

Unvalidated References:

Medical Registration Act 1980

This reprint of this Statutory Instrument incorporates all amendments, if any, made before 25 November 2006 and in force at 1 July 2001.

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Legislative Counsel
Dated 25 November 2006

INDEPENDENT STATE OF PAPUA NEW GUINEA.

Chapter 398B.

Nursing Registration By-Laws 1984

ARRANGEMENT OF SECTIONS.

1. Procedure at meetings.
2. Categories of registered nurses, etc.
3. Registers, etc.
4. Qualifications for registration.
5. Qualifications for enrolment.
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8. Certificates of registration, etc.
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SCHEDULE 1

SCHEDULE 2 – Categories.

SCHEDULE 3 – Fees.

SCHEDULE 4 – Training Schools.

Nursing Registration By-Laws 1984

MADE under the *Medical Registration Act 1980*.

1. PROCEDURE AT MEETINGS.

(1) The Council shall cause minutes of its meetings to be recorded and kept.

(2) A decision of the Council at a meeting shall be in writing certified by the Chairman or by two members of the Council.

2. CATEGORIES OF REGISTERED NURSES, ETC.

The categories of nurses and nurse aids are as specified in Schedule 2.

3. REGISTERS, ETC.

For the purposes of Section 75(1) of the Act—

(a) a separate register for each type of register shall be in Form 1; and

(b) a separate register for each type of roll shall be in Form 2.

4. QUALIFICATIONS FOR REGISTRATION.

For the purposes of Section 88 of the Act the minimum qualifications for registration as a registered nurse is successful completion of—

- (a) the course of nursing training known as the General Nurse Programme approved by the Council; or
- (b) the course of nursing training known as the Maternal and Child Health Programme prior to 1 January 1975 together with practical experience in nursing approved by the Council over a subsequent period of two years; or
- (c) the course of nursing training—
 - (i) known as the Territorial Programme; or
 - (ii) known as the Territorial “B” Programme,

prior to 1 January 1975 together with practical experience in nursing approved by the Council over a subsequent period of two years; or

- (d) the course of nursing training known as—
 - (i) the Enrolled Hospital Nurse Programme; and
 - (ii) the Enrolled Community Health Nurse Programme,

followed by the course of nursing training known as the Bridge Course; or

- (e) a course of nursing training approved by the Council completed outside the country.

5. QUALIFICATIONS FOR ENROLMENT.

For the purposes of Section 94 of the Act the minimum qualifications for enrolment as an enrolled nurse is successful completion of the course of nursing training known as—

- (a) the Maternal and Child Health Programme; or
- (b) the Territorial Programme; or
- (c) the Territorial “B” Programme; or
- (d) the Enrolled Hospital Nurse Programme; or
- (e) the Enrolled Community Health Programme.

6. QUALIFICATIONS FOR REGISTRATION OF POST-GRADUATE NURSING TRAINING.

The Council may register qualifications where a person has successfully completed, either within or outside the country, a post-graduate or post-basic nursing course approved by the Council for the purposes of registration.

7. MINIMUM STANDARDS FOR TRAINING SCHOOLS.

(1) For the purposes of Section 110 of the Act the minimum standards for or in respect of training schools for nurses and nurse aides shall be—

- (a) for general nurses—as specified in Part A; and

- (b) for hospital nurses—as specified in Part B; and
- (c) for community health nurses—as specified in Part C; and
- (d) for nurse aides—as specified in Part D; and
- (e) for post-basic midwife nurses—as specified in Part E; and
- (f) for post-basic paediatric nurses—as specified in Part F,

of Schedule 4.

8. CERTIFICATES OF REGISTRATION, ETC.

A certificate of registration or enrolment shall be in Form 3.

9. APPLICATION FOR REGISTRATION, ETC.

An application for registration or enrolment shall be in Form 4.

10. CERTIFICATE OF GRADUATION, ETC.

A certificate for the purposes of Section 112 of the Act shall be in Form 5.

11. FEES.

(1) In this section, “registration” includes registration, probationary registration, enrolment, probationary enrolment and their renewal.

