

## **To all who have passed the National Examination**

### **Procedures for Kangoshi and Kaigofukushishi Who Have Passed the National Examinations To Work as EPA Nurses and Care Workers (For Passers)**

Acceptance Support for Foreign Professional Department  
Japan International Corporation of Welfare Services (JICWELS)

Congratulations on passing the 2021 National Examinations for Kangoshi and Kaigofukushishi. You will graduate from the EPA candidates from this spring. JICWELS hopes your success as a qualified person in Japan. We congratulate and give best wishes to all who will have a fresh start on your continuous work in Japan.

The achievement you have achieved were able to be brought with not only your efforts but also with the guidance/cooperation of the facility. Please keep that in your mind once again. Then when thinking about your future course, please consult well with people of the facility who have supported you in terms of your study and work, to make your decision.

The following procedures are required if the EPA candidates who came to Japan under the Economic Partnership Agreement (EPA) wish to continually work as an EPA nurse or a care worker after having passed the national nursing examination or the national examination for certified care workers.

#### **1. Registration of National Qualification**

Before working as a nurse, it is necessary to submit an application for the license after having passed the national examination and register in the nurse registry managed by the Ministry of Health, Labour and Welfare (MHLW). As for care workers, it is necessary to register in the registry of certified care workers after having passed the national examination. The procedures for the licensed nurse and the certified care worker are specified below.

##### **1) Application procedures of Nurse's license**

Please visit the desk of the public health center that supervises your residential area (or the prefectural government's office in certain prefectures) in order to submit an application for your license with the following necessary documents of [1] through [4] as blow;

[1] "License Application Form": Available at the public health center desk or to download from the following URL for completion.

\*Revenue stamps worth 9,000 yen must be affixed in the space provided as the registration license tax.

[https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou\\_iryuu/iryuu/shikakushinsei.html](https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/kenkou_iryuu/iryuu/shikakushinsei.html)

[2] "Medical Certificate": The prescribed form is attached to the license application form. The certificate must have been issued within one month.

[3] "Resident Card": Must have description of nationality etc.. And also, must have been issued within the last

six months. This card may be applied for and obtained at the desk of the municipal government office, where your residency is registered.

\*Photocopy is not available.

- [4] “Postcard for Certification of the Nurse License Registry” (Ordinary postcard is also acceptable): Write your address and name on the front and your name on the reverse. Submit with a clip on the back of the medical certificate.

\*Affix a 63-yen stamp or 323-yen stamps (in case of express mail).

Your license will generally be issued within around three months after completing the procedure.

#### <Inquiries>

- Person in charge of nurses’ licenses of the public health center supervising your residential area or of the public health bureau/department of the prefectural government
- License Registration Section, Examination & License Department, Medical Professions Division, Health Policy Bureau of Ministry of Health, Labour and Welfare (MHLW)  
TEL: 03-5253-1111 (Extension: 2576, 2577)

## 2) Application Procedures of Care Worker’s Registration Certificate

Please send necessary documents [1] through [3] below to the following address by simple registered mail.

- [1] “Registration Application Form”: Fill in the form enclosed together with your certificate of passing.

\* Revenue stamps worth 9,000 yen must be affixed in the space provided as a registration certificate tax.

- [2] “Certificate for Acceptance of the Transfer Payment of Registration Fee”: Affix the original of the “Certificate for Acceptance of the Transfer Payment” with a seal certifying that 3,320 yen has been paid as the registration fee to the affixing sheet.

- [3] “Resident Card with Nationality and Other Necessary Information Described”: This card may be applied for and obtained at the desk of the municipal government office, where your residency is registered.

\*Photocopy is not available.

It usually takes around one month (one and half month when procedure is concentrated) for issue of Registration Certificate.

#### <Delivery and Inquiries>

Registration Division of the Center of Social Welfare Promotion and National Examination

Address: 1-5-6 Shibuya, Shibuya-ku, Tokyo 150-0002, Japan

TEL: 03-3486-7521

## 2. Employment Contract

After acquiring the national license, you will start working as an EPA nurse/care worker, not as a candidate for Kangoshi/Kaigofukushishi. Therefore, please change the terms and condition of your current contract of

employment or conclude a new employment contact.

