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# Bachelor of Midwifery Applicant Information.

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## Information required by the School of Midwifery to support your application for entry to the Bachelor of Midwifery.

In addition to completing the Otago Polytechnic Application/Enrolment Form, the School of Midwifery requires additional information from applicants to the Bachelor of Midwifery programme. This information is described below. Please ensure that you send in all the required information so that your application process is not delayed.

Family Name:

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First Name(s):

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Date of Birth:

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Date:

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## ESSAY

Write an essay answering the following questions. The essay should be type written and no longer than 2000 words.

- Why do you want to be a midwife? What qualities do you bring to the midwifery profession?
- What do you bring to the midwifery programme from your life experience that is relevant to a career in women's health care?
- Describe the demands, as you understand them, of being a midwifery student and a practising midwife, and how you will cope with these demands.

Enclose this essay with your Application/Enrolment form.

## CURRICULUM VITAE

Please enclose a full curriculum vitae with your Application/Enrolment form. To save expense and handling – please do not present your CV in a folder.

## REFEREE REPORTS

The Bachelor of Midwifery programme requires the applicant to provide testimony from **two** referees. Forms and freepost envelopes are included with your Application/Enrolment pack.

*Referees reports should be provided by an employer or community group representative. Referees must be people of standing in the community who are **not** friends or relatives of the applicant.*

Please provide the names, contact addresses and telephone numbers of these referees so that we can follow up on any referee reports that are not received.

## PREVIOUS REGISTRATION AS A NURSE OR OTHER HEALTH PROFESSIONAL

Registered Nurse applicants must hold registration with the Nursing Council of New Zealand (and have completed a pre-registration nursing programme with an identified maternity/obstetric nursing component) and hold a current Annual Practising Certificate, if seeking more than 60 credits of RPL (Recognition of Prior Learning) in total on the basis of their nursing qualification and experience. A Certificate of Good Standing from the Nursing Council must be provided.

Registered health practitioners from other disciplines must hold registration with the relevant regulatory authority in New Zealand, and hold a current Annual Practising Certificate; if seeking 60 credits of RPL in total on the basis of their professional health qualification and experience. A Certificate of Good Standing from the relevant New Zealand regulating authority must be provided.

For **entry** to the Bachelor of Midwifery programme applicants who hold any registration with any other health regulatory authority **are required to provide:**

- **A Certified copy of their Transcript of Pre-Registration Education Programme, and**
- **A Certified copy of their Annual Practising Certificate, and**
- **Ensure that the relevant regulatory authority e.g. Nursing Council of New Zealand **sends A Certificate of Good Standing directly** to the School of Midwifery, Otago Polytechnic, Private Bag 1910, Dunedin 9054, NZ.**

## FITNESS FOR REGISTRATION AS A MIDWIFE

Students in the Bachelor of Midwifery programme must meet the statutory requirements of the Midwifery Council of New Zealand for registration as a midwife, i.e. being “fit for registration”. The Midwifery Council (As per section 16 Health Practitioners Competence Assurance Act 2003) assesses the following areas:

### **Fitness for registration**

- Ability to communicate effectively for the purposes of practising midwifery;
- Ability to communicate effectively in written and spoken English for the purposes of practising midwifery;
- No convictions that reflect adversely on practice as a midwife;
- No physical or mental health condition that adversely affects ability to perform the functions of a midwife;
- Applicant is not subject to professional disciplinary proceedings or under a disciplinary investigation or subject to any professional disciplinary order, which reflects adversely on fitness to practise as a midwife;
- Applicant is of good character.

Some of these areas are assessed on completion of the programme and when the student applies for registration with the Midwifery Council. However, some are also assessed on entry to the pre-registration programme. The Otago Polytechnic School of Midwifery requires the following information and declarations on entry to the programme:

### **1. IELTS score**

The Midwifery Council requires students for whom English is a second language to have an IELTS assessment on **completion of the programme**. Applicants for registration need to score 7.5 overall in the academic band with no less than 7 in any one band. Applicants are exempt from this requirement if at least four years of their secondary schooling and their entire midwifery education programme took place in New Zealand. Applicants may also apply for exemption on other grounds; such applications will be considered on a case-by-case basis.

For **entry** to the Bachelor of Midwifery programme applicants for whom English is a second language must have an **IELTS score of at least 7.0** overall in the academic band with no less than 7.0 in listening and speaking, and no less than 6.5 in writing and comprehension.

