



COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO

Title:	Terms Conditions and Limitations Policy
Number:	REG-TCL-415
Date originally approved:	05/21/2009
Date(s) revision approved:	N/A

POLICY

Background

An application for a Certificate of Registration may be referred to a Panel of the Registration Committee if the Registrar is of the view that the applicant does not meet the College's registration requirements or is of the opinion that terms conditions and limitations should be imposed on the certificate of registration. In general terms, such restrictions are imposed by a Panel of the Registration Committee in order to protect the public. Specifically, reasons for placing terms, conditions and limitations on a member's certificate of registration include the following.

To ensure that, prior to practicing without restrictions:

- the member completes refresher/ re-training;
- the member's competence is demonstrated;
- the member's competence is assessed;
- the member practices under supervision.

Sections 19 (7) and (8) of the *Regulated Health Professions Act*, 1991 (effective June 4, 2009) state that that a member whose certificate of registration has terms, conditions and limitations imposed by the Registration Committee, cannot ask for them to be removed or modified within six months of the original order without the prior permission of the Registrar.

Policy

A member may request that the terms conditions and limitations imposed on his or her certificate of registration be removed or revised by a Panel of the Registration Committee. However, the member cannot submit his or her request within six months of the original order's date without permission of the Registrar.

Requests made within the six months of the original order's date will be reviewed by the Registrar. If the Registrar believes that there is substantial evidence to support the Member's request (e.g., the Member has undergone appropriate re-training and that his or her competence has been assessed), the Registrar may refer the Member's request to a Panel of the Registration Committee.

To request that the terms conditions and limitations imposed on a member's certificate of registration by a Panel of the Registration Committee be removed or revised, a member of the College must submit a written request to the Registrar.

The member should provide evidence of competence in the performance of a particular activity. This may include:

- a letter from a supervisor;
- detailed list of activities performed under supervision, signed by the supervising health care professional(s);
- Evidence that the member took upgrading/refresher courses.

The Registrar will notify the Member of the Registration Committee Panel review date. The Panel of the Registration Committee will review the documents provided and may:

- Remove the terms, conditions limitations imposed on the Certificate of Registration;
- Revise the terms, conditions limitations imposed on the Certificate of Registration;
- Request more information from the member;
- Refuse to remove or revise any of the terms, conditions limitations imposed on the Certificate of Registration

Notes: This policy does not apply to the standard terms, conditions and limitations imposed by policy on Graduate Certificates of Registration;

This policy also applies to individuals who had terms, conditions and limitations imposed prior to June 4, 2009.

K:\CRTO DOCUMENTS-ISSUES\POLICY_PROCEDURES\REGISTRATION (RG)\FINAL & PDF\RG-415.TCL.POLICY.DOC