

COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO



Title: **Internationally Educated Health Professionals Assessment – Appeal Policy**

Number: **RG-IEHPA-APPEAL-429**

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PURPOSE

The Internationally Educated Health Professional (IEHP) assessment process allows for IEHPs who apply for registration with the College of Respiratory Therapists of Ontario (CRTO) to demonstrate that they possess the entry to practice competencies required to provide safe, effective and ethical care. The assessment process is comprised of three main components; educational review, structured interview and a clinical skills assessment. Applicants receive two reports during the assessment process:

1. Interim Report – The report is provided to applicants after both the educational review and the structured interview are completed. The report lists the assessment results up to that point in the assessment.
2. Clinical Skills Assessment Gap Report – The report is provided to applicants after the Clinical Skills Assessment stage. The report lists those competency areas where applicants scored below the minimum entry-to-practice standard.

POLICY

Applicants who believe that the assessment results for any portion of the process are inaccurate may request an appeal.

- a. This policy applies to all IEHP applicants who are currently engaged in the IEHP Assessment Process.
- b. Applicants must submit a written request for appeal to the Registrar of the CRTO.
- c. Applicants must submit a request for appeal within 30 days of receipt of the Interim Report or the CSA Gap report.
- d. The request for appeal must include a detailed description of the issues on which the applicant is basing his/her appeal with references to specific competency areas.
- e. The request for appeal must include the \$250.00 appeal fee. The fee is refundable if the appeal is resolved in the applicant's favour.
- f. Appeal Panel – the Registrar will appoint an independent Appeal Panel to consider requests for appeal. The panel will consist of at least two subject matter experts who were not part of the applicant's assessment, and if required CRTO staff with expertise in entry to practice competencies for respiratory therapy.
- g. Applicants will be notified of the outcome of their appeal within 30 days of the appeal deadline.
- h. The Appeal Panel's decision is final.