



Clinical Physiologists
Registration Board

2024

Annual Report



**Clinical Physiologists
Registration Board**

www.cprb.org.nz

email admin@cprb.org.nz

Annual report

Clinical Physiologists Registration Board
1 April 2023 – 31st March 2024

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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

Health New Zealand – Te Whatu Ora

HPCAA – Health Practitioners Competency Assurance Act 2003

SOP – Scope of Practice

Cardiac – Cardiac Physiologist and Cardiac Physiology Technician

Exercise – Exercise Physiologist

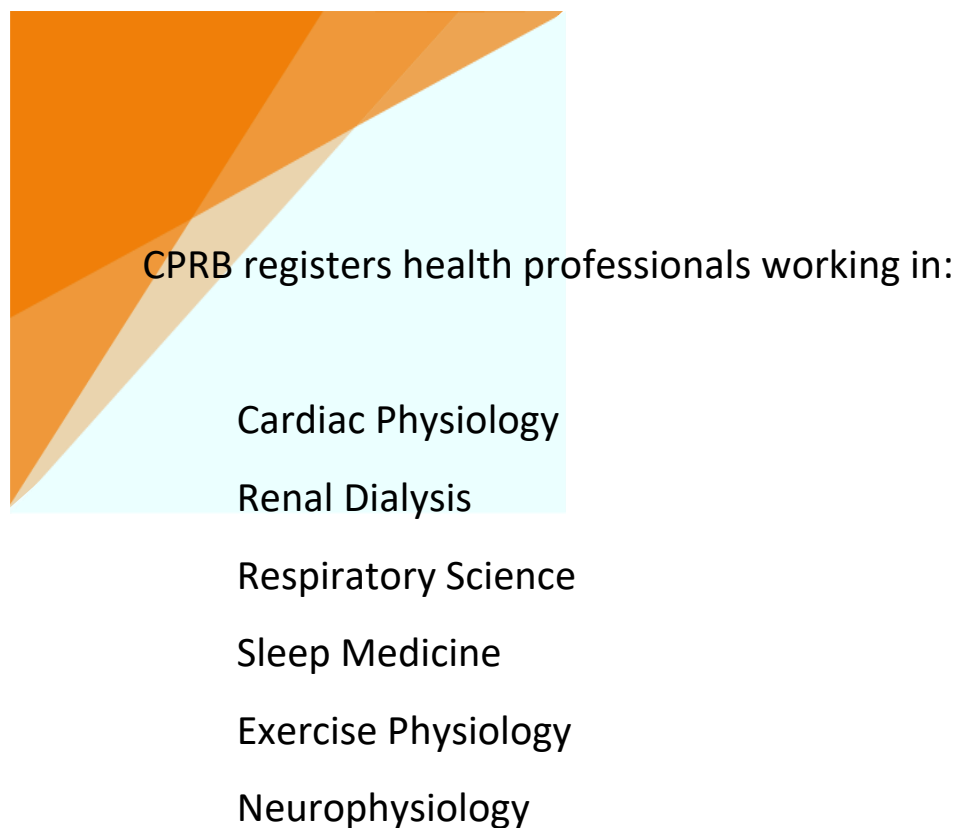
Neuro – Neurophysiology technologist

Renal – Renal Physiologist

Respiratory – 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 2023 – 31st March 2024

1A	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 2016	<ul style="list-style-type: none"> • Renal Physiologists registered with NZBDP are registered by CPRB • MOH Health Science and Technical Workforce Review • Evaluation of Clinical Exercise Physiologist role in New Zealand published MOH website
2017	<ul style="list-style-type: none"> • Exercise Physiologists and Neurophysiology Technologists register with CPRB • Incoming Health minister sent CPRB annual report and update
2020	<ul style="list-style-type: none"> • MOH appoints team to ensure HPCAA obligations are met – meeting to discuss our application for regulation. • Feedback from societies and registrants sought. • Board decision to withdraw current application for HPCAA regulation.
2023	<ul style="list-style-type: none"> • Letter sent to MOH advising of withdrawal of application and seeking formal recognition of self-regulation.

1B CHAIRPERSONS REPORT

Report presented at August 2023 AGM.

Tēnā koutou katoa

It has been another busy year as we have dealt with the challenges of a changing health system and welcome the establishment of Te Whatu Ora.

Board members including myself have become involved in many different groups representing both your board and your professions. A Clinical Physiology Sector Reference Group is being established and the workforce data is being collated. I am proud to say that a lot of this data has come directly from CPRB and I want to thank our members personally for the data they submit on registration and APC applications – this is helping us shape the future!

I continue to be involved in the Self Regulating professions group and I am pleased to report that the group is now well formed and we are starting to focus on areas where we can work together. The group has highlighted cultural education, legal representation and working with the MOH to gain recognition as self regulated boards as the areas of focus for the coming year.

We have updated the constitution as it has been a number of years since this was done and I hope you have all had a chance to review the proposed changes. We will be voting on this within the AGM.

