



# Sponsoring a medical practitioner

Form

# 1381

**Australian Government**  
**Department of Immigration and Citizenship**

Important – Please read this information carefully before you complete your application. Once you have completed your application we strongly advise that you keep a copy for your records.

## Who should use this form?

This form should be used by organisations or lawful residents who wish to sponsor a qualified medical practitioner where there is a demonstrated need for employing practitioners from overseas, for temporary employment in Australia for a period of more than 3 months and up to 4 years. Sponsorship is a requirement of this subclass.

## Other sponsorship arrangements NOT covered by this form

If you want to sponsor a skilled person for long stay temporary business employment in Australia, you should complete a sponsorship form 1196S *Sponsoring temporary overseas employees to Australia*.

Forms are available from the Department of Immigration and Citizenship (the department) website [www.immi.gov.au/allforms/](http://www.immi.gov.au/allforms/)

## Who can be an approved sponsor?

The criteria to be approved as a sponsor requires that the organisation or lawful resident must:

- be a lawfully established and actively operating entity in Australia (ie. a corporation, incorporated body or government agency); or
- be an Australian citizen, an Australian permanent resident or an eligible New Zealand citizen; and
- have signed the sponsorship undertakings at **Part I**; and
- make and have the capacity to comply with sponsorship undertakings; and
- have a satisfactory record of compliance with immigration laws of Australia.

## Mandatory conditions

Condition 8107<sup>1</sup> and Condition 8501<sup>2</sup> are mandatory conditions attached to the visas of all main visa holders in this subclass.

<sup>1</sup> Condition 8107 states you must not:

- i) cease to be employed, or cease to undertake the activity, in relation to which your visa was granted; or
- ii) work in a position, or engage in an activity, that is inconsistent with the position or activity in relation to which your visa was granted; or
- iii) engage in work for another person or on your own account while undertaking the employment or activity in relation to which your visa was granted.

<sup>2</sup> Condition 8501 states you must:

Maintain adequate arrangements for health insurance while you are in Australia.

## Who should be included in the sponsorship?

The main visa applicant and all their family members need to be listed on the sponsorship application, including family members who may wish to join their family later.

Family members include the main visa applicant's partner (spouse or de facto partner), children under 18 years of age AND children and other relatives 18 years or over who are wholly or substantially reliant on that visa applicant for financial support for their basic needs.

People 18 years or over must show that they have been reliant on the main visa applicant for a substantial period and that they are more reliant on that person than any other person or source. A person may also be considered dependent on the main visa applicant if they rely on that person for financial support because of a disability.

**Note:** A child of any age who is engaged to be married or who has a partner is not considered dependent.

## Sponsorship undertaking

The sponsor must sign the undertaking at **Part I** of the form.

The undertaking is provided to ensure that the entry of temporary residents should not result in financial cost to the Australian community. This means that the Australian Government can request a sponsor to reimburse it for any outstanding debts owed to the Commonwealth which are accrued by the sponsored person during their stay in Australia.

This could include medical costs related to the sponsored person or their dependants, or travel costs if repatriation becomes necessary and the employee is unable or unwilling to pay for the costs involved.

It does not include personal debts that a sponsored person might owe to private individuals or organisations in Australia.

## Monitoring of sponsorship undertakings

To ensure that the sponsorship undertakings are being met, the department may require sponsors to provide monitoring information. The department may also undertake site visits to ensure compliance with undertakings. Monitoring may include a site visit by officers of the department.

If a sponsor fails to abide by their undertakings, then the department may take into account the non-compliance when assessing future sponsorships, and/or cancel the visas of persons who are sponsored.

The department may seek to recoup any costs to the Commonwealth incurred by the visa holder during their stay in Australia.

## Integrity of application

The department is committed to maintaining the integrity of the visa and citizenship programs. Please be aware that if you provide us with fraudulent documents or claims, this may result in processing delays and possibly your application being refused.

## How to apply

### Step 1

#### Labour Market Testing (LMT)

Under the subclass 422, LMT is not required if:

- the position is part of a labour agreement, or
- is in an 'area of need' identified by the relevant state/territory health authorities, or
- the occupation is on the Migration Occupations in Demand List (MODL).

### Step 2

#### Pay the sponsorship fee

A sponsorship fee is required for this visa. Payment must accompany your application. Payment of the fee does not guarantee approval of the sponsorship and is generally not refundable.

To check the sponsorship fee, see form 990i *Charges* available from the department's website [www.immi.gov.au/allforms/990i.htm](http://www.immi.gov.au/allforms/990i.htm) or check with the nearest office of the department.

