

Physiotherapists - recognition of foreign professional qualifications

For the recognition of a foreign professional qualification in the field of physiotherapy, the following applies: General recognition procedure, namely:

- 1.** Recognition of foreign professional qualifications acquired within the EU / EEA State and the Swiss Confederation (Member State)
- 2.** Recognition of foreign professional qualifications acquired outside the Member States (third countries)

Procedure for recognition of foreign professional qualifications

I. APPLICATION RECEIPT

The candidate delivers all necessary documentation in person or by post to the office of the Croatian Council of Physiotherapists (HKF), Donje Svetice 46c / IV, 10 000 Zagreb, Croatia, or sends it scanned by email to hkf@hkf.hr :

1. FILLED APPLICATION FORM FOR RECOGNITION OF FOREIGN PROFESSIONAL QUALIFICATIONS

APPLICATION FORM FOR RECOGNITION OF FOREIGN PROFESSIONAL QUALIFICATIONS

2. Evidence of fee payment:

- for the costs of the general procedure for recognition of a foreign professional qualification HRK 1,500.00

Payment information

RECIPIENT: Croatian Council of Physiotherapists, Donje Svetice 46c / IV, 10 000 Zagreb, Croatia

IBAN: HR62 2402 0061 1005 9408 6

Erste & Steiermarkische Bank d.d.

SWIFT: ESBCHR22PAYMENT

DESCRIPTION (PURPOSE OF PAYMENT): Fee for recognition of a foreign professional qualification

3. NOTES valued at 1x 20.00 HRK and 1x 50.00 HRK

An administrative fee may be paid in government notes affixed to the application or by payment to the account number:

IBAN: HR1210010051863000160 State Budget

Model: 64

Reference number: Taxpayer's Personal Identification Number

Payment Description: Administrative Fee

If the candidate is located outside the Republic of Croatia, they can obtain the notes at the nearest Consulate or the Croatian Embassy in that country. In accordance with art. 15 of The Administrative Fees Act (NN 115/16) consular fees abroad are paid into the bank account of diplomatic missions or consular offices, and are exceptionally paid in cash. Proof of payment of the fees shall be provided to the Council upon request.

4. Documents required for carrying out the process of recognition of a foreign professional qualification

DOCUMENTATION NEEDED FOR RECOGNITION OF FOREIGN PROFESSIONAL QUALIFICATIONS

The HKF will, within 15 days of receipt of the incomplete request and documentation, invite the candidate to complete the application within 90 days.

No appeal is allowed against the conclusion. The conclusion can be challenged by an appeal against a decision resolving an administrative matter. If the applicant does not accept the invitation and the request cannot be processed, the HKF will reject the request as incomplete.

II. OPERATION OF THE PROCEDURE

The HKF compares the documentation of the professional qualifications of the candidate with professional qualifications in the Republic of Croatia prescribed as conditional for performing physiotherapy and sends the candidate a response.

General procedure:

If the conditions for recognition of a foreign professional qualification are not fulfilled, that is, there are significant differences between the professional qualifications of the candidate and the professional qualifications prescribed for physiotherapy in the Republic of Croatia, but the documentation is complete:

1. The HKF invites the candidate with the conclusion that within 8 days, he / she shall state in writing* the choice of one of the supplementary measures:

- a) an adjustment period of up to three years
- b) competency check (exam)

* The candidate submits a written statement on the choice of a supplementary measure with a handwritten signature to the office of the Croatian Council of Physiotherapists, Donje Svetice 46c / IV, 10 000 Zagreb, Croatia or by e-mail to hkf@hkf.hr

The conclusion describes in detail the significant differences in professional qualification and describes additional measures.

2. The HKF shall, within 60 days from the date of the candidate's statement on the choice of the supplementary measure, adopt a provisional decision determining the candidate's supplementary measure.

3. The candidate is invited to take the exam of competency within 6 months from the date of the provisional decision. Candidate should apply for the Competency Exam before the scheduled exam date.

4. If the candidate fails the examination, he / she may apply for the examination again within 15 days from the day he / she failed the examination.

5. If the candidate fails to meet the competency examination within six months, the decision will be rejected by the HKF.

Date of the examination for competency assessment in the process of recognition of a professional qualification for 2020:

January - exam date - 08/01/2020 at 3:30 pm

February - the exact exam date will be announced later

March - the exact exam date will be announced later

April - the exact date of the exam will be announced later

May - the exact exam date will be announced later

June - the exact exam date will be announced later

July - the exact date of the exam will be announced later

August - the exact exam date will be announced later

September - the exact exam date will be announced later

October - the exact exam date will be announced later

November - the exact exam date will be announced later

December - the exact exam date will be announced later

III. ISSUING A DECISION ON RECOGNITION OF A FOREIGN PROFESSIONAL QUALIFICATION

The decision may be:

1. Full recognition
2. Rejection
3. Dismissal

An appeal against the decision on the recognition of a foreign professional qualification may be lodged with the Ministry of Health within 15 days of its receipt. The complaint is submitted through the Croatian Council of Physiotherapists in writing in duplicate.

IV. PAYMENT OF FEES

The fee for the supplementary measure shall be paid by the candidate prior to the commencement of the supplementary measure, that is, passing the examination. The fee for the supplementary measure of competence assessment in the process of recognition of foreign professional qualification is 2.500,00 HRK.

Payment information

RECIPIENT: Croatian Council of Physiotherapists, Donje Svetice 46c / IV, 10 000 Zagreb, Croatia

IBAN: HR62 2402 0061 1005 9408 6

ERSTE & STEIERMARKISCHE BANK D.D.

SWIFT: ESBCHR22

PAYMENT DESCRIPTION (PURPOSE OF PAYMENT): Fee for the supplementary measure in the process of recognition of a foreign professional qualification.

V. AUTHORISING THE INDEPENDENT WORK LICENSE

Upon receiving the decision on recognition of a foreign professional qualification for performing physiotherapy in the Republic of Croatia, the candidate should obtain an Independent Work License from the HKF. By selecting the link below, you will find a list of documents required for issuing the Independent Work License and Council membership:

[Authorization to work independently and entry in the Register of Physiotherapists](#)

[Authorization to work independently and entry in the Registrar of Physiotherapy Technicians](#)

The HKF issues a decision on the Independent Work License within 60 days from the fulfillment of conditions for granting the Permit.

ADDITIONAL INFORMATION:

The candidate may obtain more information regarding the process of recognition of foreign professional qualifications from the HKF office in person or by phone: Monday 14:00 - 17:00, Tuesday to Thursday 09:00 - 12:00.

Beyond these hours, inquiries are sent exclusively by e-mail to hkf@hkf.hr

Regulations:

[Law on Regulated Professions and Recognition of Foreign Professional Qualifications \(NN 82/15, 70/19\)](#)

[Ordinance on the criteria for recognition of foreign professional qualifications NN 89/13](#)