

# COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO



Title: **Deferral of Professional Development Program Requirements**

Number: **QA-Deferral - 104**

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## POLICY

Section 80.1 of the *Health Professions Procedural Code (Regulated Health Professions Act, 1991)* provides the framework for the quality assurance program that healthcare regulatory bodies are required to implement and maintain. In compliance with this legislation, as well as the *Quality Assurance Regulation (O. Reg. 596/94 – Part IV)*, the College of Respiratory Therapists of Ontario's (Cрто) Professional Development Program (PDP) consists of the following components:

1. Launch RT Jurisprudence Assessment;
2. Relevant;
3. Portfolio Online for Respiratory Therapists (PORTfolio<sup>OM</sup>); and
4. SCERP/Practice Assessment.

The *Quality Assurance Regulation* outlines the expectations for Members regarding the Cрто's PDP. The regulation states that Members are required to participate in professional development activities, maintain record of these activities and provide these records to the Cрто upon request. This means that **all Cрто Members** are expected to participate in the PDP, even if they are not currently practising respiratory therapy in Ontario (e.g., not employed as an RT, working as an RT but in a different province).

The Cрто recognizes, however, that exceptional circumstances may temporarily make it difficult for a Member to meet these obligations within the time frame specified by the Cрто. If this were to be the case, a Member may formally apply to have their deferral request considered by the Quality Assurance Committee (QAC) for certain PDP components only (please see section entitled **Deferral Considerations** on the following page).

It is important to recognize that a deferral, if granted, does not exempt a Member from participation in the PDP, but rather provides a time-limited extension. Deferrals will be considered on a case-by-case basis by the QAC as per the Member's deferral application.

**Please note that deferrals will not be granted to Members who have been referred to the Quality Assurance Committee in accordance to the Cрто Registration Currency Requirement Policy (RG-Currency-410).** To request a deferral, a Member must use the **online application form** within the [Member Login](#) section of the Cрто website. Only deferral requests submitted in this manner will be considered by the QAC.

## **Deferral Considerations**

Deferrals will be considered by a panel of the QAC for each PDP as follows:

### **Launch RT**

- Deferral requests will be considered by the QAC on a case-by-case basis under extenuating circumstances based on the Member's deferral application. Please note that documentation may be requested by the QAC in order to substantiate the rationale for a deferral request (e.g., medical documentation). Deferrals will not be granted after Launch RT Jurisprudence Assessment due date.

### **Relevant**

- There will be no deferrals granted for this component of the PDP.

### **PORTfolio**

- Deferral requests will be considered by the QAC on a case-by-case basis under extenuating circumstances based on the Member's deferral application. Documentation may be requested by the QAC in order to substantiate the rationale for a deferral request (e.g., medical documentation). Deferrals will not be granted after PORTfolio submission due date.
- Only one deferral request will be considered / Member/ Review Year, except in extenuating circumstances.
- Please note that Members who have or will have an Inactive Certificate of Registration at the time their PORTfolio is due to be submitted are not required to request a deferral. Inactive Members will have their Review Year suspended until they change their status back to Active.
- Members who resign and then later reinstate their CRTO Membership will be required to submit their PORTfolio after a minimum of 6 months.

### **SCERP/Practice Assessment**

- There will be no deferrals granted for this component of the PDP.