

Application to become an authorised nurse prescriber and receive a prescriber number (HW097)

Applying online

If you are an eligible nurse prescriber, under section 84AAM of the *National Health Act 1953*, and want to apply to be recognised as an authorised nurse prescriber under section 84AAN of the *National Health Act 1953* and receive a prescriber number, you can apply online using Health Professional Online Services (HPOS).

To access HPOS you need an individual Provider Digital Access (PRODA) account. If you do not have one, go to **servicesaustralia.gov.au/proda** to register. Then follow the steps to set up your HPOS access.

To apply:

1. Sign in to your PRODA account and access HPOS
2. Select My details
3. Select My digital prescriber number registration, and
4. Complete the questions and select Submit.

To find out more about HPOS, go to **servicesaustralia.gov.au/hpos**

When to use this form

Use this form if you are an eligible nurse prescriber:

- applying to be approved as an authorised nurse prescriber and receive a prescriber number
- who cannot apply online.

To find out if you are eligible to apply and prescribe, go to **servicesaustralia.gov.au/hpmedicarebenefits**

Eligibility for a prescriber number

You must have a prescriber number to prescribe medicines to patients under the Pharmaceutical Benefits Scheme (PBS).

To receive a prescriber number, you must:

- hold general registration as a registered nurse and have your registration endorsed by the Nursing and Midwifery Board of Australia as qualified to administer, obtain, possess, prescribe, supply and/or use Schedule 2, 3, 4, and 8 medicines for the purposes of prescribing as a designated registered nurse prescriber with an authorised health practitioner within the scope of registered nurse practice
- have a prescribing agreement (a nurse prescriber agreement) in place with one or more PBS prescribers, none of whom is an authorised nurse prescriber
- apply to be an authorised nurse prescriber with Services Australia.

You must complete this application to prescribe under the PBS as an authorised nurse prescriber even if you already have a prescriber number as an authorised nurse practitioner.

It is a condition that an authorised nurse prescriber **does not**, under their prescribing agreement, prescribe a pharmaceutical benefit that cannot be prescribed by the PBS prescriber with whom the agreement is made.

For more information about PBS and prescriber numbers, go to **servicesaustralia.gov.au/hppbsprescribers**

For more information

Go to **servicesaustralia.gov.au/healthprofessionals** or call 1300 302 122 Monday to Friday, 8:30 am to 5 pm, local time.

Filling in this form

You can complete this form on your computer using Adobe Acrobat Reader, or you can print it.

For help on how to fill in our forms, go to **servicesaustralia.gov.au/formhelp**

If you have a printed form:

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this ☐ **Go to 1** skip to the question number shown.

Check that you have answered all the required questions when you return this form. If the application is not complete, it will be returned and you will need to re-apply.

Applicant's details

A prescriber number will be issued in the name you are registered with Ahpra.

1 Dr ☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Mx ☐ Other ☐

Family name

First given name

Second given name

2 Your date of birth (DD MM YYYY)

3 Your gender

Male ☐

Female ☐

Non-binary ☐

4 Languages spoken (other than English)

Personal contact details

5 Postal address

Postcode

Business phone number (including area code)

Mobile phone number

Email

Qualification

6 Professional qualification

Place obtained

Year obtained (YYYY)

Registration details

7 Ahpra registration number

You **cannot** be allocated a prescriber number unless you are registered with Ahpra.

8 Do you currently hold an endorsement to prescribe scheduled medicines as a designated registered nurse prescriber?

No ☐

Yes ☐

9 Do you have an active prescribing agreement in place with one or more PBS prescribers, none of whom is an authorised nurse prescriber?

No ☐

Yes ☐

10 Do you have a prescriber number as an authorised nurse practitioner

No ☐

Yes ☐ Existing prescriber number



MCA0HW097 2610

Privacy notice

- 11** The privacy and security of your personal information is important to us, and is protected by law. We may collect or share information about you from or with other parties including the Australian Health Practitioner Regulation Agency, the Department of Health, Disability and Ageing, or the Department of Veterans' Affairs. Services Australia collects and shares this information so we can process and manage your application to become an authorised nurse prescriber under the *National Health Act 1953* (Cth) and provide services to you. If we do not collect this information, we may not be able to process your application. We only share your information with other parties where you consent, or where the law allows or requires it. For more information, including on how to access your information or make a complaint, go to servicesaustralia.gov.au/privacypolicy

Eligible nurse prescriber's declaration

12 I declare that:

- I am aware of my legal obligation to provide true and accurate information.
- I have read servicesaustralia.gov.au/hppbsprescribers and understand my legislative requirements on the use of my PBS prescriber number.
- the information I have provided in this form is complete and correct.

I acknowledge that:

- I have my registration endorsed by the Nursing and Midwifery Board of Australia as qualified to administer, obtain, possess, prescribe, supply and/or use Schedule 2, 3, 4, and 8 medicines for the purposes of prescribing as a designated registered nurse prescriber with an authorised health practitioner within the scope of registered nurse practice, and
- I have a prescribing agreement in place with one or more PBS prescribers, none of whom is an authorised nurse prescriber, and
- if approved as an authorised nurse prescriber, I am subject to the condition that I will not, under my prescribing agreement, prescribe a pharmaceutical benefit that cannot be prescribed by the PBS prescriber with whom the agreement is made.

I understand that:

- the information I have provided in this form may be subject to scrutiny through the relevant compliance and audit arrangements.
- giving false or misleading information is a serious offence.

Nurse prescriber's signature



On completion, print and sign by hand.

Digital or electronic signatures are not acceptable.

Date (DD MM YYYY)

--	--	--	--	--	--	--	--	--	--

Returning this form

Return this form by:

- **email to provider.registration@servicesaustralia.gov.au**
There may be risks with sending personal information through unsecured networks or email channels.
- **post to**
Services Australia
Provider Registration Section
GPO Box 9822
In your capital city
- **fax to**
02 6122 9739

Reset form