

## Registering as a social worker in New Zealand

The registration of social workers recognises the Social Work profession, protects the public, holds and provides social workers accountable for their practise.

Registration was introduced on a voluntary basis in 2003 and provides a framework for the registration of social workers. It also puts in place measures to enhance the safety and wellbeing of all New Zealanders receiving social work services.

## What are the benefits of registration?

- Registration is about the recognition of professionalism. It helps to raise the profile of social work as a competent and respected profession.
- Registration protects the public and ensures public confidence – it demonstrates to your clients and to potential employers that you practice social work in a safe, competent and ethical manner.
- The title 'Registered Social Worker' recognises and identifies those who have attained this professional standard.
- Registration confers status. It confirms that social workers' practice is at the same standard as those they work with in multi-disciplinary teams.
- A complaints procedure ensures that your peers deal with any complaints with fairness and sensitivity, within a robust and transparent system.
- Registration ensures that you get professional development and professional supervision opportunities.

## Registered Social Workers SUPPORTING AND PROTECTING NEW ZEALAND COMMUNITIES



**Social Workers  
Registration Board**  
Kāhui Whakamana Tauwhiro

**Offices:**  
Level 8, Perpetual Trust House  
111–115 Customhouse Quay  
Wellington

**Postal Address:**  
PO Box 10–150  
The Terrace  
Wellington 6143

[www.swrb.org.nz](http://www.swrb.org.nz)



**Social Workers  
Registration Board**  
Kāhui Whakamana Tauwhiro

## RECOGNISING THE SOCIAL WORK PROFESSION

[New Zealand Government](http://www.govt.nz)

## How to register

As a public or private sector social worker, you can register provided you meet and maintain minimum standards of experience, practice and expertise, and adhere to the Code of Conduct.

To apply for registration you must:

- have completed or be enrolled in a recognised New Zealand qualification (or overseas equivalent – these are listed on the Social Workers Registration Board (SWRB) website [www.swrb.org.nz](http://www.swrb.org.nz)) – or have enough practical experience to compensate for the lack of a NZ recognised qualification, as per the SWRB S13 policy
- be competent to practise social work, including practising social work with Māori and with different ethnic and cultural groups
- meet the practical experience requirements
- be ‘fit and proper’ to practise social work in New Zealand (includes police checks, giving information about any convictions/court orders, your mental/physical condition etc).

## The registration process

Below is an overview of the registration process.

There is one application form and one set of guide notes to accompany them, which are available for download on the SWRB website [www.swrb.org.nz](http://www.swrb.org.nz) or on request. It’s very important to read the guide notes before and while you complete the form. Getting the information and attachments right first time will save you time and hassle in the long run.

As part of your application you will need to include various attachments. Most of these will need to be certified. All documents not in English must also be officially translated unless otherwise specified.

Once registered, you must also hold an Annual Practising Certificate. To get your APC, you need to complete a separate application form, which the SWRB will supply once your registration is confirmed.

## Costs

The registration application fee is \$450.00, made up of a disciplinary levy (\$90.00) and an application fee (\$360.00).

This initial registration fee includes the Annual Practising Certificate fee through to the end of the financial year 30 June, in which you apply. Thereafter an Annual Practising Certificate is \$360.00 and a disciplinary levy is payable as required.

## Getting help

There are lots of ways to get help with your application:

- read the guide notes that accompany the application form
- ask a Registered Social Worker
- call us – 04 931 2650
- email us at [office@swrb.org.nz](mailto:office@swrb.org.nz)

## Becoming a Registered Social Worker