Lastly, I would like to thank the board members for their hard work and dedication. I want to thank outgoing member Chloe Trevor and welcome Lynette Hodges. A huge thanks to Jennifer Youard who after 12 years of service to the board has stepped back from the role of registrar. We are lucky enough that she is staying on to see our new registrar Nina Andy comfortably settled in the role and we are grateful to her ongoing dedication to the board. I want to personally thank her for her support, advice and voice of reason responses to my personal queries over the years, you will be missed but I am sure you will train Nina to keep us all in line.

I again look forward to working with the board to represent you all over the coming year.

Lisa Wilson

**Cardiac Representative and Chairperson
Clinical Physiologists Registration Board**

1C REGISTRARS REPORT

Report presented at August 2023 AGM

Good afternoon, this is my first report as the new registrar. I would like to especially thank Jennifer for her ongoing support and guidance whilst I transition into my new role. I would also like to thank our board members and registrants for your patience.

Statistical breakdown of Register 31/3/22

Total Registered: 498 (prev 502) with 67 new registrations.

- Non-Resident: 19 (2%)
- Supervised: 75

Scopes of Practice:

- Cardiac registrants: 46% with 48 being Cardiac technicians.
- Renal registrants: 16%
- Respiratory registrants: 12%
- Exercise 8%
- Sleep registrants: 9%
- Neuro 3%

Cardiac physiologists registered with CPRB who perform echocardiography as their only role 27.

Applications:

Registrations: There were 68 new applications. 6 applications was declined, and 15 were abandoned due to failure to complete the process.

APCs: 362 APCs were issued, down from 443 last year.

More statistical detail is available in the Annual Report.

Nina Andy
CPRB Registrar

2. The Board

Clinical Physiologists Registration Board

1 April 2023 – 31st March 2024

2A. BOARD MEMBERS

Name	Physiologist Profession	Location
Fiona Bunce Clinical Cardiac Physiologist, Waikato Hospital	Cardiac	Waikato
Lisa Wilson (Chair) Service Manager Clinical Physiology, Respiratory & Neurology, Southern District	Cardiac	Invercargill
Shaiju Thaikandy Renal Service manager / Professional Lead – Clinical Physiology, Te Matau a Māui Hawke’s Bay	Renal	Hawkes Bay
Balaji Jagannathan Educator/Team Leader Renal Services, Te Whatu Ora Waitemata Board member, New Zealand and Australia Society of Renal Dialysis Practice	Renal	Auckland
Ewan Morris Team Leader Respiratory Physiology, Te Whatu Ora Waitemata	Respiratory	Auckland
Dr Kevin Ellyett Charge Respiratory Physiologist, Auckland	Respiratory	Auckland
Dr Paul Kelly Clinical Manager Sleep/Respiratory Physiology	Sleep	Waitaha Canterbury
Colleen Lockwood Sleep Scientist, Te Matau a Māui Hawke’s Bay	Sleep	Hawkes Bay
Saskia van den Ende Registered Clinical Exercise Physiologist, Optimize Health	Exercise	Christchurch
Chloe Trevor Clinical Exercise Physiologist (CEPNZ)	Exercise	Auckland
Lynette Hodges Clinical Exercise Physiologist (CEPNZ)	Exercise	Palmerston North
Angela McDonnell Neurophysiology Technologist – Capitol and Coast	Neuro	Wellington
Joanne Askew Clinical Neuro-physiologist – Capitol and Coast	Neuro	Auckland
Devina Pillay	Portfolio Officer	Auckland
Nina Andy	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
Fiona Bunce	2023	2027	The Society of Cardiopulmonary Technology Inc
Lisa Wilson	2024 R	2028	
Shaiju Thaikandy	2022	2026	New Zealand and Australia Society of Renal Dialysis Practice
Balaji Jagannathan	2022 R	2026	
Ewan Morris	2023 R	2027	Australia New Zealand Society of Respiratory Science
Kevin Ellyett	2023 R	2027	
Colleen Lockwood	2020	2024	Australasia and New Zealand Sleep Science Association
Paul Kelly	2022 R	2026	
Saskia van den Ende	2021 R	2025 outgoing	Clinical Exercise Physiology New Zealand
Chloe Trevor	2020	2024 outgoing	
Lynette Hodges	2023	2027	
Angela McDonnell	2021 R	2025	New Zealand Neurophysiology Technology Society
Joanne Askew	2021 R	2025	

ANZSSA has been informed of expiring term for Colleen Lockwood.

2c. Meeting Attendance

A = Apologies ✓ = Present x = absent without notification - = not on board

	May 2023	August 2023 AGM	Nov 2023	Mar 2024
Fiona Bunce	✓	✓	A	✓
Lisa Wilson	✓	✓	A	✓
Saskia van den Ende	✓	✓	-	-
Chloe Trevor	A	-	-	-
Lynette Hodges	-	✓	✓	A
Angela McDonnell	A	A	✓	✓
Joanne Askew	✓	✓	✓	✓

Shaiju Thaikandy	A	✓	✓	✓
Balaji Jagannathan	A	✓	✓	✓
Kevin Ellyett	✓	✓	✓	A
Ewan Morris	✓	✓	✓	A
Paul Kelly	✓	✓	✓	✓
Colleen Lockwood	A	✓	✓	A

The role of the board:

