

Cambodian Midwives Council



Entitlement to Register

The internal procedure for setting out the categories (types), criteria and requirements for registration including arrangements for changing categories.

July 2013

Glossary and Abbreviations

1. **Continuing education** : means lifelong learning to improve competence throughout the career of a midwife
2. **Disciplinary action**: relates to any action imposed upon a midwife following an investigation of her professional practice by an authorised organisation such as the Ministry of Health or Cambodian Midwives Council.
3. **Degrees and Certificates Education Committee (DEC)**: refers to the national authority for approving foreign qualifications in the Kingdom of Cambodia.
4. **Misconduct**: means unacceptable or improper behaviour: "professional misconduct".
5. **Practice hours**: relates to the minimum requirements that registered midwives have to spend in practice treating patients per year in order to maintain their registration in clinical subtypes and to be eligible for re-registration in clinical subtypes.
6. **Registration**: means the Council's formal process of recording the details of suitably qualified midwives entitled to practice midwifery in accordance with Cambodian law.
7. **Re registration**: refers to the time period between the first and subsequent requirements for registration midwives are required to re register every 3 years
8. **Recognised health care facility** : A national hospital in Phnom Penh or the home country of a foreign midwife able to issue health certificates
9. **CPD** : Continuous Professional Development, and relates to the minimum numbers of hours of learning time set by the Council in order for midwives to remain on the Council's register
10. **MOH** : Ministry of Health
11. **MOE** : Ministry of Education Youth and Sport
12. **NMC** : National Midwives Council
13. **PMC** :Provincial Midwives Council
14. **RMC** : Regional Midwives Council

Decision on

Categories, Types, Criteria and Other Requirements for Registration as a Midwife with the Council

1. In reference to the Royal Decree No. NS/RKT/0906/389 on the Establishment of the Council dated on 18 September 2006
2. In reference to the Internal Rule of Cambodian Midwives Council dated 25 June 2012

Decides:

Article 1: Midwives Register Categories (Types)

Registration as a Midwife was defined with the following categories, types, criteria and requirements any reference made in this document to the feminine shall also refer to the masculine:

Type 1: Practicing Midwives Register

Type 1 is divided into 4 subtypes, as follows:

Sub-type 1 a: General (competent in all 7 competency domains)

- For any midwife who holds a pre-service midwifery qualification from a training institution in Cambodia;
- For any midwife who has studied midwifery at an institution outside of Cambodia and holds a valid degree, diploma, or certificate of study that has been certified by the Degrees and Certificates Evaluation Committee of Cambodia (DEC);
- For any midwife who was granted a midwifery qualification from a training institution in Cambodia, but the certificate has since been lost or destroyed;
- For any midwife who began practicing midwifery prior to 31st December 2014 and who is certified by her employer and Provincial Health Department to practice in all seven of the clinical domains outlined in the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia

The requirements for registration in Sub-type 1: a General as follows:

1. Be a Khmer national.
2. Be in good physical and mental health to perform the duties of the profession
3. Be without a criminal record.
4. Be without a history of professional misconduct or disciplinary action.
5. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives
6. Have fulfilled the Practice hours and CPD requirements for registration in subtype 1a, as outlined in the Council's standards and guidelines for re registration and CPD [please note this is not a registration requirement for new graduate midwives]
7. Presents at least one of the following to the Provincial Midwives Council Office at the time of registration:
 - a. A pre-service midwifery qualification from a training institution in Cambodia that is recognized by MOH or MOE

- i. Those qualifying after 1st January 2014, must also submit documentation of having completed and passed the 'National Exit Examination'
- b. A midwifery diploma, degree or certificate of study from an institution outside of Cambodia that has been certified by the Degrees and Certificates Evaluation Committee (DEC) of Cambodia
 - i. In the event that the qualification has not been certified by DEC at the time of initial registration, the applicant will not be barred from consideration for registration; however she must attain the necessary certification within the first year of her registration cycle. If she does not attain this certification, his/her name will be removed from the Register until the document is provided. Re-registration will be required in order to be re-instated onto the Register.
- c. A completed and signed copy of the Verification of Midwifery Qualification Letter, for those midwives who received but no longer possess their certificates of training because they were either lost or destroyed. This letter must be certified by the academic institution from which the qualification was initially obtained (Appendix 1).
- d. A Verification of Midwifery Competencies Letter stating that she is competent in all seven of the clinical domains outlined in the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia, for those midwives who received but no longer possess their certificates of training because they were either lost or destroyed and/or for midwives who never received a formal pre-service education. This letter must be certified by her employer and Provincial Health Department in the Province where her/she is employed (Appendix 2).

