



Graduate Certificate of Registration

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1.0 POLICY STATEMENT

It is the policy of the College of Respiratory Therapists of Ontario (CRTO) that applicants applying for a Graduate Certificate of Registration (GRT) may be granted a certificate if they meet all the registration requirements² but have not yet passed the approved registration exam.

A Graduate Certificate is a temporary one-time certificate that allows the GRT to practice under certain terms, conditions, and limitations. A Graduate Certificate is deemed to be revoked eighteen (18) months after its initial date of issue, and once revoked under section 60(2) of the *Registration Regulation* (O. Reg. 596/94, Part VIII), it will not be re-issued.

2.0 PURPOSE

The Graduate Certificate of Registration Policy describes the terms, conditions and limitations imposed on a Graduate Certificate of Registration.

3.0 APPLICABILITY AND SCOPE OF POLICY

a. Registration Requirements

Section 58 of the Registration Regulation lists the registration requirements for a Graduate Certificate of Registration.

b. Conditions, Graduate Certificate Of Registration

- Under section 60 (1) of the Registration Regulation, a Member registered with a Graduate Certificate of Registration shall:
 1. at the first reasonable opportunity, advise every employer of any terms, conditions and limitations that apply to the Member's Graduate Certificate of Registration if their employment is in the field of respiratory therapy;

¹ Updated January 1, 2025

² Under the Ontario Regulation 596/94, PART VIII, Registration



2. only perform a controlled act³ that is authorized to the profession if it is performed under the general supervision of a member of a College within the meaning of the *Regulated Health Professions Act, 1991* who, the Member holding the Graduate Certificate has reasonable grounds to believe, is authorized to perform the controlled act and is competent to do so and who is available to be present at the site where the authorized act is performed on ten minutes notice; and
 3. not delegate a controlled act⁴.
- Under section 60 (2) of the Registration Regulation a Graduate Certificate is deemed to have been revoked eighteen (18) months after its (initial) date of issue.
 - Under the *Prescribed Procedures Regulation*, section 49 (2) it is a condition of a Graduate Certificate of Registration that the Member does not perform an advanced procedure below the dermis.
 - Under the *Prescribed Substances Regulation*, section 49 (2) it is a condition of a Graduate Certificate of Registration that the Member does not administer a prescribed substance by inhalation while engaging in the practice of the profession.

c. Expiration of Graduate Certificate of Registration

As mentioned above, a Graduate Certificate of Registration is deemed to have been revoked 18-months after its date of issue. The Registration Committee will not re-issue a Graduate Certificate of Registration that has been revoked under section 60(2) of the Registration Regulation.

4.0 RESPONSIBILITIES

The above terms, conditions and limitations will permit a Member registered with a Graduate Certificate of Registration to begin work immediately, demonstrate, and consolidate their knowledge, skills, and judgment in preparing for the registration examination while at the same time ensuring that they practice with transparency and appropriate safeguards.

5.0 CONSEQUENCES FOR NON-COMPLIANCE

Applicants who do not meet the registration requirements (see 3.0 a. above), or for whom the Registrar has any concerns, will be referred by the Registrar to the Registration Committee for consideration.

A Graduate Member who is non-compliant with the terms, conditions and limitations of their certificate will be referred to the Inquiries, Complaints and Reports Committee for review.

³ It is the CRTO's position that a Member holding a Graduate Certificate of Registration cannot perform a tracheostomy tube change for a stoma that is less than 24 hours old.

⁴ It is the CRTO's position that Members who cannot delegate a controlled act, cannot accept delegation for a controlled act.



6.0 RELATED DOCUMENTS

- [Ontario Regulation. 596/94: General](#)
- [Conditions on a Graduate Certificate of Registration Fact Sheet](#)
- [Registration and Use of Title Professional Practice Guideline](#)
- [Supervision Policy](#)

7.0 CONTACT INFORMATION

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