- Prescribe qualifications for scopes of practice within their profession as set by the relevant professional bodies
- Review and authorize registration applications
- Review applications for annual practicing certificates
- Set and promote standards of clinical competency and ethical conduct
- Receive and act on information from health practitioners, employers, or the public about the competence of clinical physiologists and physiology technicians
- Promote continuing education and training in the clinical physiology professions
- Direct and perform periodic audits of registrants' professional portfolios and ongoing professional development activities
- Liaise directly with their relevant professional society on matters pertaining to both organizations

The role of the Registrar (0.2 FTE):

- Maintain the public register
- Administer incoming new applications for registration, APC renewal, and changes to practicing conditions
- Maintain the CPRB website
- Direct incoming and outgoing correspondence to the board
- Financial and registrant record keeping
- Arrange and keep minutes of board meetings and AGM

The role of the Portfolio Officer (0.1 FTE):

- Administer Portfolio audits
- Perform Audits in conjunction with board members
- Manage portfolio related correspondence
- Maintain records of audits and results

3. Business Activities

Clinical Physiologists Registration Board

1 April 2023 – 31st March 2024

3A SUMMARY OF PROJECTS AND ACTIVITIES

POLICY

APC policy to formalise steps and timeline for APC issuance, and revoking if portfolio auditing is not complied with.

A new set of guidelines adapted for sleep physiologist applicants in the following groups: overseas applicants with less than or over 5 years of work experience, new graduates, and exceptional cases. CPRB website updated to reflect these changes.

Policy changed for applicants registering with practice limited to echocardiography. CPRB will no longer be accepting new registrations for echocardiography. These applicants would need to register with MRBT. However, CPRB will honor registration for existing members with practice limited to echocardiography.

ADMINISTRATIVE

Auditing of Cardiac, Renal, Sleep, Neuro and Clinical Exercise portfolios was undertaken.

Four board meetings: 3 held via zoom and AGM held face to face in August 2023 at Wellington.

Appointment of a new Registrar – recruitment, interviews, selection and training undertaken.

GENERAL

Constitution updated as required by the Register of Incorporated Societies. Signed by 15 members and is available on the CPRB website.

3B PRIORITIES FOR YEAR AHEAD

POLICY

Changes to the portfolio audit requirements regarding CPD forms, extensions, mandatory training and failing audit are to be set and conveyed to registrants.

Amendments to the APC renewal declaration form.

ADMINISTRATIVE

Appointment of a new Portfolio Auditor– recruitment, interviews, selection and training.

Portfolio procedural guides and templates to be updated for the new auditor.

GENERAL

Continue to engage with Ministry of Health to pursue formal recognition of self-regulated professions.

4. Registrations

Clinical Physiologists Registration Board

1 April 2023 – 31st March 2024

4A REGISTRATIONS AS AT 31/3/24

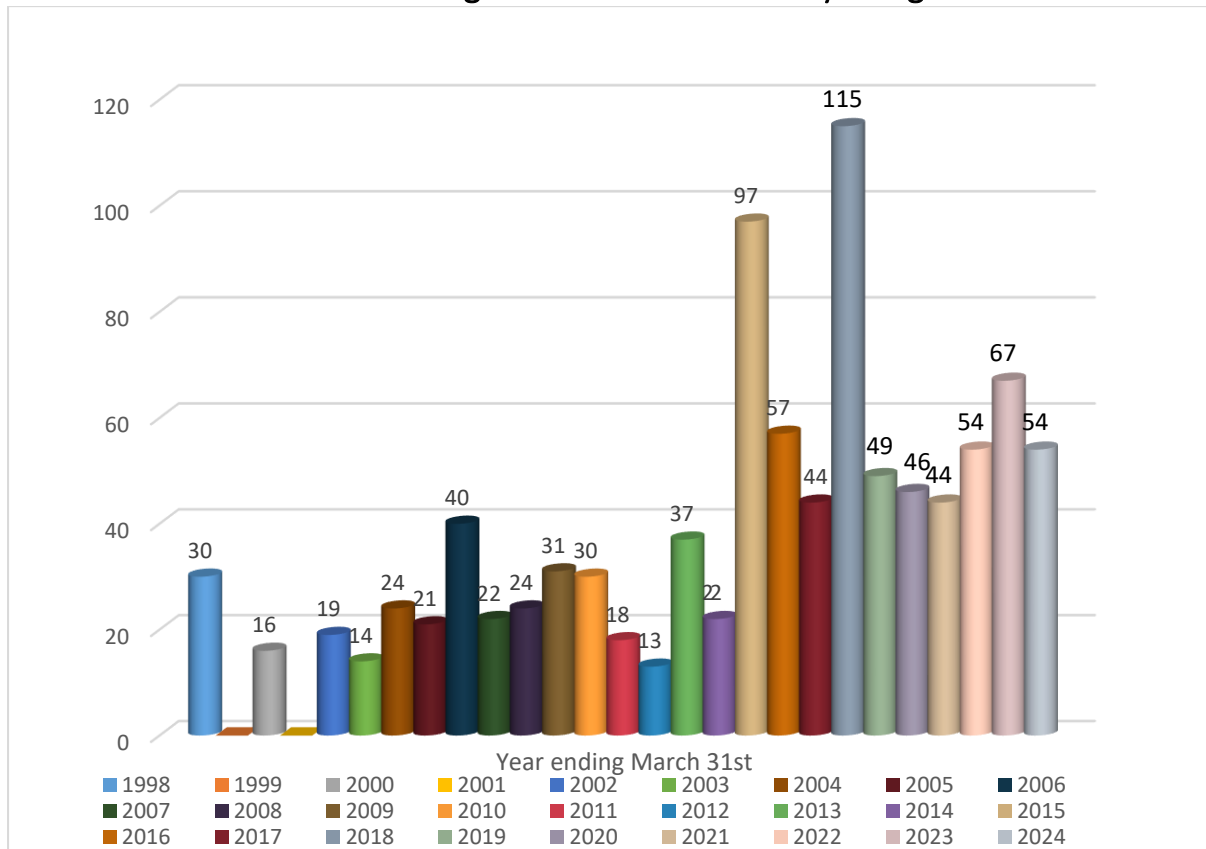
The Clinical Physiologists Registration Board (CPRB) is the registration board set up for Clinical Physiologists employed in New Zealand. If the professional society that a person belongs to is represented by the CPRB then that person can apply for registration with the CPRB. Currently registration with 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

