



**Social Workers
Registration Board**
Kāhui Whakamana Tauwhiro

EXPERIENCE PATHWAY: S13

PROCESS

Date Approved: 24 March 2020
Approved by: Sarah Clark, Chief Executive
Scheduled for Review: June 2021

Other related SWRB policy documents:

Experience Pathway: S13 Policy

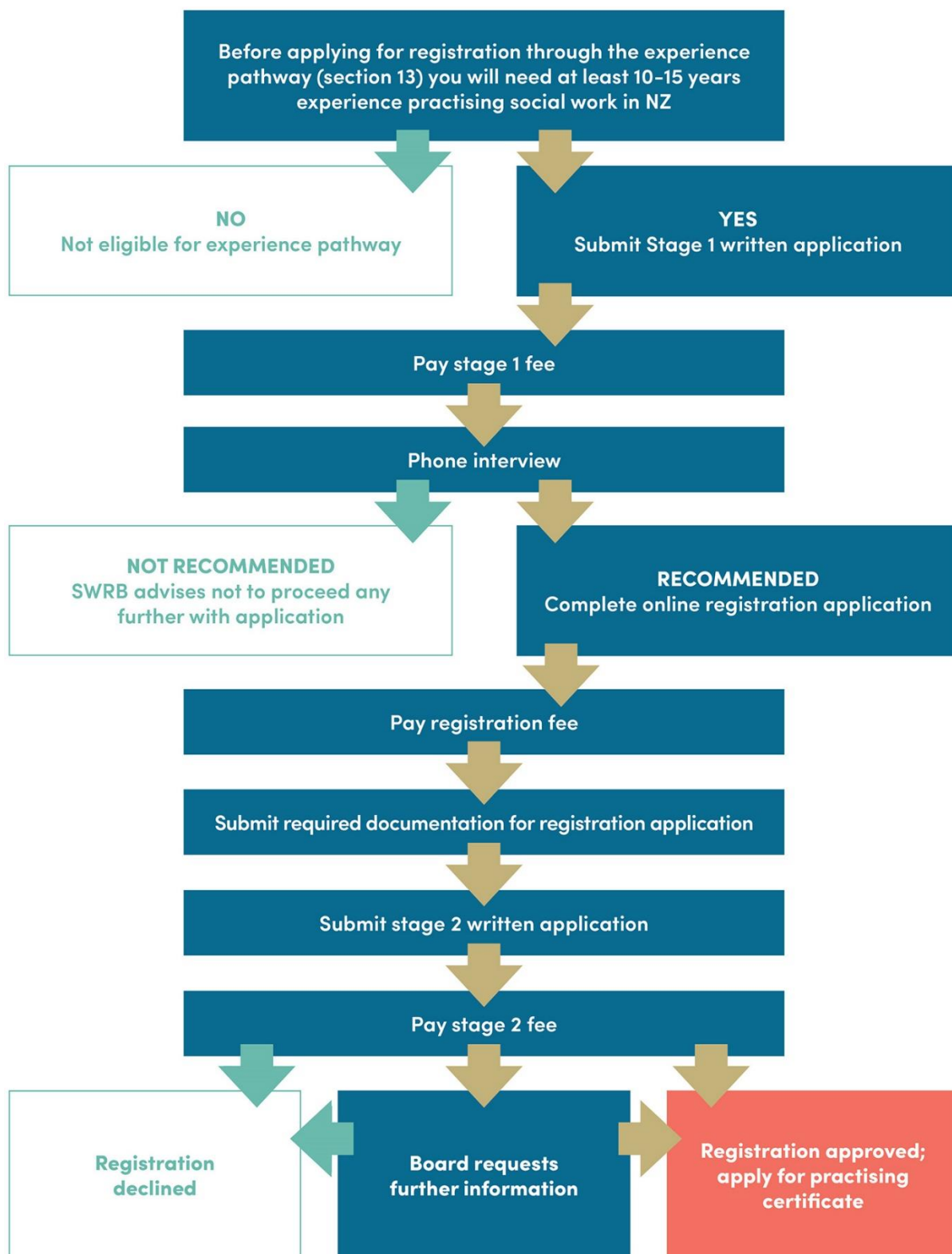
DEFINITIONS/GLOSSARY OF ABBREVIATIONS

The Act	Social Workers Registration Act 2003
The Board	The Social Workers Registration Board, established by section 97 of the Social Workers Registration Act 2003
SWRB	The Secretariat of the Social Workers Registration Board
Registered social worker	A social worker whose details are entered in the register of social workers in Aotearoa New Zealand
CPD	Continuing professional development

INTRODUCTION

This document describes in greater detail the process for applicants for registration through the Experience Pathway: S13.

