

# Roadmap Second Level Nurse NL-BE-DE



Version: Fall 2019

## General information

The profession of second level nurse is a regulated profession in the Netherlands, Belgium and Germany. This means that it is not possible to work across the border without recognition.

In order to work across the border, two conditions must be met:

1. The diplomas and work experience must be recognised
2. Access to the labour market should be granted

Recognition of professional qualifications and access to the labour market are two separate steps which may also be granted by two separate authorities. Recognition is based purely on diplomas, certificates and work experience. Access to the labour market can only be granted once the qualifications have been approved. This may require additional documentation such as proof of language skills or good professional behaviour.

A second level nurse can only start work in Belgium or Germany if he/she has obtained a *visum* or an *Berufsurkunde/Erlaubnis* respectively. In the Netherlands, recognition suffices to work in the profession.

Procedures for the recognition of qualifications have been harmonised in the EU by means of the Professional Qualifications Directive (Directive 2005/36/EC amended by Directive 2013/55/EU).

## Purpose of the roadmap

The aim of this roadmap is to provide first-line support service providers with a step-by-step plan by means of which they can better inform prospective applicants about the procedures required to be able to work across the border. The roadmap is informative in nature, no rights can be derived from it.

## Guiding Questions

1. Does the persons concerned have a diploma as a second level nurse or similar?

Recognition is based on the combination of diploma and work experience. If a person has neither training as a second level nurse nor professional experience in that field, recognition is unlikely. It is advisable to contact the relevant authority before submitting an application. Please note that additional training may be required. In the Flemish Community of Belgium, for example, a holder of the Dutch diploma *helpende zorg & welzijn* cannot simply be recognised as a *Zorgkundige* but will have to complete (part of) the training if there is no relevant work experience.

2. Where does the individual concerned want to work?



3. Designation of the profession

The profession of second level nurse varies from one Member State to another in terms of name and regulation. Below you will find an overview of a number of professions and names.

NL	Verzorgende IG	NRW	Kranken- pflegeassistent/in
BE	Zorgkundige Aide-soignant(e) Krankenpflegehelfer/in	Nds.	Pflegeassistent/in

# 1. Mobility to the Netherlands

## Preliminary remark

It is possible to gain experience in care in the Netherlands prior to a recognition procedure. Under the supervision of a *verzorgende IG* or nurse, one can gain such experience in the Netherlands. The position is comparable to that of an intern following a traineeship during a course of study. A person cannot call him/herself *verzorgende IG*, this is only possible after recognition has been granted.

## Step 1 – Submission application for recognition

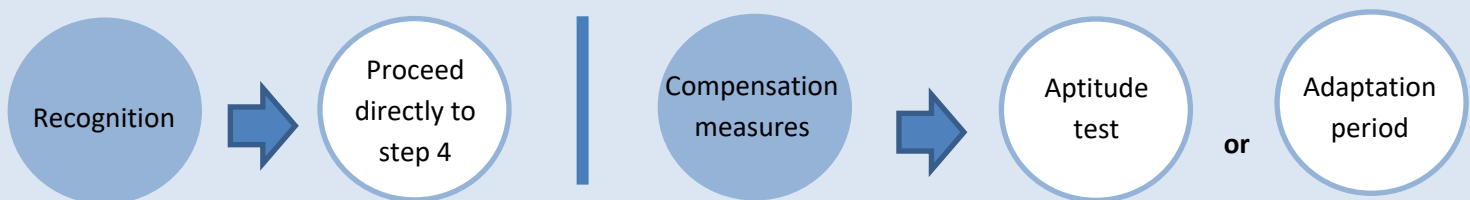
The competent authority to which applications for recognition of *verzorgende IG* must be submitted is the CIBG. Fill in the [Application Form](#) "*erkenning beroepskwalificaties en verklaring vakbekwaamheid*" and the [Annex "beroepscompetenties verzorgenden IG"](#). Submit the application by post to the CIBG or hand it in personally. The person concerned will receive a confirmation stating whether any additional documents need to be sent.

## Step 2 – Processing of the dossier



The commission is responsible for dealing with the dossiers and issuing an opinion to the Minister of Health, who ultimately takes the decision to grant recognition. The Commission assesses whether there is equivalence with the learning outcomes in the "*Besluit verzorgende in de individuele gezondheidszorg*". Recognition is based on the training, work experience and possible courses.