Fees may be subject to adjustment at any time. Visa Application Charges may be subject to adjustment on 1 July each year. This may increase the cost of a visa.

#### Method of payment

To make a payment, please pay by credit card, debit card, bank cheque or money order made payable to the Department of Immigration and Citizenship. Debit card and credit card are the preferred methods of payment.

### Step 3

#### Complete your sponsorship application

Please use a pen and write neatly in English using BLOCK LETTERS.

Give all the information requested. If you need more space to answer, attach a sheet giving the required details.

Use the Checklist at **Part H** to make sure you have answered all the questions and provided everything required.

### Step 4

#### Lodge your application

You can lodge your sponsorship application by post, courier or in person directly to the appropriate Centre of Excellence. Contact details are available from the department's website [www.immi.gov.au/contacts/centres-of-excellence/](http://www.immi.gov.au/contacts/centres-of-excellence/)

**Note:** If your sponsorship application is lodged at an office that does not process these applications, it will be receipted and forwarded to the appropriate centre for processing.

You should inform the person you intend to sponsor for a Medical Practitioner – Temporary (subclass 422) that the visa application will need to be lodged in Australia at the same office where you lodged the sponsorship application. This applies to all subclass 422 applicants, regardless of whether they are in Australia or overseas.

## What happens after you lodge the sponsorship application?

It is important that you lodge your application with all the documents necessary to assess your application. Lodging a complete application assists case officers in making a fair and complete assessment of your claims and results in faster processing times. Applications that are not complete may be refused.

You will be advised in writing whether your sponsorship has been approved or not.

If your application for sponsorship is approved, the letter will explain the steps your sponsored person will need to follow to obtain their visa.

If your application for sponsorship is refused, you will be given a reason for the decision as well as information about any review rights.

### Step 5

#### Make sure the person lodges a visa application

You should advise the person you intend to sponsor to lodge form 147 *Application for temporary residence visa (non-business)* as soon as you receive advice that your sponsorship has been approved.

The person you intend to sponsor will need to satisfy certain regulatory criteria in order to have their application for a visa approved. This may include the need to undergo a medical check and satisfy character requirements.

## About the information you give

The department is authorised to collect information provided on this form under Part 2 of the *Migration Act 1958* 'Control of Arrival and Presence of Non-Citizens'. The information provided will be used for assessing your application, and for other purposes relating to the administration of the Migration Act.

The information provided might also be disclosed to agencies who are authorised to receive information relating to adoption, border control, business skills, citizenship, education, health assessment, health insurance, health services, law enforcement, payment of pensions and benefits, taxation, superannuation, review of decisions, registration authorities and registration of migration agents.

The collection, access, storage, use and disclosure by the department of the information you provide in this form is governed by the *Privacy Act 1988* and, in particular, by the 11 Information Privacy Principles. The information form 993i *Safeguarding your personal information*, available from offices of the department, gives details of agencies to which your personal information might be disclosed.

## Options for receiving written communications

You may authorise another person to receive all communications, both written and electronic, about your application with the department. You will be taken to have received any documents sent to that person as if they had been sent to you.

To do this you will need to complete **Part F Options for receiving written communications** and form 956 *Appointment of a migration agent or exempt agent or other authorised recipient*. For an explanation of what a migration agent or exempt agent or authorised recipient can do please read the sections below.

To change or end the appointment of your migration agent or exempt agent or authorised recipient you must promptly advise the department in writing. You can do this by using form 956 *Appointment of a migration agent or exempt agent or other authorised recipient*.

## Authorised recipient information

An authorised recipient is someone you appoint to receive written communications about your application with the department.

All written communication about your application will be sent to your authorised recipient, unless you indicate that you wish to have health and/or character information sent directly to you.

The department will communicate with the most recently appointed authorised recipient as you may only appoint one authorised recipient at any time for a particular application.

## Migration agent information

A migration agent is someone who can:

- advise you on the visa that may best suit you;
- tell you the documents you need to submit with your application;
- help you fill in the application and submit it; and
- communicate with the department on your behalf.

If you appoint a migration agent, the department will assume that your migration agent will be your authorised recipient, unless you indicate otherwise.

Your migration agent will be the person with whom the department will discuss your application and from whom it will seek further information when required.

You are not required to use a migration agent. However, if you use a migration agent, the department encourages you to use a registered migration agent. Registered agents are bound by the Migration Agents Code of Conduct, which requires them to act professionally in their clients' lawful best interests.

## Immigration assistance

A person gives immigration assistance to you if he or she uses, or claims to use, his or her knowledge or experience in migration procedure to assist you with your visa application, request for ministerial intervention, cancellation review application, sponsorship or nomination.

