



Health Workforce Certificate Review Process

Overview

The Visas for GPs Program aims to reduce unnecessary growth in the number of Overseas Trained Doctors (OTD) in well-serviced metropolitan areas, and encourage better distribution of OTD in primary health care services into rural, regional and remote areas. All employers nominating a position for an OTD require endorsement for the position in the form of a Health Workforce Certificate from a Rural Workforce Agency (RWA). RWAs conduct a position assessment according to the [Visas for GPs Program Guidelines](#) to determine if the RWA will endorse the position and issue a Health Workforce Certificate.

If a Health Workforce Certificate is declined, applicants may request a review of the RWA's decision by the Health Workforce Certificate Review Committee (the Committee) within the Department of Health. The Committee or a delegate member of the Committee will review the RWA's decision and either uphold the decision or substitute it with a new decision.

The Review Process

When a Health Workforce Certificate is declined, the coordinating RWA (HR Plus Tasmania) provides applicants with an explanation for refusing to endorse the nominated position. HR Plus Tasmania also informs applicants that they can request a review of the RWA's decision by the Committee, and advises applicants to include in their review request any submissions, relevant documents or other evidence that they wish the Committee to consider.

Applicants should contact HR Plus Tasmania if they wish to request a review of a decision. HR Plus Tasmania will send the review request to the Department where the Committee or the delegate member of the Committee will consider the review application. The Committee will consider whether the RWA assessment process was undertaken according to the published Program Guidelines. As part of this process, the Committee can consider:

- the RWA's original decision;
- whether the assessment was conducted according to the Program Guidelines;
- information provided to RWAs as part of the Health Workforce Certificate application;
- any additional information provided by the review applicant;
- the results of the Committee's own analysis; and
- any other matter the Committee considers relevant.

The Committee will advise the review applicant of its final decision. HR Plus Tasmania will also receive a copy of the final review decision. If the Committee decides to endorse the position, HR Plus Tasmania will be instructed to issue a Health Workforce Certificate.

The following Process Map summarises the review process.

Process Map

