



Annual Report

1 April 2019 – 31 March 2020



New Zealand
PSYCHOLOGISTS BOARD
Te Poari Kaimātai Hinengaro
o Aotearoa



NEW ZEALAND PSYCHOLOGISTS BOARD ANNUAL REPORT 2019-2020

In accordance with section 134(1) of the Health Practitioners Competence Assurance Act 2003 the Psychologists Board is pleased to present its Annual Report to the Minister of Health for the year ending 31 March 2020.

From the Chairperson.....	4
Governance	5
Board membership	5
Member Profiles	5
Board meetings	8
Committees	8
Operations	9
Part 2 of the HPCA Act:	
Registration and practising certificates.....	10
Scopes of practice	10
Accreditation of training programmes.....	12
Registration	14
Annual practising certificates	15
Part 3 of the HPCA Act:	
Competence and fitness to practise	16
Overview	16
Competence	16
Continuing competence	18
Fitness to practise	18

Part 4 of the HPCA Act	
Complaints and discipline.....	19
Overview	19
Complaints process	19
Decisions on complaints considered in 2019/2020	19
Source of new complaints	20
Health Practitioners Disciplinary Tribunal	20
Linking with stakeholders	21
Psychology workforce.....	21
Linking with owners and stakeholders.....	21
Collaborations with other Health Responsible Authorities.....	21
Trans-Tasman Connection	21
Finance.....	22
Prescribed fees and levies	22
Audited Accounts	
Audit Report and Year End Financial Statements (2019-2020)	24

Key numbers at a glance

Acronyms used in this Report

APC	Annual Practising Certificate
CCP	Continuing Competence Programme
CE	Chief Executive
HDC	Health and Disability Commissioner
HPCA	Health Practitioners Competence Assurance Act 2003
HPDT	Health Practitioners Disciplinary Tribunal
PCC	Professional Conduct Committee
RA	Regulatory Authority

Contacting the Board

All correspondence to the Board should be addressed to our offices at:

New Zealand Psychologists Board
Level 5, 22 Willeston Street
Wellington 6011

PO Box 9644
Marion Square
Wellington 6141
New Zealand

T: +64 4 471-4580 or 0800 471-4580

E: info@nzpb.org.nz

W: www.psychologistsboard.org.nz



4220

Psychologists on the Register



3199

APC Holders

APC holders by scope

(may hold more than 1 scope)

- Intern psychologists **258**
- Psychologists **976**
- Clinical Psychologist **1827**
- Educational Psychologist **286**
- Counselling Psychologist **125**
- Neuropsychologist **126**
- Trainee **5**



294

New Registrations

- 138 Overseas trained (fully qualified) including 22 psychologists registered under Trans-Tasman Mutual Recognition
- 156 NZ trained

By scope of practice¹

- Psychologist **22**
- Clinical Psychologist **85**
- Counselling Psychologist **11**
- Educational Psychologist **12**
- Neuropsychologist² **1**
- Intern Psychologist **157**
- Trainee Psychologist **6**



21

Board-accredited training programmes accepting enrolments

- 19 University-based programmes
- 2 Supervision to Registration programmes

14 were active in an accreditation process during the year.

¹ One was registered in more than one scope.

² Does not include applicants who were already registered with the Board.



From the Chairperson

We are pleased to present the Psychologists Board Annual Report and financial statements for the year ending 31 March 2020.

We had an extremely busy year making a number of changes to our structure and identifying key priorities for our attention. This included, 11 days into the year, the introduction of changes to our governing legislation, the Health Practitioners Competence Assurance Act 2003 which required us to review and update our procedures in a number of areas.

The Board also completed the move to its intended governance structure. This included establishing two new committees with strategic focus on the Board's registration policies and processes, and the other to lead the Board's communications and public relations activities.

We farewelled three longstanding Board members – Dr Monique Faleafa and Dr Ian Miller, who had both completed three terms, and Monica Davis who had served two terms. A fourth member, Joanne Talbot elected not to continue after her first term. We would like to thank these colleagues for their unwavering commitment and wealth of experience and commitment they brought to the Board.

We welcomed new members Dr Tania Cargo (psychologist member) and Lisa Lawrence and Bradley Watson (lay members) in November 2019, and have been delighted with the drive and enthusiasm they bring to their roles.

Importantly for our intended direction, we established an expert advisory group to guide the Board in ensuring its own cultural competence when developing policy. Tūmāia Kaiārahi includes both Board members who are Māori and external

Māori psychologists. The roopu is supported and assisted by the Board's Tikanga Advisor Iris Pahau. The Board intends this as a longer-term relationship. Once specific Māori standards or competencies are revised, work will be undertaken to ensure they are reflected in all aspects of the Board's work and responsibilities.

The Board developed, consulted on and introduced two substantial policies during the year:

- The new Naming Policy required under the changes to the HPCA Act; and
- An updated Fitness Policy setting out the Board's process for dealing with psychologists with health conditions.

The amendments to the HPCA Act also place a greater emphasis on the Board's role in workforce development, including providing workforce statistics to the Minister of Health. This is collected mainly at APC renewal time, and will assist the Ministry of Health develop a better picture of the strengths and gaps in the psychologist workforce.

Finally, as March 2020 came to an end, the Board, New Zealand, and the rest of the world, was dealing with the early stages of COVID-19, and the Board was taking steps to assist the profession in helping members of the public in dealing with the effects of a lockdown – the impact of which remains to be seen.

John Bushnell
Chairperson



Governance

Board membership

The Psychologists Board is a nine-member Board comprised of six health practitioner members and three lay members.

In accordance with sections 120-122 of the Health Practitioners Competence Assurance Act 2003, the Minister of Health appoints Board members for terms of up to three years. Members may be reappointed, for up to nine consecutive years. Any member whose term expires normally continues in office until they are either reappointed by the Minister (if eligible) or they are advised by the Minister that they have not been reappointed. As noted, three new appointments were made in November 2019, with a final seat at the table yet to be filled.

Member Profiles

Elliot Bell BCA (Victoria); MA (Victoria); PGDipClinPsych (Victoria); PhD (Otago)

Elliot was appointed to the Board in August 2015. He is registered in the Clinical Psychologist scope of practice. He completed his clinical psychology training at Victoria University of Wellington, later completing a PhD at the University of Otago. He worked for ten years in Capital and Coast District Health Board's regional Forensic, Rehabilitation, and Intellectual Disability Service, and has many years' experience in private practice. Since 2006 he has worked as an academic at the University of Otago Wellington, undertaking research, clinical teaching, and supervision of PhD students. He is a Fellow of the New Zealand College of Clinical Psychologists and has been a member of the College Executive. He has been an advisor to the Mental Health Commission and has had involvement with the National Depression Initiative and related public mental health projects.

John Bushnell (Board Chairperson) BA, MA(Hons), PGDipClinPsych (Canterbury), PhD (Otago)

John was appointed to the Board in June 2015 and elected as Chairperson in February 2018. He is a Clinical Psychologist, who worked for the majority of his 38 year professional career in academic, research, and clinical roles in medical settings with the University of Otago, before moving to Australia in 2005 to lead the establishment of a new rural medical school at the University of Wollongong. He has held numerous advisory roles to health and government agencies, and previously served a term on the Psychologists Board from 2003-2005. He was a founding member and is a Fellow of the New Zealand College of Clinical Psychologists. His research interests have focused on the epidemiology of mental disorders and management of psychological issues in primary care, and he has supervised many doctoral students completing their research and practical training in clinical psychology. He recently retired from academic life and returned to New Zealand but retains a Professorial appointment at the University of Wollongong. He is a member of the Board of Directors of CASA, a not-for-profit company delivering suicide prevention programmes throughout New Zealand, and also has a part-time consultancy specialising in supervision, research, and evaluation.



Ann Connell MSc (Otago), PGDipClinPsych (Otago)

Ann was first appointed to the Board in July 2011 and served as Chairperson from February 2013 until February 2018. She is registered in the Clinical Psychologist scope of practice and is Director of Allied Mental Health for the three Wellington area District Health Boards. She completed her clinical psychology training at the University of Otago and began work as a new graduate at the Hawkes Bay Area Health Board before taking up a position at Porirua Hospital in 1987. Since then she has worked in clinical and management roles in a number of adult mental health settings and currently works in the Regional Personality Disorder Service. Ann has held executive positions in the New Zealand College of Clinical Psychologists and in this capacity has been a member and convenor of the Allied Health Professional Association Forum.