PROCESS/PROCEDURE



Applications must be submitted on the official templates provided by the SWRB and will be considered once fees are paid in full.

STAGE ONE

1. Written Application

An application form can be accessed from the [SWRB website](#). Stage One will be assessed by the SWRB Social Work Advisory Team.

2. Phone/video interview

After assessing the written application, a SWRB social work advisor will arrange a phone/video interview. The interview has a set format in which particular questions are asked (See Appendix 1), but additional questions may also be asked to clarify the information provided by the applicant. The applicant will have the opportunity at this time to share with the SWRB anything they believe might strengthen their application.

3. Outcome

Within two working days of the interview, the applicant will be contacted to advise the outcome of their Stage One application. There are two possible outcomes:

- a) Recommended - to progress to Stage Two. The applicant's experience is deemed sufficient to support their eligibility to apply for registration through the Experience Pathway: S13. This is a non-binding recommendation that does not guarantee approval of registration upon completion of Stage Two.
- b) Not recommended - to progress to Stage Two. The applicant's experience is deemed insufficient to qualify them for registration through the Experience Pathway: S13. This is a non-binding recommendation that, while advising an applicant not to proceed, does not prevent them from applying for registration and submitting a Stage two application.

STAGE TWO

Completion of the Stage One application is a pre-requisite for a Stage Two application to be considered.

1. Online Registration Application

As with every other pathway to registration, components are included in the application to establish evidence of identity and that the applicant is a fit and proper person to practise social work.

2. Written Assessment

Every Stage Two written application will be assessed by two external assessors. Moderation will be undertaken by a SWRB social work advisor as required.

3. Engagement

The assessors of Stage Two written applications may wish to speak directly to the applicant to ask clarifying questions. This will occur through either phone or video conference. In some cases, the applicant may wish to initiate a conversation with the assessors to strengthen their application. Any applicant can request this by contacting the SWRB. If further engagement is requested (by either the assessors or the applicant), the SWRB will appoint a lead assessor who will be responsible for facilitating the engagement. Both assessors will participate in the same conference. Regardless of who initiates the engagement at this stage, it will be an open conversation and the applicant may invite a support person/s of their choice.

4. Endorsements

SWRB social work advisors will contact the endorsers listed on the applicant's Stage Two application.

5. Outcome

The external assessors will independently assess and prepare reports (including recommendations) on the written application and submit to the SWRB. Where the two assessors' recommendations differ, the application will also be assessed by the SWRB Social Work Advisory team. The assessors' recommendations will be considered by the SWRB Board alongside the information provided by endorsers, results of police vetting, and the outcome of the applicant's Stage One application. There are two possible outcomes:

- a) Registration approved – the applicant's details will be added to the register of social workers. The applicant will be required to apply for a practising certificate in order to continue practising social work.
- b) Registration declined – the SWRB Board considers that the applicant's experience is not sufficient to compensate for the lack of a recognised social work qualification and the applicant will not be entitled to practise social work from 27 February 2021.

In some circumstances the SWRB Board may request further information, which will be gained through further engagement with the applicant. The forum for this engagement will be decided on a case-by-case basis. When face-to-face engagement is requested by the SWRB Board, the SWRB will cover any expenses incurred.

APPENDIX 1

Stage One interview questions

- What fields/areas of practice (e.g. children, adults, whānau, older people, Māori, Pacific peoples, health, management etc) have you worked in, and what do you see as your area of practice?
- What are the values that underpin your practice?
- Could you tell us about some of the key learning (continuing professional development) that has helped to shape your practice over the course of your career.
- Who will support you through the second stage of your application if the SWRB recommends you progress?
- Is there anything else you would like to tell us that supports your application?

Other questions may be asked to clarify the information the applicant has provided.