



**Social Workers  
Registration Board**  
Kāhui Whakamana Tauwhiro

## **CRITERIA FOR SECTION 13 REGISTRATION**

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### **ENOUGH PRACTICAL EXPERIENCE**

**WITHOUT A RECOGNISED SOCIAL WORK QUALIFICATION**

## **POLICY STATEMENT**

Approved:	May 2010
Last Reviewed:	May 2015
For Review:	May 2018

## CRITERIA FOR SECTION 13 REGISTRATION

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This policy statement is based on the Social Workers Registration Act 2003 (the Act)

### 1. Introduction

The Social Workers Registration Act (2003) requires the Social Workers Registration Board to establish clear criteria for the registration of social workers.

Section 13 of the Act states that

The Board may recognise practical experience in certain cases

- (1) The Board may decide that the applicant should be registered fully if:
  - (a) he or she has neither a recognised New Zealand qualification nor an overseas qualification equivalent to a recognised New Zealand qualification; but
  - (b) the Board is satisfied that:
    - (i) his or her practical experience in practising social work in New Zealand is enough to compensate for the lack of such a qualification; and
    - (ii) his or her competence to practise social work has been found satisfactory under Part 3; and
    - (iii) he or she is a fit and proper person to practise social work; and
    - (iv) that (whether as a result of his or her satisfactory completion of a course or courses of training, or because his or her practical experience in practising social work in New Zealand is enough to compensate for not having completed such a course) he or she
      - a) is competent to practise social work with Māori; and
      - b) is competent to practise social work with different cultural ethnic and cultural groups in New Zealand.

*Registration under this section is discretionary. If the Board considers that registration under section 13 is not appropriate the Board may consider registration under other sections of this Act.*

### 2. Rationale

The Board believes it is in the interests of the public and the social work profession for registration to be accorded to those unqualified social workers with extensive experience in the profession in New Zealand who have demonstrated their competence in terms of practice, supervision, professional development and other contributions to the profession.

This recognises the experience and contribution of these social workers and helps protect the public by including these workers under the provisions of the Act.

## CRITERIA FOR SECTION 13 REGISTRATION

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The Board has determined that practising social work does not only involve direct interaction with clients but includes managing and/or supervising other social workers, teaching social work practice or theory and generally roles that utilise an individual's social work knowledge, skills, values and ethics. Persons whose profession is social work but whose job title may or may not be social worker, may be eligible for Section 13 registration. They will be required to demonstrate the application of skills, knowledge and practice in a manner that is consistent with the International Federation of Social Work (IFSW) definition of Social Work and the Code of Ethics of the profession.

### **3. Enough practical experience to compensate for the lack of a NZ qualification or equivalent overseas qualification**

Applications will be considered by the Board on a case-by-case basis.

3.1 The Board will take into account the range, length, quality and nature of the Social Work practical experience in making a decision based on the following criteria:

- The extent to which the applicant practised social work before the introduction of the Act
- The extent to which the applicant has practised social work in New Zealand.
- The extent to which the applicant has practised social work internationally
- The extent to which an applicant can demonstrate ongoing professional identity as a social worker
- The extent to which the applicant is able to demonstrate that their practical experience compensates for the lack of a social work qualification.
- The extent to which an applicant can demonstrate that their practice is based on social work theoretical knowledge
- The extent to which the applicant has participated in regular training and professional development relevant to social work in the course of their practice and that this training and professional development has developed their social work practice.

All evidence should be documented in the Section 13 Social Work Practice Framework (See Appendix One).

- 3.2 The Board notes that some applicants may have completed a postgraduate qualification in social work which is not listed on the SWRB schedule of recognised current and historic qualifications because the qualification does not include social work placement experience and other requirements of formally recognised social work qualifications.

## Appendix One

### SECTION 13

#### SOCIAL WORK PRACTICE FRAMEWORK

Under section 13 of the Social Workers Registration Act 2003 (the Act), the Board can decide if a person's social work experience in New Zealand is enough to compensate for the lack of a Board-recognised qualification.

The Board believes it is in the interests of the public and the social work profession for registration to be accorded to social workers who have extensive New Zealand experience, particularly experience gained before the introduction of social work registration, but who do not have a Board-recognised qualification. The Board also considers overseas experience.

Section 13 recognises the experience and contribution of these social workers and helps protect the public by including these workers under the provisions of the Act.

The Social Work Practice Framework below helps social workers evidence how their extensive social work experience compensates for the lack of a recognised qualification. The framework is divided into the following six sections:

**SECTION 1: Extent of social work practice in New Zealand and internationally**

**SECTION 2: Knowledge of sociology, psychology and human development**

**SECTION 3: Knowledge of the Treaty of Waitangi and the multi-cultural nature of New Zealand society**

**SECTION 4: Knowledge of social work theories, skills and fields of practice**

**SECTION 5: Knowledge of a specialist area of social work**

**SECTION 6: Extent of professional development**

**The Board offers the following definitions to assist you to complete this template;**

**Reflective practice** means recounting a past practice example in order to inform future practice. Ethical, theoretical and structural factors impacting upon the practitioner/client system transaction are considered. The practitioner must demonstrate sufficient self-awareness to identify personal assumptions and bias and identify ways in which these were, or could have been, mediated in practice.

