

Tips when taking a break from practice

If you are planning to take a lengthy break from practice but intend to return to practice eventually, there are some things that you will need to do to meet your ongoing obligations and to make returning easier.

1. Understand what you need to do if you want to stay registered to practice

If you want to remain registered you need to meet the requirements of the Board's [Recency of practice \(ROP\) registration standard](#) by practising for at least 450 hours in the past three years or having graduated from an approved program of study in the previous two years.

You should read the Board's ROP standard and [FAQ: Recency of practice](#) to make sure that you know what you need to do to meet the requirements.

You will also need to meet the Board's requirements for registered practitioners, particularly the [Continuing professional development](#) (CPD) and [Professional indemnity insurance arrangements](#) registration standards.

2. Understand what obligations apply when you take a break

If you hold non-practising registration or you allow your registration to lapse, you must have appropriate run-off cover to make sure that you are covered for any matters that could arise from your previous practice.

You should keep records for five years to show that you have complied with the Continuing professional development, Professional indemnity insurance arrangements and Recency of practice registration standards, in case you are audited.

3. Know what you need to do if you want to return to practice

It will help to make your return to practice easier if you know what you need to do.

If you would like to return to practice but do not meet the ROP standard, you will need to provide information to help the Board make a decision about your safe return to practice.

The Board's [FAQ: Recency of practice](#) and [Information sheet about returning to practice or significantly changing scope of practice](#) include information about what you need to do if you want to return to practice and you don't meet the requirements of the ROP standard.

4. Stay in touch with the profession

If you are planning to return to practice, stay in touch with your profession. Reading your Board's newsletters and communiqués will help keep you up to date with any changes to the requirements for your profession. These are available on the Board's website.

Professional development activities, such as attending conferences, completing courses, or reading journals relevant to your practice, will help you stay aware of recent developments in your profession

and will often make it easier for you to return to practice. Remember to keep a record and evidence of these activities.

5. Plan ahead

Depending on the circumstances, the Board may require you to:

- do specified amounts or types of CPD before returning to practice
- undertake supervised practice
- undertake an assessment of your competency to practise, or
- complete a program of study.

It can take time to organise and complete these activities and the Board may need additional information from you, so you should plan ahead for your return to practice and contact the Australian Health Practitioner Regulation Agency (Ahpra) well in advance.

Further enquiries can be made to Ahpra by submitting an [online enquiry](#).