Annual new registrations of Clinical Physiologists



* Year ending March 2015 Renal Physiologists registered with CPRB (97 total)

*Year ending March 2018 Exercise and Neuro professions registered with CPRB (115 total)

YEAR ENDING MARCH 31ST 2024:

Total number of new registrations: 54

Cardiac	24
Renal	7
Respiratory	7
Exercise	2
Sleep	11
Neuro	3

Declined Registration applications: 13

Abandoned applications (failed to complete process): 15

CONDITIONS FOR REGISTRATION

The following conditions were applied to new registrations:

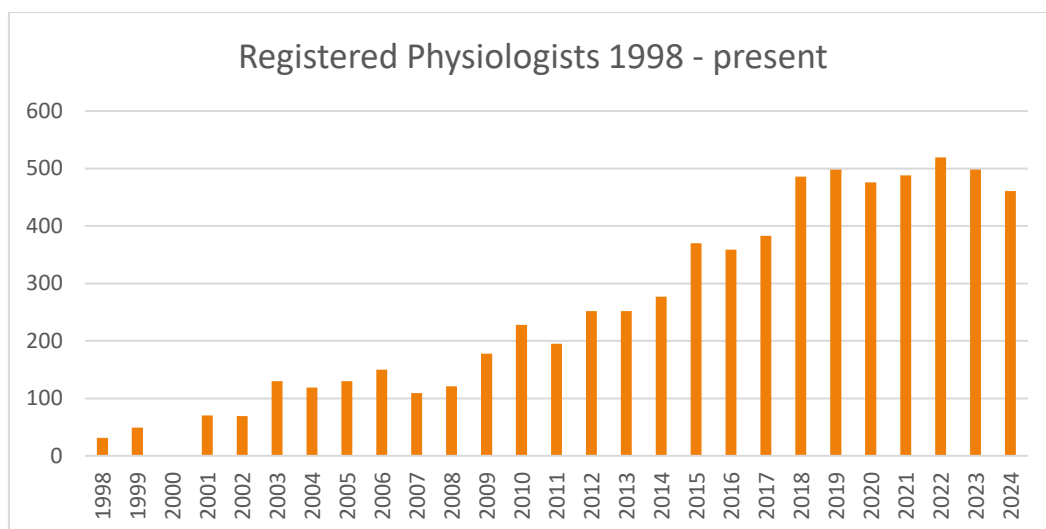
No conditions to practice	18
Supervised Practice - Requires undergoing supervised professional development	26
Supervised Practice - Requires competency assessment	10
Non-resident applications	6

18/54 (33%) of new registrants do not require training or supervision.