**Critically reflective practice** moves beyond reflection and includes an examination of practice that addresses the practitioner's own assumptions and the power differentials encountered, taking account of the contextualized and nuanced nature of the environment in which the practice has been undertaken.

**PLEASE TAKE AS MUCH SPACE AS YOU NEED, OR ATTACH  
ADDITIONAL PAGES, TO COMPLETE THE FRAMEWORK.**

### SECTION 13 SOCIAL WORK PRACTICE FRAMEWORK

**Name:** Click here to enter text.

**Birth Date:** Click here to enter a date.

**Application #:** OFFICE USE ONLY

**Signed:** Click here to enter text.

**Date:** Click here to enter a date.

#### SECTION 1: EXTENT OF SOCIAL WORK PRACTICE IN NEW ZEALAND AND INTERNATIONALLY

Section 1 is for you to detail your extensive experience as a social worker.

List below your social work roles, years working in that role and what your tasks and responsibilities were in that role. This is similar to your curriculum vitae but with more details on what you actually did in your social work roles (e.g. tasks and responsibilities). Please start with your earliest positions through to your current one so that we can track the development of your career.

Include both paid and voluntary positions that you have held.

<i>Social work experience (position title)</i>	<i>Years in role (give dates)</i>	<i>Tasks and responsibilities of role that were social work. Please indicate whether you received professional social work supervision for each role.</i>
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## SECTION 2: KNOWLEDGE OF THE SOCIAL SCIENCES UNDERPINNING SOCIAL WORK PRACTICE

Under each indicator, provide evidence of your relevant knowledge, practice examples of how that knowledge informs your practice and critical reflection on the knowledge and your practice examples

### Indicator:

Knowledge and critique of introductory psychology and its application in social work practice. For example, social psychology, organisational psychology, health psychology, individual and group psychology

<i>Evidence of knowledge:</i>	<i>Practice Examples:</i>	<i>Critical reflection on knowledge and practice:</i>
Click here to enter text.	Click here to enter text.	Click here to enter text.

### Indicator:

Knowledge and critique of the theories of lifespan development and their application in social work. For example, describe the work of 2 theorists, discuss stages of physical and psychological development, developmental milestones. Ensure you cover the lifespan and discuss cultural variations.

<i>Evidence of knowledge:</i>	<i>Practice Examples:</i>	<i>Critical reflection on knowledge and practice:</i>
Click here to enter text.	Click here to enter text.	Click here to enter text.

### Indicator:

Knowledge of the sociological analysis and their application in social work. For example, consider the different ways of understanding society. Consider issues such as differing discourses, race, class, gender, inequality, stigma, consensus and conflict.

<i>Evidence of knowledge:</i>	<i>Practice Examples:</i>	<i>Critical reflection on knowledge and practice:</i>
Click here to enter text.	Click here to enter text.	Click here to enter text.

**Indicator:**

Identification of the key ideas and debates within social policy and law, and their relevance to social work. For example, discuss major social policy issues that impact on professional practice. What are the key pieces of legislation relevant to practice?

***Evidence of knowledge:******Practice Examples:******Critical reflection on knowledge and practice:***

Click here to enter text.

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**Indicator:**

Knowledge of effective personal and professional communication in the social work setting.

***Evidence of knowledge:******Practice Examples:******Critical reflection on knowledge and practice:***

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### SECTION 3: KNOWLEDGE OF THE TREATY OF WAITANGI AND THE MULTI-CULTURAL NATURE OF NEW ZEALAND SOCIETY

Section 3 is to show how your knowledge of the Treaty of Waitangi and the multi-cultural nature of New Zealand society is incorporated within your social work practice.

Under each indicator, provide evidence of your relevant knowledge, practice examples of how that knowledge informs your practice with individuals, families and groups and critical reflection on the knowledge and your practice examples

#### **Indicator:**

Knowledge of the Treaty of Waitangi and its significance in regard to how this knowledge shapes your practice.

<i>Evidence of knowledge:</i>	<i>Practice Examples:</i>	<i>Critical reflection on knowledge and practice:</i>
Click here to enter text.	Click here to enter text.	Click here to enter text.

#### **Indicator:**

Identification of the personal and professional impact of the Treaty of Waitangi on your social work practice and your obligations to bi-cultural practice. For example, consider Te Rangatiratanga , Te Manaakitanga, Te Whanaungatanga

<i>Evidence of knowledge:</i>	<i>Practice Examples:</i>	<i>Critical reflection on knowledge and practice:</i>
Click here to enter text.	Click here to enter text.	Click here to enter text.

#### **Indicator:**

Knowledge of Māori kawa (protocol), tikanga (custom) and ture (justice) and identify how you incorporate these within your workplace and your social work practice.

<i>Evidence of knowledge:</i>	<i>Practice Examples:</i>	<i>Critical reflection on knowledge and practice:</i>
Click here to enter text.	Click here to enter text.	Click here to enter text.