(2) Fees are as specified in Schedule 3.

(3) The fee payable on the first application for registration is in respect of the period from the date of the application to 31 December next following.

(4) The fee for renewal of registration is payable annually in advance and not later than 31 December for the next succeeding year.

(5) The Nursing Registrar shall furnish a written statement to the Council before 28 February in each year notifying the Council of the name of any person who has failed to pay the fee for registration within 30 days of the date specified in Subsection (4).

12. REASON FOR REMOVAL OF NAME FROM REGISTER, ETC.

(1) Where the Nursing Registrar removes the name of a person from a register in accordance with Section 79 of the Act, he shall specify the reason for the removal in the register.

(2) The Nursing Registrar shall not restore the name of a person to a register except in accordance with Section 80 of the Act.

13. RESTORATION OF NAME TO REGISTER, ETC.

(1) Subject to Subsection (2), the fee for restoration of a person's name to a register or roll is the fee payable on application for registration or enrolment.

(2) Where following an appeal under Section 108 of the Act the Court orders the restoration of a person's name to a register or roll, no fee is payable for that restoration.

14. DUPLICATE CERTIFICATES.

Where the Nursing Registrar is satisfied that a certificate issued under Section 77 or 112 of the Act has been lost, defaced or destroyed, he may on application by the person named in the certificate and on payment of the prescribed fee, issue a duplicate certificate.

SCHEDULE 1

PAPUA NEW GUINEA.

Medical Registration Act 1980.

Form 1 – Register.

Act, Sec. 75. Form 1.By-laws, Sec. 3(a).

(state type of register, category, etc.)

Date: No.:

Name: Receipt No.:

Address:

Qualifications:

*Qualifications for registration as nurse:

*No. in register of nurses:

*Particulars of post-graduate qualification:

Remarks:

*Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Medical Registration Act 1980.

Form 2 – Roll.

Act, Sec. 75. Form 2.By-laws, Sec. 3(b).

(state type of roll, category, etc.)

Date: No.:

Name: Receipt No.:

Address:

Qualifications:

*Period of registration:

*Renewal:

*Conditions:

Remarks:

*Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Medical Registration Act 1980.

Form 3 – Certificate of Registration/Enrolment.

Act, Sec. 77. Form 3.By-laws, Sec. 8.

AS (category, etc.)

The Papua New Guinea Nursing Council has registered/entitled* (name) as a (category) nurse (or as having post-graduate qualifications).

The following particulars are recorded in the Register/Roll, of (name of register):

Date: No.:

Receipt No.:

Name:

Address:

Category:

Qualifications:

*No. in register of nurses:

*Particulars of post-graduate qualifications:

Dated . . . , 20

Nursing Registrar.

*Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Medical Registration Act 1980.

Form 4 – Application for Registration/Enrolment.

Act, Secs. 86, 92, 98.

Form 4.By-laws, Sec. 9.

AS (category, etc.)

I, (name) of (address) apply to be registered/entitled* as a nurse (or for registration of post-graduate qualifications) under the *Medical Registration Act*.

I am employed by (name) at (address of employer).

I declare that my qualifications are:—

Certificate:

School of nursing: Location:

Year of graduation:

*Qualifications for registration as a nurse:

*Particulars of post-graduate qualification—

 Certificate and date of issue:

 Years of study:

And I make this solemn declaration conscientiously believing the same to be true under the *Oaths, Affirmations and Statutory Declarations Act*.

Declared at . . . on . . . , 20

Before me:

(Signature of Applicant.)

Commissioner for Oaths.

*Strike out whichever is inapplicable.

PAPUA NEW GUINEA.

Medical Registration Act 1980.

Form 5 – Certificate of Completion of Whole/Part of Course.

Act, Sec. 112.

Form 5.By-laws, Sec. 10.

This is to certify that (*name*) of (*address*) did on . . . , 20... successfully complete the whole/part* of a course of study in nursing or nursing work prescribed by the Papua New Guinea Nursing Council at a training school approved by the Council.

Particulars of the course:

Course of study:

Whole/part/parts* of course successfully completed:

(Name of Training School.)

Dated . . . , 20...

