

**APPLICATION FOR CROSSOVER TO
ADAS DIVER MEDICAL TECHNICIAN CERTIFICATION**

ADAS will issue ADAS Diver Medical Technician (DMT) Certification to applicants who are currently qualified following successful competency assessment at a recognised ADAS or IMCA DMT course. To apply for ADAS Diver Medical Technician certification you must:

- Complete all sections (A, B, C and D) of the enclosed application form;
- Provide a high quality, complete copy of your current DMT qualification;
- Provide a high quality copy of the Photo and Identity page of your passport.
If you do not possess a passport, provide one of the following forms of photo ID:
 - Driver's Licence with photo identification
 - National Identification Card
 - Letter on company letterhead, signed by a senior company representative, verifying that the name and images in the attached photographs are those of the applicant.
- Provide 2 current COLOUR passport style photographs.
Please do NOT staple through the image area of the photograph. Ensure your picture is sharp and in focus and has been taken against a light, neutral background. Please avoid a heavy or dark background colour.
Alternatively you may email a JPEG digital head and shoulders image to ADAS.
- Include payment of **\$150** in Australian dollars. You may pay by credit card (Visa or MasterCard); EFT; Money Order; or Cheque (made payable to 'ADAS') (see Part C for details).
- **Post** your application to: **ADAS
526 Duncan Road
Dunoon NSW 2480 Australia**

Contact details for ADAS are: Email: admin@adas.org.au Web: www.adas.org.au
Phone: (+61) (0) 2 6689 5656 Fax: (+61) (0) 2 6689 5657

To assist with ongoing communication, please ensure that you provide ADAS with your email address and mobile phone number and advise ADAS of any change in address or contact details;

PLEASE NOTE

- ADAS DMT cards are current for 3 years. At the expiry of the certificate, a refresher course must be completed at an authorised ADAS or IMCA DMT training establishment.
- The ADAS card is only valid when the certified person concerned is operating in compliance with the provisions of relevant state, territory or national legislation, codes or standards.
- Attached are the conditions for maintaining ADAS certification. Please ensure that you read the document which details your responsibilities as an ADAS certificate holder and the conditions upon which your certification is dependant.
- If you are required to perform chamber attendant duties, you will need a current diving medical certificate.

Paul Butler
Executive Director
Australian Diver Accreditation Scheme

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PART A - PERSONAL DETAILS

Please complete the following form in block letters using ink

ADAS Number _____ Date of Birth ____ / ____ / 19 ____

Family Name _____

Given Name _____

Permanent Address _____

Suburb/City _____ State _____ Postcode _____

Country _____

Telephone – Home () _____ Business () _____

Mobile _____ Fax () _____

Email address _____

Postal Address to which card should be sent (if different)

_____ Country _____

ADAS Internal Use Only

ADAS Number: _____

DMT _____

Approved Y / N

Amount \$ _____

Paid by
CC / MO / CHQ / EFT / ATE

Invoice Number _____

Date Processed _____

Date Sent _____

Comments _____

ADAS USE ONLY
**PASTE
PHOTOGRAPH
OF APPLICANT
HERE**

PART B - ADAS DETAILS

Details of DMT Certificate Held

DMT Certificate Held	Name of training organisation(s)	Date of Initial Issue and of any subsequent refresher course(s)	Certificate Number

PART C - PAYMENT DETAILS

✓	Please indicate what method of payment you are using.	
	<u>Cheque, money order, draft or international bank cheque</u>	Please attach cheque, money order, draft or international bank cheque.
	<u>Credit Card</u> NOTE: Visa or MasterCard only	Card number: _____ Date of expiry: ____ / ____ Name on card: _____
	<u>EFT Transfer:</u> Account Name: ADAS Bank: National Australia Bank BSB: 082 707 Account No: 55764 9982 Swift code: NATAAU3302S Physical Address of Bank: 138 Molesworth Street, Lismore NSW 2480 AUSTRALIA	To help us identify your payment, please quote your ADAS Certificate Number & Name in the <i>Transaction Description</i> area of your internet banking webpage when doing an electronic transfer into the ADAS account. Date of transfer: _____ Reference number: _____

Note: ADAS has policies for declined credit cards/dishonoured cheques. Declined credit cards will incur a fee of \$10. In the case of dishonoured cheques, an automatic fee of \$15 will be charged to recover the fee charged by our bank and office time in handling the issue.

PART D - DECLARATION OF APPLICANT

I, (Name of Applicant) _____, of

(Address of applicant), _____

do solemnly and sincerely declare that the photographs are true and current images of myself, the applicant, and that all documents and information provided are specific to myself, and are true and correct. I understand and agree to abide by the conditions set out in the attached document "Conditions of ADAS Certification".