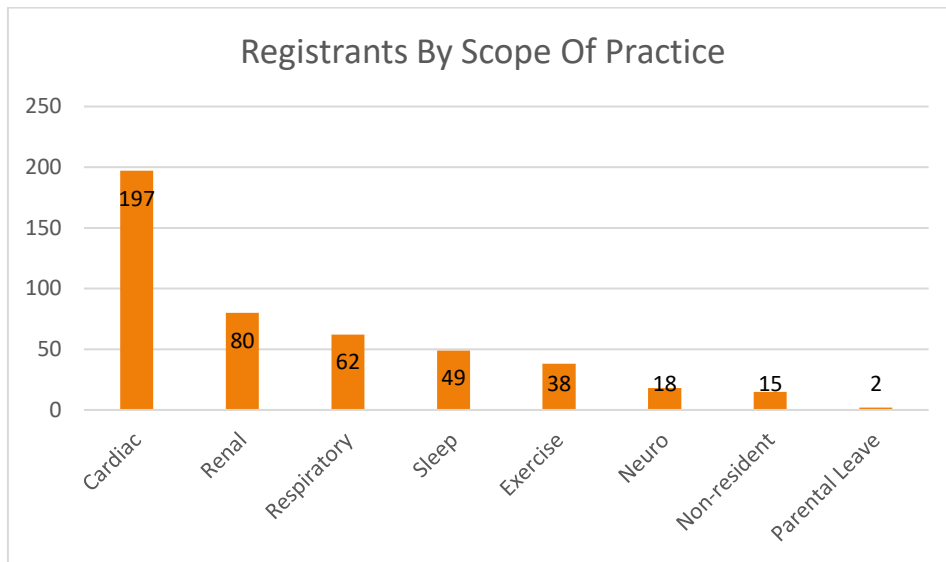
Total Registered on 31 March 2024

Total registered YE 31/3/24: 461

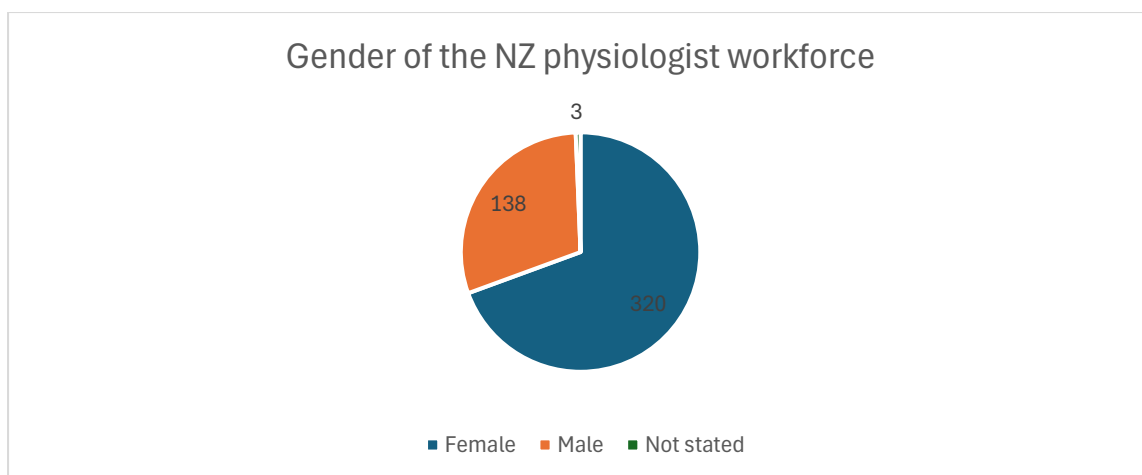
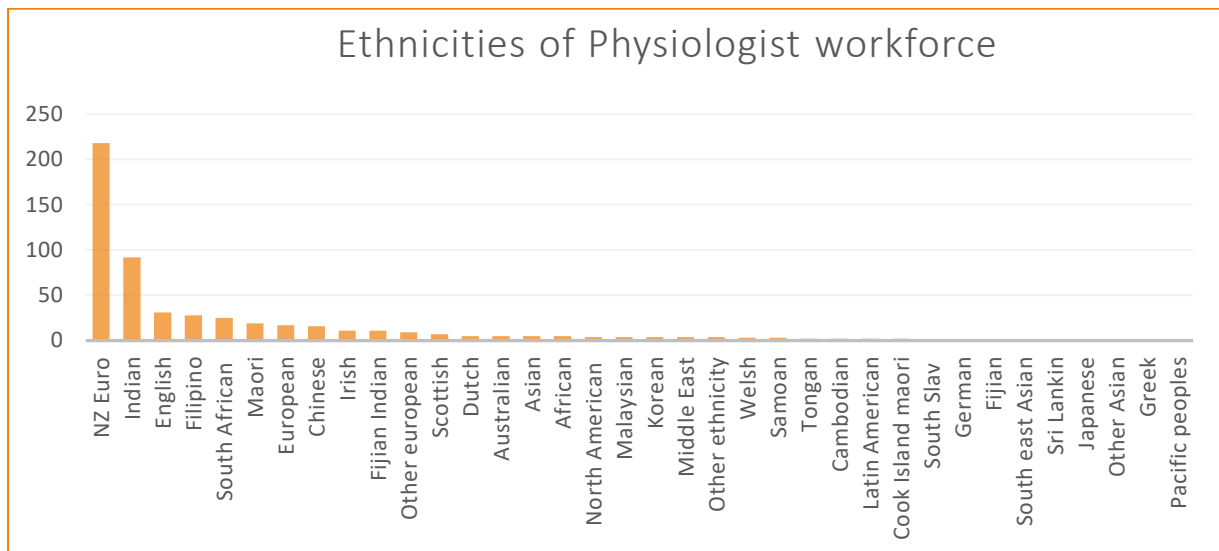
Cardiac	197
Renal	80
Respiratory	62
Sleep	49
Exercise	38
Neuro	18
Non-resident	15
Parental Leave	2
Dual scope	11