As for the terms and condition of the contract, certain requirements, including equivalent compensation, must be satisfied.

### **3. Application for Change of Status of Residence**

When working as an EPA nurse/care worker, you must submit an application for change of status of residence at the regional immigration office with jurisdiction over your district of residence.

Your status of residence will be allowed for “designated activities (EPA nurse or care worker).” A maximum of 3 years will be given to the EPA nurse/care worker as a period of residence. Then, renewal will be required before the expiration of the effective term.

Application procedure of the case of working at the same hospital / facility as before, and of the case of changing the place of employment after qualification acquisition is as follows.

#### **(1) For employment at the same hospital/facility as before the qualification acquisition**

Please submit the following necessary documents of [1] through [6] to the regional immigration office.

- [1] “Application for Change of Status of Residence”: Available at the regional immigration office desk or to download from the following URL for completion.

<https://www.moj.go.jp/isa/applications/procedures/16-2-1.html>

\*Please use the format of “17 Status of Residence/Purpose of Entry other than above”.

- [2] “Photo (4 cm in height and 3 cm in width)” one copy:

The photo must be a clear frontal shot with no hats or background within three months prior to the application.

Write applicant’s name on the reverse side of the photo before affixing it to the application form.

- [3] “Passport & Residence Card (Alien Registration Certificate)”: Must be shown at the time of application.

- [4] Copy of the “Contract of Employment”: which is prepared under 2. above, specifying the contents of your activity, its period, your status and compensation, and other necessary information, after obtaining the national license, are specified.

- [5] “Certificate of Taxation (or Tax Exemption) for Resident Tax” and “Certificate of Tax Payment”: which specifies your annual total income and tax payment situation are specified.

\*Please ask the municipality office in your residency for issuance. If they are not be able to be issued from the ward/municipal office due to your relocation or any other reason, please consult with your nearest regional immigration office.

- [6] For nurses: A copy of the “Nurse’s License” or a copy of the “Certificate of the Nurse License Registry”.

For care workers: A copy of the “Certificate of Care Worker Registration”

\*When your “Certificate of Care Worker Registration” is not available at the time of application, please take your “Certificate of Passing the National Examination for Certified Care Workers” with you.

Please take a copy of your “Certificate of Care Worker Registration” to the regional immigration office when it is issued and available to you.

## **(2) For a change of a place of work after the qualification acquisition**

You cannot work at any place of work other than that designated in the certificate of designation for the status of residence. When an EPA nurse/care worker changes a place of work to where except being designated in the certificate of designation (when changing a place of work after the qualification acquisition), it is necessary to obtain permission to change the status of residence at the regional immigration office by taking a necessary procedure. You are also required to report to JICWELS.

When changing a place of work, JICWELS must take a requirements examination for a new accepting facility. After the confirmation of JICWELS, “Result of a requirements examination for acceptance of an EPA nurse or a care worker” is issued to a new accepting facility by JICWELS. Afterwards, you must need to apply for a change of status of residence. Please submit a copy of “Result of a requirements examination for acceptance of an EPA nurse or a care worker” to the regional immigration office in your residency together with documents of [1] through [6].

Please note that besides these, additional documents may be required during the examination process after the application.

Besides, when changing the facility, the former employer must submit an employment contract termination report to JICWELS.

### **<Inquiries>**

Acceptance Support for Foreign Professional  
Department of JICWELS  
Email: shien@jicwels.or.jp

## **5. Q & A**

### **Q1. What are the advantages in working as an EPA Nurse/Care Worker after passing the exam?**

**A1.** An EPA Nurse/Care Worker can use JICWELS consultation desk through the phone or the email for free of charge when having concerns or questions in terms of employment, plan for future or status of residence etc. Also, JICWELS regularly confirms with the facility about the employment situation once a year so that it brings a safe employment to an EPA Nurse/Care Worker. Moreover, there the training conducted by JICWELS for an EPA Nurse/Care Worker. (Scheduled to resume in the future depending on the corona infection situation.)

