



College of Respiratory
Therapists of Ontario

Ordre des thérapeutes
respiratoires de l'Ontario

CRTO PORTFOLIO COACHING SESSION

Practice FAQs

June 2018

I have received an email informing me I need to have a “coaching session” with a Peer Assessor about the PORTfolio I recently submitted. What does that mean? I don’t remember hearing about this before.

ANSWER

In January 2018, the CRTO rolled out its new Professional Development Program, which includes a completely redesigned PORTfolio platform and assessment process. Member’s PORTfolios are now assessed based on two clear criteria; that there 12 Professional Development entries in the Member’s Learning Log that are related to their role and/or the profession and that at least one of these entries support the Learning Goal the Member has selected.

If it is initially clear to the Peer Assessor that this criteria has been met, the PORTfolio can be automatically approved for resubmission in 5 years. If, however, the Peer Assessor needs more information in order determine if any of the Member’s professional development activities supports the chosen Learning Goal, then a coaching session is arranged. The purpose of this one-on-one telephone conversation is to give the Peer Assessor and the Member an opportunity to discuss the PORTfolio in order to provide clarification or to help support the Member to make changes to their PORTfolio so that it meets the assessment criteria.

It is important to understand that being required to engage in a PORTfolio coaching session does not necessarily mean that a PORTfolio does not or will not meet the criteria. The coaching session is merely intended to provide the Peer Assessor with a better understanding of the direction of the Member’s professional development, as well as allow the Member to make any necessary changes to their PORTfolio.

This is a very new process for us, but our hope is that the outcome of most of the coaching sessions is that the Peer Assessor and Member will be able to work together to create a PORTfolio that meets the criteria.



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More information on the CRTO's Professional Development Program is available on the [CRTO website](#).

If you have any questions about the CRTO's Professional Development Program, please contact Carole Hamp, RRT – CRTO Manager of Quality Practice at hamp@crtto.on.ca.