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Intent/Purpose To establish a comprehensive policy governing the Prior Learning Assessment and Recognition (PLAR) program of the College of Naturopaths of Ontario (the College).

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| Definitions | Chief Executive Officer (CEO) | Means the individual appointed by the Council of the College pursuant to section 9(2) of the Health Professions Procedural Code which is Schedule II of the <i>Regulated Health Professions Act, 1991</i> and who performs the duties assigned to the position of Registrar under the Act, the Code, the <i>Naturopathy Act, 2007</i> and the regulations made thereunder. |
| | College | Means the College of Naturopaths of Ontario as established under the <i>Naturopathy Act, 2007</i> and governed by the <i>Regulated Health Professions Act, 1991</i> . |
| | CNME | Means the Council on Naturopathic Medical Education. The North American accrediting agency for naturopathic educational programs that is recognized by the College of Naturopaths of Ontario. |
| | Good Character | Means personal characteristics of an applicant or Registrant, including ethical strength, integrity, honesty, respect for and consideration of others, respect for the law and legitimate authority, responsibility and accountability, fairness, and open-mindedness. |
| | Good Standing | Means the status assigned to a Registrant when they are current on dues and payments and is current with filing of required reports as required based on their Certificate of Registration. |
| | HPARB | Means the Health Professions Appeal and Review Board, as established under the <i>Regulated Health Professions Act, 1991</i> . |
| | Internationally Educated Applicants | Means Applicants for Pre-Registration who have been educated in an educational program outside of North America. |
| | Language Skills | Means the four communication abilities tested during a language proficiency assessment: reading, writing, listening, and speaking. |
| | Language Test | Means a test, as set out in the College's Language Proficiency Policy that can be relied upon to test the language proficiency of a PLAR applicant. |
| | Non-CNME Educated | Means Applicants for Pre-Registration who have been educated in North America, but from a program that has not been accredited by the CNME. |


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| PLAR Applicant | Means an individual educated outside of a CNME-accredited program who is seeking eligibility for registration through the PLAR program. |
| PLAR Appeals Panel | Means a panel of the PLAR Committee who are responsible for receiving, reviewing, and disposing of PLAR appeals. |
| PLAR Committee | Means the non-statutory committee of the College responsible for making decisions on a PLAR applicant's eligibility to move forward at each stage of the PLAR program. |
| Pre-Registration | Means the process whereby an individual who intends to seek registration provides the College with information to establish themselves before formally applying for registration. |
| Prior Learning Assessment and Recognition (PLAR) program | Means a process used to determine the competency of Applicants who do not have formal education from a CNME-accredited program in naturopathy. |
| Registrant | Means an individual, as defined in section 1(1) of the Health Profession Procedural Code. |
| Registration | Means the process whereby an individual applies to the College for a Certificate of Registration to practice the profession of naturopathy in Ontario. |
| Registration Committee | Means the statutory committee of the College responsible for all Registration matters referred to it by the Chief Executive Officer, and the imposition of terms, conditions or limitations on certificates of registration as deemed necessary in accordance with the Health Professions Procedural Code. |
| Registration Regulation | Means Ontario Regulation 84/14, as amended from time to time. |

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| General Policy | Overarching Principles | <p>The College of Naturopaths of Ontario conducts the PLAR program in accordance with the following overarching principles:</p> <ul style="list-style-type: none"> All PLAR applicants will be assessed by the same objective criteria regardless of where they received their naturopathic education. Judgements regarding the equivalence of education and experience will be based upon criteria that are relevant to the practice of naturopathy in Ontario, and that protect the public's safety. |
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- The College's core competencies as well as accreditation standards set by CNME will be used as the basis for the rubric to evaluate the naturopathic skills and education knowledge of PLAR applicants from non-accredited institutions in naturopathy.
- In Ontario, Naturopathic Doctors are self-regulating health professionals, who work in independent practice, without requiring a medical referral, and they must be able to conduct patient assessments, make diagnoses and prescribe naturopathic treatment.
- The education and experience of Naturopathic Doctors who are registered in Ontario prepares them for independent patient assessment, evaluation, and treatment.
- The College supports the principles set out by the Office of the Fairness Commissioner (www.fairnesscommissioner.ca/) and conducts its assessments of Applicants from non-accredited institutions in naturopathic medicine accordingly.
- PLAR applicants are not required to meet different or higher standards than those required of naturopaths who have graduated from a CNME-accredited educational program.

