



MINISTRY OF HEALTH

MEDICAL BOARD OF PAPUA NEW GUINEA

TELEPHONE: 675-3013813/3784
 FAX: 675-3232629
 E-mail: medical_board@health.gov.pg
 Website: www.medicalboard.gov.pg

PRIVATE MAIL BAG 841
 PORT MORESBY
 PAPUA NEW GUINEA.

Date: 14/7/2010

Checklist to ensure Health Professional meet Registration Requirements Standards
(The previous requirements has been revised based on the Media Release by the Chairman of the Medical Board recently.)

Documentation to be checked	What is needed to meet the Requirements	Yes	No
Applications for Registrations	<ul style="list-style-type: none"> . Forms fully completed and filled in. . Full Registration payment form . Temporally forms 		
Proof of identity seen	<ul style="list-style-type: none"> . Passport/Birth certificate . Verified marriage certificate or proof of name change. 		
Original or certified copy of qualification that meets Board Policy sighted	<ul style="list-style-type: none"> . From a recognized Training Institutions or Health Training Colleges and Medical Schools (WHO List) 		
Is able to communicate in English	<ul style="list-style-type: none"> . English language being the first spoken language of tertiary study. . Pass English language test. . References that affirms the applicant's capability. . Interview by the Board/Registrar. 		
Letter of Good Standing received	<ul style="list-style-type: none"> . The Letter of Good Standing (LGS) should be for the last two years of work. . The Letter of Good Standing (LGS) should be not more than (3 yrs) 		
Two (2) Reference Letters from the Colleagues	<ul style="list-style-type: none"> . Two Reference letters from senior clinical practitioners (in-charge of health facilities). 		
Employment. Copy of Letter from	<ul style="list-style-type: none"> . Offer of Employment received from Employer and if concerns are raised; these are checked with the Employer. 		

Fees for following registration requirements	<ul style="list-style-type: none"> . Full Registration K20.00 for Doctors/Dentists . Specialist Qualifications K30.00 . Temporally K3.00 . Provisional K10.00 . All Allied Health Workers . Provisional K5.00 . Full Registration K10.00 . Annual Renewal fees: Doctors/Dentists – K10.00 . Allied Health Workers (eg. HEOs,CHWs, etc) - K5.00 . Restoration fee (Penalty) K40.00 		
The Employer or Agent had shown that they have checked the reference	. Proof from Employer whether Employer has checked the reference of the person from at least two professional references from Colleagues received directly from the Professional Colleagues that the applicant is competent for the positions on offer		
Provide copy of company employment offer (International/National)	<ul style="list-style-type: none"> . Attach Company Letter of Employment . How long or how many years of employment? . Temporary working period of 6 months if on tourist visa. 		
Requirements of Working period (aging)	<p>To be specified, the average working period is from the day you graduated from any health training institution until you reach the age of 75.</p> <p>Public Servants (especially Doctors) Non Public Servants (O/Seas Doctors)</p>		
Issuing of certificates	<p>Identify your Employer's Address: eg; Will base on who is employing you, especially foreigners seeking employment with the Public/Private Health Sector, Health Training Institutions and Churches/Mining Sector.</p>		