Ainsleigh Crib-Su'a (Ngāti Maniapoto, Ngāti Tamaterā, Ngāti Kauwhata) BSc Hons (Clinical), DClin Psych (Auckland)

Ainsleigh is a Clinical Psychologist who joined the board in August 2017. She has worked extensively in Child and Adolescent Mental Health both clinically and in leadership roles including operational management. She has worked in governance across academia and the NGO sector. Whilst being a Doctoral graduate of The University of Auckland, Ainsleigh is now an Academic Fellow of research units at Canterbury University and AUT University. Her continued research interests relate to child and adolescent mental health interventions and e-therapies as well as children's rights and resilience. Ainsleigh is a member of the New Zealand Psychological Society and a participating member of the National Standing Committee for Bicultural Issues.

Monica Davis BA/LLB Auckland (until November 2019)

Monica was first appointed to the Board in 2012. Monica has 30 years' experience in employment relations and human resources, and 15 years' executive experience in retail, transport and infrastructure industries. She served as the Chair of the Avonside Girls High School Board of Trustees from 2016-2019 and was appointed to the board of Aviva (formerly Christchurch Women's Refuge) in 2017.

Monique Faleafa, MNZM PhD (Clinical Psychology (Auckland), BA (Hons) (Auckland) (until November 2019)

Monique is registered in the Clinical Psychologist scope of practice, and has served on the Board for nine years. She is the founding Chief Executive of Le Va, the national non-government organisation that specialises in Pacific workforce development, organisational development, and national coordination in the health, disability and social service sectors. She has over 20 years' experience in the not-for-profit sector, Pasifika communities, mental health, research and social services. Her governance roles include serving on two crown agencies as Deputy Chair of the Health Promotion Agency, and the Health Research Council of New Zealand. She contributes to Ministry of Health psychology advice and is a founding member of Pasifikology – New Zealand's national Pasifika psychology network.

Lisa Lawrence (Ngāti Ruapani, Ngāti Kahungunu) (from November 2019)

Lisa was appointed as a lay member to the Board in November 2019. Lisa is the National President of the NCW-New Zealand. Founded by Kate Sheppard, NCWNZ is an umbrella group leading the new Gender Equal NZ conversation campaign. Lisa's previous career has involved working for an iwi-based health and social service, NZ College of Midwives, St John, NZ Family Planning and a governor of Nelson Bays Primary Health. She is currently the Kaiwhakahaere of the Motueka Family Service Centre – a core stakeholder of three reducing family violence community networks, and Pharmac. Her passion is equality, improving community resilience and cultural relations through courageous community conversations.

Nalini Meyer (Deputy Chairperson) LLB/ BA (Canterbury)

Nalini was appointed as a lay member of the Board in August 2015 and was elected Deputy Chairperson in February 2018. Residing in Christchurch, she is an enrolled Barrister and Solicitor of the High Court of New Zealand. Nalini practiced law for 17 years working with a variety of private and commercial clients in property, commercial and trust law. She now sits on a number of boards including the Christchurch City Mission. Her consumer advocacy interest arises from first-hand experience of the public health system, and a strong sense of social justice together with her legal and governance experience.



The Board as at 31 March 2020:
L to R: Nalini Meyer, Ainsleigh Cribb-Su'a, Brad Watson, John Bushnell, Ann Connell, Tania Cargo
Absent: Lisa Lawrence

Ian Miller PhD (Psychology) (Canterbury), BSc Hons (Canterbury) (until November 2019)

Ian has served for nine years on the Board, including as Board Chair from 2011-2013. He is registered in the Psychologist scope of practice.

Ian's specialist areas are behavioural regulatory change, behavioural risk mitigation, psycho-trauma, and forensic behavioural issues. He has extensive experience working with regulatory agencies including the Police Psychological Services, Department of Justice Psychological Services and Inland Revenue. He has also served as a past Member of the Alcohol Advisory Council.

Joanne Talbot BA (Hons) (Bristol), PGDipPH (Massey) (until October 2019)

Joanne (Jo) was appointed to the Board as a lay member in 2015. She has many years of experience in the health and social development sectors in the UK, New Zealand and Australia, in government and non-government organisations. From 2013-15 she lived in Tonga where she was Vice-President of the Tonga Red Cross Society.

Tania Cargo

Tania Cargo (Ngāti Manu, Ngāti Maru, Tainui) is a Senior Lecturer at the Department of Psychology and the Department of Psychological Medicine, University of Auckland. She is a strong advocate for ensuring Te Tiriti O Waitangi principles are upheld in bicultural research practices. She is an active member of He Paiaka Tōtara (Māori Psychologists Association) and a past board member of ANZACBT. Tania was the CBT advisor to the SPARX programme, coordinates the post-graduate CBT programme and is a lecturer on

the Clinical Psychology training programme. Along with Associate Professor Sarah Hetrick, she is the co-theme leader of the Resilient Teens, A Better Start/E Tipu e Rea (National Challenge Science, funded by the Ministry of Business, Innovation and Employment). Her expertise lies in working with Māori pēpi, tamariki, rangatahi me whānau to create culturally responsive, evidence-based wellbeing tools, which includes digital tools.

Bradley (Brad) Watson LLB, BA(Hons) MA (Otago)(from November 2019)

Brad, (Samoan, NZ European, Chinese) was appointed as a lay member to the Board in November 2019. Currently residing in Dunedin, Brad is enrolled Barrister and Solicitor of the High Court of New Zealand. He has wide-ranging experiences in tertiary education and health sectors with experiences working in Samoa. He has contributed to the development and delivery of Pacific Health content at Otago and currently teaches into the various health professional training programmes at the University. His current research interests focus on Pacific health and Pacific leadership. Brad continues to build his experience in governance and has held roles across education, health and sports boards at community, regional and national levels.



Board meetings

During 2019/20 the Board held six 2-day meetings.

Meeting dates

- 10 & 11 April 2019
- 19 & 20 June 2019
- 28 & 29 August 2019
- 23 & 24 October 2019
- 11 & 12 December 2019
- 19 & 20 February 2020

Fees paid to Board Members

The Board Chairperson is paid \$140 per hour, the Deputy Chairperson \$130 per hour, and Board members \$120 per hour. These rates have been unchanged since 1 April 2015.

Conflicts of Interest

All members are required during meetings to declare any conflicts of interest with agenda items, and a *Declaration of Interests Register* is maintained for all Board members and senior staff.

Committees

The Board had in place three long established committees to support its work to fulfil its responsibilities under the Health Practitioners Competence Assurance Act 2003. Two committees (Accreditation and Conduct, Competence and Fitness) include external members, and all include members from within the secretariat team (non-voting in some cases).

Accreditation Committee

(Refer section 118 – (a) (e) (k) – HPCA Act 2003)

This decision-making committee works under delegation to review, consider, and determine the accreditation of university and agency training programmes that lead to registration as a psychologist in New Zealand. It also monitors New Zealand educational institutions, qualifications, courses of study, and programmes under the Health Practitioners Competence Assurance Act (**HPCA**). It meets on an ad hoc basis at least three or four times per year, either by teleconference or face-to-face, and also conducts some business by email. A full list of Board-accredited training programmes and their current status can be viewed at <http://www.psychologistsboard.org.nz/accredited-training-programmes>.

Members:

Ann Connell (Committee Chair)
Bridgette Masters-Awatere
(External stakeholder nominee)
Devon Polaschek
(External stakeholder nominee)
Ian Miller
(Board nominee, until November 2019)
Janet Carter
(External stakeholder nominee)
Lynette Marchant
(External stakeholder nominee)
Richard Linscott
(External stakeholder nominee)
Anne Goodhead
(Psychology Advisor, until December 2019)
Frances Hamilton
(GM/Registrar)
Gina Giannios
(Regulation and Standards Advisor)



Audit, Finance and Risk Committee (AFR)

This advisory committee provides oversight and monitoring of financial and non-financial risks and internal controls and ensures integrity of financial reporting. At each Board meeting the AFR reports to the Board on its activities.

