

## Securing a COPS from AHPRA

Your MCNZ email will list the regulatory authorities you need to access.

### Send the MCNZ a Certificate of Good Practice (AHPRA)

Login to the AHPRA portal at this link:

[Australian Health Practitioner Regulation Agency - Online Services \(ahpra.gov.au\)](https://ahpra.gov.au)

On completion of the User Id, Password and DOB you will see a menu at left of screen

Select **Apply for a Certificate of Registration Status**

Complete **Registration Number and State** most recently practiced in

Click NEXT

**Check** Your Details, Renewal Notices, Telephone Contacts, Residential address, Principal place of practice address and Mailing Address

Click NEXT

Select **AHPRA approved regulatory body or organisation**

Select **New Zealand as Location of Organisation**

Select **Medical Council of New Zealand as Name of Organisation**

Click NEXT

Please **check the details**

Click NEXT

You will be asked to pay \$A50

### Sending from another Regulatory Authority (NOT AHPRA)

Your overseas regulatory authority will have different processes for securing a COPS. This is an excerpt from the MCNZ.

“The COPS must be **emailed directly to us at [cgs@mcnz.org.nz](mailto:cgs@mcnz.org.nz) by the regulatory authority**. We cannot accept an emailed COPS that has been sent to us by you or another party.

If the regulatory authority does not issue electronic COPS, we will accept an **original** hard copy. This may be posted to us by the regulatory authority or you may post it to us in its original envelope or courier bag.”