## Step 3 – Result recognition procedure



If recognition cannot take place, compensation measures will be imposed. Compensation measures are imposed in case of substantial differences. In that case, the differences between the Dutch and foreign education are so great that they cannot be bridged by the work experience and possible certificates of the person concerned. Substantial differences occur on a regular basis with respect to the German courses as a result of the further specialisation in Germany and the more general orientation of training in the Netherlands.

## **Attention!**

- There are 3 procedures for recognition at the CIBG. Applicants with diplomas from EU countries follow the procedure "Erkenning van beroepskwalificaties"
- Completeness of documentation is essential: the processing time only starts with a complete file.

## **Costs**

Recognition procedure Free

## **Possible additional costs**

Certified translations (in case of documentation not in NL/EN/FR/DE)

# Mobility to the Netherlands – Continued

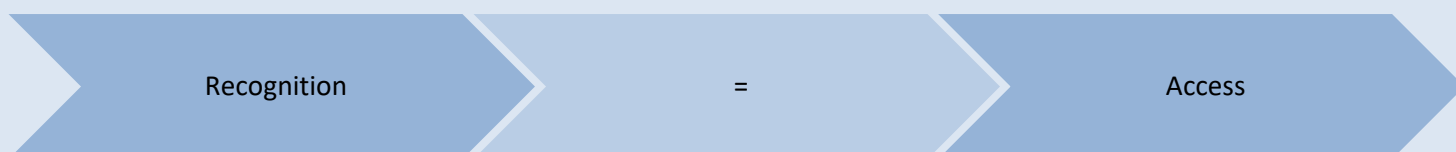
It is advisable, if possible, to take an adaptation period instead of an aptitude test: one gets to know Dutch practice with a potential future employer. At the end of the adaptation period, the CIBG will check the adaptation period. The average duration of the adaptation period is 12 to 18 months, but it can take up to 3 years.

Compensation measures are decided on a case-by-case basis. If it appears during the adaptation period that the person concerned is progressing faster, the supervisor can contact the CIBG so that a possible shortening of the adaptation period can be discussed. In the case of an adaptation period, the CIBG advises the person concerned to contact an SBB-recognised company to start the adaptation period. Alternatively, the aptitude test consists of the *Beroepsinhoudelijke toets (BI-toets)* for nurses. However, for the assessment of the test different criteria are maintained for *verzorgenden IG* than for nurses.

## Common differences

- Specialisation of professions in neighbouring countries (NL has more general professions).
- In many other EU countries, similar professions have a different name/title. It is also possible that the profession is unregulated in the home country. In the case of mobility to the Netherlands from an unregulated profession, the profession must have been exercised for 1 year in the past 10 years in order to be eligible for recognition.

## Step 4 – Labour market access



For the profession of *verzorgende IG*, a recognition decision gives direct access to the labour market. From the moment the recognition is received, a person may call himself or herself *verzorgende IG* and work independently in that capacity. No proof of language skills is required; it is up to the employer to test these.

## Further information?

The CIBG organises [information sessions](#) where applicants can ask questions about the procedure. Nuffic is the [Dutch Assistance Centre](#) for the Professional Qualifications Directive.

## Contact details authority

### Application by post:

CIBG  
Erkenning buitenlandse diploma's  
Postbus 16114  
2500 BC The Hague

### Visitor's address:

CIBG  
Hoftoren  
Rijnstraat 50  
2515 XP The Hague

### Telephone

0900 89 98 225 (from the Netherlands)  
+31 70 340 66 00 (from abroad)

