



## CICP-EXPERT APPLICATION CHECKLIST

Complete the following checklist before submitting your application to ensure it is complete.

### CICP – Expert

1. Current curriculum vitae (CV) including certified copies of qualifications and registration (where applicable) have been provided.

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2. CV reflects that you have practised in infection control for the prescribed period associated with the level of credential.
  - a) CV reflects you have completed the educational requirements associated with the level of credential
  - b) Peer Reviewer has been:
    - supplied with the peer review submission form relevant to the credential
    - advised of the due date for submission
    - advised that they may be contacted by the Chair of the CAPS Committee for additional information if required?

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3. Applicants must include a Statement of Service from their current employer OR a certified Statutory Declaration outlining their current position in IPC.

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4. Declaration form has been completed, signed and dated.

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5. Your application includes three (3) reflective submissions as prescribed.

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6. Your application includes your portfolio submission on how you contribute to the profession of infection prevention and control and maintain your skills at the expert level.

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7. You have paid the application fee.

If all the elements of your application are complete and you have paid the application fee, email your application including all the documents listed above to [office@acipc.org.au](mailto:office@acipc.org.au).

Open the PDF with **Acrobat Reader DC** (latest free version)

**TO SUBMIT YOUR COMPLETED FORM:**

Fill out form, once completed: Select **File** > Select **Save As** > Save to Desktop

Email your completed application to [office@acipc.org.au](mailto:office@acipc.org.au)

Or, Print out and post your completed application to **ACIPC** 6/152 Macquarie St Hobart, 7000 Tasmania