The rule of practice governing those registered in Type 1: a – General as follows:

Those registered as **Type 1a – General** are allowed to practice as midwives and perform all of the duties of the profession independently.

The registration is valid for a maximum of 3 years

Sub-type 1b: Restricted Register

- For any midwife who began practicing midwifery prior to 31st December 2014 and who is certified by her employer and Provincial Health Department to practice in at least one, but not all, of the seven clinical domains listed in the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia

The requirements for registration in Sub-type 1: b as follows:

1. Be a Khmer national
2. Be in good physical and mental health to perform the duties of the profession
3. Be without a criminal record
4. Be without a history of professional misconduct or disciplinary action
5. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives

6. Have fulfilled the Practice hours and CPD requirements for registration in subtype 1a, as outlined in the Council's standards and guidelines for re registration and CPD [please note this is not a registration requirement for new graduate midwives]
7. A Verification of Midwifery Competencies Letter signed by her employer stating which domains of practice she is competent to practice in accordance with the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia. This letter must be certified by the Provincial Health Department in the Province where she is employed (Appendix 2).

The rule of practice governing those registered in Type 1: b – General Restricted is as follows:

Those registered as **Type 1: b – Restricted** are only allowed to perform the duties that she is competent to perform according to her Verification of Midwifery Competencies letter independently. Any duties that she is not competent to perform according to her Verification of Midwifery Competencies letter must be performed under the direct supervision of a midwife registered in Type 1 – General.

The registration is valid for a maximum of 3 years.

Remarks no further applications to this part of the register will be allowed after December 2014

Sub-type 1: c- General (Provisional)

- For any midwife who wishes to return to clinical practice after a break from service of 3 years or more, and who has not yet fulfilled the CPD and Clinical Practice hours requirements for registration in sub-type 1A – General.
- Midwives registering in this type must otherwise meet the requirements for registering in Type 1 – General.

The requirements for registration in Sub-type 1: c as follows:

1. Be a Khmer national.
2. Be in good physical and mental health to perform the duties of the profession
3. Be without a criminal record
4. Be without a history of professional misconduct or disciplinary action
5. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives
6. Presents at least one of the following to the Provincial Medical Council Office at the time of registration:
 - a. A pre-service midwifery qualification from a training institution in Cambodia that is recognized by MOH or MOE
 - i. Those qualifying after 1st January 2014, must also submit documentation of having completed and passed the 'National Exit Examination'

b. A midwifery diploma, degree or certificate of study from an institution outside of Cambodia that has been certified by the Degrees and Certificates Evaluation Committee (DEC) of Cambodia

ii. In the event that the qualification has not been certified by DEC at the time of initial registration, the applicant will not be barred from consideration for registration; however she must attain the necessary certification within the first year of her registration cycle. If she does not attain this certification, his/her name will be removed from the Register until the document is provided. Re-registration will be required in order to be re-instated onto the Register.

c. A completed and signed copy of the Verification of Midwifery Qualification Letter, for those midwives who received but no longer possess their certificates of training because they were either lost or destroyed. This letter must be certified by the academic institution from which the qualification was initially obtained (Appendix 1).

d. A Verification of Midwifery Competencies Letter stating that she is competent in all seven of the clinical domains outlined in the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia, for those midwives who received but no longer possess their certificates of training because they were either lost or destroyed and/or for midwives who never received a formal pre-service education. This letter must be certified by her employer and Provincial Health Department in the Province where her/she is employed (Appendix 2).

The rule of practice governing those registered in Sub-type 1 c – General (Provisional) is as follows:

Those registered as **Type 1C - General (Provisional)** are allowed to perform all of the duties of the profession but she is not allowed to perform any of these duties independently until the required number of supervised practice hours are completed and she has applied for re-registration as Type 1A with the Council. All duties must be performed under the direct supervision of a midwife registered as Type 1A – General.

