



### 1. Who can become a Titled Physiotherapist?

Any APA member who is serious about a professional career in the relevant field of physiotherapy practice and meets the eligibility criteria is eligible to apply. The Titling Credential is the first stage of the Career Pathway to Specialisation.

### 2. What counts as CPD?

AHPRA-Physiotherapy Board of Australia's Continuing Professional Development registration standard requires all physiotherapists practising in Australia to maintain a portfolio that documents their participation in Continuing Professional Development (CPD) and is a record of learning aims and reflection of impact on practice.

### 3. Can my master's degree count towards my CPD hours?

Yes. Formal tertiary courses can count towards your annual CPD hours and the evidence you upload towards your Portfolio submission.

### 4. What can be included as practice-area CPD?

The CPD activity must contribute to both maintaining and improving your competence in your chosen field of practice.

### 5. What is Recency of Practice & Continuous Practice Experience?

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 level. For ease, the [Recency of Practice and Continuous Practice Experience](#) information and standards are contained in a single document which is available on our website.

### 6. How long will it take my Evidence Portfolio Pathway application to be processed?

Evidence Portfolio Pathway applications are normally processed within 15 business days, however, there may be times when processing can take longer.

### 7. What are the required writing standards?

The portfolio submission must be written to a professional standard expected by a tertiary institution. This includes attention to grammar, phrasing, punctuation and referencing where relevant. Citation and referencing is preferred in the style used by the Journal of Physiotherapy – JAMA. Professional, consistent, academically accepted referencing will be accepted. See 'References' within <https://www.elsevier.com/journals/journal-of-physiotherapy/1836-9553/guide-for-authors>

### 8. How to use abbreviations in your writing?

The APA/ACP understands that physiotherapists use abbreviations, some of which are well known, whereas other are not universally used. Additionally, physiotherapists may develop their own abbreviations which are only known to them and other physiotherapists may not be familiar with. When using an abbreviation, write the word that you are going to abbreviate in full and then write the abbreviation in brackets immediately after the full word or words. From then on you can use the abbreviation.



### 9. What is the word limit rule when writing?

The word count is normally acceptable to be 10% above or below this word limit. Tables and figures are outside the word count. It is not acceptable to use a table/figure to put in whole paragraphs that should be in the body of your response.

### 10. What are the portfolio submission requirements?

All evidence, whether documents, files, or hyperlinks, must be presented in a standard and widely accepted format, such as Word, Excel, PowerPoint, PDF, audio MP3, video MP4, or image jpg, jpeg, png, or hyperlink/URL. Preferably, all documents should be in PDF format. The portfolio of evidence must be shared via a link to a shared folder on any standard platform, including Google Docs, Dropbox, or OneDrive. Please note that evidence attachments sent via email will not be accepted.

**Privacy and confidentiality considerations must be taken into account; therefore, ensure that any submitted evidence does not contain identifiable patient/client details.**

### 11. What cultural safety course is required to be completed?

The mandatory cultural safety course is the APA's Cultural Safety Course named "Australian Physiotherapy Council's (APC) Cultural Safety Training for Physiotherapists" which must be completed or you must provide evidence of equivalent. This course is available online, with a monthly intake, and takes approximately five hours to complete. It is recommended that you enrol in it prior to the **20<sup>th</sup> of the month** in order to gain access to the training in the following month. Click [here](#) for more information and to register.

### 12. Scholar role: Do I need to complete the assessments?

It is mandatory to complete the [PEDro, Evidence-Based Physiotherapy Practice Level 3](#) course if no other evidence is provided for the scholar role. The course is designed to meet the Milestone 3 Highly Developed evidence-based practice (EBP) sections of the Scholar role. On completion of course content in Modules 1 - 4 you will receive a Certificate of Attendance. **You are not required** to complete the assessments for this course. Click [here](#) to access the course.

### 13. What happens if I don't successfully meet all the requirements of the Portfolio submission?

If you don't successfully progress through the Portfolio submission, the College will offer support and feedback to ensure you have all the required information to address any areas where you have "Not Yet Met" the requirements. You will then have the opportunity to resubmit within a reasonable timeframe.

### 14. Who can I ask if I have any queries regarding Titling?

The Titling Officer at the APA: Phone: (03) 9092 0814; Email: [ng.title@australian.physio](mailto:ng.title@australian.physio)