Philosophy of PLAR

The PLAR program set out below is designed to best approximate the evolution, learning, development, and assessment mechanisms used in CNME-accredited programs. To this end, the general philosophy applied is that an individual first must demonstrate fundamental academic understanding of the profession and then be able to apply that understanding in practice. To properly assess required competencies, the College applies several types of assessment to allow PLAR applicants to demonstrate their level of competence in these different contexts. As such, the PLAR program is divided into two major components: Component I: Assessment of Naturopathic Knowledge (Stages 1, 2 and 3), Component II: Assessment of Professional Competency (Stages 4 & 5).


Assessment Standards

Two major assessment tools will be used to assess PLAR applicants seeking registration through the PLAR program, an evaluation schema, and a competency-based marking rubric:

- The evaluation schema, which is based on the list of CNME accreditation standards¹ for naturopathy programs, will be used to ensure that PLAR applicants possess education, and qualifications that are

¹ Council on Naturopathic Medical Education, "Accreditation Standards (Adopted 2009) – CNME website http://www.cnme.org/resources/09_accreditation_standards.pdf

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substantially equivalent to those acquired from a CNME accredited program.

- The competency-based marking rubrics, based on the College’s core competencies², will be used to assess the demonstration-based PLAR component where PLAR applicants are expected to apply their skills in simulated practice environments and contexts.

Translation of Documents All materials provided to the College to support PLAR assessments must be in either English or French. PLAR applicants are required to provide certified translations of all materials not written in either official language, at their own expense.

To ensure that translations have not been modified in any way, translations must be sent directly from the certified translator to the College.

Translations must be performed by qualified professionals who are certified by a government organization, such as the Association of Translators and Interpreters of Ontario or a translator who has been certified by a Member organization of the Internal Federation of Translators (<http://www.fit-ift.org/>).

Staged Approach The PLAR program uses a staged approach as follows:

- Stage 1: Paper-based assessment.
- Stage 2: PLAR Examination 1 (Biomedical Exam).
- Stage 3: PLAR Examination 2 (Clinical Sciences Exam).
- Stage 4: Demonstration-based assessment – Structured Interview
- Stage 5: Demonstration-based assessment - Interaction with a Standardised Patient


PLAR Decisions Assessment findings and reports of a PLAR applicant’s education, experience, knowledge, and skill are evaluated by the PLAR Committee.

At the conclusion of each stage, the Committee will receive evaluation information and, make decisions with respect to a PLAR applicant’s eligibility to move forward in the PLAR program, and in the case of the final stage, whether the applicant has successfully completed the PLAR and is eligible to proceed with registration examinations.

PLAR Exams Examinations administered as part of the PLAR process will be managed in accordance with the College’s Examinations

² College of Naturopaths of Ontario, “Core Competencies”.

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Policy, the Clinical Sciences and Biomedical Exams Policy, and the Examinations Rules of Conduct.

PLAR Appeals

PLAR assessment appeals are handled in accordance with the PLAR Appeals Policy. PLAR exam appeals are handled in accordance with the College's Exam Appeals Policy.

PLAR Fees

Fees relating to the PLAR program are noted in Schedule 3 of the College By-laws. To ensure PLAR applicants are not incurring unnecessary costs, PLAR fees are broken out by assessment component and will only be billed once the applicant is eligible and has elected to initiate the process.

