Rehabilitation Consultant registration requirements

- Rehabilitation Consultants (consultants) must be registered with DVA before delivering any rehabilitation services to DVA clients. To register a consultant, DVA contracted Rehabilitation Providers (providers) must submit a D9255 Consultant Registration form.

- To be eligible for registration, consultants must have completed all four mandatory training modules (Rehabilitation Online, DVA Rehabilitation Program, Understanding the Military Experience and Non-Liability Health Care (2017)). New modules must be completed within 20 business days of notice of their release.

- Consultants who meet all non-mandatory requirements are eligible for ‘full registration’ with DVA.

- Consultants who do not meet all the non-mandatory DVA requirements are eligible for ‘provisional registration’ with DVA and will need to work under a mentor until relevant experience has been gained.

Mentoring

Mentoring is required for consultants who do not have:

- two years’ hands on experience in occupational rehabilitation, working across a broad cross-section of clients in the areas of vocational and psychosocial needs (including medical management), and

- at least six months’ experience:
  - working with DVA clients or other workers from a similar environment, such as police or emergency service personnel
  - assisting clients with complex medical conditions, and
  - translating specific skills and qualifications to other industries and assisting clients to move to a new employer, to change careers and/or move to a new industry (only applies to consultants whose professional scope of practice includes completing vocational assessments).

Mentors do not need to be in the same discipline as their mentee, however are required to hold ‘full registration’ with DVA and be working for the same provider. Mentors must co-sign all rehabilitation assessments, plans and reports.

Moving to a new provider

When a registered consultant changes employers, and the new employer is a DVA contracted provider, a new D9255 form must be submitted to DVA by the provider before the consultant can work with DVA clients. All mandatory training modules must be completed before submitting the D9255 form.

Updating registration status

When a provisionally-registered consultant has satisfied all DVA mandatory requirements they may submit a new D9255 form with their updated details; ensuring the most up to date modules of DVA mandatory training have been completed. Note: Consultants with a ‘registered with conditions’ status with DVA will retain this status; DVA requires consultants to update their registration prior to 31 December 2019.