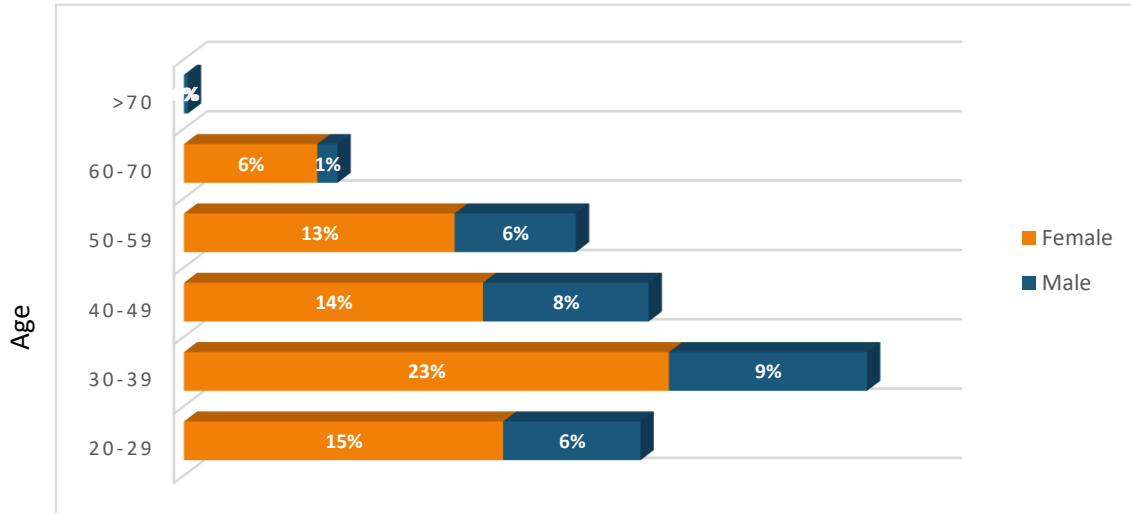
1060 individuals have registered since 1998. 461 are still current registrants



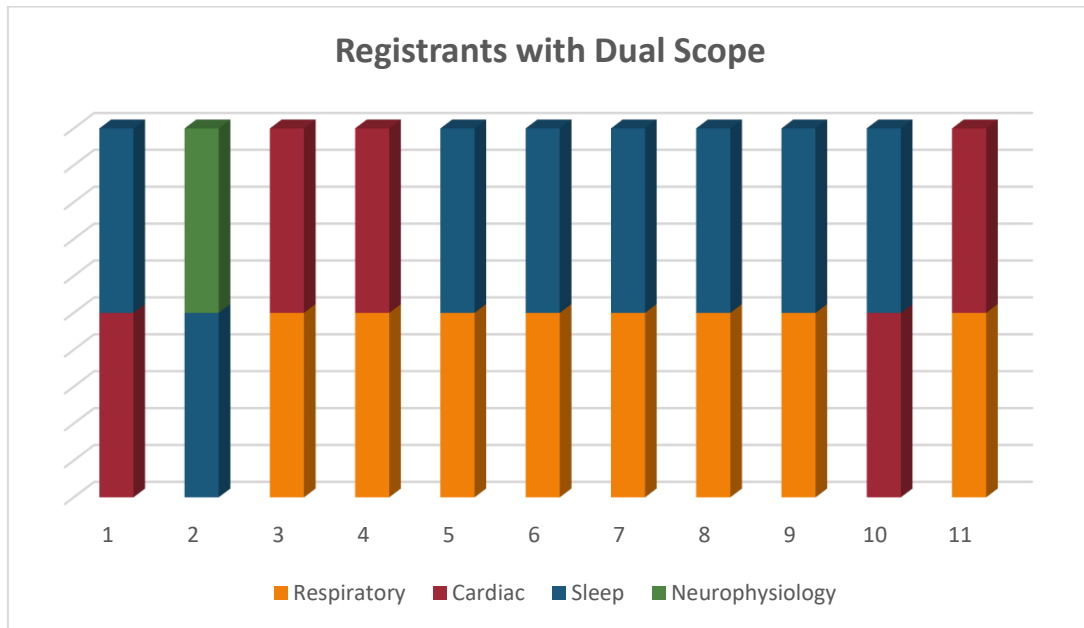
Demographics

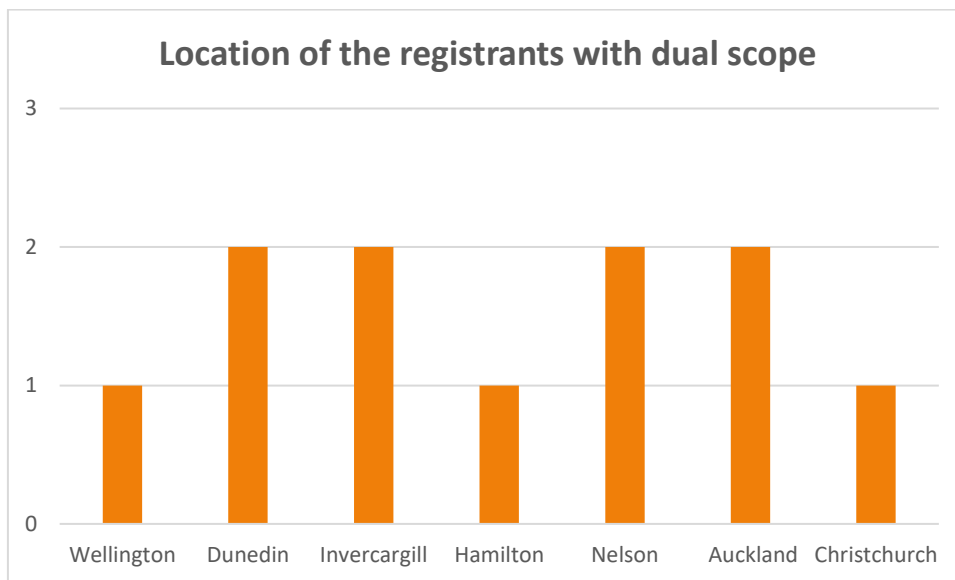


Percentage of male & female registrants in different age groups



Registrants with Dual Scope





Non-resident Registrations

Of the 461 registrants, 15 are Non-resident (practicing overseas)

Cardiac Registrants

62 are Cardiac Physiology technicians, and 136 are Cardiac Physiologists.