Members:

Monica Davis
(Committee Chair, until November 2019)
John Bushnell
Nalini Meyer
(Committee Chair, from November 2019)
Lisa Lawrence
(from March 2020)
Frances Hamilton
(GM/Registrar, non-voting)

Conduct Competence and Fitness Committee

This decision-making committee works under delegation to provide efficient screening, consideration, and determination of conduct, competence, and fitness matters in accordance with legislative requirements (especially Parts 3 and 4 of the HPCA), and Board policy. It conducts most of its business by and teleconference.

Members:

Elliot Bell
(Committee Chair)
Nalini Meyer
(Board member)
Ainsleigh Cribb-Su'a
(Board member)
Dianne Cameron
(External expert)
Gina Giannios
(Regulation and Standards Advisor)
Anne Goodhead
(Psychology Advisor, until December 2019)
Lisa Cheung
(Psychology Advisor, from December 2019)
Nikki Reynolds
(Psychology Advisor, from January 2020)
Frances Hamilton
(GM/ Registrar)



Operations

The Secretariat assists the Board by carrying out its day-to-day operational responsibilities including financial management, the organisation and oversight of competence reviews and programmes, the Continuing Competence Programme, health and fitness matters, complaints and disciplinary matters, accreditation processes, registration and practising certificate applications, supervision requirements, professional liaison, communications, and website maintenance. The Board delegated these functions (and the requisite authority to carry them out) to the General Manager/Registrar and its committees.

The Board is co-located with nine other Regulatory Authorities, which enhances sharing of ideas and resources. Payroll services, facilities management, lease, IT, and related services have been provided by the Nursing Council under a Service Level Agreement (**SLA**) since 2016.



Part 2 of the HPCA Act: Registration and practising certificates

Scopes of practice

The Board has taken a very broad, flexible approach to defining scopes of practice for the profession, thereby minimising any workforce impediments. All psychologists hold the foundational, core competencies common to all branches of the profession. The Board has established a “Psychologist” scope and number of “vocational” scopes, but only where they are clearly required for public protection. In accordance with section 11 of the HPCA, the Psychologists Board has prescribed the following scopes of practice and associated qualifications:

“Psychologist” – A psychologist within a general scope is defined as rendering or offering to render to individuals, groups, organisations, or the public any psychological service involving the application of psychological knowledge, principles, methods, and procedures of understanding, predicting, ameliorating, or influencing behaviour, affect, or cognition. Such practice is undertaken within an individual’s area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

The following qualifications are prescribed for registration as a Psychologist in the general scope of practice;

A minimum of a Masters degree in Psychology from an accredited educational organisation, or an equivalent qualification. Eligibility for a general scope of practice requires a Board approved practicum or internship involving 1500 hours of supervised practice.

“Intern Psychologist” – An intern psychologist within a special purpose scope is defined as rendering or offering to render to individuals, groups, organisations or the public any psychological service involving the application of psychological knowledge, principles, methods and procedures of understanding, predicting, ameliorating or influencing behaviour, affect or cognition. Such

practice is undertaken within an individual’s area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

An Intern Psychologist scope of practice may be granted to applicants:

Who have completed formal academic studies that have provided them with the foundation competencies required for safe practice in a supervised internship setting and who are enrolled in a Board-accredited post graduate diploma or doctoral course of studies.

“Trainee Psychologist” – A trainee psychologist within a special purpose scope is defined as rendering or offering to render to individuals, groups, organisations or the public any psychological service involving the application of psychological knowledge, principles, methods and procedures of understanding, predicting, ameliorating or influencing behaviour, affect or cognition. Such practice is undertaken within an individual’s area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

A Trainee Psychologist scope of practice may be granted to applicants:

Who have completed formal academic qualifications that have provided the foundation competencies required for safe practice in a supervised setting and who are entering board-approved supervised practice for the purpose of achieving full registration.

“Clinical Psychologist” – Clinical Psychologists apply psychological knowledge and theory derived from research to the area of mental health and development, to assist children, young persons, adults and their families with emotional, mental, developmental or behavioural problems by using psychological assessment, formulation and diagnosis based on biological, social and psychological factors, and applying therapeutic interventions using a

scientist-practitioner approach. Such practice is undertaken within an individual's area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

The following qualifications have been prescribed for registration as a Psychologist in the Clinical Psychologist scope of practice;

A minimum of a Masters degree in Psychology from an accredited educational organisation and an accredited Postgraduate Diploma in Clinical Psychology, or equivalent qualification. Eligibility for the Clinical Psychologist scope of practice shall require a Board approved practicum or internship involving 1500 hours of supervised practice.

“Counselling Psychologist” – Counselling Psychologists apply psychological knowledge and theory derived from research to the area of client empowerment and enhancement, to assist children, young persons, adults and their families with personal, social, educational, and vocational functioning by using psychological assessments and interventions, and preventative approaches that acknowledge ecological, developmental and phenomenological dimensions. Such practice is undertaken within an individual's area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

The following qualifications have been prescribed for registration as a Psychologist in the Counselling Psychologist scope of practice;

A minimum of a Masters degree in Psychology from an accredited educational organisation and an accredited Postgraduate Diploma in Counselling Psychology, or equivalent qualification. Eligibility for the Counselling Psychologist scope of practice shall require a Board approved practicum or internship involving 1500 hours of supervised practice.

“Educational Psychologist” – Educational Psychologists apply psychological knowledge and theory derived from research to the area of learning and development, to assist children, young persons, adults and their families regarding their learning, academic performance, behavioural, social and emotional development, by using psychological and educational assessments and applying interventions using systemic, ecological and developmental approaches. Such practice is undertaken within an individual's area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

The following qualifications have been prescribed for registration as a Psychologist in the Educational Psychologist scope of practice;

A minimum of a Masters degree in Psychology³ from an accredited educational organisation and an accredited Postgraduate Diploma in Educational Psychology, or equivalent qualification. Eligibility for the Educational Psychologist scope of practice shall require a Board approved practicum or internship involving 1500 hours of supervised practice.

“Neuropsychologist” – Neuropsychologists apply scientific understanding of the relationship between the brain and neuropsychological function within applied clinical contexts. This approach forms the basis for the assessment, formulation, and rehabilitation of people who have sustained brain injuries or other neurological conditions. Neuropsychologists work with people of all ages who have neurological problems such as traumatic brain injury, stroke, epilepsy, toxic and metabolic disorders, brain tumours, and neurodegenerative

³ A Masters degree in Education may be considered equivalent to a Masters degree in Psychology where its content is sufficiently educational psychology in nature.



diseases. Such practice is undertaken within an individual's area and level of expertise and with due regard to ethical, legal, and Board-prescribed standards.

The following qualifications have been prescribed for registration as a Psychologist in the Neuropsychologist scope of practice;

A minimum of a Masters degree in Psychology from an accredited educational organisation and an accredited Postgraduate Diploma in neuropsychology, or equivalent qualification. Eligibility for the Neuropsychologist scope of practice shall require a Board-approved practicum or internship involving no less than 1500 hours of supervised practice.

Accreditation of training programmes

The HPCA requires the Board to prescribe the qualifications required for each scope of practice within the profession, and to accredit and monitor educational organisations and courses of studies. Therefore, working in collaboration with the relevant university Heads of Department, the New Zealand College of Clinical Psychologists, the New Zealand Psychological Society, and representatives of the "supervision-to-registration" schemes, the Board developed a comprehensive set of standards and procedures for accreditation of qualifications leading to registration as a psychologist. These were first adopted in 2006 and a comprehensive review undertaken in 2015.

These standards ensure that the training and practice of psychologists in Aotearoa New Zealand reflect the paradigms and worldviews of both partners to Te Tiriti o Waitangi. In keeping with our obligations under Te Tiriti (which are also reflected in the Code of Ethics for Psychologists Working in Aotearoa New Zealand 2002), the accreditation standards and procedures require consideration of the adequacy of training programmes for meeting the needs and aspirations of Māori.

The Board wishes to foster the continuing growth and vitality of psychology as a science, an academic discipline, and as a key component of New Zealand's workforce. We therefore strive to implement the requirements of the HPCA Act without impeding the strength and diversity in the discipline, while

attending carefully to the competencies required for the safe and ethical practice of psychology. It conducts its accreditation processes collaboratively with the training programmes in order to minimise duplication and redundancy with other review processes and in a positive and constructive manner.