All midwives registered in this category must be working towards obtaining The Council's 'Letter of Approval of Competence by a Supervising Midwife' (Appendix 3).

The registration is valid for a maximum of 1 year

Sub-type 1: d- Restricted (Provisional)

- For any midwife who wishes to return to clinical practice after a break from service of 3 years or more, and who has not yet fulfilled the CPD and Clinical Practice requirements for registration in sub-type 1B – Restricted. Midwives registering in this type must otherwise meet the requirements for registering in Type 1B – Restricted.

The requirements for registration in Sub-type 1: d as follows:

1. Be a Khmer citizen
2. Be in good physical and mental health to perform the duties of the profession
3. Be without a criminal record
4. Be without a history of professional misconduct or disciplinary action
5. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives
6. A Verification of Midwifery Competencies Letter stating which domains of practice he/she is competent to practice in accordance with the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia This letter must be certified by the Provincial Health Department in the Province where she is employed. (Appendix 2)

The rule of practice governing those registered in Type 1: d– General Restricted (Provisional) as follows:

Those registered as **Sub-type 1: d – Restricted (Provisional)** are only allowed to perform the duties that she is competent to perform according to her Verification of Midwifery Competencies independently. Any duties that he/she is not competent to perform according to her Verification of Midwifery Competencies must be performed under the direct supervision of a midwife registered at Type 1: a – General.

All midwives registered in this category must be working towards obtaining The Council’s ‘Letter of Approval of Competence by a Supervising Midwife’ (Appendix 3).

The registration is valid for a maximum of 1 year

Type 2: Non-Practicing Midwives Register Type 2 is divided into 2 subtypes, as follows:

Sub-type 2: a- Related Clinical:

- For any midwife whose current job and/or intended job involves any type of involvement and/or impact in the realm of clinical or paramedical care, such as: training health professionals (pre-service or in-service); writing/developing/implementing clinical guidelines, programs or materials; influencing clinical practices and/or influencing the delivery of patient care.

The requirements for registration in Sub-type 2: a- as follows:

1. Be a Khmer citizen
2. Presents at least one of the following to the Provincial Medical Council Office at the time of registration:
 - a. A pre-service midwifery qualification from a training institution in Cambodia that is recognized by MOH or MOE and those qualifying after 1st January 2014, must also submit documentation of having have completed and passed the ‘National Exit Examination’
 - b. A midwifery diploma, degree or certificate of study from an institution outside of Cambodia that has been certified by the Degrees and Certificates Evaluation Committee (DEC) of Cambodia
 - i. In the event that the qualification has not been certified by DEC at the time of initial registration, the applicant will not be barred from consideration for

registration; however she must attain the necessary certification within the first year of her registration cycle. If she does not attain this certification, his/her name will be removed from the Register until the document is provided. Re-registration will be required in order to be re-instated onto the Register.

- c. A completed and signed copy of the Verification of Midwifery Qualification Letter, for those midwives who received but no longer possess their certificates of training because they were either lost or destroyed. This letter must be certified by the academic institution from which the qualification was initially obtained (Appendix 1).
 - d. A Verification of Midwifery Competencies Letter stating that she is competent in all seven of the clinical domains outlined in the Prakas on Core Competency Framework for Midwives in the Kingdom of Cambodia, for those midwives who received but no longer possess their certificates of training because they were either lost or destroyed and/or for midwives who never received a formal pre-service education. This letter must be certified by her employer and Provincial Health Department in the Province where her/she is employed (Appendix 2).
3. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives

The registration is valid for a maximum of 3 years

Sub-type 2: b- Non-Clinical:

- For any midwife whose current job does not involve any type of involvement in clinical or medical clinical care but may be involved in midwifery /health administration.

The requirements for registration in Sub-type 2 as follows:

1. A pre-service midwifery qualification from a training institution in Cambodia that is recognized by MOH or MOE, OR:
2. A midwifery diploma, degree or certificate of study from an institution outside of Cambodia that has been certified by the Degrees and Certificates Evaluation Committee (DEC) of Cambodia OR:
3. For those midwives who have lost or never received their certificates the following may be provided, a completed and signed copy of the Verification of Midwifery Qualification Letter certified by the academic institution from which the qualification was initially obtained (Appendix 1).