### Website

<https://www.bigregister.nl/buitenlands-diploma>

## 2. Mobility to Belgium

### Preliminary Remark

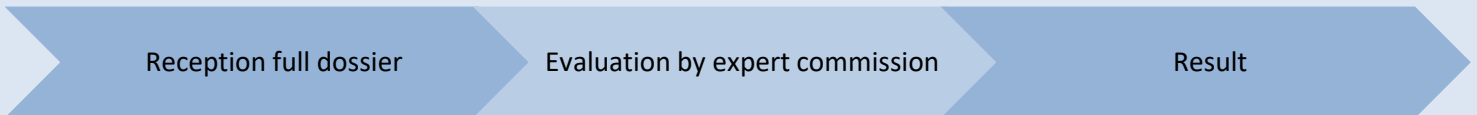
In Belgium, the competences for recognition are divided between the Flemish, French and German-speaking Communities. If a person wants to apply for recognition, he/she can contact any one of the three Communities. It does not matter in which of the three Communities one wants to work. Once recognition has been granted by one of the Communities, a *visum* valid for the whole of Belgium will be issued. However, depending on the language of the qualifications, it is advisable to apply to the Community in which the same language is spoken as the qualifications were issued in to avoid translation costs. If specific questions arise, the authorities in the Belgian Communities can be contacted in advance.

### Step 1 – Submission application for recognition

Submit a full application to the [Agentschap Zorg en Gezondheid](#) of the Flemish Community; or to the [Fédération Wallonie-Bruxelles](#) of the French Community; or to the [Ministerie](#) of the German-speaking Community.

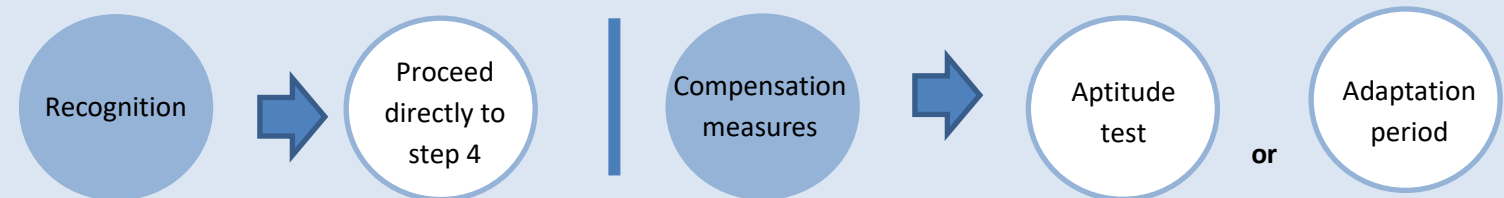
The person concerned will receive a confirmation stating whether any additional documents need to be sent.

### Step 2 – Processing of the dossier



The expert commission of a Community is responsible for assessing the dossiers and issuing an opinion to the Belgian Minister of Health, who ultimately takes the decision to grant recognition. The commission assesses whether there is equivalence with criteria based on the “*Gecoördineerde wet betreffende de uitoefening van de gezondheidszorgberoepen*”, the “*Koninklijk besluit tot vaststelling van de verpleegkundige activiteiten die zorgkundigen mogen uitvoeren*” and the “*Koninklijk besluit tot vaststelling van de nadere regels om geregistreerd te worden als zorgkundige*”. Recognition is mainly based on education and work experience in the home Member State.

### Step 3 – Result recognition procedure



If recognition cannot take place, compensation measures will be imposed. Compensation measures are imposed in case of substantial differences. In this case, the differences between the Belgian and other Member State training are so great that they cannot be bridged by the work experience of the person concerned. In practice, adaptation periods are mainly used as a compensation measure. They are determined on a case-by-case basis by the relevant expert commission and therefore vary in duration. In the French Community, for example, full training as an *aide-soignant* takes around 1500 hours, which means that the adaptation periods are often well below this duration. The Flemish Community has extensive experience with Dutch diplomas *verzorgende IG*. This means that recognition for *verzorgenden IG* is almost automatic and often no compensation measures are applied. Is the person concerned not qualified as a *verzorgende IG* and are compensation measures necessary? These are built up by means of modules of 120 hours.

### **Attention!**

- Completeness of documentation is essential: the processing time only starts with a complete file.
- A recognition is valid for the whole of Belgium and is applied for in one of the three Communities. It is not possible to submit an application in more than one Community.

### **Costs**

Recognition procedure	Free
<i>Visum</i>	Free

### **Possible additional costs**

- Certified translations (in case of documentation not in NL/FR/DE)
- Certificate of good conduct
- Certificate of conformity
- Certificate of a disciplinary authority

# Mobility to Belgium – Continued

It is important to note that the procedures for adaptation periods are different in the three Belgian Communities. For example, in the Flemish and German-speaking Communities, it is possible to apply for recognition with the authority after completion of the adaptation period. In the French Community the authority must approve the traineeship before the start of the adaptation period. The individual concerned must specify the supervisor and the institution where the adaptation period will be followed. At the end of the adaptation period, the traineeship must be approved, after which it can be recognised.

