



## REPs Medical Incapacity/Maternity Freezing Form

Name: \_\_\_\_\_

Facility Name (if facility based): \_\_\_\_\_

Name of your Manager (if applicable): \_\_\_\_\_

I wish to freeze my registration with REPs as I am incapacitated due to medical reasons/maternity leave for 6 months to 12 Months.

The injury, or medical condition causing my incapacity is:

\_\_\_\_\_

I wish to freeze my registration from: \_\_\_\_\_ until: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### How this works:

To be eligible for a credit, and/or waiving of re-application fees, your incapacity must be of a continuous duration of at least **six months**, and the current year's registration fees must have been paid in full. REPs is to be advised of the incapacity/maternity leave within 3 months of the start date of the incapacity/medical reason.

REPs will provide a credit of the value of the registration fee paid for the period that the exercise professional was incapacitated (not including any application fees). This can be credited towards payment of the following year's registrations fees.

You should advise REPs within the first 3 months of the start of your incapacity/maternity leave, and then again immediately upon return to work (minimum of 6 months, maximum of 12 months from the start of your freezing period). REPs registration must be continuous prior to and following the freezing period in order to retain eligibility for this credit, and to avoid paying a new application fee following a lapsed registration.

Continuing Professional Development (CPD) - The standard REPs CPD point requirements (10 CPD points per registration year) will be waived while your registration is frozen.

Notification Process - REPs will confirm via email that when your REPs registration freezing period is accepted. When the freezing period is complete, you will need to contact REPs to unfreeze your REPs Registration.

Please complete above and email to REPs, info@reps.org.nz

