

## Fact Sheet

### Supporting documents for limited registration for supervised practice

The following is a guide that details all the supporting documents required when applying for limited registration for supervised practice.

Type of application	Documents required
Initial application for limited registration for supervised practice	<ul style="list-style-type: none"> <li>• A new <i>Application for limited registration for supervised practice (ALRP-66)</i> form</li> <li>• All documentation requested within application form, <a href="#">correctly certified</a>.</li> <li>• A copy of the Australian Physiotherapy Council Interim Certificate</li> <li>• Applicant's curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Supervised practice plan – SPPA-00</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Position description</li> <li>• Letter of offer of employment</li> </ul>
Change in employer (new supervisor)	<ul style="list-style-type: none"> <li>• A new <i>Application for limited registration for supervised practice (ALRP-66)</i> form</li> <li>• A copy of the Australian Physiotherapy Council Interim Certificate</li> <li>• An updated curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Supervised practice plan (SPPA-00) from new supervisor</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• A final supervision report from their outgoing supervisor</li> <li>• Position description</li> <li>• Letter of offer of employment</li> </ul>
Change in employer (same supervisor)	<ul style="list-style-type: none"> <li>• A new <i>Application for limited registration for supervised practice (ALRP-66)</i> form</li> <li>• A copy of the Australian Physiotherapy Council Interim Certificate</li> <li>• An updated curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Supervised practice plan (SPPA-00) from new supervisor</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Position description</li> <li>• Letter of offer of employment</li> </ul>

<p>Change in field of practice (with a new or existing supervisor)</p>	<ul style="list-style-type: none"> <li>• A new <i>Application for limited registration for supervised practice (ALRP-66)</i> form</li> <li>A copy of the Australian Physiotherapy Council Interim Certificate</li> <li>• An updated curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Supervised practice plan (SPPA-00) from new supervisor</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• A final supervision report from their outgoing supervisor</li> <li>• Position description</li> <li>• Letter of offer of employment</li> </ul>
<p>If the board considers the change to be significant</p>	<ul style="list-style-type: none"> <li>• A new <i>Application for limited registration for supervised practice (ALRP-66)</i> form</li> <li>• Other documentation requested by the board.</li> </ul>
<p>Change in location of practice:</p> <ul style="list-style-type: none"> <li>• Removal of sites of practice previously approved by the board, or</li> <li>• Addition of sites to those previously approved by the board (same employer)</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Request for change in circumstances (ACCL-66)</i> form</li> </ul>
<p>Addition or change in secondary supervisor - same employer</p>	<ul style="list-style-type: none"> <li>• <i>Request for change in circumstances (ACCL-66)</i> form</li> <li>• Supervision report from outgoing supervisor</li> <li>• Supervised practice plan (SPPA-00) from new supervisor</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> </ul>
<p>Change in primary supervisor - same employer</p>	<ul style="list-style-type: none"> <li>• <i>Request for change in circumstances (ACCL-66)</i> form</li> <li>• Supervision report from outgoing supervisor</li> <li>• Supervised practice plan (SPPA-00) from new supervisor</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> </ul>
<p>Addition of supervised practice role</p>	<ul style="list-style-type: none"> <li>• <i>Request for change in circumstances (ACCL-66)</i> form</li> <li>• Supervision report from current supervisor</li> <li>• Supervised practice plan (SPPA-00) from new supervisor</li> <li>• Attachment for supervised practice plan - Assessment of Physiotherapy practice (APP)</li> <li>• Supervisor curriculum vitae in <a href="#">Ahpra's standard format</a></li> <li>• Details of how supervision will be managed</li> <li>• Written statement with the reasons for taking on the additional role and how they will manage this</li> <li>• Letter of offer of employment or position description from existing employer detailing how many hours per week/fortnight they will be working</li> </ul>
<p>Change in position title, change in responsibilities</p>	<ul style="list-style-type: none"> <li>• <i>Request for change in circumstances (ACCL-66)</i> form</li> </ul>

but not field of practice, or  
departmental restructure

- Reasons for the change in role (for example, organisation restructure, recognition of capabilities)
- Updated position description