In Australia a person may only lawfully give immigration assistance if he or she is a registered migration agent or is exempt from being registered. Only registered migration agents may receive a fee or reward for providing immigration assistance.

If an unregistered person in Australia, who is not exempt from registration, gives you immigration assistance they are committing a criminal offence and may be prosecuted.

## Migration agents in Australia

Migration agents in Australia must be registered with the Office of the Migration Agents Registration Authority (Office of the MARA) unless they are exempt from registration.

## Migration agents outside Australia

Migration agents who operate outside Australia do not have to be registered. The department may give some overseas agents an ID number. This number does not mean that they are registered.

**Note:** Some Australian registered migration agents operate overseas.

## Exempt agents

The following people do not have to be a registered migration agent in order to provide immigration assistance, but they must not charge a fee for their service:

- a close family member (spouse, de facto partner, child, parent, brother or sister);
- a sponsor or nominator for this visa application;
- a member of parliament or their staff;
- an official whose duties include providing immigration assistance (eg. a Legal Aid provider);
- a member of a diplomatic mission, consular post or international organisation.

## Further information on migration agents

Information on migration agents, including a list of registered migration agents, is available on the Office of the MARA website [www.themara.com.au](http://www.themara.com.au)

You can also access information about migration agents on the department's website [www.immi.gov.au](http://www.immi.gov.au)

## Consent to communicate electronically

The department may use a range of means to communicate with you. However, electronic means such as fax or e-mail will only be used if you indicate your agreement to receiving communication in this way.

To process your application the department may need to communicate with you about sensitive information, for example, health, police checks, financial viability and personal relationships. Electronic communications, unless adequately encrypted, are not secure and may be viewed by others or interfered with. If you agree to the department communicating with you by electronic means, the details you provide will only be used by the department for the purpose for which you have provided them, unless there is a legal obligation or necessity to use them for another purpose, or you have consented to use for another purpose. They will not be added to any mailing list.

The Australian Government accepts no responsibility for the security or integrity of any information sent to the department over the internet or by other electronic means.

If you authorise another person to receive documents on your behalf and they wish to be contacted electronically, their signature is required on the form to indicate their consent to this form of communication.

**Note:** Electronic communication is the fastest means of communication available and the department prefers to communicate electronically because this results in faster processing.

*Home page*

**[www.immi.gov.au](http://www.immi.gov.au)**

*General enquiry line*

Telephone **131 881** during business hours in Australia to speak to an operator (recorded information available outside these hours). If you are outside Australia, please contact your nearest Australian mission.

*Please keep these information pages for your reference*

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# Sponsoring a medical practitioner

Form  
**1381**

**Australian Government**  
**Department of Immigration and Citizenship**

Please use a pen, and write neatly in English using BLOCK LETTERS.

Tick where applicable

## Part A – Details of sponsor

### 1 Details of sponsoring organisation or person in Australia

Name of organisation or person

Street address of organisation or person

  
  

Postal address of organisation or person.

*(If same as street address, write 'AS ABOVE')*

  
  

2 Business telephone number

Name of contact person

3 How long has the organisation been operating? *(years, months)*

4 Australian Business Number/Australian Company Number *(if applicable)*

5 Do you agree to the department communicating with you by fax, e-mail or other electronic means?

No

Yes  Give details

Fax number

E-mail address

6 Have you previously been refused an application to have a sponsorship approved?

No

Yes  Give details

  

7 Have you previously sponsored visa applicants for a temporary visa whose application has been refused?

No

Yes  Give details

  
  

8 Have you previously had a sanction imposed on you as a sponsor for any temporary visa?

No

Yes  Give details

  
  

9 Nature of business

10 Details of employees

How many people are employed by the organisation/person in Australia?

How many are in the same occupation as the sponsored position?

How many employees are not Australian citizens or residents?

11 Provide information that demonstrates your organisation's capacity to meet the sponsorship undertaking at Part I, including evidence that your organisation can fulfil the financial obligations of being a sponsor. *(Refer to Part H for documentation that must be attached.)*



**Part D – Details of sponsored person and all family members included in the sponsorship**

**22** Details of sponsored person

Family name

Given names

Sex Male  Female

Date of birth  DAY MONTH YEAR

Country of birth

Citizenship

Current residential address

POSTCODE

Office hours ( ) ( ) COUNTRY CODE AREA CODE NUMBER

After hours ( ) ( )

**23** Where will the sponsored person apply for the visa?

**24** Proposed date of arrival in Australia (if overseas)

DAY MONTH YEAR

**25** Give details of family members who will accompany or may join the sponsored person in Australia during the term of the sponsorship