4B COUNTRIES OF ORIGIN

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

India 1, Shri Lanka 1, Dubai 1, Kenya 1, Philippines 1, UK 2, UAE 3

Discussion – Registrants

The main contributor to the decreased number of registrants compared to the previous year (n=498) was that fewer physiologists renewed their registration. This is due to various reasons such as registrants resigning from their roles, registrants with scope limited to echocardiography registering with MRBT only, and not completing the renewal process fully.

There was a noticeable decrease in overseas applicants from India and Middle East. The largest number of new registrations were in the cardiac and sleep scope. Cardiac and renal remain the largest groups.

5. APCs and CPD Audits

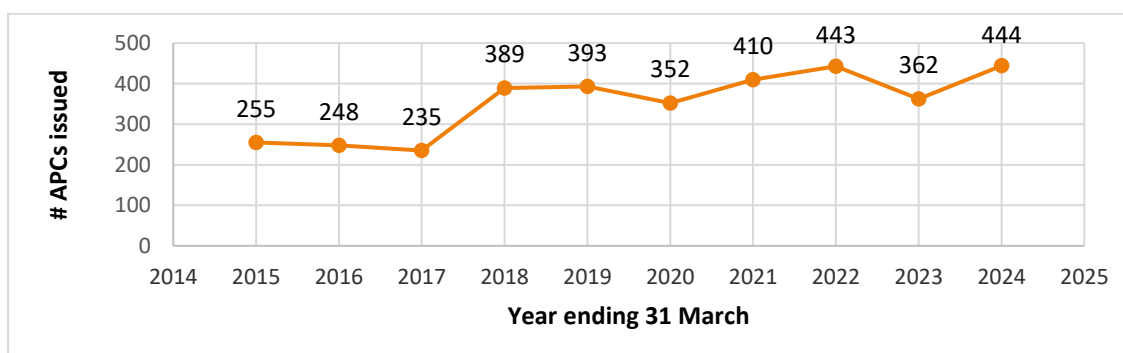
Clinical Physiologists Registration Board
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APCs are renewed annually and issued on the basis of:

- 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 31/3/24

	Current	On Hold	Non resident (no APC)	Overdue	Declined	Conditions on APC	Resigned
APC status 2024	444	2	15	50	2	81	53
2023	362	9	19	107	1	75	-



Discussion - APCs

A significant number of registrants still have not renewed their APC on time, (50) of APCs had not been renewed by 31st March 2024 compared to the previous year (107).

A slight increase in physiologists with conditions on their APC was seen. These include overseas applicants requiring a competency assessment and new graduate physiologists.

According to the available data on the website, as of 31st March 2024 53 registrants have resigned from their role. However, the data does not record the exact date the registrant resigned.

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.

Portfolio Auditor report

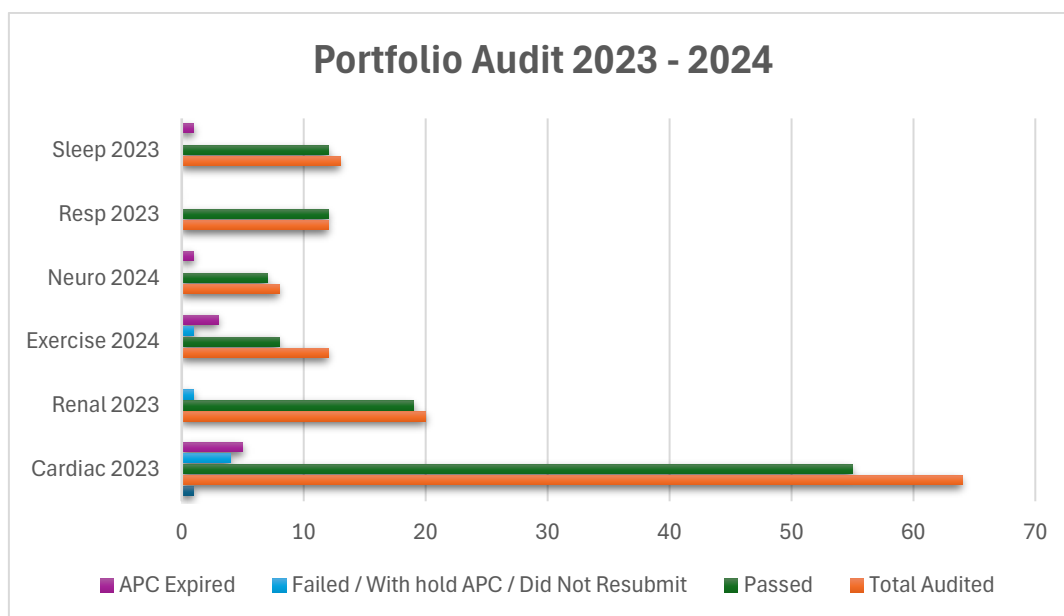
This year has been a valuable learning experience as we streamlined the portfolio process. While most audits proceeded smoothly, a few posed challenges, prompting us to introduce several changes. These improvements are designed to enhance the process for our registrants and ensure the CPRB upholds professional standards and patient safety by verifying that all physiologists in New Zealand are fit to practice.

