

HEALTH PROFESSIONAL REGISTRATION RENEWAL CHECKLIST

The following list identifies what supplemental documentation is required for registration renewals.

Additional information pertaining to registration policies and procedures can be found in the applicable *Registration Guidelines* document published by the relevant Statutory Board or Council. Please refer to the Health Council’s Health Professional Registration page for links to the Statutory Bodies *Registration Guidelines* documents.

Supplemental documentation **must** be uploaded and attached to your online application, unless otherwise specified below.

Documentation	Relevant Profession(s)	Notes
Registration Renewal Application Form	All	Health Professional Registration Renewal Application
Registration Renewal for Inactive Status	All	Health Professional Registration Renewal Application For Inactive Status
Continuing Education Unit Documents	All	Documents that provide sufficient evidence of completing required number of continuing education hours in your practice area (i.e. Certificates of Completion/Participation). Each CEU document must be attached separately to the application.
Proof of Eligibility to Work in Bermuda	All	Spousal letter, permanent residency card, valid work permit, etc.
Proof of identification	All	Copy of passport or birth certificate.
Registration Fee Payment	All	Applicants will receive a link for the online payment portal. Application review will not occur until payment is received.
Professional Certification	<ul style="list-style-type: none"> • Emergency Medical Service Practitioners • Addiction Counsellors • Diagnostic Imaging Technologists • Medical Technologists 	<ul style="list-style-type: none"> • For EMSPs, proof of current certification (i.e. NREMT and CPR) • For Addiction Counsellors, proof of BACB Certification • For DITs and MTs, proof of Board Certification in identified areas
Name change verification documentation	All	Where applicable. Only required if name changed and differs on application and supporting documentation. Copy must be notarized .