



# ASAR

Australian Sonographer  
Accreditation Registry

## Form 1-3

### Application for change of status from student to qualified Sonographers





# ASAR

Australian Sonographer  
Accreditation Registry

Australian Sonographer Accreditation Registry Limited  
(02) 8850 1144, registry@asar.com.au, www.asar.com.au

This form must be completed by student sonographers who have completed their course requirements and wish to seek accredited sonographer status with ASAR.

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### **When will the change of status take effect?**

The change of status will occur on the date that this form is received by the ASAR secretariat. Medicare Australia will be notified of your change of status. The ASAR secretariat will provide you with written confirmation of your change of status and your CPD obligations.

**Change of status cannot be backdated therefore please inform the Secretariat promptly.**

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### **Are there any fees involved?**

There is no fee charged to change from student status to accredited sonographer status. However, if there is a renewal fee payable when upgrading your status and an invoice has been sent to you, you can attach the renewal payment with this form.

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### **What documents do I need to submit to change my status?**

A copy of the certificate or testamur (certified by a Justice of the Peace) or a verification letter from the institution where you undertook the accredited program that states that you have successfully completed the program needs to be attached with this form.

**If you are NOT A PERMANENT RESIDENT and have graduated with an ASAR accredited post graduated qualification in ultrasound, then you must follow the application process for overseas applicants (AIR assessment) as outlined for temporary residents/overseas qualifications. If you do not provide AIR certificate, your status cannot be changed.**

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### **What are my CPD obligations?**

In order to remain on the Register as an accredited sonographer, you must fulfill the Continuing Professional Development (CPD) requirements of the Registry. A minimum of 40 CPD credits must be acquired in each triennium. More information about the CPD requirements is given on Page 3. After reading Page 3, you will need to complete Page 4 and send with this form.



## STUDENT TO QUALIFIED UPGRADE FORM

ASAR Number

Title (Dr, Mr, Ms, Mrs)

Surname

Given Names

Address

State

Postcode

Phone (H)

Mobile

Name of program completed

Institution

Date completed

(DD.MM.YY)

List your Clinical practice(s) during the course of your training:

Name, address and telephone number of practice(s), clinical supervisor contact details and dates (inclusive) of training.

What percentage of your clinical training experience was obtained outside Australia and New Zealand?

Applicants with greater than 40% of their clinical training experience obtained outside Australia and New Zealand will be assessed on a case-by-case basis.



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## ASAR CPD Requirements

**This section contains information about the CPD requirements of ASAR. After reading the information below, applicants will have to complete the CPD Nomination Form on the next page.**

All Sonographers will have to nominate an ASAR recognised CPD program that will be used to satisfy their accreditation CPD requirements for that year. Once a CPD program is selected the accredited sonographer will be required to meet the CPD requirements of that program. Changing to an alternative CPD program is permitted at the beginning of each year when renewing the ASAR membership. This is the only time when a sonographer will be able to transfer or opt out of their nominated CPD program.

In addition, regardless of the program selected, the individual must ensure they have collected at least the equivalent of 40 ASAR points over 3 years, taking into account their ASAR triennium date and ASAR capping provisions on different categories of points.

All sonographers will be tracked by ASAR using existing triennium dates. Irrespective of the program selected, sonographers have to acquire at least the equivalent of 40 ASAR points in 3 years. All educational providers will send a CPD report of each individual to ASAR at the end of their ASAR triennium to ensure that all members are complying with ASAR accreditation requirements.

Managers of each CPD program conduct audits; therefore all CPD documentation must be kept and made available for audit if requested.

### **ASAR currently recognises 4 CPD programs:**

- the Maintenance Of Standards In Professional Practice (MOSIPP) program conducted by the Australian Society for Ultrasound in Medicine (ASUM)
- the AIR CPD program conducted by the Australian Institute of Radiography (AIR)
- the ASAR CPD program
- the PD-asa CPD Program conducted by the Australian Sonographers Association (ASA)

To know more about the above programs, please contact the relevant organisations or visit the links page at [www.asar.com.au](http://www.asar.com.au) to be directed to the various program sites



## ASAR CPD Nomination Form

Please tick the program you would like to nominate as your CPD program for the current year

- I would like to nominate **MOSSIP** for the current year to satisfy my ASAR accreditation CPD requirements. I understand that to remain on the ASAR register, I need to collect at least the equivalent of 40 ASAR points in 3 years taking into account ASAR's triennium dates and also the capping provisions on different categories of points. I also understand that changing to an alternative CPD program is only permitted at the time of renewing my ASAR membership.
- I would like to nominate **AIR CPD program** for the current year to satisfy my ASAR accreditation CPD requirements. I understand that to remain on the ASAR register, I need to collect at least the equivalent of 40 ASAR points in 3 years taking into account ASAR's triennium dates and also the capping provisions on different categories of points. I also understand that changing to an alternative CPD program is only permitted at the time of renewing my ASAR membership.
- I would like to nominate **PD-asa CPD program** for the current year to satisfy my ASAR accreditation CPD requirements. I understand that to remain on the ASAR register, I need to collect at least the equivalent of 40 ASAR points in 3 years taking into account ASAR's triennium dates and also the capping provisions on different categories of points. I also understand that changing to an alternative CPD program is only permitted at the time of renewing my ASAR membership.
- I would like to nominate **ASAR CPD program** for the current year to satisfy my ASAR accreditation CPD requirements and agree to abide by its rules and regulations. I also understand that changing to an alternative CPD program is only permitted at the time of renewing my ASAR membership.

## Membership of Professional Organisations

Please tick all organisations that you are a current financial member of:

- AUSTRALASIAN SOCIETY FOR ULTRASOUND IN MEDICINE (ASUM)
- AUSTRALIAN INSTITUTE OF RADIOGRAPHY (AIR)
- AUSTRALIAN SONOGRAPHERS ASSOCIATION (ASA)
- CARDIAC SOCIETY OF AUSTRALIA AND NEW ZEALAND (CSANZ)
- NONE OF THE ABOVE

**Please note:** this information is required for the purposes of determining the membership of the ASAR and voting rights for ASAR members.



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## ASAR facilitated research projects

One of the functions of ASAR is to support professional activities that advance the profession of sonography. ASAR may, after considering the merits of a research project, send information to members to facilitate that research. This material will generally be questionnaires or surveys. At no time will any personal details be released by ASAR to any 3rd party. Members are under no obligation to participate. For more information regarding ASAR's privacy policy please visit the ASAR website.

Please tick the box only if you DO NOT wish to participate in such research projects

**I wish to opt out of receiving such information / research materials**

## How to submit this form

Please follow this simple guide to submit your form

1. Save form to your local drive
2. Fill out the form on screen or print the form and fill it out by hand
3. Choose your method of submission:

→ Email form as attachment by clicking here:

→ Manually attach form to an email and send to: [registry@asar.com.au](mailto:registry@asar.com.au)

→ Send via fax to: 02 8850 1177

→ Send by post to:  
The Secretariat  
Australian Sonographer Accreditation Registry Limited  
PO Box 8323  
Baulkham Hills BC  
NSW 2153, Australia