



Professional Credential – Assistance Animal OT - General Entry Requirements (Summary)

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Full versions of WAFA Professional Credential – Assistance Animal OT - General Entry Requirements are controlled documents and available only to those enrolled in the relevant WAFA credential. Access may also be granted to government agencies and approved research groups upon request. For enquiries, please contact admin@workinganimals.com.au

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Assistance Animal OT - General Entry Requirements (Summary)

Once you join as a Tier 2 Member, you will have access to the full list of requirements for each credential criteria listed below.

General Entry Criteria:

1. Minimum Qualification – applicants must hold a completed TEQSA accredited and AHPRA approved degree in Occupational Therapy. Accepted qualifications can be found at <https://www.ahpra.gov.au/Accreditation/Approved-Programs-of-Study>

NOTE: Occupational Therapists (OTs) must have two years of equivalent full-time workplace experience prior to enrolling with WAFA and be registered as full members with the AHPRA Occupational Therapy Board. WAFA may consider waiving the two-year experience requirement if there is credible reason or demonstrated relevant experience.

2. Current and valid proof of Identity e.g., driver's licence or passport.
3. Current and valid National Police Check – valid for 12 months.
4. Current and valid State/Territory Checks (for the state/territory in which you work/reside) e.g. Working with Children's Check, Working with Vulnerable Person's Check, NDIS Check.
5. Mental Health First Aid (MHFA) Certificate – valid for 24 months.
6. Current and Valid Animal First Aid (ACMGEN309) – valid for 36 months.
7. Human First Aid (HLTAID003) - valid for 36 months.

NOTE: HLTAID003 includes Provide CPR (HLTAID001) which remains valid for 12 months only.

8. DV-Alert Training (CHCDFV001) – free via Lifeline Australia RTO 88036
9. Child Protection Level 1 National Principles Training – free via Childsafe.org.au
10. Public Liability & Professional Indemnity Insurance relevant to your current role.

Exemptions

You may apply for an exemption from Requirements 1–11 via the WAFA Recognition of Prior Learning (RPL) Form, with certified evidence submitted through the WAFA Member Portal. Please review the relevant *Appendix* for exemption criteria before applying.

Optional Public Record Information

Graduates who wish to be listed in the WAFA Credential Holder Public Database may also provide:

12. Proof of other registrations, checks, or statuses – e.g., NDIS, Social Traders, BCorp, ACNC.
13. Any other nationally accredited qualifications – e.g., MOT, PhD, LLM.
Overseas qualifications must meet Department of Education recognition or equivalency standards.
14. Other national or international memberships/accreditations – e.g., ADI, IGDF, NADOI, IAABC, CCAB, GHAD.

Submitting Your Documents

- All documents must be certified by a Justice of the Peace (JP) and uploaded via the WAFA Member Portal before your enrolment period ends.
- You are responsible for ensuring your documents remain valid for the duration of your enrolment.
- Applicable fees must be paid on time.
- If you require an extension, you must contact us before your due date.

Consequences of Non-Completion

- If you fail to submit all required documents and do not request an extension, your WAFA enrolment will be terminated.
- Expired or invalid documents may also result in your credential application being withdrawn.

Document Control

Version	Date	Author	Change Description	Approved By
V1.0	23/07/2025	V. Solomon	Initial	C.Williams