## Explanation selection documents

- |  |  |
|--|--|
| Certificate of good conduct                    | - For the Netherlands, <a href="#">Justis</a> can be contacted.<br>- For Germany, the <a href="#">Bundesamt für Justiz</a> can be contacted.   |
| Certificate of conformity Directive 2005/36/EC | - Declaration of competence in the country of origin <ul style="list-style-type: none"><li>• For the Netherlands the <a href="#">CIBG</a> can be contacted.</li><li>• For Germany, the <a href="#">Landesgesundheitsamt</a> / <a href="#">Landesamt</a> can be contacted</li></ul>   |
| Certificate of a disciplinary authority        | - Statement confirming that no disciplinary action has been taken against the person concerned <ul style="list-style-type: none"><li>• For the Netherlands the <a href="#">CIBG</a> can be contacted.</li><li>• For Germany, the <a href="#">Landesgesundheitsamt</a> / <a href="#">Landesamt</a> can be contacted</li></ul> |

## *Common differences*

- No comparable profession in the Member State of origin.
- Training that focuses more on theory than on practice.
- The profession is not regulated in the home Member State. In the case of mobility to Belgium from an unregulated profession, the profession must have been exercised for 1 year in the past 10 years in order to be eligible for recognition.

## **Step 4 – Labour market access**

In order to work in Belgium, a *visum* is required in addition to recognition. This *visum* is issued by the Federal Public Service for Health, Food Chain Safety and Environment. As soon as the authority in the relevant Community has taken a positive decision on recognition, a signal is automatically sent to the Federal Public Service that issues the *visum*. It is not necessary to submit a further application for this or to provide additional information. With the *visum*, the person concerned can work throughout the whole of Belgium. No proof of language skills is required; it is up to the employer to check this.

## **Further information?**

Be-assist is the [Belgian Assistance Centre](#) for the Professional Qualifications Directive.

## **Contact details authorities**

Flemish Community	French Community	German-speaking Community
Agentschap Zorg en Gezondheid Afdeling Informatie en Zorgberoepen Koning Albert II laan 35 1030 Brussels  +32 (0) 1700  <a href="mailto:mailvragen.zorgberoepen@zorg-en-gezondheid.be">mailvragen.zorgberoepen@zorg-en-gezondheid.be</a>  <a href="https://www.zorg-en-gezondheid.be/">https://www.zorg-en-gezondheid.be/</a>	Fédération Wallonie-Bruxelles  Adolphe Lavalléestraat 1 1080 Brussels  +32 (0)2 690 8920 (Thursdays 9-12)  <a href="mailto:agreementsante@cfwb.be">agreementsante@cfwb.be</a>  <a href="http://www.enseignement.be/index.php?page=27056">http://www.enseignement.be/index.php?page=27056</a>	Ministerium der Deutschsprachigen Gemeinschaft Gospertstraße 1 4700 Eupen  +32 (0)87 876 759  <a href="mailto:Anerkennung.gesundheitsberufe@dgov.be">Anerkennung.gesundheitsberufe@dgov.be</a>  <a href="http://www.ostbelgienlive.be/desktopdefault.aspx/tabid-5491/9449_read-51093/">http://www.ostbelgienlive.be/desktopdefault.aspx/tabid-5491/9449_read-51093/</a>

# 3. Mobility to Germany

## Preliminary remarks

In Germany, recognition is often organised per *Bundesland*. This means that – depending on where the person concerned wants to work – there is a different authority. The focus in this roadmap is on the *Bundesländer* that border on the Netherlands (North Rhine-Westphalia (NRW) and Lower Saxony (Nds.)). Where information is provided that relates to one of the two *Bundesländer*, this is indicated. Will the person in question work somewhere else? Consult the website [anerkennung-in-deutschland.de](http://anerkennung-in-deutschland.de) to find the right competent authority.