The accreditation process begins with the programme submitting an application at least six months before the expiry of the accreditation period. An Accreditation Assessment Team is appointed to assess the application and conduct a site visit (normally two days). Its report and recommendations are tabled to the Accreditation Committee for moderation before the programme is invited to review the report and correct any errors of fact. A final report is resubmitted to the Accreditation Committee, which makes a proposed decision on accreditation for up to a maximum of seven years, detailing any areas where the required standards have been assessed as not met to the Committee's satisfaction. The Committee considers any comments from the programme before a final decision is made. Regular routine reports must be submitted by all accredited programmes between accreditation cycles, and additional reporting requirements may be directed.

During the year, 14 of the Board's 21 operational programmes were actively involved in some stage of an accreditation assessment process, with further programmes required to submit routine reports. The Accreditation Committee met three times during the reporting period and made final decisions to re-accredit eight programmes. As at 31 March 2020 six programmes had an accreditation assessment team in progress or were awaiting a decision following submission of a report by an Accreditation Assessment Team.

The Board wishes to thank all the members of the profession who have served on Assessment Teams or served on the Board's Accreditation Committee over the reporting period.

Table 1. Status of courses of study monitored by the Psychologists Board as at 31 March 2020

EDUCATIONAL ORGANISATION / COURSE OF STUDY	CURRENT STATUS	NEXT ASSESSMENT DUE
AUT		
Postgraduate Diploma in Counselling Psychology PGDipCounsPsych	Accredited	2020
Postgraduate Diploma in Rehabilitation Psychology PGDipRehabPsych	Provisionally Accredited	2020
Massey University		
Doctor of Clinical Psychology DClinPsych	Accredited	2021
Masters in Clinical Psychology MClinPsych	Provisionally Accredited	(on hold)
Postgraduate Diploma in Educational and Developmental Psychology PGDipEdDevPsych	Accredited	2024
Postgraduate Diploma in Industrial/Organisational Psychology PGDipIOPsych	Accredited	2025
Postgraduate Diploma in Psychological Practice PGDipPsychPrac	Accredited	2022
University of Auckland		
Doctor of Clinical Psychology DClinPsych	Accredited	2021
Postgraduate Diploma in Applied Psychology (Applied Behaviour Analysis) PGDipAppPsych (ABA)	Accredited	2025
Postgraduate Diploma in Applied Psychology (Industrial, Work and Organisational) PGDipAppPsych (IWO)	Not accepting enrolments	Deferred indefinitely
Postgraduate Diploma in Clinical Psychology PGDipClinPsych	Accredited	2021
Postgraduate Diploma in Health Psychology PGDipHlthPsych	Accredited	2025
University of Canterbury		
Postgraduate Diploma in Child and Family Psychology PGDipChFamPsych	Accredited	2020
Postgraduate Diploma in Clinical Psychology PGDipClinPsyc	Accredited	2021
Postgraduate Diploma in Industrial and Organisational Psychology PGDipIndOrgPsyc	Not accepting enrolments	Deferred indefinitely
University of Otago		
Postgraduate Diploma in Clinical Psychology PGDipCIPs	Accredited	2020
University of Waikato		
Postgraduate Diploma in Psychology (Clinical) PGDipPsych (Clin)	Accredited	2020
Postgraduate Diploma in the Practice of Psychology (Applied Behaviour Analysis) PGDipPracPsych (ABA)	Accredited	2021
Postgraduate Diploma in the Practice of Psychology (Community) PGDipPracPsych (Comm)	Accredited	2021
Postgraduate Diploma in the Practice of Psychology (Organisational) PGDipPracPsych (Org)	Not accepting enrolments	Deferred indefinitely
Victoria University		
Postgraduate Diploma in Clinical Psychology PGDipClinPsych	Accredited	2025
Postgraduate Diploma in Educational Psychology Practice PGDipEPP	Accredited	2021



Table 2: Current status of “Supervision-to-registration” programmes monitored by the Psychologists Board

SUPERVISION-TO-REGISTRATION AGENCY	CURRENT STATUS	NEXT ASSESSMENT DUE
New Zealand Department of Correction	Accredited	2026
New Zealand Defence Force	Accredited	2019

Registration

The Register of Psychologists

There were 4220 registered psychologists on 31 March 2020. This includes 258 Intern Psychologists and five Trainee Psychologists, and psychologists who were non-practising.

New Registrations in 2019/2020

The Psychologists Board does not require applicants to sit any special assessment or examination beyond those completed as part of their academic (including practical) qualifications. Applications are considered by the Registrar under delegation. The Board has prescribed and published a set of decision-making guidelines to facilitate the Registrar’s processing of applications for registration. These guidelines include mechanisms that further facilitate the assessment process for overseas applicants who have previously

been registered by a competent authority recognised by the Board.

The Board considered 313 applications for registration. 19 were declined because the overseas-trained applicants did not have the required qualifications and/or internship required for registration.

New applications for registrations by scope^{4,5}:

Psychologist	22
Clinical Psychologist	85
Counselling Psychologist	11
Educational Psychologist	12
Neuropsychologist	1 ⁶
Intern Psychologist	157
Trainee Psychologist	6

Table 3: New Applications for Registration

	SECTION	NO	OUTCOMES		
			Registered without conditions	Registered with conditions	Application declined
NZ trained applicants (includes all applicants for Intern and Trainee scopes of practice)	s.15(1) HPCA Act	156	0	156	0
Overseas trained-applicants (includes 7 applicants for Intern and Trainee scopes of practice)	s.15(2) HPCA Act	116	109	7	19
Trans-Tasman Mutual recognition Applicants	s.17(1) TTMR Act	22	22	0	0
Total Applications considered		294	131	163	313

⁴ Intern Psychologists became eligible to apply for registration in their intended scope of practice upon graduation from a Board accredited training programme. They are not counted as new registrations at that time.

⁵ Excludes applications that were declined.

⁶ Excludes grandparenting applications from psychologists already registered in another scope.



Neuropsychologist Scope of Practice

The Board introduced a new scope of practice in 2017, with a grandparenting pathway available for psychologists already registered who have particular formal education and experience in this area. There were 130 practitioners registered in the Neuropsychologist scope of practice as at 31 March 2020 (includes via grandparenting, and those with specified qualifications attained overseas). There is not as yet, a Board- accredited university training programme in neuropsychology available in New Zealand.

Annual Practising Certificates (APCs)

In order to lawfully practise as a psychologist in New Zealand, a practitioner must be both registered with the Psychologists Board and hold a current practising certificate.

Table 4: Applications for an annual practising certificate⁷

	HPCAA SECTION	APC issued without conditions	APC issued with conditions	Application declined	Total APCs 2019/20
Applications	26	3430	127 ⁸	313	3557

⁷ Excludes intern Psychologists actively engaged in an accredited university training programme.

⁸ Includes standard conditions for Trainee Psychologists in accredited Supervision to Registration programmes.



Part 3 of the HPCA Act: Competence and fitness to practise

Overview

The Board has delegated almost all decision-making under Parts 3 and 4 of the HPCA to its “Conduct Competence and Fitness Committee (**“the Committee”, “CCF”**). The Committee provides efficient screening, consideration, and determination of complaints, competence, and fitness matters, in accordance with administrative law, legislative requirements, and Board policy. Its membership up to three Board members, three members of the Secretariat, and one external member.

Competence

The HPCA enables the Board to review the competence of a psychologist when there is reason to believe that the psychologist’s competence may be deficient and/or if the Board receives a notice of concerns as outlined in section 34 of the Act. In such circumstances the Committee appoints two respected

senior psychologists to review the psychologist’s competence. Should this ‘Competence Review Panel’ find that the psychologist is not meeting the required standards of competence, then that information is considered by the Committee. Possible outcomes of a competence review include orders for a competence programme, conditions on the practitioner’s scope of practice, an examination or assessment, or that the practitioner be counselled. For example, there may be a requirement that the practitioner practise only under Board-approved supervision or only in a specified setting.

The Board also receives competence notifications from Professional Conduct Committees (PCCs) after a complaint is investigated, through a section 80(2)(e) pathway and orders for oversight supervision from the Health Practitioners Disciplinary Tribunal, through section 101(1)(c).