(Signature of officer authorized by governing body of training school.)

*Strike out whichever is inapplicable.

SCHEDULE 2 – CATEGORIES.

Act, Sec. 75. By-laws, Sec. 2.

1. Registered nurses–
 - (a) General nurse.
 - (b) Maternal and child health nurse.
 - (c) Psychiatric nurse.
2. Enrolled nurses–
 - (a) Enrolled general nurse.
 - (b) Enrolled hospital nurse.
 - (c) Enrolled community health nurse.
 - (d) Enrolled maternal and child health nurse.
3. Enrolled nurse aides.

SCHEDULE 3 – FEES.Act, Sec. 115. By-laws, Sec. 11.
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Nurse–

On application for registration	5.00
Renewal of registration	2.00
On application for enrolment	5.00
Annual enrolment	2.00
On application for registration of post-graduate qualification	5.00

Nurse aide–

On application for enrolment	5.00
Annual enrolment	2.00

Restoration of name to register or roll 20.00

On application for duplicate certificate of
registration or enrolment 2.00

Inspection of register 5.00

SCHEDULE 4 – TRAINING SCHOOLS.

Act, Sec. 110. By-laws, Sec. 7.

PART A – GENERAL NURSE.

The minimum standards for or in respect of training schools for general nurses are as follows:–

1. Every nurse shall–

- (a) be at least 16 years of age; and
- (b) produce a certificate of education of a standard not less than Grade 10, at the commencement of the course of training.

2.. The length of the course shall be three years.

3.. The training school shall prepare and implement a Master Programme of theory and practice for the course.

4.. The number of trainees that may be admitted to a course, subject or programme, as the case may be, shall not exceed 30.

5.. The staff shall consist of one Principal Tutor and other tutors.

6.. The Principal Tutor shall–

- (a) be a Registered General Nurse; and
- (b) hold a Diploma in Nursing Education; and
- (c) hold at least one post-basic nursing certificate; and
- (d) have at least two years working experience as graduate nurse in hospital and community health; and
- (e) have at least two years teaching experience in a training school; and
- (f) possess proven ability in administration and student counselling.

7.. A tutor other than the Principal Tutor shall–

- (a) be a registered general nurse; and
- (b) hold either at least one post-basic nursing certificate or a diploma in nursing education; and
- (c) have at least two years working experience as graduate nurse in hospital or community health.

8.. The ratio of trainees to tutors for the purposes of instruction in theoretical and practical nursing shall be–

- (a) for instructions in a classroom–25-30 trainees to a tutor; and

- (b) for demonstrations—10 trainees to a tutor; and
- (c) for clinical and community health services—five trainees to a tutor; and
- (d) for anatomy and physiology—four trainees to a tutor; and
- (e) for all practical nursing—four trainees to a tutor.

9.. Instructions during the course shall—

- (a) consist in part of theory (at least 1,070 hours) and in part practical (at least 65 weeks); and
- (b) be conducted at the training school and at such hospitals, community health clinics and centres as are approved by the Council; and
- (c) be given by the Principal tutor and other tutors or by lecturers approved by the Board.

10.. For the purposes of Item 9(b)—

- (a) an approved hospital shall have—
 - (i) an organized nursing service under the direction of a qualified nurse, preferably with special preparation in nursing administration; and
 - (ii) sufficient and suitably trained staff; and
 - (iii) selected units for training purposes, under the direction of qualified nurses on all shifts, prepared for teaching responsibilities with sufficient number of patients and variety of diagnoses; and
 - (iv) equipment and supplies in good condition and in adequate quantity for trainees use; and
 - (v) suitable facilities for group clinical teaching where patients can be presented, cases studied, demonstrations given and meetings held; and
- (b) an approved community health clinic or centre shall have—
 - (i) a well organized nursing service under the direction of a qualified nurse who is specialized in community health care and community health administration; and
 - (ii) a sufficient number of qualified nurses, so that trainees are under the supervision of a qualified nurse at all times,
 - with suitable facilities to ensure the basic control programmes can be implemented for—
 - (iii) special diseases; and
 - (iv) environmental sanitation; and
 - (v) bio-statistics epidemiology; and

- (vi) medical care; and
- (vii) family health; and
- (viii) school health; and
- (ix) domiciliary care.