The *Pflegeberufereformgesetz* will enter into force on 1 January 2020. By means of this law, the *Kranken*, *Kinderkranken*- and *Altenpflege* training courses at national level in Germany will be merged. This means that all students will receive the same basic training and will then be able to specialise. The *Bundesländer* will then be given the opportunity to provide for a *Pflegeassistent* or *Helfer* function. The qualification for this is obtained after part of the general training has been completed. More information about the *Pflegeberufereformgesetz* can be found [here](#).

At present, specialisation is customary in Germany. This means that there are various professions that may be relevant for second level nurses. The overview below shows a number of professions and indicates whether recognition is necessary.

Profession	Recognition & <i>Berufsurkunde/Erlaubnis</i> necessary?	
<i>(Kranken)pflegeassistent/in</i>	<b>North Rhine-Westphalia</b> Yes, proceed to step 1	<b>Lower Saxony</b> No, one can start working directly. However, an evaluation of the <a href="#">Zentralstelle für ausländisches Bildungswesen</a> (ZAB) can help to make the qualification more transparent for an employer.
<i>Altenpflegehelfer/in</i>	Yes, proceed to step 1	–
<i>Altenpfleger/in</i>	Yes, proceed to step 1	Yes, proceed to step 1

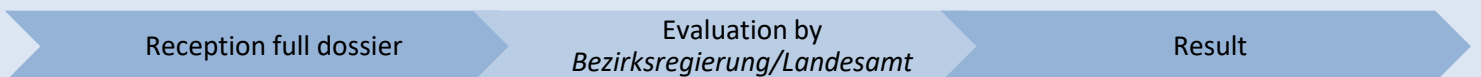
It is also possible to work in care in NRW without recognition. However, one will not work as *Krankenpflegeassistent* or *Altenpflegehelfer*, but as an assistant. This means that the profession can only be exercised with restrictions. It can also have consequences in terms of remuneration. The *Altenpfleger* profession always requires recognition. In Nds. the profession of *Altenpflegehelfer* does not exist.

## Step 1 – Submission application for recognition

- Submit a full application
- to the *Bezirksregierung Düsseldorf* in case of mobility to North Rhine-Westphalia with an [EU diploma](#)
  - to the *Landesamt für Soziales, Jugend und Familie* in case of mobility to Lower Saxony with an [EU diploma](#)

The person concerned will receive a confirmation stating whether any additional documents need to be sent.

## Step 2 – Processing of the dossier



Recognition is mainly based on training and work experience. Authorities assess whether there is equivalence with the learning outcomes in the relevant legislation. For the *Krankenpflegeassistent* in NRW this is the “*Ausbildungs- und Prüfungsordnung für den Beruf der Gesundheits- und Krankenpflegeassistent/in und des Gesundheits- und Krankenpflegeassistenten*”. For the profession of *Altenpflegehelfer* in NRW, the “*Ausbildungs- und Prüfungsordnung für die Altenpflegehilfeausbildung*” is the relevant legislation. For the profession of *Altenpfleger*, learning outcomes are laid down at the national level in the “*Altenpflege Ausbildungs- und Prüfungsverordnung*”.

## Attention!

- Completeness of documentation is essential: the processing time only starts with a complete file.
- Please note that in Germany more detailed information about the content of the training is generally requested (e.g. content of courses and number of hours). Completeness accelerates the procedure.

## Costs

	NRW	Nds.
Recognition procedure	€ 150-350	Approx. €200*
<i>Berufsurkunde/Erlaubnis</i>	Approx. € 60	€ 53

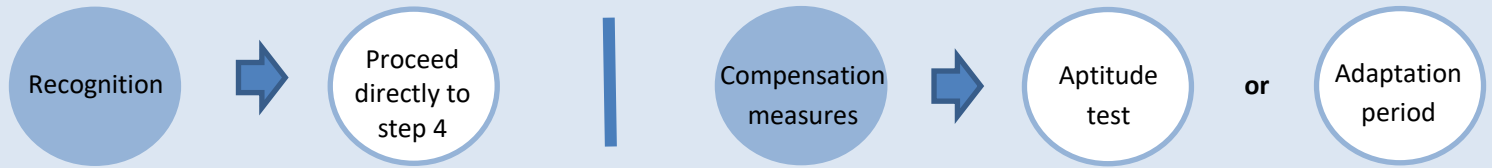
## Possible additional costs

- Certified translations (NRW in case of documentation not in DE/EN | Nds. in case of documentation not in DE)
- Costs proof health status and reliability