The rule of practice governing those registered in Sub-type 2: as follows:

Those registered as Type 2 are not allowed to perform any of the clinical duties of the midwifery profession. They are not authorized to treat patients in any type of facility, including those in the private sector, throughout the duration of their registration as Type 2.

In the event of a national emergency, however, those registered in Type 2 may be authorized to treat patients at the discretion of the Cambodian Midwives Council.

This registration is valid for a maximum of three years.

Type 3: Foreign Midwives Register

Type 3 is divided into 3 subtypes, as follows:

Sub-type 3: a- Foreign midwives who wish to practice midwifery

- For all foreign midwives who wish to treat patients in Cambodia

The requirements for registration in Sub-type 3: a - as follows:

1. Holds citizenship in a country that is a World Health Organization Member State
2. Has an authentic and up-to-date license to practice midwifery, or an equivalent certification to practice midwifery, certified by the relevant licensing authority in the country of issue.
3. Holds a midwifery degree certified by competent authority in her country
4. Has a Certificate of Good Health issued by a recognised health care facility which was issued within 6 months of the date of application for registration.
5. Has the appropriate Visa (Type E) for her type of work in Cambodia that is valid throughout the duration of the registration period
6. A letter of good professional standing issued within the last 3 years by the official/appropriate bodies in the country/countries where she originated or has been previously registered or licensed to practice midwifery
7. Be without a history of professional misconduct or disciplinary action
8. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives
9. Be without a criminal record and has an original recent criminal background check certified and or recognized by the Ministry of Foreign Affairs and the International Cooperation of Cambodia or from their home country.
10. Respects Khmer-culture

All foreign language documents need to be translated and or recognized by the Ministry of Foreign Affairs and International Cooperation

The rule of practice governing those registered in Type 3: a as follows:

Midwives applying to register at Type 3 are not allowed to begin their work in Cambodia until they have been approved by the National Midwives Council for registration.

Those registered as Type 3: a are allowed to practice as midwives and perform all of the duties of the profession independently.

The registration period for those registered in Type 3: a is one year.

Sub-type 3: b. - Clinical Related

- For all foreign midwives who do not wish to or plan to treat patients but who wish to work in a job that entails any type of involvement or has an impact on clinical or paramedical care in Cambodia, such as: training health professionals (pre-service or in-service); writing/developing/implementing clinical guidelines, programs or materials; influencing

clinical practices and/or the delivery of midwife care. This includes midwives who are working in public health, health-administration, pre-service education, health-related consulting, health education, in-service training of health professionals, health or patient advocacy, etc.

The requirements for registration in Sub-type 3: b. - as follows:

1. Holds citizenship in a country that is a World Health Organization Member State
2. Has an authentic and up-to-date license to practice midwifery, or an equivalent certification to practice midwifery, certified by the relevant licensing bodies in the country of issue.
3. Holds a midwifery degree certified by competent authority in her home country
4. Has a Certificate of Good Health issued by a recognised health care facility which was issued within 6 months of the date of application for registration.
5. Holds an appropriate Visa (Type E) for his/her type of work in Cambodia that is valid throughout the duration of the registration period
6. A letter of good professional standing issued within the last 3 years by the official/appropriate bodies in the country/countries where she originated or has been previously registered or licensed to practice midwifery
7. Be without a history of professional misconduct or disciplinary action
8. Agrees to abide by the Sub-Decree on Code of Ethics for Midwives
9. Be without a criminal record and has an original recent criminal background check certified and or recognized by the Ministry of Foreign Affairs and the International Cooperation of Cambodia or from their home country.
10. Respects Khmer-culture

The rules of practice governing those registered in Sub-type 3: b. - as follow:

Midwives applying to register at Type 3 are not allowed to begin their work in Cambodia until they have been approved by the National Midwives Council for registration.

Those registered as Type 3: b. are not allowed to directly treat or provide care to patients but may perform all of the other duties of the profession independently.

