ = Present

× = absent without notification

	AGM Aug 2016	Nov 2016	Feb 2017	May 2017	AGM Aug 2017	Mar 2018
Belinda Buckley	✓	✓	✓	✓	✓	A
Lisa Wilson	✓	✓	✓	✓	✓	A
Saskia Van Ende	-	-	-	✓	✓	✓
Stephen Burden	-	-	-	✓	✓	A
Angela McDonnell	-	-	-	✓	✓	✓
Joanne Askew	-	-	-	✓	✓	✓
Fredric Doss	✓	✓	✓	✓	A	A

Balagi Jagannathan	A	✓	A	A	✓	✓
David Robiony-Rogers	✓	✓	✓	✓	✓	✓
Kevin Ellyett	✓	✓	✓	✓	✓	X
Angela Campbell (Chair)	✓	✓	✓	✓	✓	✓
Prudence Murray	✓	✓	✓	✓	✓	✓

3. Business Activities

Clinical Physiologists Registration Board

1 April 2017 – 31st March 2018

3A SUMMARY OF PROJECTS AND ACTIVITIES

POLICY

Review of Categories of Registration was completed and new categories advised and implemented.

Review of APC annual declaration was completed, following consultation from the professional societies, and instituted for new applications after the July 15th APC round.

Update of the guidelines for PCA assessors.

Update of Cardiac Competencies was received from the SCT.

Requirement for annual minimum practicing hours removed.

ADMINISTRATIVE

Ongoing work scanning all paper files and retrospectively adding registrant's qualifications to the CPRB membership website.

Several registrants identified as performing Spirometry outside of their scope of practice. They were contacted with information on how to add this as an extended scope and what the requirements were for this.

Flowcharts created to assist new registrants understand the process.

GENERAL

Registration of Exercise Physiologists and Neurophysiology technologists occurred through the year, with almost all of their group completing the required documentation and processes.

Cardiac board members are advising Medical Imaging Workforce group in relation to assessment of overseas trained Echocardiographers/Cardiac Sonographers.

Sleep introduced a NZ Certification examination (NZSCE) which was held for the first time in October 2017. 5 people sat the exam and 3 passed.

3B PRIORITIES FOR YEAR AHEAD

POLICY

A policy for competency declaration for those who are sole practitioners, Charge Physiologists or those who are employed by a supervisor outside of the Clinical Physiologist profession.

Identify situations where an APC with an extended practice could be offered, and what requirements would need to be met.

Streamline the Return to Practice requirements required by professional societies, so that they are reflected on an APC.

ADMINISTRATIVE

Portfolio audits to begin 1 year after implementation of the new APC and CPD policy.

GENERAL

Revise and update all Professional development outlines, and Competency documents in conjunction with each professional society.

Revise and update the Professional Competencies documents in conjunction with each Professional Society.

