Social Workers Registration Board
Kāhui Whakamana Tauwhiro

Process of the Tribunal

Pre-Hearing

Charges from Complaints Assessment Committee (CAC)

Charges from the Director of Proceedings ("**DP**") for the H&DC.

TRIBUNAL

Set (nominal) date of Hearing
Not less than 20 working days and no more than 60 working days from date of receipt of charge ("**Notice of Disciplinary Proceedings**") by the RSW.

Notice

To RSW:
1. Notice of Disciplinary Proceedings setting out:
   a. Particulars of Charge;
   b. Date of Hearing;
2. Letter setting out:
   a. Date of Directions Conference;
   b. Date for Name Suppression/Privacy applications;
   c. Directions Check List.

From RSW:
1. RSW to advise desire to:
   a. be heard by date specified on provided Directions Checklist.
   b. apply for name suppression.

Interim Suspension or Restrictions on Practice
At the request of the CAC, the DP, or at the Tribunal's own initiative.

ORDER MADE
(takes affect from date order given to RSW)

Application to Revoke Suspension/Restriction Orders
The RSW may request that the Tribunal revoke the Order.

Considerations will be within 10 working days of receipt by the Tribunal of the application and notice given to RSW whether or not order revoked. (the Tribunal may also revoke the order of its own motion).

Any revocation takes effect immediately.

Directions Telephone Conference
Within 30 days of date of receipt of Notice of Intention by the RSW (Attending will be Chairperson, counsel for CAC/DP, Hearing Officer, RSW and/or representative for RSW)

Discussions:
1. Matters of Law;
2. Issues of Fact;
3. How evidence will be presented;
4. Timetabling;
5. Other pre-hearing applications and matters.

Orders made/considered (as applicable):
1. Application for Interim Name Suppression;
2. Timetabling;
3. Any other pre-hearing matters.

Tribunal Selected

Tribunal consists of:
1. Chairperson;
2. Two other members (usually registered social workers);
3. Lawyer; and
4. Layperson elected by the MSD.

Exchange of briefs of evidence or agreed statement of facts etc. 1.5 to 3.5 weeks out from hearing

Hearing Details finalised

Date, time, venue and composition of Tribunal confirmed and notified to all parties at least 15 working days before date of hearing.

Notice of Hearing placed on Website and in appropriate media 1 week before hearing.

HEARING