Table 5: Source of competence referrals received or in progress in 2019/2020

	HPCAA SECTION	REFERRALS		
		Received before 1 April 2019	Received in 2019/20	Total
Health Practitioner	s 34(1)	4	6	10
Health and Disability Commissioner	s 34(2)	0	0	0
Employer	s 34(3)	0	2	2
Conduct Competence and Fitness Committee	s 36(4)	5	5	10
Professional Conduct Committee	s 80(2)	1	0	1
Board Review	S36(4)	1	2	3
Health Practitioners Disciplinary Tribunal	S101(1)(c)	0		0
Total				26

One of the competence reviews conducted resulted in the psychologist being found to meet the required standard of competence and were closed with no further orders being made. Three competence reviews were in progress or the report was yet to be assessed at the end of the reporting period.

One further order was made pertaining to competence however three competence programmes were in place during the period. One was concluded and two remained ongoing as at 31 March 2020.

Table 6: Outcomes of competence notifications received or in progress in 2019/2020

OUTCOMES	HPCAA SECTION	REFERRAL NUMBERS		STATUS AS AT 31 MARCH 2020	
		<i>Received before 1/04/2019</i>	<i>Received in 2019/20</i>	<i>Closed</i>	<i>Still Active</i>
Notification received, yet to be assessed	s. 34		2		2
Notification of possible risk of harm to public	s 35		1		1
Notification assessed, no further action	s 36(1)	3	2	4	2
Competence reviews ordered or already in progress	s 37	2	2	1	3
Orders concerning competence	s 38	3	1	3	1
Interim suspension/conditions	s 39		2		2
Competence programmes ordered or already in progress	s 40	2	1	1	2
Recertification programme	s 41				
Unsatisfactory results of competence or recertification programme	s 43				

The Board would like to thank all those psychologists who assisted the Board by serving on Competence Review Panels or acting as Board-appointed supervisors on competence programmes in the 2019/2020 year.



Continuing competence

Consistent with the principal purpose of the HPCA, to “protect the health and safety of members of the public by providing for mechanisms to ensure that health professionals are competent and fit to practise their profession”, the Psychologists Board must be satisfied that a practitioner is competent to practise in New Zealand before being registered and, in accordance with sections 26 and 27, that he or she has maintained the required standard of competence before being issued an APC. Since 2009 the Board has prescribed a Continuing Competence Programme (CCP) as part of its endeavours to meet its obligations under the Act. The dual objectives of the CCP are to provide a framework to assist individual practitioners to address the ongoing challenge of maintaining competence, while also giving the Board a mechanism to support and ensure that practitioners maintain competence. All actively practising psychologists are required to participate in the CCP and to declare they have done so when applying to renew their APC each year.

A random audit of 20% of all APC applications is usually completed each year and has (to date) demonstrated high levels of compliance with the CCP. However, capacity limitations meant the audit was restricted to 10 % this year.

Fitness to practise

Fitness concerns: Inability to perform required functions due to mental or physical condition

Four notifications were received during this period. Two concerned cognitive functioning. Both practitioners were assessed and received diagnosis that led them to both retiring. Two other notifications were still being assessed.



Part 4 of the HPCA Act: Complaints and Discipline

Overview

The Board has delegated the management and consideration of complaints to the Conduct Competence and Fitness Committee, “the CCF Committee”. There were 44 complaints in progress and 39 new complaints received during the reporting period. The Committee considered 46 complaints during this reporting period.

Complaints process

Psychologists are always informed immediately when a complaint against them is received. The matter is then referred to the Health and Disability Commissioner (HDC) if a health consumer is involved, and if relevant to the Family Court. Once these agencies have considered the complaint, the Board’s process ensues.

The psychologist is asked to respond to the complaint; this response is then forwarded to the complainant for further comment. This submission is usually forwarded in full, but the psychologist may make a case to justify withholding information, in accordance with the Privacy Act and Health Information Privacy Code. The complainant is then invited to make further comments in light of the psychologist’s response. Where a complaint relates to a report prepared for a third party such as the

Family Court or ACC, a copy of the report may be requested.

The complaint and all relevant materials are then considered by the Committee. Possible outcomes include referral to a PCC for investigation, refer to a competence review, refer to another agency, or to take no further action with or without issuing an advisory letter. A complaint is considered closed when the committee decides to take no further action, when it becomes a competence matter, or when a PCC report is received and actioned.

Decisions on complaints considered in 2019/2020

In Table 8 “outcome” refers to complaints that have been considered by the CCF Committee. In the event that the complaint is referred to a PCC for investigation, the complaint remains open pending the outcome of the PCC process and any consideration of any PCC recommendations.

Seven PCCs open at 1 April 2019. During the period three PCC’s were closed, one where the psychologist was referred to counselling and the other two the PCC determined to take no further action. All recommendations were accepted by the CCF Committee.

Table 8: Outcome of complaints received or processed in 2019/2020

RECEIVED PRIOR TO 1 APRIL 2019 STILL OPEN	RECEIVED 2019/20	REFERRED TO HDC (NEW CASES)	OUTCOME CLOSED BY 31 MARCH 2020					IN PROGRESS 31 MARCH 2020
			NFA	Advisory letter	Refer to PCC	Refer to Comp review	Withdrawn	
44	39	33 ⁹	20	3	14	4	5	45

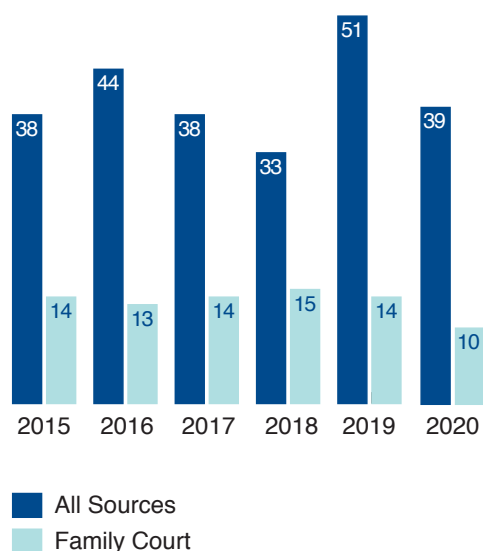
⁹ One complaint is yet to be actioned.



Table 9: Source of new complaints

PRACTICE SETTING OR PSYCHOLOGIST'S ROLE	RECEIVED 1 APRIL 2019 TO 31 MARCH 2020
Family Court reports	10
Department of Corrections reports	3
ACC reports	5
Private practice	16
DHB	1
Other	4
Total	39

Figure 1: Source of complaints over the past 5 years



¹⁰ Revised, the relevant version for the reporting year being as at 9 July 2018.

Source of new complaints

Complaints about psychologists undertaking third party reports continued to dominate, with 18 of 39 new complaints in that category. This includes reports written for the Family Court, the Parole Board and ACC. Third party reports may also be involved in the private practice and other categories, for example when a report is prepared for a disability sector agency.

Complaints against Family Court report writers continue to feature prominently in the statistics. Complaints arising from the preparation of reports for the Family Court or under other Family Court contracts also tend to have a long duration, primarily because the Court and the Board have a policy agreement that the Board will only consider the complaint after the Court processes have been completed, or are at a stage where the Court considers it appropriate to proceed. This policy aims to discourage potential complainants from attempting to use the Board's complaint processes as a way of unfairly influencing the Court's process. More information about the management of these complaints can be found in the Family Court's *Practice Note for Specialist Report Writers*¹⁰

Complaints from other sources are varied, reflecting allegations about ethical breaches and competence concerns.

Health Practitioners Disciplinary Tribunal (HPDT)

In 2019/20 there were no matters decided by the HPDT and one charge were laid.

The Board would like to thank all those who assisted by serving on Professional Conduct Committees in the 2019/2020 year.

Linking with stakeholders

Psychology workforce

Workforce development continues to be a major strategic focus for the Board. We continue to meet with key stakeholders, including quarterly with the Psychology Workforce Group and with the Ministry of Health's "Psychology Workforce Task Force".

Linking with owners and stakeholders

The Psychologists Board actively maintained its website, and published newsletters, which routinely includes a section on lessons learned from complaints. It held regular meetings with various stakeholder groups.

