



Titling Credential Evidence Portfolio Pathway Information Handbook

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Introduction

The Titling credential is awarded by the Australian College of Physiotherapists (ACP) and Australian Physiotherapy Association (APA) to a physiotherapist who has met all the requirements of a formalised assessment process to demonstrate their highly developed experience, knowledge and skills in a field of physiotherapy practice.

The Titling credential is the first step towards advancing your career before embarking on Specialisation.

Evidence Portfolio Pathway Overview

The Evidence Portfolio Pathway (EPP) aims to give Physiotherapy Titling candidates the opportunity to demonstrate their achievement of the learning outcomes associated with the seven roles outlined in the [Physiotherapy Competence Framework](#).

The candidate is required to appraise their work and demonstrate how they have met the learning outcomes set out in the *Learning Outcomes document*. For the purposes of this document these learning outcomes are assessed at a level equivalent to practice expected by a physiotherapist at Milestone 3 of the Physiotherapy Competence Framework.

In addition to the Learning Outcomes, Clinical Practice Domains have been developed to provide guidance and set expectations for candidates with their portfolio submission and clinical examination for their specific field of practice. The *Clinical Practice Domains document* should be read in conjunction with the *Learning Outcomes and Mandatory requirements and supporting evidence documents*.

Evidence Portfolio Pathway Requirements

The requirements of the Evidence Portfolio Pathway are:

- a) **An electronic evidence portfolio** - which demonstrates the candidate's competence against the Physiotherapy Competence Framework at Milestone 3 and the Learning Outcomes which are aligned to the Framework.
- b) **Two (2) reflection pieces:**
 - i. A Critical Reflection which demonstrates the candidate's understanding and/or implementation of Cultural Capability
 - ii. An Overall Critical Reflection on your career to date, which demonstrates the candidate's insight against the Physiotherapy Career Attributes
- c) **Clinical examination** – two (2) video recordings accompanied by the relevant documentation and a post-clinical exam discussion

These requirements are submitted in phases and described in further detail in the handbook.

Evidence Portfolio Pathway Process

The EPP process encompasses three phases, the application, the portfolio submission and the clinical examination.

Phase One: Application

To apply, complete the Titling Evidence Portfolio Pathway online application form at the bottom of the Evidence Portfolio Pathway webpage.

Eligibility and Pre-requisites

To apply for the Titling Credential through the Evidence Portfolio Pathway, candidates must meet the following requirements:

1. APA membership
 - Must be a current member of the Australian Physiotherapy Association (APA)
 - Must be a current member of the National Group relevant to the field of practice for which the applicant is applying
2. AHPRA registration
 - Must hold a current registration with the Australian Health Practitioner Regulation Agency (AHPRA) without any restrictions
3. Continuing Professional Development (CPD)*
 - The CPD activity must contribute to both maintaining and improving your competence in your chosen field of practice for which you are applying
 - Must have completed 30 hours of CPD in the relevant field of practice over the past three years
 - Must provide a maximum of three (3) documents as evidence of your CPD, such as PD log, certificates of completion etc.
 - [Physiotherapy Board Australia-AHPRA – Acceptable CPD learning activities](#)
4. Continuous & Recency of Practice*
 - The APA has consistent standards in place to guide the profession across the Career Pathway Milestone Levels. Titling aligns to the Career Pathway Milestone Level 3 – Highly Developed
 - Must demonstrate a minimum of three (3) years continuous practice area experience
 - Must demonstrate 450 hours recency of practice during the immediate previous three-year period, or 150 hours in a 12-month period. Recency of practice experience may be expressed in either hours, weeks or months (for example 15 hours a week)
 - [APA Career Pathway: Standards – Recency of Practice and Continuous Practice Experience Standards](#)

*The standard of the [continuous practice & recency of practice area experience requirements](#)

5. Additional Requirements for overseas-qualified members
 - Must have a minimum three (3) years continuous practice area experience from the date certified by the Australian Physiotherapy Council
 - Alternatively, provide a copy of the email received from AHPRA confirming your full registration. (Continuous practice area experience will be calculated from the date you received your full registration to work as a Physiotherapist in Australia).
6. Have completed the prerequisite course(s) for the Title being applied for or demonstrate equivalent attainment (see Table 1)

