Introduction and supporting documentation

Instructions:

This is part one of four. Download this document and save it (with your name in the document name) on your computer.

Meet with your manager or authorised delegate to discuss the level of practice and then complete this document.

Profile and contact information

First name	**APC number**
Last name	**APC expiry**
Practice hours **	**APC conditions**
Email address	

Please provide your contact number or alternative email address so we can contact you if required during the process.

Choose the level of practice you're applying for. This must have been discussed with your manager or delegated person.

Choose level of practice from this dropdown list

Introduction paragraph

The Introduction helps to 'set the scene' and introduces you to the assessor. This helps them interpret your responses in the standards of competence. Please note the assessor may not be familiar with your area or service. Introduce your work context:

- Tell the reader about where you have been employed in the previous three years.
- Include a description of your area of practice, especially if you work in more than one area, and your current role.

Provide your introduction text below.

Please include a copy of your APC when you submit your portfolio application. This can be found via the NCNZ public register.

**** Please document your completed practice hours.**

A minimum of 450 hours (60 full-time working days) during the previous three years (36 months). Submitting this portfolio declares you have met the practice hours minimum.