The Board's website remains the first port of call for both New Zealand and overseas-trained practitioners seeking information about registering as a psychologist in New Zealand, and includes information on accredited training programmes, the Board's Continuing Competence Programme, and returning to practice. It also provides information for practitioners on current consultations, recent news and developments, Board processes, and upcoming events (e.g., public meetings).

The Board routinely attends the annual conferences of the New Zealand Psychological Society and the New Zealand College of Clinical Psychologists, to inform and consult with practitioners on issues such as the development of best practice guidelines, amendments to the HPCA Act, requirements of the Board's Continuing Competence Programme, and lessons to be learned from recent competence and complaint notifications.

Secretariat staff are always available to talk with students and intern psychologists from Board-accredited training programmes about the Board's role and functions, and the responsibilities of psychologists.

The Board also meets at least quarterly with representatives of the New Zealand Psychological Society, the New Zealand College of Clinical Psychologists, Heads of Department of the various psychology training programmes, DHB Professional Leaders and others in the sector to provide a forum for discussion of matters of mutual concern, including workforce development.

Best Practice Guidelines

The Board continued to guide the profession through its newsletters and the development of "Best Practice Guidelines". There are Board guidelines on the following aspects of psychology practice:

- *Guidelines on Unprofessional Behaviour and its Management in the Workplace*
- *Supervision Guidelines*
- *What to do when you have Concerns about another Psychologist*
- *Keeping Records of Psychological Services*
- *The Practice of Telepsychology*
- *The Use of Psychometric Tests*
- *Maintaining professionalism when using social media networking*
- *Guidelines on Informed Consent*
- *Coping with a Client Suicide*

Collaborations with other Health Responsible Authorities

The Health Regulatory Authorities New Zealand (**HRANZ**) collective continues to work collaboratively. Also, the new grouping of "RA Partners" worked together consistently, enhanced by our colocation to offices on Willeston Street.

Trans-Tasman connection

This year the Board's priority was renewal, review and redevelopment, leaving little capacity to contribute to international regulatory projects or psychology forums. However, it continued and strengthened its close and mutually beneficial relationship with the Psychology Board of Australia.



Finance

Prescribed fees and levies

There were no changes to the Board’s prescribed fees in 2019/20.

Table 10: Psychologists Board Fees

FEES (GST INCLUSIVE)	2019/2020 FEE (\$)
Application for registration by a practitioner trained in New Zealand	185
Application for registration under the Trans-Tasman Mutual Recognition Act 1997	190
Application for registration by a practitioner trained overseas in a prescribed country	595
Application for registration by a practitioner trained overseas in a non-prescribed country	850
Application for a vocational scope of practice by a practitioner trained in New Zealand or a prescribed country	412
Application for a vocational scope of practice by a practitioner trained in a non-prescribed country	553
Application (Stage 1) for the Neuropsychologists scope of practice	650
Application (Stage 2) for the Neuropsychologists scope of practice	690
Application (Stage 3) for the Neuropsychologists scope of practice	682
Application to be restored to the Register of Psychologists	90
Application to renew a current practising certificate for the subsequent financial year (APC application + Disciplinary Levy where applicable)	655 (479 + 176)
Application for a new practising certificate for a period of 12 months (or less) (APC application + Disciplinary Levy)	729 (553+ 176)
Application by a new graduate for his or her first (12-month) practising certificate (APC application + Disciplinary Levy)	575 (399 + 176)
Application for a new practising certificate valid for a period of 3 months (or less) by a practitioner who has not been practising at any other time during that financial year (APC application + Disciplinary Levy)	186.50 (142.50 + 44)
Application for a new practising certificate valid for a period of 1 month (or less) by a practitioner who has not been practising at any other time during that financial year (APC application + Disciplinary Levy)	84.50 (69.50+15)
Application to return to practice from a practitioner who has not held a practising certificate within the 3 years immediately preceding the date of the application	230

FEES (GST INCLUSIVE)	2019/2020 FEE (\$)
Annual Maintenance of registration and communication for non-practising registrants	48
Certificate of Registration	98.50
Replacement of a printed practising certificate	47.50
The supply of any documents (other than a certificate of registration) required for the purpose of seeking registration overseas	143.50
Inspection of the Register or other records (search fee)	220
Copy of the Register of Psychologists	105
Application for the Board to review a delegate's decision	300
Fee for conducting an accreditation review of a degree, course of study, or programme leading to registration as a psychologist in New Zealand	12,170
Board review fee	300



Baker Tilly Staples Rodway Audit Limited
Level 6, 95 Customhouse Quay, Wellington 6011
PO Box 1208, Wellington 6140
New Zealand

T: +64 4 472 7919
F: +64 4 473 4720
E: wellington@bakertillysr.nz
W: www.bakertillysr.nz



**INDEPENDENT AUDITOR'S REPORT
TO THE READERS OF THE NEW ZEALAND PSYCHOLOGISTS BOARD
PERFORMANCE REPORT FOR THE YEAR ENDED 31 MARCH 2020**

The Auditor-General is the auditor of the New Zealand Psychologists Board. The Auditor-General has appointed me, Chrissie Murray, using the staff and resources of Staples Rodway Audit Limited, to carry out the audit of the performance report of the New Zealand Psychologists Board on his behalf.

Opinion

We have audited the performance report of the New Zealand Psychologists Board, that comprise the entity information, the statement of financial position as at 31 March 2020, the statement of financial performance, the statement of movements in equity and statement of cash flows for the year ended on that date and the notes to the performance report that include accounting policies and other explanatory information.

In our opinion the performance report of the New Zealand Psychologists Board, present fairly, in all material respects:

- the entity information,
- its financial position as at 31 March 2020; and
- its financial performance and cash flows for the year then ended; and
- comply with generally accepted accounting practice in New Zealand and have been prepared in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Public Sector).

Our audit was completed on 16 September 2020. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the performance report, and we explain our independence.

Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the Auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – COVID-19

Without modifying our opinion, we draw attention to the disclosures about the impact of Covid-19 on the Board as set out in note 16 to the performance report.

Responsibilities of the Board for the performance report

The Board is responsible for preparing the performance report that is fairly presented and that complies with generally accepted accounting practice in New Zealand.

The Board is responsible for such internal control as it determines is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Baker Tilly Staples Rodway Audit Limited, incorporating the audit practices of Christchurch, Hawkes Bay, Taranaki, Tauranga, Waikato and Wellington.

Baker Tilly Staples Rodway Audit Limited is a member of the global network of Baker Tilly International Limited, the members of which are separate and independent legal entities.

In preparing the performance report, the Board is responsible on behalf of the New Zealand Psychologists Board for assessing the Board's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to liquidate the New Zealand Psychologists Board or to cease operations, or there is no realistic alternative but to do so.

The Board's responsibilities arise from the Health Practitioners Competence Assurance Act 2003.

Responsibilities of the auditor for the audit of the performance report

Our objectives are to obtain reasonable assurance about whether the performance report, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of the performance report.

We did not evaluate the security and controls over the electronic publication of the performance report.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the governing body.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the New Zealand Psychologists Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the New Zealand Psychologists Board to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Our responsibility arises from the Public Audit Act 2001 and section 134(1) of the Health Practitioners Competence Assurance Act 2003.

Independence

We are independent of the New Zealand Psychologists Board in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1 (Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with, or interests in, the New Zealand Psychologists Board.

A handwritten signature in blue ink, appearing to read "C Murray".

