

COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO



Title: **Obtaining Court Transcripts**

Number: **CD-170-Court Transcripts**

Date originally approved:
June 1, 2018

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POLICY

In accordance with Article 35 of the [By-Laws](#) (Duty to Report), and the Registration Committee's Policy [REG-413-Members'-Duty-to-Self-Report](#), Respiratory Therapists are required to inform the CRTO when they have been charged with an offence under the *Criminal Code of Canada*, or under the *Health Insurance Act*, or under the *Controlled Drugs and Substances Act (Canada)*, or any other offence that related to Members' suitability to practice (e.g., breaching the *Personal Health Information Protection Act, 2004*). This information should be reported as soon as possible after the date of the charge.

In addition to the fact of the charge, Members also must report to the CRTO:

- the content of the charge,
- bail conditions (if applicable),
- the date of the charge,
- date and location of any/all court appearances related to the charge, and
- outcome of the charge (where known).

When information related to a Member's charges are received by the CRTO, an inquiry is initiated in order to assist the Registrar in determining whether there are reasonable and probable grounds to believe that the Member appears to have committed an act of professional misconduct or is incompetent or incapacitated; see CRTO Policy [CD-150-Registrar's Reasonable and Probable Grounds](#) for additional information. As a matter of course, the CRTO will request a copy of official court transcripts related to the charges to help inform this process. Court transcripts often provide additional details regarding the circumstances surrounding the charges that may not be disclosed by the Member but are central to the Registrar's evaluation.