

Fact Sheet – Staff qualifications and equivalency

Non-emergency patient transport (NEPT)

The *Non-Emergency Patient Transport Regulations 2016* set out the requirements for health professionals of NEPT services. The 2016 NEPT Clinical Practice Protocols describe the different levels of authorised practice for the different types of NEPT health professionals.

Staff Qualifications

Classification	Minimum professional qualification
Patient transport officer	Certificate 3 in Non-Emergency Patient Transport*
Enrolled nurse division 2	Diploma of Nursing*
Ambulance transport attendant/ officer	Diploma of Paramedical Science*
Registered nurse division 1	Bachelor of Nursing*
Registered nurse division 1 critical care	Graduate Certificate in Critical Care Nursing*

*Or a qualification that, in the opinion the Department of Health and Human Services, is at least equivalent to the minimum qualification referred to in the above table.

Who is responsible for ensuring that staff employed in the NEPT sector have the minimum qualifications?

It is the responsibility of NEPT providers to ensure that their staff have the minimum qualifications as shown in the table above. Providers must also ensure that staff maintain registrations with any applicable state or national professional registration authorities.

Who else can approve 'equivalent qualifications'?

Only the Department of Health and Human Services (DHHS) can approve qualifications to be equivalent.

Can partial completion of a paramedical or nursing undergraduate degree be approved as equivalent qualifications to the minimum qualifications required in the NEPT sector?

There is currently no direct 'equivalency' that can be applied by universities to partly completed paramedic or nursing under-graduate courses for use in the NEPT sector. This means that even if a person has completed part of their paramedic under-graduate degree, this cannot be accepted by a NEPT provider as equivalent to the minimum qualification of *Diploma of Paramedical Science* required for employment as an Ambulance Transport Attendant/Ambulance Officer or Patient Transport Officer. Likewise, partial completion of an undergraduate Bachelor of Nursing is not approved as 'equivalent' to the Diploma of Nursing required for the Enrolled Nurse Division 2 classification in NEPT.

NEPT providers cannot accept partially completed paramedic or nursing undergraduate degrees from people seeking employment in the NEPT sector as an Ambulance Transport Attendant/Ambulance Officer, a Patient Transport Officer, or an Enrolled Nurse, Division 2.

Case Study

- A student has completed their first year of their paramedic undergraduate degree and is seeking employment with a NEPT provider as an Ambulance Transport Attendant.
- The university has issued the student with a 'letter of equivalence' to the Diploma of Paramedical Science, which is the minimum qualification required for an Ambulance Transport Attendant/Ambulance Officer.
- The NEPT provider cannot accept the letter of equivalence from the university, and cannot employ the person in this role. To do so, would be a breach of the *NEPT Regulations 2016*.
- In this case, the individual seeking equivalency can apply to the Private Hospitals Unit for approval of equivalency.
 - Certified copies of the official transcript of results printed by the institution must be supplied.
 - Course mapping is to be completed by persons applying for equivalency using the NEPT course mapping from DHHS.

What if I have completed a Bachelor degree in Paramedicine?

If you have completed your Bachelor degree in Paramedicine, your academic qualifications are taken to be equivalent, however you must satisfy the requirements for 400 hours of supervised on road clinical practice experience within the last two years. See the section on 'Other essential requirements for equivalency assessments'.

How do I apply for an assessment of equivalency?

Anyone can write to the Private Hospitals unit of DHHS to request approval of an equivalent qualification and provide evidence to support their equivalency claim.

The department will review the claim and may approve the equivalent qualifications. Supporting evidence must consist of certified copies of the official transcript of results printed by the institution and course mapping completed by persons applying for equivalency using NEPT course mapping. A template is available from the Private Hospitals unit.

Other essential requirements for equivalency assessments

- Students applying for an assessment of equivalency for a Certificate 3 in Non-Emergency Patient Transport (for a Patient Transport Officer) must be able to provide evidence that they have completed the [HLTAMB014 'Transport Non-Emergency Patients Under Operational Conditions'](#) unit from the National Health Training Package.
- Students applying for an assessment of equivalency for a Diploma of Paramedical Science (for an Ambulance Transport Attendant) must provide a letter from their existing or potential NEPT employer confirming that the student has:
 - a). completed at least 400 hours of supervised on road clinical practice experience within the last two years, OR
 - b). on employment, will be supervised on road by a person who has already completed the 400 hours as above.

For further enquiries please contact the Private Hospitals Unit on 9096 2164.