Table 1: Pre-requisites courses for Evidence Portfolio Pathway

Cardiorespiratory	One of the Cardiorespiratory Physiotherapy Level 2 courses: <ul style="list-style-type: none"> • Pulmonary Rehabilitation Level 2 • ICU Level 2 • Virtual Cardio ICU Physio
Women's, Men's and Pelvic Health	Must complete (or equivalent): <ol style="list-style-type: none"> 1. Introductory Women's Health Physiotherapy Level 1 (online course) <p>AND</p> <ol style="list-style-type: none"> 2. Women's Health Through the Life Stages <ol style="list-style-type: none"> a. Level 1- Part A (online course) b. Level 1- Part B (F2F course) <p>AND</p> <ol style="list-style-type: none"> 3. Women's Pelvic Health <ol style="list-style-type: none"> a. Level 1 – Part A (online course) b. Level 1 – Part B (F2F course) c. Level 2 – Part A (online course) d. Level 2 – Part B (F2F course)
Gerontology	Gerontology Physiotherapy Level 2
Neurology	Neurological Physiotherapy Level 2
Paediatric	Paediatric Physiotherapy Level 2
Pain	Pain Physiotherapy Level 1
Sports and Exercise	Sports Physiotherapy Level 2

Once the application is approved, the candidate can commence phase two.

Phase Two: Portfolio Submission

Once the Titling application is approved, candidates must complete and submit the portfolio submission within 12 weeks from the time they have been accepted into the EPP.

The portfolio consists of three (3) components:

<p>Component I.</p>	<p>The candidate assembles a portfolio of evidence to demonstrate how they meet the requirements to be credentialed at Milestone 3 (Titling). The candidate must include a brief reflective statement focussed on their performance against each of the seven (7) roles of the Physiotherapy Competency Framework</p> <p>Refer to the following resources (available on the APA website):</p> <ul style="list-style-type: none"> • Learning outcomes • Mandatory requirements and supporting evidence • Clinical Practice Domains relevant to candidate's field of practice to which they have applied • Additional examples of evidence
<p>Component II.</p>	<p>The candidate must write and/or submit an audio-visual reflection on their Aboriginal and Torres Strait Islander cultural capability development. (The reflection must not exceed a word limit of 2000 (+/-10%) or approximately 10 minutes for audio-visual content) addressing the cultural capability requirements, including:</p> <ul style="list-style-type: none"> • How has your cultural development impacted your practice? • How have the cultural and social determinants of health contributed to your clinical practice? • How will your journey continue/change in the future?
<p>Component III.</p>	<p>The candidate must write an overall critical reflection on their career to date. (The reflection should not exceed a word limit of 2000 (+/-10%) or approximately 5 minutes for audio-visual content). The Reflection should address the 'Physiotherapy Career Attributes' and reflect the candidate's personal and professional growth throughout their career journey. It should highlight key personal and professional transformations, showcasing a deep understanding and insight into their practice at Milestone 3 standard.</p>

Standard of writing, referencing style and redaction

Writing for the Titling EPP requires a high standard of rigor, clarity, and professionalism. The portfolio should demonstrate the candidate's highly developed clinical knowledge, critical thinking, and reflective practice, supported by evidence-based practice.

Please refer to the [Standard of writing, referencing style and redaction document](#) on the Titling EPP webpage.

Portfolio Submission timeframe

Candidates have **12 weeks from confirmation of acceptance into the evidence portfolio pathway** to submit their Evidence Portfolio.

Once all requirements of the Portfolio submission have been successfully met, the candidate will proceed to the clinical examination.



Phase Three: Clinical examination

The clinical examination involves the submission of two (2) video recordings and a post exam discussion of a single case, along with the corresponding documentation for assessment. **Candidates have 12 weeks to submit their completed clinical examination from the date the examination fee is processed, and information is shared with the candidate.**

The Clinical examination consists of:

- Two unedited video-recorded patient consultations (initial and follow-up).
- A written submission
- A post-assessment discussion conducted via videoconference with the same two independent assessors.

The video recordings consist of:

1. An initial assessment: 45 – 60mins (max)
2. A follow up assessment: 30 – 45mins (max)

Requirements for clinical examination video recordings

The video recordings need to demonstrate and address the assessment of a patient/client and include a treatment and management plan that is specific to the candidate's field of practice (Please see the domains of practice for your discipline). The chosen clients/patients should enable the candidate to demonstrate clinical competence across a diversity of contexts, including acuity and/or impairments, and/or stages across the lifespan, and biopsychosocial considerations.

Requirements for written documentation

The written documentation must relate to the recordings and demonstrate the candidate's capacity to critically reflect and highlight their strengths and limitations, in relation to the patient/client information and consultation.