PLAR Accommodations

Timeframe for Request to the College

To ensure PLAR applicants are provided fair and equal opportunity to complete the PLAR program, accommodation requests received from any PLAR applicant will be considered within the framework set out by the Ontario Human Rights Commission.

Form of Accommodation Request to the College

Requests for accommodations may be submitted at any point in the PLAR program, except for accommodations being requested for a demonstration-based assessment, which must be received a minimum of 30 days prior to the date of the scheduled assessment.

Supporting Documentation General Requirements of the College

Requests for accommodation must be submitted in the form of a signed letter to the College which provides specific details of the accommodation required, the reason for the request and the PLAR applicant's written authorization for the College to contact the provider of any supporting documentation.

The CEO or their designate may request further documentation as deemed necessary.

Supporting documentation submitted must:


- Be dated within six (6) months of initiating PLAR or no more than six (6) months of a scheduled assessment.
- Outline the reason for the accommodation and the specific accommodations required.
- Contain the contact information of anyone providing supporting documentation on the PLAR applicant's behalf.

Disability Accommodation – Additional Documentation Requirements of the College

In addition to the general requirements as described above, documentation supporting a PLAR applicant's accommodation request due to a disability must:

- Be provided by a regulated health professional, or other relevant regulated professional, qualified to make an assessment or diagnosis of the condition.

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- Contain the title and professional credentials of the regulated professional who has made the assessment or diagnosis; and
- Provide information regarding how the requested accommodation relates to the disability.

Religious
Accommodation –
Additional
Documentation
Requirements of the
College

In addition to the general requirements as described above, documentation supporting a PLAR applicant's accommodation request due to religious requirements must:

- Be provided by the PLAR applicant's religious leader.
- Provide information regarding how the requested accommodation relates to the PLAR applicant's religious requirements; and
- Provide information regarding the religious holiday if the request is for an alternate examination date due to religious observance.

Pregnancy Related
Accommodation –
Additional
Documentation
Requirements of the
College

In addition to the general requirements as described above, documentation supporting a PLAR applicant's accommodation request due to a pregnancy-related condition or issue must:

- Be provided by a regulated health professional qualified to make an assessment or diagnosis of the pregnancy related condition or issue.
- Contain the title and professional credentials of the Regulated Health Professional.
- Provide information regarding how the requested accommodation relates to the PLAR applicant's pregnancy related condition or issue.

Review of Requests to
the College

The CEO will review requests for accommodation on an individual basis and will make a final determination.


In their review, the CEO will consider whether the requested accommodation appropriately addresses the needs of the PLAR applicant and will not cause undue hardship to the College e.g.:

- Will provide an unfair advantage to the PLAR applicant, or
- Will affect the integrity of the PLAR program.

The PLAR applicant will be advised of the request for accommodation decision within ten (10) business days of the submission date unless the CEO does not have all necessary information to effectively evaluate the accommodation request. In such instances the PLAR applicant will be notified of the additional time needed for a decision to be rendered.

The CEO cannot guarantee that the particular form of accommodation will be granted and may, in some

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circumstances, contact the PLAR applicant to discuss alternative forms of accommodation.

Use of Accommodation-Related Information by the College

The CEO and/or the Registration Committee may use information disclosed for the purposes of seeking an accommodation, in considering applications for initial registration with the College.