4. Registrations

Clinical Physiologists Registration Board

1 April 2017 – 31st March 2018

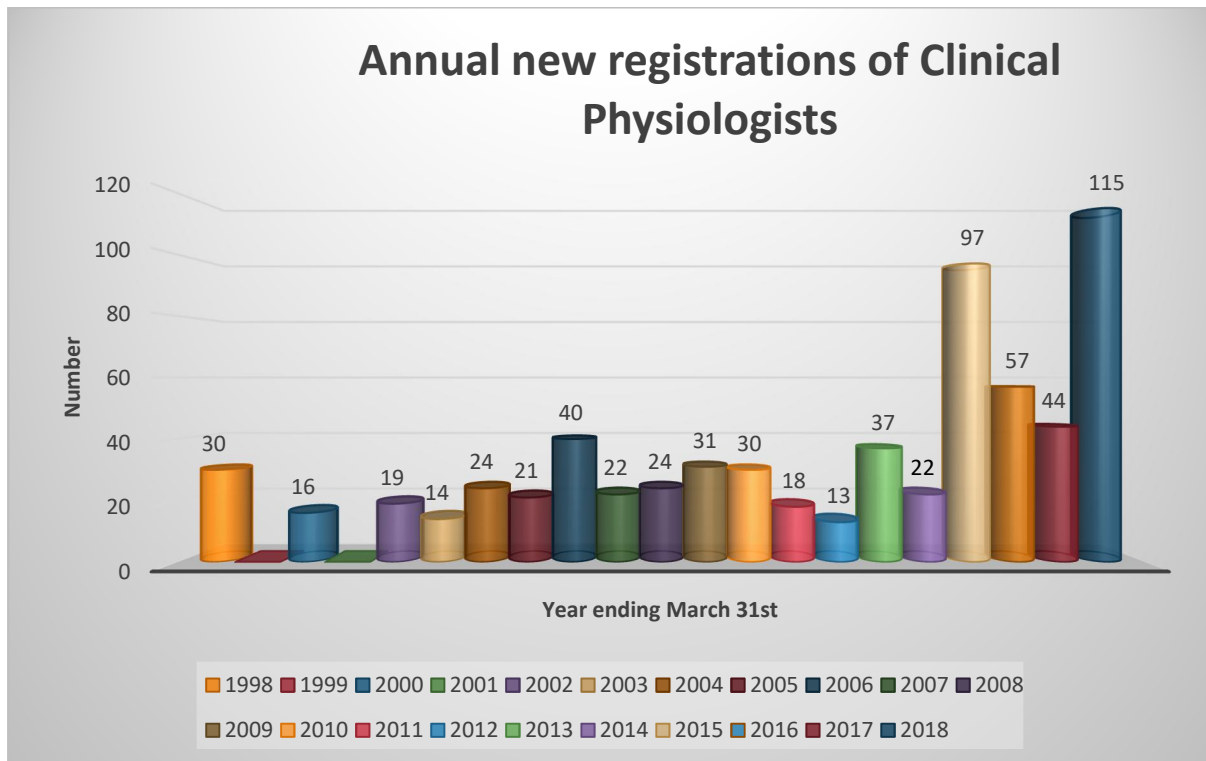
4A REGISTRATIONS AS AT 31/3/18

The Clinical Physiologists Registration Board (CPRB) is the registration board set up for Clinical Physiologists employed in New Zealand. If the professional society that a person belongs to is represented by the CPRB then that person can apply for registration with the CPRB. Currently registration with the CPRB is voluntary. Notwithstanding the voluntary nature of registration with the CPRB, the registration process is set up to meet the standards and requirements of the Health Practitioner Competence Assurance Act (2003).

Registration is awarded to a clinical physiologist when the CPRB is satisfied that the applicant meets specific competencies for a professional Scope of Practice.

When Registration is awarded the member's name is listed on the public Register of Clinical Physiologists

New Registrations



* Year ending March 2015 Renal Physiologists registered with CPRB

*Year ending March 2018 Exercise and Neuro professions registered with CPRB

YEAR ENDING MARCH 31ST 2018:

