



Privacy notice

Your personal information is protected by law, including the *Privacy Act 1988*. Your personal information may be collected by DVA for the delivery of government programmes for war veterans, members of the Australian Defence Force, members of the Australian Federal Police and their dependants.

[Read more: How DVA manages personal information.](#)

This form is used by Rehabilitation Providers to apply for their consultants to be registered with DVA, by demonstrating they have satisfied DVA's Rehabilitation Provider Requirements. These requirements are in addition to Comcare requirements.

This form must be completed for each consultant seeking to provide rehabilitation services to DVA clients. The form must also be completed to transfer a consultant's registration to a new employer, or to apply to update to 'full registration' status where further experience has been gained. Applicants must indicate their experience against each criterion.

Rehabilitation Providers are responsible for verifying information presented in this form and ensuring the form is completed in full and meets DVA requirements.

Part A	Rehabilitation Provider and Consultant Details
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1: Rehabilitation provider	<input style="width: 100%;" type="text"/>
2: Consultant surname	<input style="width: 100%;" type="text"/>
3: Consultant given name(s)	<input style="width: 100%;" type="text"/>
4: Consultant profession	<input style="width: 100%;" type="text"/>
5: Comcare consultant ID	<input style="width: 25px; height: 25px;" type="text"/> <input style="width: 25px; height: 25px;" type="text"/> <input style="width: 25px; height: 25px;" type="text"/> <input style="width: 25px; height: 25px;" type="text"/>
6: Consultant location	Office Suburb, State and postcode (e.g. Deakin, ACT 2600 or Glenelg, SA 5045)
	<input style="width: 100%;" type="text"/>
	Region(s) serviced by consultant (e.g. South Coast NSW, Hunter Region NSW, Adelaide and surrounds)
	<input style="width: 100%;" type="text"/>
	<input style="width: 100%;" type="text"/>

Part B	Mandatory Requirements
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7: Completion of e-learning courses demonstrating a knowledge of military culture and DVA services	No <input type="checkbox"/> ► This application will not be considered
	Yes <input type="checkbox"/> ► Please indicate course and dates
The mandatory e-learning courses are available on DVATrain on the DVA Website	Rehabilitation Online <input type="checkbox"/> ► Completion date <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/>
	Rehabilitation Program <input type="checkbox"/> ► Completion date <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/>
	Understanding the Military Experience <input type="checkbox"/> ► Completion date <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/>
	Non-Liability Health Care (2017) <input type="checkbox"/> ► Completion date <input style="width: 50px;" type="text"/> / <input style="width: 50px;" type="text"/>

Part C**Non-mandatory Requirements**

Where a consultant does not meet one or more of DVA's four non-mandatory requirements, they may be provisionally registered with DVA. Provisionally registered consultants require professional supervision through an employer-based mentoring program until they have gained:

- two years' hands on experience in occupational rehabilitation; and
- at least six months experience in all three of the following areas:
 - working with DVA clients or other workers from a similar environment, such as police or emergency personnel;
 - assisting clients with complex medical conditions; and
 - experience in translating specific skills and qualifications to other industries and assisting clients to move to a new employer, to change careers and/or move into a new industry (only applies to consultants whose professional scope of practice includes completing vocational assessments).

8: Do you have a minimum of two years' hands on experience in occupational rehabilitation, working with a broad cross-section of clients in the areas of vocational and psychosocial needs?

No ▶ Two years' hands on experience commencement date

 / /

Please provide mentor details at **Question 12**

Yes ▶ Years of experience

9: Do you have experience in working with DVA clients or other workers from a similar environment, such as police or emergency service personnel?

No ▶ Please provide mentor details at **Question 12**

Yes ▶ Please tick all that apply:

DVA

Police, fire, ambulance or other emergency services personnel

Military

Other, please specify

10: Do you have experience in assisting clients with complex medical conditions?

No ▶ Please provide mentor details at **Question 12**

Yes ▶ Please tick all that apply

PTSD

Depression/Anxiety

Brain injury

Alcohol & Other Drug Dependence

Chronic Pain

Other, please specify

11: Do you have experience in translating specific skills and qualifications to other industries and assisting clients to move to a new employer, to change careers and/or move into a new industry?

No ▶ Please provide mentor details at **Question 12**

Yes

N/A Professional scope of practice excludes completing vocational assessments

12: Mentor details (Complete where you have answered "No" to any of the **Questions 8, 9, 10 or 11**).

Name

Comcare consultant ID

Rehabilitation Providers, by submitting this form you are certifying that you have undertaken due diligence and reviewed supporting evidence of the applicant's experience. This includes sighting of source documents including the applicant's CV, undertaking pre-employment checks, and certifying that the form has been completed in full and meets DVA requirements. Supporting evidence of consultant qualifications and experience is subject to audit by DVA.

Once complete please submit this form via email to: rehab.service.providers@dva.gov.au