Please note that this score will not guarantee that you will be able to score 7.5 on completion of the programme and you are likely to need to undertake your own further study in English throughout the programme in order to meet the criteria. You will also need to meet any costs associated with any additional tuition or IELTS assessment examinations you may need to undertake.

If you believe that you met the exemption criteria, please provide documented evidence of your secondary schooling in New Zealand.

## **2. Previous convictions and Police Check**

On completion of the programme you will need to apply to the Midwifery Council for registration as a midwife. At that time you will be asked to give permission for the Midwifery Council to undertake a Police Check. This will identify any convictions you may have.

For **entry** to the Bachelor of Midwifery programme you are required to:

1. **Make a declaration as to any previous convictions** (other than minor traffic offences) you may have.
2. **Give consent for a Police check.** Please complete the enclosed form 'NZ Police Consent to Disclosure of Information'. Otago Polytechnic will send your completed form to the Police Licensing and Vetting Service. The Police will send a confidential report to the Head of School of Midwifery. Information on the NZ Vetting Service is available from [www.police.govt.nz/service/vetting/guidelines.html](http://www.police.govt.nz/service/vetting/guidelines.html)

If you declare any convictions you are advised to provide details of the charge(s) upon which you were convicted, together with any penalty it carries and the penalty actually handed down to you by the court, if any. You are also welcome to provide a report or submission regarding any mitigating circumstances in respect of the convictions.

Thereafter the information you provide will be considered by Otago Polytechnic in order to determine whether it is satisfied that you are a suitable person to be permitted to undertake the Bachelor of Midwifery programme. Please note that acceptance into the programme does not guarantee that the Midwifery Council will assess that you are a fit person to be registered as a midwife. The Council will make its own assessment when you apply for registration, and on the basis of the required Police vet and any other information you provide. The Council requires the Head of School to make an assessment of each student's fitness for registration when the student applies for registration.

## **3. Health status**

On completion of the programme you will need to apply to the Midwifery Council for registration as a midwife. At that time the Council will seek evidence that you have no physical or mental health issues that could adversely affect your ability to perform the functions of a midwife.

For **entry** to the Bachelor of Midwifery programme you are required to make a **declaration as to your physical and mental health status** and whether you have any conditions that could adversely affect your ability to meet the requirement of the programme. You are also required to provide evidence of your immunity to certain diseases. This information is required to meet the health and safety provisions of providers of midwifery practice experiences. Please complete the enclosed immunisation form.

## FIRST AID CERTIFICATE

Applicants are required to have a current Comprehensive or Standard First Aid Certificate, including proficiency in CPR, NQF units 6401 and 6402.

Please attach a certified copy of your current First Aid Certificate to your application.

If you do not hold a current First Aid Certificate please note the date that you are enrolled to complete this:

Date:\_\_\_/\_\_\_/\_\_\_\_. Please send a certified copy of the certificate once you have completed it. Note that you may not be admitted to classes until the certificate is received by the School of Midwifery.

If you are an Enrolled or Registered Nurse please provide a certified copy of your current Annual Practising Certificate.

## HEALTH DECLARATION

Do you have any mental or physical health conditions that could adversely affect your ability to complete the requirements of the Bachelor of Midwifery programme?

No

Yes

Please attach further details if necessary.

## CONVICTION DECLARATION

Have you ever been convicted of any offence against the law (apart from minor traffic offences)?

No

Yes

Please attach further details if necessary.

## NZ POLICE CONSENT TO DISCLOSURE OF INFORMATION

Licensing & Vetting Service Centre  
Office of the Commissioner  
PO Box 3017  
Wellington 6140

I, \_\_\_\_\_  
(surname) (first names)

\_\_\_\_\_  
(maiden or any other names used)

Sex: \_\_\_\_\_ (M/F) Date and Place of Birth: \_\_\_\_\_

Nationality: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Suburb: \_\_\_\_\_ City: \_\_\_\_\_

New Zealand Driver Licence Number: \_\_\_\_\_

Hereby consent to the disclosure by the New Zealand Police of any information they may have pursuant to this application to the **Otago Polytechnic School of Midwifery**. I understand that any record of criminal convictions I might have will automatically be concealed if I meet the eligibility criteria stipulated in Section 7 of the Criminal Records (Clean Slate) Act 2004.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Comments of the New Zealand Police:**

Programme Applying for: **Bachelor of Midwifery**

# IMMUNISATION STATUS for Bachelor of Midwifery Students

**Name** (*printed in full*): \_\_\_\_\_

Before commencing any clinical practice courses, the Medical Officer of Health has recommended that all students have their immunisation status checked for: Varicella, Measles, Mumps, Rubella, and Hepatitis B.