New Registrations: 115

Cardiac	21
Renal	3
Respiratory	11
Exercise	43
Sleep	8
Neuro	25

Re-registrations: 4

Declined Registration applications: 3

Abandoned applications: (failed to complete process) 1

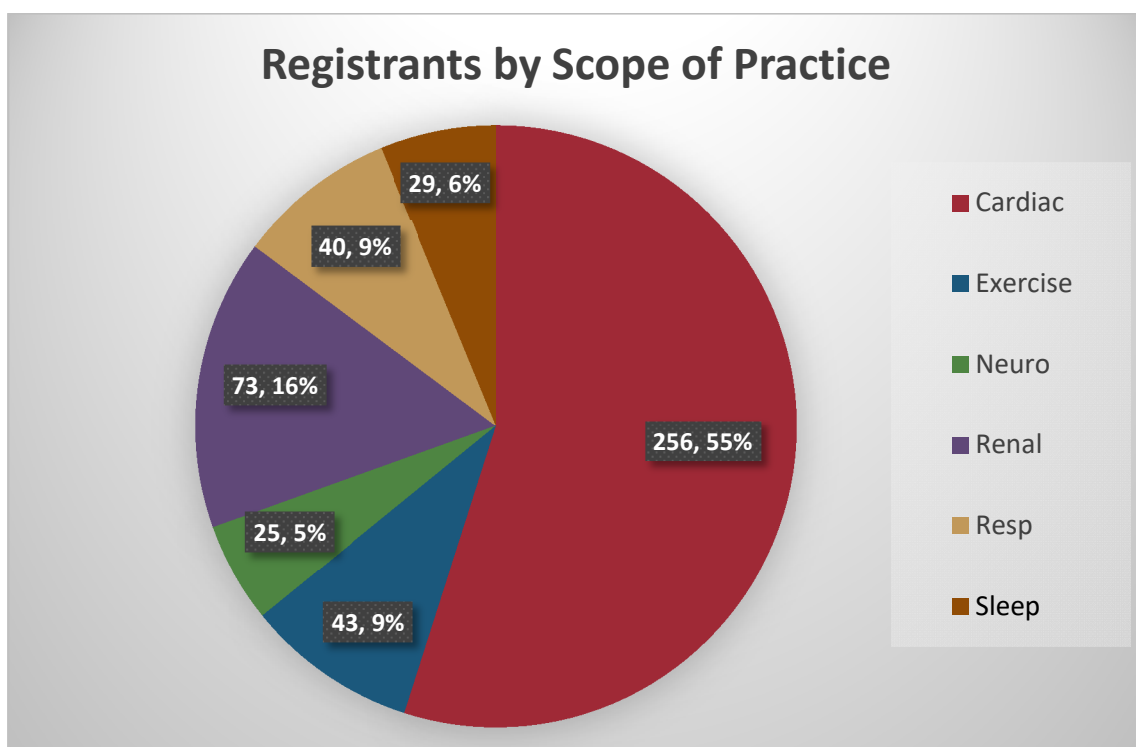
CONDITIONS FOR REGISTRATION

The following conditions were applied to new registrations:

No conditions to practice	79
Practice limited to echocardiography	6
Supervised Practice - Requires echo competency assessment	6
Supervised Practice - Requires respiratory competency assessment	1
Supervised Practice - Requires supervised professional development	21
Supervised Practice – Required to sit cardiac certification exam	2
Supervised - Other	2

Total Registered as at 31 March 2018

<u>Total registered</u>	YE 31/3/18	472	YE 31/3/17	354
Cardiac	256		233	
Renal	73		70	
Respiratory	40		30	
Sleep	29		21	
Exercise	43			
Neuro	25			



Second and Third Scope of Practice

16 registrants have a 2nd scope of practice, and 1 has 3 scopes of practice

2 nd SOP Cardiac	4
2 nd SOP Respiratory	7
2 nd SOP Sleep	4
2 nd SOP Renal	0
2 nd SOP Neuro	0
2 nd SOP Exercise	1

Non-resident Registrations

Of the 472 registrants, 17 (3.6 %) are Non-resident

Cardiac Registrants

Of the Cardiac group, 33 (13%) are Cardiac Physiology technicians, and 223 are Cardiac Physiologists.

16 are registered with Practice limited to Echocardiography only

4B COUNTRIES OF ORIGIN

New applications were received from the following countries other than New Zealand:

UK (4), USA (4), India (2), Canada (1), Zimbabwe (1), Philippines (1), Australia (1), South Africa (1), Pakistan (1), United Arab Emirates (1) , Italy (1)

4C COMPETENCY ASSESSMENTS

Number of competency assessments performed:	2 (2 in Echocardiography)
Passed first attempt	1
Passed after re-sit	1
Failed - did not re-sit	0

5. APCs and CPD Audits

Clinical Physiologists Registration Board
1 April 2017 – 31st March 2018

APCs expire each year on July 15th. They are issued on the basis of:

Continuing professional society membership,

A declaration signed by the applicants,

Confirmation of competence, ongoing CPD and fitness to practice by their clinical supervisor,

Payment of an APC fee

Residence in New Zealand

5A ANNUAL PRACTICING CERTIFICATES AS AT 31/3/18

	Current	On Hold	Non resident	No APC, lapsed or Overdue	Supervised practice	Limited practice
APCs status 2018	389	1	13	50	52	9
2017	235	4	12	103	41	14

IN THE FINANCIAL YEAR ENDING 31ST MARCH 2018, ANNUAL PRACTICING CERTIFICATES WERE ISSUED FOR THE FOLLOWING SCOPES OF PRACTICE:

Scope of Practice	Number
Cardiac Physiologist	183
Cardiac Physiology Technician	28
Renal Physiologist	68
Sleep Physiologist	21
Respiratory Physiologist	26
Exercise Physiologist	43
Neurophysiology Technologist	22

Applications to have conditions removed from Practicing Certificate:

9 Applications were made. 6 Cardiac, 2 Respiratory, 1 Sleep.

5B AUDITS 31/3/18

CPRB requests full portfolio submission of a percentage of APC holders every year. This percentage varies across professional groups which are disparate in size. The purpose of auditing portfolios is to review the level and complexity of Continuing Professional development, and that this is appropriate to the physiologist's scope of practice and experience.

