Registration with CNM - Application Process for Midwives

Section One

These guidelines explain the process and requirements for midwives to apply with the Council for Nurses and Midwives (CNM).

Inclusive Criteria

1. the applicant must satisfy the criteria as stipulated in the Health Care Professions Act (HCPA)
2. the applicant must be of good moral character
3. the applicant must be a Maltese, EU citizen or is otherwise legally entitled or authorized to work in Malta.
4. the applicant must apply for registration by means of the CNM’s latest application form.

Exclusive Criteria

1. training not in line with the EU Directive 2005/36 and the latest edition of the Maltese HCPA
2. a criminal record excludes the applicant of being accepted
3. Non-proficiency of the Maltese language is not an exclusive criteria however
the inability to communicate effectively with patients is an exclusive criteria

Section Two

The process

1. Eligibility for registration is determined primarily on the basis of documents submitted to the CNM. At this stage qualifications and training are reviewed and considered in view of a) the EU Directive 2005/36 and Council Directive 2006/100 b) the HCPA and c) according to the relevant criteria stipulated for the registration as a midwife.

The applicant must submit all the documents indicated in this section along with the appropriate application form in order for the application to be processed. Copies of any documents submitted must be authenticated by a lawyer or public notary. The Department of Foreign Affairs must also sign the documents that the lawyer or public notary authenticates.

The CNM reserves the right to refuse considering any applications that do not observe the process for registration as explained.

2. Documents submitted must be in the Maltese or English language. Documents in a different language must be translated to English and both sets of documents must be submitted together. Documents to be submitted include:-

1. The appropriate application form must be filled in completely and be legible. A passport size photo should be attached to the application form.

2 Curriculum Vitae in English.

3 Original or authenticated copies of the following (English version): -

a. Birth certificate;
b. Marriage certificate (if applicable);

c. Police conduct certificate in English, issued not earlier than three months of the date of application;

d. Passport document or copy a of the identity card from both sides

e. Reference letters indicating the dates of years worked as a midwife (if one has worked in more than one hospital, more than one letter should be submitted)

f. Professional Diploma/Degree;

i. the original / authenticated copy in your mother language, and

ii. the original / authenticated English translation from your University / Midwifery School / College endorsed by the issuing body under an original and official letterhead from the University / Midwifery School / College of origin.

g. An original detailed transcript of Theoretical and Practical training and studies in hours, (showing separately the total amount of hours spent in theory and practice) associated with Midwifery and in relation with the Midwifery syllabus performed by your Institution being the University / Midwifery School / College. This has to be endorsed in the original format by the Head / Registrar of your Institution being the University / Midwifery School / College.

g1. The log book containing all deliveries made during training should be included.

h. An original, recent (3 months) verification certificate of current registration and good standing with the Nursing / Midwifery Council you are registered with.

i. Document of entitlement or authorization to work on the Maltese Islands, if the applicant is not a Member State citizen.

j. Receipt of the relevant fee. (kindly read article 8 of this section for the method of payment)

k. IELTS result with an average score of 5.5 (for Non-EU applications)

l. It is the responsibility of applicants, in possession of qualifications awarded
by foreign universities to produce a recognition statement on comparability of qualifications issued by the Malta Qualifications Recognition Information Centre (MQRIC), which statement should be attached to the application.

3. Applicants who have just completed a degree or diploma course pursued at Institute of Health Care, Malta have to submit the application form, receipt of €12 and police conduct only.

4. If the applicant does not correspond with the CNM within three months of receiving the latest correspondence the application will not be considered. If the applicant wants to pursue his/her application after this time period the application process must be initiated from the beginning.

5. When all the requested documents are submitted, the application is forwarded on to the designated committee, who in turn will forward its recommendation to the CNM.

6. The Registrar is bond to keep the applicant informed about the progress of his/her application.

7. **Methods of payment**

According to legal notice 178/2008, the Council is collecting a 12 euro fee per application for EU member state citizens, 175 euros for non-member States citizens.

Cheques (both local and foreign), should be addressed to the Council for Nurses and Midwives, Out Patients Department, level 1, St. Luke’s Hospital, G’Mangia, Malta, with a note to deposit in CNM account, quoting account number. (Council for Nurses and Midwives account and Number 8304)

Bank Transfers should be send to:
Bank name: Central Bank of Malta
Account name: EU Public Health Programmes
Account Number: 40111EUR-CMG5-002-D
IBAN: MT77MALT011000040111EURCMG5002D
Applicants have to sent the bank statement showing that the transfer was successful and if possible the receipt of payment.
Any bank charges or other charges are to be incurred by the applicant.

Receipts are only valid for 3 months as show on date of receipt or bank statement. If 3 months have elapsed, applicants have to pay again.

On no account is money refunded.

Section Three

If the applicant is not eligible for registration s/he will be informed without unnecessary delay.

If the applicant is eligible for registration s/he will be informed without unnecessary delay. These applicants may be required to move on to the second phase of the application process being a language proficiency test which is done by means of an interview.

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