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| Pre-Registration and PLAR Eligibility | Pre-Registration | <p>The PLAR applicant initiates the PLAR program by:</p> <ul style="list-style-type: none"> • Completing the Pre-Registration Application form. • Providing the College with proof of identity in accordance with the Proof of Identity Policy. • Providing the College with proof of language proficiency in accordance with the Language Proficiency policy. Providing the College with proof of formal education that is a Canadian bachelor's degree or higher, in a healthcare discipline reasonably related to naturopathy, or an education deemed by a third-party assessment agency to be equivalent to a Canadian bachelor's degree or higher, in a healthcare discipline reasonably related to naturopathy, based on their assessment. |
| | PLAR Eligibility | <p>To be eligible to initiate PLAR, the PLAR applicant must have:</p> <ul style="list-style-type: none"> • Satisfied the requirement for proof of identity as required under the College's policy. • Satisfied the formal education requirement, having provided the College with an original or certified copy of their degree, diploma, or transcript, or if internationally educated, having arranged to have a third-party assessment report of their academic credentials submitted directly to the College. • Satisfied the requirement for language proficiency, as required under the College's Language Proficiency policy. |
| | Third party Assessment of Academic Credentials | <p>Internationally educated PLAR applicants must provide a third-party assessment report of their academic credentials as part of initiating PLAR. This assessment report must be completed by an accepted third-party assessment agency and be sent directly from the agency to the College. Reports received directly from PLAR applicants, or those which are irregular, altered, or fraudulent will not be accepted.</p> |
| | Assessment Report | <p>The third-party assessment report must explicitly include statements related to the following:</p> <ul style="list-style-type: none"> • Authentication of the documents provided (i.e. diplomas and transcripts); |

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- Verification of the program, year of study, field of study, and issuing institution;
- List of courses and their grades;
- A statement on the equivalency/comparability of the education completed as compared to the Canadian system of education.

Accepted Third Party Assessment Agencies

Assessments may be commissioned from any organization that is a Member of the Alliance of Credential Evaluation Services of Canada (<http://www.canalliance.org/>). Currently these include:

- Comparative Education Service.
- International Credential Assessment Service of Canada.
- International Credential Evaluation Service.
- International Qualifications Assessment Service.
- Ministère de l'Immigration et des Communautés culturelles;
- World Education Services.

All Members of the Alliance of Credential Evaluation Services of Canada adhere to a quality assurance framework (<http://www.canalliance.org/assurance.en.stm>), which aims to “promote high quality and portable assessments across Canada”.

Outcomes

Eligible to Initiate PLAR

PLAR applicants who have met the eligibility criteria may move onto Stage 1 of the PLAR program.

Ineligible to Initiate PLAR

PLAR applicants who are deemed not to have met the education or language eligibility criteria to initiate the PLAR program may reapply following completion of additional language testing and/or with the provision of additional evidence of formal education. In the case of internationally educated PLAR applicants, a new assessment report may be sought out through an alternate third-party assessment agency.

Stage 1:
Paper-Based
Assessment


Documentation of
Education and
Experience (DEE)

The paper-based evaluation assesses the PLAR applicant's education and experience to determine whether that knowledge and experience is equivalent to that of a graduate of a CNME-accredited program in naturopathy.

A PLAR applicant must complete and submit to the College the Documentation of Education and Experience (DEE), along with the required supporting documents.

The DEE form is available upon request from the Applications Department and will be e-mailed to all PLAR applicants deemed eligible for the PLAR program.

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Required Supporting Documents

The following documentation is required in support of the PLAR applicant's DEE:

- Original or certified copies of relevant diplomas/degrees;
- Original or certified copies of relevant academic transcripts (including marks/grades).
Course syllabi, descriptions and/or course calendars.
- Information related to supervised/clinical placements.
- Other documentation in support of acquiring relevant learning and/or practice.

DEE Assessment


There are 52 knowledge areas that have been deemed essential in the provision of safe and competent practice. Evidence related to both formal education and experience, within a naturopathic context, will be considered however some content areas will restrict type of evidence accepted based on factors such as breadth of subject matter and whether learning could feasibly be obtained through experience alone.