The following changes were made:

- CPD forms must be typed to address legibility issues; handwritten forms are no longer accepted.
- Extension requests will only be granted in exceptional circumstances and reviewed by two board members from different disciplines.
- Annual mandatory training, including Basic Life Support, Fire Safety, and Hand Hygiene protocols, is now required only for new registrants during their initial audit.
- Failure to upload a portfolio will breach the APC declaration, resulting in conditions on the registrant's APC and requiring a discussion with a board member for resolution.
- If a supervisor is unavailable, the registrant must find a new one and submit a signed declaration form within two weeks to avoid APC revocation.

As my time at CPRB comes to an end, I want to extend my gratitude to everyone who had welcomed me and was patient with me in this role. This position required me to carve out a path, as it was a new challenge, and I hope I have met everyone's expectations. I also want to take this opportunity to welcome Carmen. I am confident you will excel in this role and wish you all the best.

Audit period April 2023 - March 2024



Portfolio Audit 2023 / 2024	Cardiac 2023	Renal 2023	Exercise 2024	Neuro 2024	Resp 2023	Sleep 2023	Total
Total Audited	64	20	12	8	12	13	129
Passed	55	19	8	7	12	12	113
Failed / With hold APC / Did Not Resubmit	4	1	1	0	0	0	6
APC Expired	5	0	3	1	0	1	10

6. Complaints and notifications

Clinical Physiologists Registration Board

1 April 2023– 31st March 2024

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 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 notifications related to professional conduct for Physiologists registered with CPRB.

7. Financial Report

Clinical Physiologists Registration Board
1 April 2023 – 31st March 2024

THE FINANCIAL REPORT IS FOR THE YEAR ENDING MARCH 31ST 2024

7A INCOME

- Income \$74485, an increase on the previous year.
- Increased registration and APC fees received. There was also an increase in interest income.
- Paypal account was temporarily blocked between December 2023 – May 2024. No transactions were available during this time. The issue was resolved in May 2024 and \$6291 was processed and transferred to the CPRB account.

7B EXPENDITURE

- Expenditure 2024: \$68728, a significant increase from the previous financial year.
- Increased expenditure on: Meeting expenses to book venue and travel costs of the board members for the in-person AGM in August 2023.
- A total of \$739 was refunded to registrants who: paid but later withdrew their application and registrants who paid APC renewal fee twice.

7C AUDITOR'S REPORT

The full report is available on the CPRB website in the Reports tab. This financial year the accounts were reviewed by William Buck Auditors.

7D BALANCE SHEET AS AT 31ST MARCH 2024

The Clinical Physiologists Registration Board

Statement of Receipts and Payments

"How was it funded?" and "What did it cost?"

For the year ended:

31 March 2024

	Notes	Actual This Year \$	Budget This Year \$	Actual Last Year \$
Operating Receipts				
Registration Fees		\$ 12,600		\$ 10,200
Annual Practising Certificate Fees		\$ 45,750		\$ 41,300
Interest, dividends and other investment income receipts		\$ 16,135		\$ 9,384
Total Operating Receipts		\$ 74,485		\$ 60,884
Operating Payments				
Volunteer and employee related payments		\$ 18,700		\$ 19,880
Salaries and Wages		\$ 24,945		\$ 24,251
PIE Tax		\$ 3,925		\$ 2,340
Auditors fee		\$ 2,875		\$ 2,487
Insurance		\$ 1,639		\$ 1,506
Website		\$ 4,627		\$ 7,721
Travel		\$ 3,437		\$ 835
Bank charges		\$ 60		\$ 1,673
Meeting expenses		\$ 6,062		\$ 235
Paypal & Stripe fee		\$ 1,719		\$ 12
Refund		\$ 739		
Total Operating Payments		\$ 68,728		\$ 60,939
Operating Surplus or (Deficit)		\$ 5,758		-\$ 56
Capital Payments				
Purchase of resources		\$ -		\$ 3,530
Increase/(Decrease) in Bank Accounts and Cash		\$ 5,758		-\$ 3,586
Bank accounts and cash at the beginning of the financial year		\$ 384,049		\$ 387,635
Bank Accounts and Cash at the End of the Financial Year		\$ 389,806		\$ 384,049
Represented by:				
Kiwibank Cheque Account		\$ 65,164		\$ 77,908
Kiwibank NoticeSaver		\$ 270,178		\$ 260,085
Kiwibank Call Account		\$ 48,173		\$ 46,056
Paypal account(processed on may 2024)		\$ 6,291		\$ -
Total Bank Accounts and Cash at the End of the Financial Year		\$ 389,806	\$ -	\$ 384,049