PART B – HOSPITAL NURSE.

The minimum standards for or in respect of training schools for hospital nurses are as follows:–

1. Every trainee shall–

- (a) be at least 16 years of age; and
- (b) produce a certificate of education of a standard not less than Grade 8,

at the commencement of the course of training.

2. The length of the course shall be three years.

3. There shall be sufficient number of qualified tutors for the school.

4. The ratio of trainees to tutors for the purposes of instructions in theoretical and practical nursing is 10 trainees to a tutor.

5. Instructions in theoretical and practical nursing shall be–

- (a) conducted at the school and at such hospitals and institutions as are approved by the Council; and
- (b) given by the tutors or lecturers approved by the Council.

6. Instructions in theoretical nursing shall include–

- (a) introduction to nursing–eight hours; and
- (b) medical, surgical and psychiatric nursing–308 hours; and
- (c) aims, principles and practice of nursing–222 hours; and
- (d) administration–ward management–20 hours; and
- (e) man in society–90 hours; and
- (f) personal and community health–118 hours; and
- (g) mathematics–33 hours; and
- (h) anatomy and physiology–30 hours; and
- (i) English–30 hours; and
- (j) microbiology–17 hours; and
- (k) obstetrics–88 hours; and
- (l) child health–78 hours.

7. Instructions in practical nursing shall include—

- (a) medical, surgical adult in-patients—42 weeks; and
- (b) medical, surgical paediatric in-patients and where possible out-patients—24 weeks; and
- (c) obstetrics, including ante-natal, labour ward and post-natal—16 weeks; and
- (d) out-patients department—10 weeks; and
- (e) operating theatre—four weeks; and
- (f) maternal and child health—four weeks.

8. There shall be a full-time doctor for the school.

9. For every 10 trainees there shall be a suitably qualified nurse.

10. A training school or a hospital, community health centre, clinic or institution approved by the Council shall for the purposes of instructions in practical nursing, have suitable facilities to ensure compliance with the following table—

No of trainees.	Daily average adult in-patients.	Daily average paediatric in-patients.	Daily average out-patients.	No. of deliveries per annum.
30-40	50	15	35	150
50	63	20	45	188
60	75	24	54	225
80	100	32	72	300
100	125	40	90	375
120	150	48	108	450
150	188	60	135	563

PART C – COMMUNITY HEALTH NURSE.

The minimum standards for or in respect of training schools for community health nurses are as follows:

1. Every trainee shall—

- (a) be at least 16 years of age; and
- (b) produce a certificate of education of a standard not less than Grade 8 or equivalent,

at the commencement of the course of training.

2. The length of the course shall be three years.

3. There shall be sufficient number of qualified tutors for the school.
4. The ratio of trainees to tutors for the purposes of instruction in theoretical nursing is 10 trainees to a tutor.
5. Instructions in theoretical and practical nursing shall—
 - (a) be conducted at the training school and at such hospitals, community health clinics, centres and institutions as are approved by the Council; and
 - (b) be given by the tutors or lecturers approved by the Council.
6. Instructions in theoretical nursing shall include—
 - (a) anatomy and physiology—30 hours; and
 - (b) microbiology—20 hours; and
 - (c) mathematics—33 hours; and
 - (d) English—30 hours; and
 - (e) man in society—22 hours; and
 - (f) human behaviour—32 hours; and
 - (g) communication and health education—34 hours; and
 - (h) personal and community health—92 hours; and
 - (i) nutrition—44 hours; and
 - (j) obstetrics—153 hours; and
 - (k) child health—154 hours; and
 - (l) aims, principles and practice of nursing—216 hours; and
 - (m) administration—22 hours; and
 - (n) medical, surgical and psychiatric nursing—149 hours.
7. Instructions on practical nursing shall include—
 - (a) medical, surgical in-patients—eight weeks; and
 - (b) paediatric in-patients—16 weeks; and
 - (c) child health clinics—20 weeks; and
 - (d) obstetrics—36 weeks or 20 weeks in the case of male trainees; and
 - (e) out-patient department and minor theatre—12 weeks; and
 - (f) community health—12 weeks.
8. There shall be a full-time doctor for the school.
9. For every 10 trainees there shall be a suitably qualified nurse.

