

AHPC Ref: 5.8

Circular Number: 1511-C13

Date: 20 November 2015

To: All Allied Health Professionals and Human Resource Personnel

LAUNCH OF APPLICATION TO DISPLAY ADDITIONAL QUALIFICATIONS ON ALLIED HEALTH PROFESSIONS COUNCIL (AHPC)'S PROFESSIONAL REGISTRATION SYSTEM

The AHPC would like to inform that we will be accepting applications to display Additional Qualifications (AQ). This function will be made available on our Professional Registration System (PRS) on Friday, 20 November 2015.

2 The display of AQ was previously unavailable to allied health professionals (AHPs). Its launch will allow AHPs to submit online applications to have their additional qualifications entered against their name in their respective Register for Allied Health Professionals. Applications to display additional qualifications will be charged the prescribed fee of SGD50 per post graduate qualification.

CRITERIA FOR DISPLAY OF AQ

3 Qualifications allowed for display are as follows:

- a) Formal qualifications (e.g. post-graduate diplomas, advanced diplomas, Masters, PhDs) obtained from bona fide universities, and demonstrating acquisition of advanced skill sets and/or research in the relevant profession's clinical practice;
- b) Degree conversion qualifications obtained in relevant professions displayed alongside the registrable qualification;
- c) Formal post-graduate qualifications pertaining to healthcare education, management, or research skills; and
- d) Honorary degrees and titles in the context of the Allied Health Profession's professional practice (to be assessed on case-by-case basis).

4 In addition, the qualification must meet the following criteria:

- a) Qualifications must be from a formal postgraduate programme from a university or college in order to be considered eligible for display;
- b) Qualifications should be relevant to the area of practice of the applicant;
- c) Qualifications should be awarded after a programme of training, study or research in an area relevant to the professional's practice (minimum full-time equivalent of one year);
- d) Qualification must have eligibility criteria for entry into the programme; and
- e) Qualifications should demonstrate that the holder possesses a more extensive knowledge in relevant to the professional's practice.

5 For more information on how to submit an application to display AQ, please refer to the following link:

<http://www.healthprofessionals.gov.sg/content/hprof/ahpc/en/leftnav/information-for-registered-allied-health-professionals/display-of-additional-qualifications.html>

DISPLAY OF QUALIFICATIONS AND TITLES

6 The AHPC would like to highlight that Section 25(1) of the Allied Health Professions Act 2013 "the Act" stipulates that registered AHPs shall use only qualifications entered in registers and approved titles, etc. Pursuant to the Act, no registered AHP shall:

- a) Use or exhibit or publish in any card, letter, stationery, nameplate, signboard, placard, circular, handbill or any notice displayed at the premises used by him for the practice of any prescribed allied health profession any qualification other than the qualifications which are entered against his name in the appropriate register or which has been approved by the Council; or
- b) Use any title, addition or designation other than the title, addition or designation which has been approved by the Council.

7 Any registered AHP who contravenes Section 25(1) may be subject to disciplinary proceedings under the Act.

PRS USER MANUAL

8 The PRS user manual for existing registered AHPs has been updated to include instructions on the display of AQ functionality. You may download the latest version of the step-by-step user guide from the "Forms & Downloads" page on AHPC's website at the following link:

http://www.healthprofessionals.gov.sg/content/hprof/ahpc/en/topnav/forms_downloads.html

FOR MORE INFORMATION

9 Please visit the AHPC website at www.ahpc.gov.sg to download the user manual for the new PRS. You may also write to enquiries@ahpc.gov.sg if you require further clarifications after you have reviewed the information available on our website.

Thank you.

A handwritten signature in black ink, appearing to read 'Suraya Talip', with a horizontal line underneath the name.

MS. SURAYA TALIP
EXECUTIVE SECRETARY
ALLIED HEALTH PROFESSIONS COUNCIL