Chrissie Murray
Baker Tilly Staples Rodway Audit Limited
On behalf of the Auditor-General
Wellington, New Zealand

Entity Information

For the year ended 31 March 2020

Legal Name of Entity:	NEW ZEALAND PSYCHOLOGISTS BOARD
Type of Entity and Legal Basis:	The New Zealand Psychologists Board (the Board) is a body corporate established by the Health Practitioners Competence Assurance Act 2003 (HPCA Act) and is a Responsible Authority under the HPCA Act.
Entity's Purpose or Mission:	<p>The Board is established under the HPCA Act that enables self-regulation of various health professions - the principle purpose of the HPCA Act being to protect the health and safety of members of the public through an effective framework of regulation that ensure Psychologists are competent and fit to practise their profession.</p> <p>The functions of the Board are to:</p> <ol style="list-style-type: none"> 1. Prescribe the qualifications required for scopes of practice within the professions, and, for that purpose, to accredit and monitor educational institutions and degrees, courses of studies, or programmes: 2. Authorise the registration of Psychologists under the HPCA Act, and to maintain registers: 3. Consider applications for annual practising certificates (APCs): 4. Review and promote the competence of Psychologists: 5. Recognise, accredit, and set programmes to ensure the ongoing competence of Psychologists: 6. Receive and act on information from health practitioners, employers, and the Health and Disability Commissioner about the competence of Psychologists: 7. Notify employers, the Accident Compensation Corporation, the Director-General of Health, and the Health and Disability Commissioner that the practice of a Psychologist may pose a risk of harm to the public: 8. Consider the case of Psychologists who may be unable to perform the functions required for the practice of their profession: 9. Set standards of clinical competence, cultural competence, and ethical conduct to be observed by Psychologists: 10. Liaise with other authorities appointed under the HPCA Act about matters of common interest: 11. Promote education and training in the profession: 12. Promote public awareness of the responsibilities of the authority: 13. Exercise and perform any other functions, powers, and duties that are conferred or imposed on it by or under the HPCA Act or any other enactment.
Entity Structure:	The Board has eight (8) members; Five (5) Psychologists and three (3) lay members. Board Members are appointed by the Minister of Health.
Main Sources of the Entity's Cash and Resources:	The Board has received its main income from Annual Practising fees paid by registered Psychologists.
General Description of the Entity's Outputs:	Safe and effective Psychological care for all members of the public.
Contact Details:	<p>Physical Address: Level 5, 22 Willeston Street, Wellington 6011</p> <p>Postal Address: PO Box 9644, Wellington 6141</p> <p>Phone: 04 - 471 4580</p> <p>Email: info@nzpb.org.nz</p> <p>Website: http://www.psychologistsboard.org.nz</p>



NEW ZEALAND PSYCHOLOGISTS BOARD

Statement of Financial Performance

For the year ended 31 March 2020

	Note	2020 \$	2019 \$
REVENUE			
APC fees		1,307,499	1,229,400
Education Income		31,748	63,496
Registration fees		120,371	116,483
Non-Practising fees		27,841	27,590
Other income and cost recoveries		16,495	55,609
Interest		86,319	68,627
Disciplinary Levy		476,865	449,232
Total Revenue		2,067,138	2,010,435
EXPENDITURE			
Board & committees	1	248,074	321,973
Secretariat	2	1,023,753	1,145,167
Disciplinary expenses	3	108,264	122,042
Total Expenditure		1,380,091	1,589,182
NET SURPLUS/(DEFICIT)		687,047	421,253

NEW ZEALAND PSYCHOLOGISTS BOARD

Statement of Movements in Equity

For the year ended 31 March 2020

	2020 \$	2019 \$
Accumulated funds at the beginning of period	1,531,548	1,110,295
Net surplus/(deficit) for the period	687,047	421,253
ACCUMULATED FUNDS AT THE END OF PERIOD	2,218,595	1,531,548

The accompanying notes form part of these financial statements.

Statement of Financial Position

As at 31 March 2020

	Note	2020 \$	2019 \$
EQUITY	7	2,218,595	1,531,548
CURRENT ASSETS			
Cash and cash equivalents		379,234	683,213
Investments		3,551,210	2,782,978
Accounts receivable	5	29,250	8,642
Prepayments		32,982	11,561
Other assets		24,441	19,125
Total Current Assets		4,017,117	3,505,518
NON-CURRENT ASSETS			
Fixed assets	4	48,750	59,180
Intangible assets	4	49,644	50,919
Total Assets		4,115,511	3,615,618
CURRENT LIABILITIES			
Accounts payable and provisions	8	130,716	100,310
Employee costs payable	9	47,114	52,168
Income in advance	6	1,498,850	1,679,552
Goods and services tax		202,539	239,536
WHT payable		17,697	12,502
Total Current Liabilities		1,896,916	2,084,070
Total Liabilities		1,896,916	2,084,070
NET ASSETS		2,218,595	1,531,548

For and on behalf of the Board.



Board Chair

Dated: 10/9/2020



Registrar

Dated: 10/9/2020

The accompanying notes form part of these financial statements.



NEW ZEALAND PSYCHOLOGISTS BOARD

Statement of Cash Flows

For the year ended 31 March 2020

	2020	2019
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
<i>Cash was received from:</i>		
Statutory fees	1,589,132	1,718,348
Registration income	159,890	189,771
Other fees	30,486	106,971
Interest revenue	81,004	67,943
<i>Cash was applied to:</i>		
Payments to suppliers & employees	(1,326,661)	(1,568,563)
Payment/(refund) IRD for GST	(36,998)	18,616
Net cash flows from operating activities	496,853	533,087
CASH FLOWS FROM INVESTING AND FINANCING ACTIVITIES		
<i>Cash was received from:</i>		
Short-term investments	1,706,882	1,697,810
Sale of fixed assets	1,445	2,216
Repayments of Loans lent to Health Regulatory Authorities Secretariat Limited		
<i>Cash was applied to:</i>		
Purchase of fixed assets	(34,044)	(11,868)
Short-term investments	(2,475,115)	(1,971,995)
Net Cash Flows from Investing and Financing Activities	(800,832)	(283,837)
NET INCREASE / (DECREASE) IN CASH	(303,979)	249,250
Opening Cash Brought Forward	683,213	433,963
CLOSING CASH CARRIED FORWARD	379,234	683,213
<i>Represented by:</i>		
Cash and cash equivalents	379,234	683,213

The accompanying notes form part of these financial statements.

Statement of Accounting Policies

For the year ended 31 March 2020

BASIS OF PREPARATION

The Board is a body corporate established by the Health Practitioners Competence Assurance Act 2003 and is a Responsible Authority under that Act. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand (NZ GAAP) and have been prepared on the basis of historical cost.

The Board has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

SPECIFIC ACCOUNTING POLICIES

Income recognition

Fees received for the issue of APCs and register maintenance are recognised in the year to which the fees relate. All other fees are recognised on receipt.

Receivables

Receivables are stated at estimated realisable values.

Property, plant & equipment

Initially stated at cost and depreciated as outlined below. Initial cost includes the purchase consideration plus any costs directly attributable to bringing the asset to the location and condition required for its intended use.

Assets are written down immediately if any impairment in the value of the asset causes its recoverable amount to fall below its carrying value.

Intangible Assets

Intangible Assets comprise non-physical and non-financial assets which have a benefit to the Board for periods extending beyond the year the costs are incurred.

Depreciation

Fixed Assets are shown at original cost less accumulated depreciation. Depreciation has been calculated over the expected useful life of the assets at the following rates:

<i>Office Furniture</i>	18.0% Diminishing value
<i>Office Equipment</i>	31.2% - 40.0% Diminishing value
<i>Computer Equipment</i>	48.0% Diminishing value
<i>Leasehold Alterations</i>	5 years Straight line

Amortisation

Websites and Databases have a finite useful life. The Website and Database are capitalised and amortised over their currently estimated useful life of 5 years on a straight line basis.

Database & Website 5 years Straight line

Taxation

The Board is registered as a charitable entity under the Charities Act 2005. The Board is exempt from Income Tax.

Investments

Investments are recognised at cost. Investment income is recognised on an accruals basis where appropriate.

Goods & Services Tax

The board is registered for Goods & Services Tax (GST), and all amounts are stated exclusive of GST, except for receivables and payables that are stated inclusive of GST.

Leases

Payments made under operating leases are recognised in the statement of financial performance on a basis representative of the pattern of benefits expected to be derived from the leased asset.

Cash and cash equivalents

Cash and cash equivalents includes petty cash, cheque account and saving account with banks.

Employee entitlements

Provision is made in respect of the Board's liability for annual leave at balance date. Annual leave has been calculated on an actual entitlement basis at current rates of pay. No provision is made for sick leave entitlement as this does not accumulate.

Changes in accounting policies

All other policies have been applied on a consistent basis with those used in previous years.

Comparatives

Some prior year comparative figures have been reclassified to match current year disclosure.