### **Q2. Is it possible to provide services at the residence after acquiring a national license?**

**A2.** Since April 1, 2017, it became possible for an EPA care worker to engage in operations to provide services at the residence after acquiring a national license. However, to provide services at the residence, the enterprise place which provides service at the residence must meet certain requirements. When an EPA care worker, whose status of residence was allowed for “designated activities (EPA care worker) before March 31, 2017, engages in operations to provide services at the residence, he/she needs to apply for

<p>change of status of residence at the regional immigration office with jurisdiction over his/her district of residence. Please consult JICWELS beforehand when he/she provides services at the residence as JICWELS must confirm the requirements of the enterprise place first.</p> <p><b>Besides, an EPA nurse is not allowed to engage in operations to provide services at the residence.</b></p>
<p><b>Q3. Is it allowed to bring my family over to Japan?</b></p>
<p><b>A3.</b> Only the spouse or child (children) supported by an EPA nurse/care worker are allowed to apply for “designated activities (EPA nurse or care worker family stay activities)” to stay in Japan.</p> <p><a href="https://www.moj.go.jp/isa/applications/procedures/zairyu_nintei10_21_07.html">https://www.moj.go.jp/isa/applications/procedures/zairyu_nintei10_21_07.html</a></p> <p>It is necessary to obtain the status of residence at Japanese Overseas Diplomatic Establishment after being issued Certificate of residence status (在留資格認定証明書).</p> <p><a href="https://www.mofa.go.jp/mofaj/toko/visa/chouki/visa13.html">https://www.mofa.go.jp/mofaj/toko/visa/chouki/visa13.html</a></p>
<p><b>Q4. Is it possible for the spouse coming to Japan to work here?</b></p>
<p><b>A4.</b> Working in Japan under the residential status given to the family members of an EPA nurse/care worker is not permitted.</p> <p>However, it is possible to work for 28 hours maximum per week with permission of activities other than those permitted under the status of residence previously obtained from the regional immigration office. Please access the website of the Ministry of Justice for the applications procedure for permission of activities outside the scope permitted:</p> <p>(<a href="https://www.moj.go.jp/isa/applications/guide/nyuukokukanri07_00069.html">https://www.moj.go.jp/isa/applications/guide/nyuukokukanri07_00069.html</a>)</p>
<p><b>Q5. Can I transfer to another facility for working after acquiring a national license?</b></p>
<p><b>A5.</b> Under this system, it is possible to work for another facility after concluding an employment contract with a new facility and obtaining permission for change of status of residence from the regional immigration office. However, many of the institutions (facilities) accepting candidates for nurses and care workers strongly expect you to continue to work for them. Please consult with JICWELS when considering to transfer to another facility for working.</p>
<p><b>Q6. Do I need to retake OEC (Overseas Employment Certificate) because I am planning my temporary return to the Philippines after transferring?</b></p>
<p><b>A6.</b> Yes, it needs to be retaken. JICWELS issues a letter to prove of your transferring under EPA. The letter must be submitted to POLO to get their approval of your transferring before your temporary return. Then, with the approval of POLO, the procedure will be carried out at POEA. So please contact JICWELS as early as possible when having a plan of your temporary return.</p> <p>*Filipino overseas workers need an OEC issued by POEA (Philippine Overseas Employment Agency) to leave the Philippines even if it is the temporary return. Without an OEC, they will not be able to pass the Philippine Immigration Bureau (passport control).</p>
<p><b>Q7. Is it possible to work in Japan again after returning to my country following the acquisition of a national license?</b></p>

**A7.** It is possible to work as an EPA nurse/ care worker in Japan after obtaining the status of residence for designated activities again through introduction by JICWELS and your deploying coordination institution. For acquisition of the status of residence for designated activities, conclusion of the employment contract and other prescribed procedures are required. Please submit an application to the deploying coordination institution in your country first.

**\*Regarding to bring your family, etc. additional procedures may be required to deal with COVID-19 infection. Please be sure to check the latest information from the Immigration Bureau or the website of the Overseas Diplomatic Establishment, etc. when completing the procedure.**

**<Inquiries> 9:30~17:30 Mondays to Fridays**

Japan International Corporation of Welfare Services (JICWELS)

- Acceptance Support for Foreign Professional Department TEL: 03-6206-1138
- Consultation desk TEL: 0120-115-311

\*English, Indonesian, Vietnamese and Japanese are available