Requirements for post-clinical exam discussion

- The final step of the clinical examination is a post-clinical exam discussion between the candidate and assessors. The post-clinical exam discussion provides an opportunity for assessors to seek clarification on what they have observed in the video submission, explore the candidate's clinical reasoning skills, treatment and management plans as well as discuss clinical progression expectations, and the use of evidence-based practice in relation to the cases presented.
- The post-clinical exam is conducted via a videoconferencing (Zoom) platform at a mutually agreed time. (The ACP supplies the Zoom platform link). All post-clinical exam discussions are recorded; however, these recordings are deleted once the assessment decision is finalised.

Preparing for the Clinical Examination

- Given that it may be the first time that a candidate's clinical skills are being formally assessed after several years, it is recommended that they undertake multiple practice sessions as part of their preparation.
- Candidates are advised to actively seek feedback from colleagues or mentors regarding their skills, techniques, clinical reasoning and the use of evidence-based clinical practice.
- Candidates are strongly encouraged to practice with video recordings under time constraints, allowing them to personally review, reflect on, and critique their performance under assessment conditions. Remember that the standard is set at a Milestone Level 3 of the [Competence framework](#)
- For patient selection, please refer to the relevant clinical practice domain guidance document to ensure the patient selected is suitable and meets the expectations. Please ensure that you have patient consent for the two sessions to be videoed. Clearly inform the patient on the use of the video. A consent form will be provided.

Candidate Responsibilities and Guidance

Within **12 weeks** of receiving formal instructions from the ACP, candidates must:

- Submit all required materials in accordance with APA/ACP templates and guidelines, including:
 - Two video recordings.
 - A written submission.
 - Completed patient consent documentation.
- Comply with privacy and confidentiality requirements.
- Participate in the post-assessment discussion at the scheduled time.

Candidates are responsible for ensuring:

- Appropriate patient selection based on the practice domains and the appropriate level of complexity expected to demonstrate competence at Milestone Level 3.
- Video recordings are conducted in suitable clinical environments with minimal interruptions and adequate audio and visual quality.

Late submissions will not be accepted unless an approved extension has been granted.



Assessment Process

- Each submission is independently assessed by two qualified assessors using standardised assessment instruments.
- Assessors review the video recordings and written submission prior to the post-clinical exam discussion.
- The post-clinical exam discussion examines the candidate's:
 - Clinical reasoning and decision-making.
 - Intervention rationale and outcomes.
 - Application of evidence-based practice.
 - Professional reflection and development.

Scoring and Outcomes

- Candidates must achieve a minimum overall score of 50% to be deemed competent.
- Possible outcomes are:
 - Pass: Both assessors determine the candidate has met the required standard.
 - Not Yet Competent: Both assessors determine the candidate has not met the required standard.
 - Split decision (one Pass, one Not Yet Competent):
- If consensus cannot be reached, a third independent assessor will be appointed. (this will extend the time to deliver the results to the candidate)
- The third assessor will be blinded to the previous assessors' marks and feedback to maintain independence
- The final result will be determined by a majority decision (two of three assessors).

Feedback and Quality Assurance

- Candidates will receive written feedback outlining strengths and areas for further development.
- All assessment documentation is retained by the APA for governance and quality assurance purposes.

Indicative Timeframes

- Candidate submission period: up to 12 weeks from receipt of instructions.
- Post-assessment discussion: within approximately 8 weeks of submission.
- Final outcome notification: within approximately 6 weeks of post clinical exam discussion.

Timeframes are indicative and subject to assessor availability and operational requirements.



Re-sit Arrangements

Candidates who are unsuccessful in their first attempt may apply to re-sit the Clinical Practical Examination within **12 months** of their original outcome.

The re-sit process mirrors the initial examination and includes:

- Submission of two new unedited video-recorded sessions.
- A written reflective submission.
- A post-assessment discussion with two independent assessors.

Candidates are strongly encouraged to review assessor feedback and undertake targeted preparation, including mentor support, prior to re-sitting.

Hyperlinks to relevant resources

- [Physiotherapy Career pathway](#)
- [Physiotherapy Competence Framework v7.1](#)
- [Clinical Practice Domains](#)
- [APA Standards – Recency of Practice & Continuous Practice Experience](#)
- [ACP Special Consideration policy](#)
- [ACP Application for Special Consideration online form](#)
- [Australian Health Practitioner Regulation Agency](#)
- [Shared Code of Conduct](#)
- [Code of conduct principles](#)
- [Resources to help health practitioners](https://www.ahpra.gov.au/Resources/Code-of-conduct/Resources-to-help-health-practitioners.aspx)

Fees

Current fees are available on the [APA website](#)

Appeals, Complaints and Grievances

Information and forms are available under the 'ACP Policies and Procedures' of the APA website: <https://australian.physio/aboutus/governance>



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