NEW ZEALAND PSYCHOLOGISTS BOARD

Notes to the Financial Statements

For the year ended 31 March 2020

	Note	2020 \$	2019 \$
1. BOARD & COMMITTEES			
Conferences		1,508	2,111
Fees		189,334	209,335
Meeting expenses, training, travel & others		57,232	110,527
Projects		–	–
		248,074	321,973

Board and Committee fees paid as follows:

J Bushnel (Chair)		61,172	73,430
A Connell		16,680	14,520
A Cribb-Su'a		17,100	13,980
B Burns			9,044
B Watson		5,880	
D Cameron		4,767	2,708
E Bell		19,260	22,980
E Bell (University of Otago)		2,880	
I Miller		11,040	11,280
J Talbot			10,320
L Lawrence		3,480	
M Davis		13,140	18,060
M Faleafa			6,720
N Meyer		30,095	26,293
T Cargo		3,840	–
		189,334	209,335

2. SECRETARIAT

Audit fees		8,448	7,918
Depreciation & amortisation	4	44,304	43,873
Legal costs		42,896	29,681
Occupancy costs		53,925	50,942
Other costs		111,860	118,493
Personnel costs		537,108	739,429
Professional fees		210,472	133,664
Telephone, Postage & Printing and Stationery		14,739	21,167
		1,023,753	1,145,167

3. DISCIPLINARY EXPENSES

PCC Investigation expense		73,635	86,492
HPDT Hearing expense		34,629	35,550
		108,264	122,042

Notes to the Financial Statements

For the year ended 31 March 2020

4. PROPERTY, PLANT & EQUIPMENT AND INTANGIBLE ASSETS

	Opening carrying value	Current year additions	Current year disposals/sales	Current year depreciation amortisation & impairment	Closing carrying value
AT 31 MARCH 2020					
Furniture & fittings	12,765	6,030	(358)	(3,124)	15,313
Office equipment	1,304			(520)	785
Computer equipment	10,944	9,141	(1,088)	(6,823)	12,174
Office refit	34,166			(13,688)	20,478
	59,180	15,170	(1,445)	(24,154)	48,750
Database & Website software	50,919	18,875	–	(20,150)	49,644
	50,919	18,875	–	(20,150)	49,644

	Opening carrying value	Current year additions	Current year disposals/sales	Current year depreciation amortisation & impairment	Closing carrying value
AT 31 MARCH 2019					
Furniture & fittings	15,567	–	–	(2,802)	12,765
Office equipment	2,800	–	(378)	(1,117)	1,304
Computer equipment	9,816	10,076	(1,838)	(7,110)	10,944
Office refit	47,854	–	–	(13,688)	34,166
	76,037	10,076	-2,216	(24,717)	59,180
Database & Website software	68,276	1,800	–	(19,156)	50,919
	68,276	1,800	–	(19,156)	50,919

2020	2019
\$	\$

5. ACCOUNTS RECEIVABLE

Accounts receivable	24,340	14,530
Less provision for doubtful debts	–	(14,530)
Accrued income	4,910	8,642
	29,250	8,642



NEW ZEALAND PSYCHOLOGISTS BOARD

Notes to the Financial Statements

For the year ended 31 March 2020

	2020 \$	2019 \$
6. INCOME IN ADVANCE		
<i>Fees received relating to next year</i>		
APC fees	1,455,550	1,196,399
Disciplinary levy	–	442,732
Non-Practising fee	32,718	29,838
Accreditation fees in advance	10,583	10,583
	1,498,850	1,679,552

7. EQUITY

GENERAL RESERVE

Accumulated surpluses with unrestricted use

Balance at 1 April	327,825	236,422
Surplus/(deficit) for year	318,446	91,403
Balance at 31 March	646,271	327,825

DISCIPLINE RESERVE

Opening Balance	1,203,722	873,872
Levies received	476,865	449,232
Discipline Costs	(108,264)	(119,382)
Balance at 31 March	1,572,324	1,203,722

TOTAL RESERVES

2,218,595 **1,531,547**

General reserve is used for operating expenses;
Discipline reserve is used for the Professional Conduct Committees
and Health Practitioners Disciplinary Tribunal costs.

8. ACCOUNTS PAYABLE & PROVISIONS

Accounts payable	106,933	69,735
Accrued expenses	23,783	30,575
	130,716	100,310

9. EMPLOYEE COSTS PAYABLE

PAYE owing	9,569	12,846
Salary accrual	3,700	–
Holiday pay accrual	30,857	36,164
Kiwisaver contributions owing	2,988	3,125
Student loan owing	–	33
	47,114	52,168

Notes to the Financial Statements

For the year ended 31 March 2020

	2020	2019
	\$	\$

10. COMMITMENTS

The Board has entered into a Service Level Agreement (SLA) with the Nursing Council of New Zealand for the provision of back office corporate services. This SLA is for an initial term of 5 years. The future estimated commitments based on the expected costs included in this agreement as at 31 March 2020 are:
Property \$29,025, Corporate Services \$45,656, Total \$74,681.

	2020	2019
	\$	\$
Due in 1 year	74,681	88,345
Due between 1-2 years	–	88,435
Due between 2-5 years	–	–
	74,681	176,780

The lease agreement is in the name of Nursing Council of New Zealand.

11. CREDIT CARD FACILITY

Three MasterCard credit cards with a limit of \$5,000 each, held with Westpac.

12. RELATED PARTY TRANSACTIONS

There were no transactions involving related parties during the year. (2019 \$Nil)

13. CONTINGENT LIABILITIES

There are no contingent liabilities at balance date. (2019 \$Nil)

14. CAPITAL COMMITMENTS

	2020	2019
	\$	\$
Mecury IT – new website	–	10,200
	–	10,200

15. ASSETS HELD ON BEHALF OF OTHERS

There were no assets held on behalf of others during the financial year. (2019: \$Nil)



NEW ZEALAND PSYCHOLOGISTS BOARD

Notes to the Financial Statements

For the year ended 31 March 2020

16. EVENTS AFTER BALANCE DATE

On 11 March 2020, the World Health Organisation declared the outbreak of COVID-19 (a novel Coronavirus) a pandemic. Two weeks later, on 26 March, New Zealand increased its COVID-19 alert level 4 and a nationwide lockdown commenced. As part of this lockdown all staff were required to work from home until level one which came into effect on 3 June 2020. At the date of issuing the financial statement, the Board has been able to absorb the majority of the impact from the nationwide lockdown. However, economic uncertainties have arisen which may have a financial impact on the Board, The potential loss of income from:

- 1) Registered practitioners not renewing their Annual Practising Certificate, this impact is currently low as most have already renewed for the 2020_2021 year.
- 2) Overseas Qualified Practitioners applying to be registered in New Zealand. This is caused by the borders currently been closed.
- 3) New registrations caused by the delay of students not completing their qualification in this year. However, with the move to level 1 it appears that students should not be impacted. The situation will continue to be monitored

Additional expenditure cause by COVID-19:

- 4) For the Board to develop and publish a guidance plan to minimize the impact on staff and Practitioners.
- 5) Working from home allowances for staff.
- 6) Some expenditure has been offset due to less travel costs and cancellation of overseas conferences.

17. CORRECTION OF ERRORS

There were no correction of errors at balance date. (2019: \$Nil)

18. RECLASSIFICATION OF EXPENDITURE

Certain items have been reclassified so as to provide more useful information about the performance of the Board. It has not been practicable to restate all relevant comparative balances.

19. SHARED SERVICES

In 2015/16, Nursing Council of New Zealand, Occupational Therapy Board of New Zealand, Podiatrists Board of New Zealand, Dietitians Board, Midwifery Council of New Zealand, Psychotherapists Board of Aotearoa New Zealand, Osteopathic Council of New Zealand, Chiropractic Board, Psychologist Board, and Optometrists & Dispensing Opticians Board entered into an agreement to co-locate to 22 Willeston Street, Wellington. The lease agreement for 22 Willeston Street (signed solely by Nursing Council of New Zealand) is for five years taking effect from 1st February 2016 and expiring on 1st February 2021.

To facilitate the management of shared resources, including a joint lease agreement for office rental purposes and corporate supports, the ten RAs entered into an agreement for the provision of corporate services.

20. SUBSEQUENT EVENTS

There were no subsequent events at balance date. (2019: \$Nil)



New Zealand
PSYCHOLOGISTS BOARD

Te Poari Kaimātai Hinengaro
o Aotearoa