1. Family name

Given names

Sex Male  Female

Date of birth  DAY MONTH YEAR

Country of birth

Relationship to sponsored person

Citizenship of passport

2. Family name

Given names

Sex Male  Female

Date of birth  DAY MONTH YEAR

Country of birth

Relationship to sponsored person

Citizenship of passport

3. Family name

Given names

Sex Male  Female

Date of birth  DAY MONTH YEAR

Country of birth

Relationship to sponsored person

Citizenship of passport

4. Family name

Given names

Sex Male  Female

Date of birth  DAY MONTH YEAR

Country of birth

Relationship to sponsored person

Citizenship of passport

## Part E – Assistance with this form

**26** Did you receive assistance in completing this form?

No  ▶ Go to Part F

Yes  ▶ Please give details of the person who assisted you

Title: Mr  Mrs  Miss  Ms  Other

Family name

Given names

Address

POSTCODE

Telephone number or daytime contact

Office hours (AREA CODE )

Mobile/cell

**27** Is the person an agent registered with the Office of the Migration Agents Registration Authority (Office of the MARA)?

No

Yes  ▶ Go to Part F

**28** Is the person/agent in Australia?

No  ▶ Go to Part F

Yes

**29** Did you pay the person/agent and/or give a gift for this assistance?

No

Yes

## Part F – Options for receiving written communications

**30** All written communications about this application should be sent to:  
(Tick one box only)

Myself  ▶ All written communications will be sent to the address for communications that you have provided in this form.

**OR**

Authorised recipient

**OR**

Migration agent  ▶ You must complete form 956 *Appointment of a migration agent or exempt agent or other authorised recipient* and attach it to this application form. Form 956 is available from the department's website [www.immi.gov.au](http://www.immi.gov.au)

**OR**

Agent exempt from registration

## Part G – Payment details

**31** How will you make your sponsorship payment?

**Note:** In Australia, debit card or credit card are the preferred methods of payment. Debit cards cannot be used for applications lodged by mail.

Bank cheque  ▶ Please make payable to:  
Department of Immigration and Citizenship

Money order

Debit card  ▶ Cannot be used for applications lodged by mail

Credit card  ▶ Give details below

Payment by (tick one box)

MasterCard  Diners Club

American Express  JCB

Visa

Australian Dollars

AUD

Credit card number

Expiry date

MONTH : / YEAR :

Cardholder's name

Telephone number (AREA CODE )

Address

POSTCODE

**Signature of cardholder**

Credit card information will be used for charge paying purposes only.

## Part H – Documents you must attach

- 32** Please attach the following documents to this application if you have ticked the 'attached' box in response to any question or if the document is listed as a requirement for your sponsored person's visa subclass.

Take a copy of the documents for your own records.

	Documents	Attached?
Q11	Evidence, such as financial or annual reports, bank statements, audit reports, a statement on company letterhead, or other material to show: <ul style="list-style-type: none"> <li>the type of business the company is operating;</li> <li>recent business undertakings;</li> <li>financial status;</li> <li>the size of the business including the number of employees and the location of offices or plants; and</li> <li>how long the company has been operating.</li> </ul>	<input type="checkbox"/>
Q17	Details of salary package – provide a detailed breakdown of salary/remuneration	<input type="checkbox"/>
Q18	Job description – provide a complete list of duties to be performed and what each duty involves	<input type="checkbox"/>
Q19	Details of qualifications and essential skills required for the position and attach a copy of relevant qualifications and curriculum vitae (CV)	<input type="checkbox"/>
Q22 and Q25	Certified copies of the identity pages of passports or travel documents of all persons included on the form.	<input type="checkbox"/>
	Details of all sponsored persons and family members listed on the form	<input type="checkbox"/>

## Part I – Sponsorship undertaking

**WARNING:** Giving false or misleading information is a serious offence.

- 33** I/We accept responsibility for:

- all financial obligations to the Commonwealth incurred by the sponsored person arising out of the person's stay in Australia;
- compliance by the sponsored person with all relevant legislation and awards in relation to any employment entered into by the sponsored person in Australia;
- unless the Minister otherwise decides, compliance by the sponsored person with the conditions under which that person was allowed to enter Australia; and
- the provision of information about the sponsorship (or any information relating to the sponsor application or approval) to assist the department in the monitoring process.

**Signature of sponsor or delegated officer of sponsor**

Date DAY / MONTH / YEAR

Name

Job title/  
position

We strongly advise that you keep a copy of your application and all attachments for your records.