\*Possible additional costs in case of evaluation by the [Zentralstelle für ausländisches Bildungswesen](#) (ZAB)

# Mobility to Germany - Continued

## Step 3 – Result recognition procedure



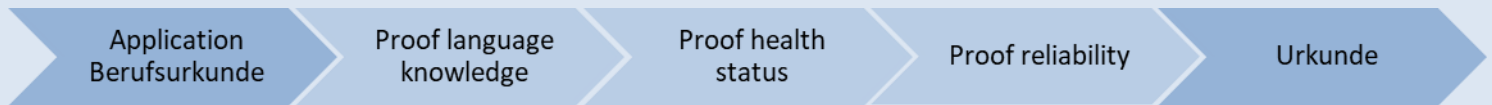
If recognition cannot take place, compensation measures will be imposed. Compensation measures are imposed in case of substantial differences. In this case, the differences between German and foreign training are so great that they cannot be bridged by the professional experience of the person concerned.

*North Rhine-Westphalia* – The *Bezirksregierung Düsseldorf* uses separate criteria for Dutch *verzorgenden IG* who want to work as *Altenpflegehelfer*. These diplomas are recognised directly. This means that recognition for *verzorgenden IG* trained in the Netherlands is almost automatic. As a result, the procedure often takes less than the maximum period of 4 months (approx. 1 month) and no compensation measures are required. In general, these can still occur in the case of old training courses. In the case of compensation measures, the *Bezirksregierung* refers the person concerned to nursing schools in order to start the measure. The adaptation periods consist of theory and practice and are structured by means of modules. The test is taken in the short term and consists of a patient examination.

## Step 4 – Labour market access

*NRW* – After recognition by the *Bezirksregierung Düsseldorf*, it is necessary to apply for the *Berufsurkunde/Erlaubnis* at the [Gesundheitsämter](#) for access to the labour market.

*Nds* – Both recognition and the *Berufsurkunde/Erlaubnis* are granted by the *Landesamt*.



### Explanation documents

- Proof language knowledge - As a rule, a level of B2 language proficiency is required.
- Proof health status - For example by a doctor's certificate.
- Proof reliability - For example by a certificate of good conduct.
  - For [Belgium](#), the municipality of the place of residence of the person concerned or the Central Criminal Record (if the person concerned does not live in Belgium) can be contacted.
  - For the [Netherlands](#), the municipality of the place of residence of the person concerned or Justis (if the person concerned does not live in the Netherlands) can be contacted

### Further information?

The [IQ-Netzwerk](#) offers national advisory services to persons with foreign qualifications looking for recognition.

The *Bundesinstitut für Berufsbildung* is the [German Assistance Centre](#) for the Professional Qualifications Directive.

### Contactgegevens autoriteit

North Rhine-Westphalia

*Application by post:*

Bezirksregierung Düsseldorf

Landesprüfungsamt für

Medizin, Psychotherapie und

Pharmazie

Postfach 30 08 65

40408 Düsseldorf

+49 (0)211 475 4265 (mon 13:00-14:30, wed 8:30-11:30)

[Dez24.heilberufe@brd.nrw.de](mailto:Dez24.heilberufe@brd.nrw.de)

[http://www.brd.nrw.de/gesundheit\\_soziales/LPA-NAH-EU-Ausbildungen/index.jsp](http://www.brd.nrw.de/gesundheit_soziales/LPA-NAH-EU-Ausbildungen/index.jsp)

Lower Saxony

Niedersächsisches Landesamt für Soziales, Jugend und Familie

Außenstelle Lüneburg

Postfach 2280

21312 Lüneburg

+49 (0) 4131 150 (mon-thur 9-15, fr 9-12)

[4SL3@ls.niedersachsen.de](mailto:4SL3@ls.niedersachsen.de)

[https://soziales.niedersachsen.de/startseite/soziales\\_gesundheit/gesundheits\\_und\\_pflegerische\\_nichtaerztliche\\_heilberufe/](https://soziales.niedersachsen.de/startseite/soziales_gesundheit/gesundheits_und_pflegerische_nichtaerztliche_heilberufe/)

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