Failure to submit a portfolio can result in withdrawal or withholding of the practitioner's APC.

Practitioners submitting a portfolio considered inadequate in some way, are advised and supported to achieve an appropriate level of CPD. This is reviewed after a mandated period of time.

In the year 1/4/17- 31/3/18 a total of 31 registrants holding an APC were audited (13%).

Number holding an APC	389
Number audited	13 (3%)
Number passed	13
Number failed	0

No Annual Practicing certificates were withdrawn or withheld due to a failed audit.

6. Complaints and notifications

Clinical Physiologists Registration Board
1 April 2017 – 31st March 2018

SUMMARY OF COMPLAINTS OR NOTIFICATIONS

Scope	Cardiac	Exercise	Neuro	Renal	Respiratory	Sleep
Competence	0	0	0	0	0	0
Fitness to practice	0	0	0	0	0	0
Professional conduct	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

6A COMPLAINTS OR NOTIFICATIONS PERTAINING TO COMPETENCE

In the last year the Board has received no complaints or notifications related to competence for Physiologists registered with CPRB.

6B COMPLAINTS OR NOTIFICATIONS PERTAINING TO FITNESS TO PRACTICE

In the last year the Board has received no complaints or notifications related to fitness to practice for Physiologists registered with CPRB.

6C COMPLAINTS OR NOTIFICATIONS PERTAINING TO PROFESSIONAL CONDUCT

In the last year the Board has received no complaints or notifications related to professional conduct for Physiologists registered with CPRB.

7. Financial Report

Clinical Physiologists Registration Board
 1 April 2017 – 31st March 2018

THE FINANCIAL REPORT IS FOR THE YEAR ENDING MARCH 31ST 2018

7A INCOME

- Income \$ 51,581.92. This was considerably increased due to the new registration of the neuro and exercise physiology groups.

Income	2017-18	2016-17
Registration fees	\$17333.81	\$8107
Annual Practising Certificates	\$27700.00	\$24107.62
Interest Received	\$5994.25	\$5641.08
Tax	\$-1580.14	\$-1462.88
PCA fees	\$2084.00	\$1147.43
Other Income	\$50.00	
	\$51,581.92	\$ 37,540.25

7B EXPENDITURE

- Less expenditure on: travel
- More expenditure on: increased admin hours, PCAs, meeting expenses
- Expenditure: \$20854 – overall increase

Expenditure	2017-18	2016-17
Postage & Stationery	\$500.76	\$272.25
Meeting Expenses	\$852.60	\$99.4
Travel	\$4036.36	\$5715.07
Website	\$1290.96	\$1014.64
Bank Charges	\$746.21	\$858.47
Auditor fee	\$287.50	\$287.5
Insurance	\$1328.25	\$1328.25
PCA Honorarium	\$1000.00	
PCA Other costs	\$323.00	
Depreciation	\$417.59	\$0
Administrator	\$10071.22	\$6320.61
Total Expenditure	\$20854.45	\$15896.19
Excess of Income over Exp	\$30727.47	\$ 21,644.06
Balance	\$51581.92	\$ 37,540.25

7C BALANCE SHEET AS AT 31ST MARCH 2018

	2017-18	2016-17
Current Liabilities		
Accounts payable	\$ 3304.16	\$ 85.95
Accumulated funds		
Balance brought forward	\$ 270167.74	\$ 248,437.73
Plus Excess Income over Expenditure	\$ 30727.47	\$ 21,644.06
	\$ 304,199.37	\$ 270,167.74

Assets	2017-18	2016-17
Current Assets:		
Kiwibank Cheque Account	\$ 88338.69	\$ 59,494.93
Kiwibank Call Account	\$ 23584.73	\$ 23,233.82
Kiwibank NoticeSaver	\$ 189251.59	\$ 185,188.39
Payments in advance Accounts receivable	\$ 2050.00	\$ 2,250.00
Fixed assets:		
Fujitsu Scanner \$ 1391.95	\$ 974.36	\$ -
less depreciation 40% DV \$ -417.59		
	\$ 304,199.37	\$ 270,167.14

7D AUDITOR'S REPORT