(Signature of applicant) _____

Please complete this checklist to ensure that all requirements are completed

Required	Please tick ✓
Completed application (Parts A, B, C and D)	<input type="checkbox"/>
High quality, complete copy of your current DMT qualification	<input type="checkbox"/>
High quality passport style photos of applicant	<input type="checkbox"/>
High quality copies of Photo and Identity page of your passport, or acceptable alternative	<input type="checkbox"/>
Payment of \$150 in Australian dollars	<input type="checkbox"/>

THE FOLLOWING PAGES ARE TO BE RETAINED BY THE APPLICANT

Conditions of ADAS Certification

ADAS certification is awarded to persons who demonstrate that they meet the competencies detailed in the relevant ADAS Competence Standard. ADAS certification brings with it a number of responsibilities. The following provisions are based on the recognition that ADAS certification is conditional upon the certified person operating safely and sensibly within the law at all times, or where there is no specific legislation, in compliance with recognised standards and/or codes of practice. These measures are designed to ensure that the present high level of professional standing of ADAS and ADAS Certificate holders is maintained.

Basis of Certification

- ADAS certification is awarded on the basis that the holder of certification must operate in compliance with relevant legislation and/or standards. **Certification may be suspended or cancelled if holders of certification are proved to be operating unsafely or illegally.**
- ADAS Certificates of Competency are only valid for diving if divers are certified “medically fit to dive” in accordance with AS/NZS 2299.1 (2007) or approved international equivalent and are in possession of an Occupational Diving Medical Certificate issued by a medical practitioner trained in underwater medicine by an organisation acceptable to ADAS. This condition does not apply to ADAS certification for Diving Supervisors, Life Support Supervisors, Life Support Technicians, etc, when those persons are not required to dive.
- Certification, other than Diver Medical Technician which is for 3 years, is for five years from date of issue. After that time, persons must apply for renewal of their certification based on demonstration of continued proficiency at the level of competency for which they are certified.
- Certification will be renewed on the basis of the applicant certifying that he/she has retained their operating competency over the previous period of certification. Applicants must be able to establish on request by ADAS (eg, by log book and/or similar evidence demonstrating current practice in diving and/or other relevant activities) how the relevant skills and knowledge identified by ADAS in the relevant ADAS Competence Standard have been maintained.
 - **As a minimum, this will generally be held to be the undertaking or supervision of 20 dives within the 24 month period prior to renewal.**
 - **Acceptable alternatives could be a course of training at a higher level of proficiency, a letter of verification by an appropriately qualified ADAS Supervisor attesting that the applicant continues to possess the required level of competency or a refresher course at an appropriately accredited training establishment. Applicants who cannot fulfil any of these criteria should contact ADAS to discuss their situation prior to applying for renewal.**

ADAS will conduct random audits of applicants requiring such verification.

- Inability to satisfactorily demonstrate such competency will result in the applicant being required to undertake an approved form of currency updating or, failing this, to surrender his/her Certificate of Competency (see below). Applicants are reminded that making a false Statutory Declaration is an offence under the law.

Suspension or Cancellation of an ADAS Certificate of Competency

ADAS may suspend or cancel a Certificate of Competency if it is satisfied that the holder of the certificate:

- a. obtained the certificate on the basis of false or misleading information or a failure to disclose or provide required information;

- b. has operated in a manner which endangers the health or safety of the holder or any other person;
- c. is no longer capable of performing to the level of competency specified by the certificate;
- d. has failed to operate in compliance with relevant legislation, Codes and /or standards.

Appeal against Suspension or Cancellation of Certificate of Competency

Before suspending or cancelling a Certificate of Competency, ADAS will:

- notify the holder of the certificate in writing by registered mail, to the last known address of the Certificate holder, of the proposed suspension or cancellation; and
- give the holder of the Certificate 28 days, from the time of service by registered mail to the last known address of the Certificate holder, to make representations in writing to ADAS in relation to the proposed suspension or cancellation; and
- through the ADAS Appeal Committee, take reasonable regard of the representations made by the holder of the Certificate [the ADAS Appeals Committee is composed of representatives of the relevant diving industry, and/or union and/or the State/Territory regulators].
- The full ADAS Grievance Policy and procedures may be found on the ADAS website www.adas.org.au. Appellants who are unsuccessful may seek redress through civil legal action.

Notification of Suspension or Cancellation of Certificate of Competency

If, after having regard to any representations made by the holder of the Certificate, ADAS decides to proceed with the proposed suspension or cancellation, ADAS will inform the holder of the Certificate in writing by registered mail to their last known address:

- stating that the Certificate is suspended or cancelled; and
- in the case of a suspension, stating the period for which the Certificate is suspended; and
- giving the reasons for the suspension or cancellation.

Date of Effect of Suspension or Cancellation of Certificate of Competency

The suspension or cancellation takes effect on the date on which notice of the suspension or cancellation is served on the holder of the Certificate by registered mail at their last known address, or on any other later date which is specified in the notice.

Notify Others of Suspension or Cancellation of Certificate of Competency

ADAS may inform others (the holder of the certificate's employer, other contractors, State/Territory regulators, etc) of certificates that are cancelled or suspended.

Surrender of Cancelled Certificates of Competency

The holder of an ADAS Certificate of Competency that is cancelled must return the Certificate to ADAS within the period specified in the notice of cancellation.