The registration period for those registered in Type 3: b is one year.

Sub-type 3: c. - Foreign midwives who come in response to a national emergency

In the event of a national emergency or natural disaster, foreign midwives coming to assist Cambodia in responding to the emergency may be exempt from the requirement to register with the Cambodian Midwives Council. In the event, however, that registration is not waived – the requirements listed below must be satisfied.

The requirements for registration in Sub-type 3: c -as follows:

1. Hold citizenship in a country that is a World Health Organization Member State

2. Hold a current and authentic license to practice midwifery, or an equivalent certification to practice midwifery, certified by the relevant licensing bodies in the country of issue.
3. Has proof of accommodation in Cambodia issued by an organization taking responsibility for the midwife
4. Has an up to date personal biography/curriculum vitae.

The rules of practice governing those registered in Sub-type 3: c. - as follows:

This type of midwife is allowed to practice only in the event of a national emergency or natural disaster.

Article 2

Switching from one type of the Council’s register to another type of the register

All registered midwives are eligible to apply for re-registration in a new registration subtype at any time during their careers. Re-registration is not restricted to the end of a registration period. If a midwife wishes to apply for re-registration with the Council, she must submit a completed re-registration form and the appropriate fee(s) to her PMC Office, along with the appropriate supplemental documents listed below. In order to be approved for re-registration in a new subtype, the midwife must meet all of the requirements for registration in the requested subtype, as outlined in Article 1 of this document.

Type 1c. – General (Provisional) to Type 1 a. – General

The midwife is required to present the following additional documents to his/her Provincial Midwives Council Office:

1. Her initial Certificate of Registration with the Cambodian Midwives Council as “Type 1c – General (Provisional)
2. A Letter of Approval of Competence from a supervising midwife who is registered as Type 1a. – General. The Letter of Approval must be signed by the supervising midwife and certified by both the employer and the Provincial Health Department Office in the Province of employment (Appendix 3).

Type 1 d. – Restricted (Provisional) to Type 1 b. – Restricted

The midwife is required to present the following additional documents to her Provincial Midwives Council Office:

1. Her initial Certificate of Registration with the Cambodian Midwives Council as “Type 1 d. – Restricted (Provisional)
2. A Letter of Approval of competence from a supervising midwife who is registered at Type 1a. – General. The Letter of Approval must be signed by the supervising midwife, the employer and the Provincial Health Department Office in the Province of employment (Appendix 3).

Type 1 a, 1b, 1c, or 1d to Type 2 a-Clinical Related or 2b- Non-Clinical

The midwife is required to present the following additional documents to her Provincial Midwife Council Office:

1. Her initial Certificate of Registration with the Cambodian Midwives Council as “Type 1A- General” Clinical” or “2B – Non-Clinical”

Type 2a- Clinical Related or Type 2b Non-Clinical to Type 1a, 1b, 1c, 1d. – General

The midwife is required to present the following additional documents to her Provincial Midwives Council Office:

1. Her initial Certificate of Registration with the Cambodian Midwives Council as “Type 2A - Clinical” or “2B – Non-Clinical”

In the event that the midwife applies for re-registration in any of the Type 1 subtypes, but she has not fulfilled the necessary Continuous Professional Development requirements and/or the necessary number of Practice Hours at the time that she applies for re-registration, this midwife will be required to first re-register as Type 1C or Type 1D (depending on her qualifications), as she will not be eligible for registration in Type 1A or 1B at this time.

Remarks: A Midwife may apply to re register in a different type category at any time in the registration/re registration cycle

Article 3

The deadline for registration of all midwives who meet the criteria for entitlement to register with the Council is the 31st December 2014.

Any practicing midwives who meet the entitlement to register requirements and who fail to register after the 31st of January 2104 will be deemed to be working illegally.

Article 4

All provisions contrary to this Decision shall be hereby repealed.

Article 5

NMC put this internal procedure on the Executive Team Agenda of the 4th July 2013 for discussion

And was discussed and agreed by NMC’s annual meeting on 21st /22nd November 2013

This internal procedure comes into effect from the signed date hereupon.

Signature..... Date.....

President Cambodian Midwives Council

Official stamp