



## How to join APACE as a SIRT member

Ready to start another cycle of APACE? Simply email [education@sirt.org.au](mailto:education@sirt.org.au) with the following details (or click [here](#) to complete the form):

Full Name:

Postal Address:

Contact Number:

Email address:

Place of employment:

SIRT Member number:

Once the APACE coordinator has verified you are a current member of SIRT, your request will be forwarded to AIMS who will set up a new APACE diary for you.

## FAQs:

### ***How many points do I need to collect for my certificate?***

100 points over a 2 year maximum period. Your certificate is then valid for 2 years, or until you collect another 100 points.

### ***Do I have to pay for APACE access?***

Nope! It is included in your SIRT membership.

### ***How do I enter an activity?***

Have a read of the AIMS APACE diary guide [here](#), and they also have a FAQ resource you can find [here](#).



## ***I'm not sure if an activity I've completed can be entered in APACE?***

Send us an email at [education@sirt.org.au](mailto:education@sirt.org.au) and we can advise you which category your activity might fit under.

## ***Do I have to acquire the 100 points even if I'm only employed part time?***

Yes! It is just as important for part-time employees to keep up to date with current knowledge and education.

## ***Can I just log all my activities from the 2 year period at once?***

You sure can! However we strongly recommend logging them as you complete activities. This can save you time trying to remember all you have completed over the 2 year period and can upload attendance certificates straight away without trawling through your emails for them.

## ***Do I have to upload evidence for every activity?***

It is highly recommended to upload any type of evidence you might have that shows you participated in that activity. This can be in the form of a certificate, a screenshot of the journal club you attended, a screenshot confirmation of registration/payment or even a photo of you presenting at a conference/meeting! Any evidence is better than none, and this makes it easier for the APACE board members to ratify your activities.

## ***I already had a login for APACE for my first certificate, why can't I access it now?***

You need to reapply for an APACE diary account for every new cycle. This is so that SIRT can verify you are still a paid member, and that you are entitled to a free APACE account.