**Indicator:**

Knowledge of the traditional and contemporary requirements for practising social work with a particular ethnic, cultural or religious group.

*Evidence of knowledge:*

*Practice Examples:*

*Critical reflection on knowledge and practice:*

Click here to enter text.

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**Indicator:**

Knowledge of the range of ethnic or culturally specific organisations and how you work with or within these organisations. Situate yourself as either an insider or outsider and reflect on how this shapes your practise.

*Evidence of knowledge:*

*Practice Examples:*

*Critical reflection on knowledge and practice:*

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**Indicator:**

Knowledge of preparation necessary when working with individuals, families and groups who differ from you in terms of their ethnic, cultural, disability, gender identity, or religious background

*Evidence of knowledge:*

*Practice Examples:*

*Critical reflection on knowledge and practice:*

Click here to enter text.

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**Indicator:**

Knowledge of the range of ethnic, cultural and religious groups residing in Aotearoa, and the intersections of ethnicity, class and gender oppressions that influence them

*Evidence of knowledge:*

*Practice Examples:*

*Critical reflection on knowledge and practice:*

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## SECTION 4:

### KNOWLEDGE OF SOCIAL WORK THEORIES, SKILLS AND FIELDS OF PRACTICE

Section 4 is to show how your knowledge of social work theories and skills, and the variety of social work fields of practice is incorporated within your social work practice.

Under each indicator, provide evidence of your relevant knowledge, practice examples of how that knowledge informs your practice with individuals, families and groups and critical reflection on the knowledge and your practice examples

#### Indicator:

Knowledge of a range of theories and models of practice in social work and their application in your social work practice. Please provide at least 3 theories or models – for example, systems theory, ecological model, strengths based model, narrative theory, community development. You may wish to discuss at the macro, meso and/or micro level.

#### *Evidence of knowledge:*

#### *Practice Examples:*

#### *Critical reflection on knowledge and practice:*

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#### Indicator:

Knowledge and application of the following key social work skills in your practice:

- 1) Engagement
- 2) Assessment
- 3) Intervention
- 4) Referral
- 5) Evaluation

#### *Evidence of knowledge:*

#### *Practice Examples:*

#### *Critical reflection on knowledge and practice:*

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**Indicator:**

Knowledge of effective personal and professional communication in the social work setting.

**Evidence of knowledge:****Practice Examples:****Critical reflection on knowledge and practice:**

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**Indicator:**

Identify your own personal and professional values and how they shape your preferred professional approach to practice, and how you utilise professional supervision to support your practice.

**Evidence of knowledge:****Practice Examples:****Critical reflection on knowledge and practice:**

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**Indicator:**

Knowledge of the SWRB Code of Conduct and relevant professional Codes of Ethics and how these guide your practice.

**Evidence of knowledge:****Practice Examples:****Critical reflection on knowledge and practice:**

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**Indicator:**

Knowledge and understanding of child abuse and neglect, family violence and strategies for safe professional practice in child protection.

**Evidence of knowledge:****Practice Examples:****Critical reflection on knowledge and practice:**

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**Indicator:**

Knowledge of the dynamics of social work practice with mental health and addiction service users.

**Evidence of knowledge:**

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**Practice Examples:**

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**Critical reflection on knowledge and practice:**

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**Indicator:**

Knowledge of the legal framework that impacts on social workers' mandate to practise in New Zealand.

**Evidence of knowledge:**

Click here to enter text.

**Practice Examples:**

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**Critical reflection on knowledge and practice:**

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**Indicator:**

Knowledge of how a major social trend has impacted on social work in general and your practice in particular.

**Evidence of knowledge:**

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**Practice Examples:**

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**Critical reflection on knowledge and practice:**

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## SECTION 5:

### KNOWLEDGE OF A SPECIALIST AREA OF SOCIAL WORK PRACTICE

Section 5 is to show your knowledge of your specialist area of social work practice.

Explain your current role and area of practice.

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Describe the model of social work practice you use and provide an example of its use in your practice.

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Provide an example of your exploration of relevant social work research literature and how you used this in your area of practice.

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Describe how the key strategies, structure and funding in your specialist area impact on your social work practice.

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Describe the organisational context of your workplace. What are the constraints and opportunities?

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Outline the law that relates to your specific area of social work and its application in your social work practice.

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## SECTION 6: EXTENT OF PROFESSIONAL DEVELOPMENT

Section 6 is for you to list the professional development you have undertaken.

Professional development is the maintenance and enhancement of your knowledge, expertise and competence in social work throughout your career.

This can include education, training courses, conferences, workshops, seminars, professional reading, research and supervision or mentoring.

Please provide details of a range of professional development activities that have enhanced your social work practice.

<i>Professional development (identify what you did)</i>	<i>Date</i>	<i>Relevance to your practice</i>
Click here to enter text.	Click here to enter a date.	Click here to enter text.
Click here to enter text.	Click here to enter a date.	Click here to enter text.
Click here to enter text.	Click here to enter a date.	Click here to enter text.
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