10. A training school or a hospital, community health centre, clinic or institution approved by the Council shall for the purposes of instructions in practical nursing, have suitable facilities to ensure compliance with the following table:—

Total No. of trainees.	Daily average in-patients.	Daily average paediatric in-patients.	Daily average out-patients.	No. of deliveries per annum.
10-15	35	12	25	100
20-30	40	15	40	150-230
40-50	50	20	45	300-370
60-70	60	25	50	460-550

PART D – NURSE AIDE.

The minimum standards for or in respect of training schools for nurse aides are as follows:—

1. Every trainee shall—

- (a) be at least 16 years of age; and
- (b) produce a certificate of education of a standard not less than Grade 8; and
- (c) pass the entrance examination set by the school.

2. The length of the course shall be two years.

3. The school shall, in respect of each year, prepare and submit to the Council for approval, a master plan of theory and practice to be implemented during the year.

4. There shall be one Principal Tutor and such other number of other tutors as are approved by the Council for the school.

5. The Principal Tutor shall—

- (a) be at least a registered nurse; and
- (b) hold a diploma in nursing education; and
- (c) have a minimum of two years' experience in hospital or community health nursing; and
- (d) have at least one years' experience in teaching.

6. A tutor other than the Principal Tutor shall—
 - (a) have at least Grade 8 education; and
 - (b) be at least an enrolled nurse; and
 - (c) have at least two years practical experience in hospital or community health.
7. The ratio of trainees to a tutor for the purposes of instructions in theoretical and practical nursing shall be—
 - (a) for clinical and community health instructions—five trainees to a tutor; and
 - (b) for all other instructions—10 trainees to a tutor.
8. Instructions in theoretical and practical nursing shall consist in part theory (20 weeks) and in part practical (76 weeks) and shall include—
 - (a) communications; and
 - (b) mathematics; and
 - (c) English; and
 - (d) health education; and
 - (e) anatomy and physiology; and
 - (f) nutrition; and
 - (g) microbiology; and
 - (h) obstetrics; and
 - (i) general nursing procedures; and
 - (j) medical, surgical and psychiatric nursing; and
 - (k) first aid.
9. Subject to the approval of the Council the training school shall prepare and implement rules of conduct for trainees during the course.

PART E – POST-BASIC MIDWIFE NURSE.

The minimum standards for or in respect of training schools for post-basic midwife nurses are as follows:—

1. The length of the course shall be 48 weeks.
2. There shall be not more than 15 trainees in each course.
3. A person shall not be admitted to the course unless he—
 - (a) has successfully completed at least Grade 9 education; and
 - (b) is a registered nurse; and

- (c) has successfully completed a course of training for enrolled nurses; and
- (d) has had nursing experience continuously for a period of at least two years after graduation from a course of training for enrolled nurses; and
- (e) has a satisfactory service record; and
- (f) has not undergone a post-basic course within the previous two years; and
- (g) produces a recommendation, from the matron or his immediate supervisor, that he is a fit and proper person to undertake the course; and
- (h) has successfully completed the entrance examinations comprising English, mathematics and basic obstetrics with at least a 60% mark.

4. The staff of the school shall include—

- (a) the Officer-in-Charge who shall be—
 - (i) an experienced registered nurse; and
 - (ii) a qualified midwife; and
 - (iii) a qualified nurse educator with suitable teaching experience; and
- (b) such other tutors who shall—
 - (i) be experienced registered nurses; and
 - (ii) be qualified midwives; and
 - (iii) have suitable teaching abilities.

5. There shall be—

- (a) a full-time specialist obstetrician; and
- (b) a full-time specialist paediatrician; and
- (c) an anaesthetist,

for the school.

