REGISTRATION STANDARD: FITNESS TO PRACTISE

DEMONSTRATE THAT YOU ARE FIT FOR REGISTRATION

September 2018
Standard
You must demonstrate that you are fit for registration as a nurse. As part of your application you will be required to complete a declaration about your competence and fitness to practise.

Evidence Requirements
You must tell us if you have a mental or physical condition (including alcohol and or drug abuse) that may affect your ability to perform any of the functions needed to effectively practise nursing. If your answer is yes (you do have such a condition), please provide a letter giving further details. Put the letter in an envelope marked “private and confidential”, addressed to the Registrant Quality Manager.

You must tell us of any professional investigation or disciplinary matters. This means:

- A disciplinary action by a regulatory authority overseas or in New Zealand
- Criminal proceedings or a criminal conviction, either in New Zealand or overseas.

Criminal conviction checks
We check for any criminal convictions. You must complete the following once you have applied for registration online:

1. **International Criminal History Check (ICHC)**
   You are required to complete an ICHC for every country you have lived in for 12 months or more. Please [click here](#) for more information.

   Note: if you lived in Australia for six months or more, you must complete an Australian criminal history check. Please [click here](#) for more information.

2. **Criminal Record Check**
   If you have lived in New Zealand for six months or more, you are required to complete a criminal history check through the Ministry of Justice (MOJ). Please [click here](#) for more information.

It is an offence to knowingly:

- Make a false declaration about fitness to practise or good character
- Make an incorrect or misleading statement about any convictions
- Submit documentation that is proved to be false.

If you give false information, we will decline your application. We may cancel a registration gained by making a false or misleading representation or declaration.
Checklist

When asked by NCNZ:

☐ Apply for ICHC
☐ Apply for a MOJ Criminal Record Check (if you have lived in New Zealand for six months or more)

FAQ’s

1. **The Fit2Work ICHC checks are unavailable in my country?**
   
   Please contact the Nursing Council, and we will advise what we require in these cases.

2. **How long are ICHC results valid for?**
   
   Your ICHC results are only valid for six months.

3. **Do you need ICHC results for every country I’ve ever lived in?**
   
   We only need results for countries you’ve lived in during the last ten years.

4. **When should I apply for ICHC? When should I apply for a MOJ criminal record check?**
   
   We will advise you on when you need to apply for your ICHC and/or criminal record check.

Definitions

**Disciplinary action** is where you are under investigation or have been investigated by a registration authority (or similar) for professional misconduct. Professional misconduct can include negligent practice, poor practice or conduct that is likely to bring discredit to the nursing profession.

**Criminal proceedings** are the action taken in court to bring a criminal prosecution against someone

**ICHCH** means International Criminal History Check

**MOJ** means Ministry of Justice

Review

**Last reviewed:** September 2018.

This standard will be reviewed by March 2019.