

Application Form

Replace Responsible Person

for a Protected Quality Assurance Activity Notice under the Health Practitioners Competence Assurance Act 2003

September 2024

All Protected Quality Assurance Notices (PQAA) must have a nominated responsible person in line with section 57 of the Health Practitioners Competence Assurance Act 2003. A responsible person must be nominated by the sponsor of the PQAA and appointed by the Minister of Health.

The responsible person needs to be able to take responsibility for the integrity and maintenance of the QAA's methodology and to provide independent or objective commentary to meet the reporting requirements. Reporting requirements can be found in the guidance document.

To nominate a replacement responsible person, please complete this form and declaration, and send it to QAA@health.govt.nz

Please refer to the guidance available on our website to complete this application.

1. QAA Details

Notice name: Health Practitioners (Quality Assurance Activity: _____) Notice
20__

Sponsor: _____

Contact: _____

2. Responsible Person Leaving

Name: _____

Leaving date: _____

3. Replacement Responsible Person details

Name: _____

Contact: _____

4. Please describe the replacement responsible person's role within the organisation:

5. Does the replacement responsible person have any association with the health practitioners whose performance is being assessed?

The Act requires the responsible person is independent of the health practitioners whose services are being assessed or evaluated through the QAA.

Yes / No

6. Please confirm the replacement responsible person has been subject to a criminal convictions check within the last three years:

Yes / No



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HP 9091