6. Instructions in theoretical and practical midwifery nursing shall be—

- (a) conducted at the training school and at such hospitals, community health clinics, centres and institutions approved by the Council; and
- (b) given by the staff, the persons referred to in Item 5 or by lecturers approved by the Council.

7. Instructions in theoretical midwife nursing shall include—

- (a) obstetrics (including microbiology and epidemiology)—220 hours; and
- (b) neonatal paediatrics—46 hours; and
- (c) nursing calculations—25 hours; and
- (d) nurse as an educator—20 hours; and

- (e) nurse as an administrator—20 hours; and
- (f) sociology—15 hours.

8. Instructions in practical midwife nursing shall include attendances and performances of specific duties in—

- (a) clinics—6 weeks; and
- (b) antenatal ward—4 weeks; and
- (c) labour ward—14 weeks; and
- (d) post-natal ward—4 weeks; and
- (e) gynaecology ward—4 weeks; and
- (f) special care nursery—4 weeks; and
- (g) rural health clinics and centres;—6 weeks,

to ensure compliance with the following table:—

Total No. of trainees.	No. of deliveries per annum.
10	1,000
12	1,200
15	1,500 or more.

PART F – POST-BASIC PAEDIATRIC NURSE.

The minimum standards for or in respect of training schools for post-basic paediatric nurses are as follows:—

1. There shall be a selection committee for the school comprising—
 - (a) Officer-in-Charge of the Post-Basic Paediatric Programme; and
 - (b) a Sister-in-Charge of the Paediatric Unit of a General Hospital; and
 - (c) Matron of a General Hospital; and
 - (d) Chief Nurse Educator, Training Division of Department of Health; and
 - (e) Principal of a School of Nursing.
2. A person shall not be admitted to a training school for post-basic paediatric nurses unless selected by the committee.
3. A person shall not be selected unless the committee is satisfied that the person—
 - (a) has successfully completed at least Grade 9 education; and
 - (b) is a registered nurse or has successfully completed a course of training for enrolled nurses; and
 - (c) has had nursing experience continuously for a period of at least one year after graduation from a course of training for enrolled nurses; and

- (d) has, during the period referred to in Paragraph (c), had at least four months nursing experience in a paediatric ward, out-patient department or maternal child health work; and
 - (e) has a satisfactory assessment and record submitted by his supervisor; and
 - (f) has successfully completed the entrance examinations conducted by the Department of Health.
4. The length of training shall be nine months.
5. The staff of the school shall include—
- (a) the Officer-in-Charge, who holds—
 - (i) a post-basic paediatric certificate; and
 - (ii) a diploma in nursing education or its equivalent; and
 - (iii) such other paediatric qualifications as approved by the Council; and
 - (b) a clinical instructor (assistant to the Officer-in-Charge) who is a holder of a post-basic paediatric certificate; and
 - (c) the Charge Sister in the paediatric unit of a General Hospital who holds—
 - (i) a post-basic paediatric certificate; and
 - (ii) a diploma in nursing administration; and
 - (d) the nursing staff in the paediatric unit of a General Hospital; and
 - (e) the community health nursing supervisors of community health services.
6. Instructions in theoretical and practical paediatric nursing shall be—
- (a) conducted at the training school and at such hospitals, community health clinics, centres and institutions as are approved by the Council; and
 - (b) given by the staff or by lecturers approved by the Council.
7. All instructions given during the period of training shall be aimed at achieving the following functions of paediatric nursing:—
- (a) monitoring of progress of children and assessment of health needs of children, and screening for risk cases;
 - (b) diagnosis of ill-health, promotion and maintenance of optimal health of children and their families;
 - (c) prevention of ill-health, promotion and maintenance of optimal health of children and their families;

- (d) provision of nursing care to all children, sick and well, and support to their families;
- (e) planning, organisation, supervision and evaluation of the performance of staff members in a paediatric unit and management of the unit itself;
- (f) promotion of team approach to health work for children;
- (g) assessment of health needs of families and the community;
- (h) promotion of health and welfare of families and of the community;
- (i) collaboration with members of health teams, and with other Departments, and with members of the community in promoting health and welfare of the community and environment, and meeting their needs in a primary health care approach.

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