**Otago Polytechnic is required by the agencies/practitioners offering clinical placements/fieldwork to hold documentary evidence (i.e. a copy of a laboratory report) of your immunisation status for these diseases.** This information therefore, will be shared as necessary with appropriate health professionals. Your immunisation status can only be ascertained by a blood test. Please arrange to visit your doctor/health provider to have a blood test to identify your immunisation status.

**Please complete this box and attach copies of your laboratory results to this form:**

Immunisation	Year Received	Status: Immune or Non-Immune	Documentation Attached
Varicella			
Measles			
Mumps			
Rubella			
Hepatitis B			

### What can you do if you are non-immune?

If you are non-immune, please discuss the results with your doctor. Students who are non-immune to the diseases in the box above may not be permitted to access some clinical areas and/or may require treatment and clearance before being able to access some clinical areas. This could affect your progress through the course. You may choose to be vaccinated. ***Vaccination is recommended to protect both you and your future clients, as pregnant women are more susceptible than the average person to these diseases.*** You will then need to have your immune status rechecked and provide copies of these laboratory reports to us. Students must meet the costs of screening and treatment themselves.

### Tuberculosis

Students are offered screening for Tuberculosis on commencement of the programme. This involves a two stage Mantoux test carried out by Student Health. Further information will be provided at the time. The results of the Mantoux must be provided to the School and Student Health will print results for you. Otago Polytechnic will pay the screening cost but not the cost of any treatment.

### Methicillin-resistant Staphylococcus Aureus (MRSA)

Students will be screened for MRSA before their first clinical placement and at other times throughout the programme as required. More information will be provided. Otago Polytechnic will pay the screening cost but not the cost of any treatment.

### Influenza

It is recommended that students are vaccinated annually against Influenza.

### Immunisation Declaration:

I declare all the above statements are true and complete to the best of my knowledge and belief:

**Signature of Student:** \_\_\_\_\_ **Date:** \_\_\_ / \_\_\_ / \_\_\_

## CHECKLIST

**Please ensure that you have provided the following information:**

- € Otago Polytechnic Application/Enrolment Form enclosed
- € Essay enclosed
- € Curriculum vitae enclosed
- € Names and contact details of two referees to whom you have supplied the referee reports to for completion
- € For Registered Nurses or Other Health Professionals:
  - Certified Copy of transcript from pre-registration education programme enclosed
  - Certified copy of Annual Practising Certificate enclosed
  - Certificate of Good Standing arranged to be sent by regulating authority directly to the School of Midwifery
- € Evidence of IELTS score enclosed if required
- € Health Declaration signed
- € Conviction Declaration signed
- € NZ Police Consent to Disclosure of Information Form Signed and Enclosed
- € Immune Status Identified and Laboratory Reports attached; Immunisation Declaration Signed
- € Certified copy of First Aid Certificate enclosed
- € Privacy Declaration signed

## PRIVACY DECLARATION

### Privacy Act 1993

The personal information collected in this application is held by Otago Polytechnic for the purpose of determining your fitness for entry into the Bachelor of Midwifery programme and subsequent application for registration as a midwife pursuant to Sections 12 and 15 of the Health Practitioners Competence Assurance Act 2003.

You are entitled to ask the Otago Polytechnic for access to, and correction of, personal information.

If you do not wish to provide all the information requested on the application form, then please inform the Otago Polytechnic in writing and the possible consequences will be explained to you.

The School of Midwifery holds all unsuccessful applications for two years, after this time they are destroyed.

I declare that the best of my knowledge the answers in this application are correct and that I have no known physical or mental condition that will impact on my ability to practice safely as a midwife. I understand that if any false or deliberately misleading information is given, or any material facts suppressed, my enrolment may be terminated. I also understand that any false information given in relation to my medical history may result in my loss of entitlement for any compensation from ACC.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_