Mandatory Content Areas

To ensure that the PLAR applicant possesses critical knowledge related to the practice of naturopathy, evidence for naturopathic or similar related training for all four of the following content categories, and their supporting 25 content areas is required:

- **Body systems and their interactions**
 - Biochemistry
 - Anatomy
 - Gross Anatomy
 - Microbiology
 - Pathology
 - Physiology
 - Embryology
 - Histology
 - Genetics
- **Patient assessment**
 - Diagnostic Assessment
 - Differential Diagnosis
 - Patient Charting & Record Keeping
 - Physical Exam
 - Psychological Assessment
- **Treatment**
 - Acupuncture & principles of traditional Chinese medicine
 - Botanicals (Western)
 - Clinical Nutrition
 - Counselling
 - Classical Homeopathy
 - Naturopathic Principles & Theory
 - Physical therapies including naturopathic manipulation

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- **Prognosis and management**
 - Disease Prevention
 - Health Education & Promotion
 - Inter-professional Collaboration
 - Therapeutic - emergency

PLAR applicants who do not have sufficient evidence to prove that they have the requisite naturopathic knowledge in these areas will not be eligible to move to Stage 2 of the PLAR program.

General Medical Subject Matter Areas

In addition to the mandatory naturopathic content areas, the PLAR applicant must also meet a threshold related to a set of general medical subject matter areas. These include:

- Cardiology
- Dermatology
- EENT
- Endocrinology
- Gastroenterology
- Geriatrics
- Gynecology
- Hematology
- Neurology
- Obstetrics
- Oncology
- Orthopedics
- Pediatrics
- Pharmacology
- Proctology
- Psychology
- Pulmonology
- Rheumatology
- Urology.
- Immunology


Required General Medical Subject Matter

A minimum of 14 of the 20 general medical subject matter areas must be met to achieve the passing threshold and must include Cardiology, Endocrinology, Gastroenterology, Gynecology, Hematology, Neurology, Pediatrics, Pharmacology, Psychology, and Immunology. These content areas are deemed critical for the provision of safe and effective naturopathic care.

Clinic Hours

As part of the paper-based assessment, PLAR applicants will also be required to provide evidence of having obtained a minimum of 960 clinic hours either through courses (e.g., imbedded clinical components), placements, or work experience. This is based on 80% of the 1200 clinic hours required of a CNME-accredited program graduate.

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Supplementary Evidence Where insufficient information exists to perform an assessment, the PLAR applicant may be asked to provide supplementary evidence of learning/experience after an initial scan of submitted documentation is completed.

Passing Threshold To be deemed to have successfully completed Stage 1, there must be evidence found to support that the PLAR applicant has:


- the requisite naturopathic knowledge in the four mandatory content categories, comprised of 25 content areas.
- the requisite general medical knowledge in at least 14 of the 20 general medical subject matter areas, inclusive of the ten required.
- evidence of having obtained a minimum of 960 clinic hours.

Outcomes There are three possible outcomes from Stage 1 of the PLAR program:

1. Approved [i.e., all four of the mandatory naturopathic content categories and at least 14 of the 20 general medical subject matter areas], including the 10 in which case the PLAR applicant can proceed to Stage 2 of the PLAR.
2. Partially approved [i.e., all four mandatory content categories and 11-12 general medical subject matter areas], in which case the PLAR applicant will be informed by the PLAR Committee of identified gaps which must be remediated through recognized, formal, approved courses in the identified gap areas, prior to being eligible to proceed to stage 2.,
3. Deemed to be substantially non-equivalent [i.e., either missing any of the four mandatory content categories or having only ten or fewer of the general medical subject matter areas] and be informed that their education is significantly different than that of a graduate of an accredited program in naturopathy. PLAR applicants deemed substantially non-equivalent will be directed to an accredited full-time program in naturopathy and/or to Health Force Ontario to seek an alternative career option.

Remediation PLAR applicants deemed “partially approved” can remediate gaps identified in the general medical content areas through the submission of a “learning plan” outlining the courses they intend to take to obtain sufficient training/education in these gap areas. PLAR applicants must complete their learning plan courses within two years of their approval by the PLAR Committee. On approval of the learning plan and subsequent completion of designated courses, the PLAR applicant will be allowed to proceed to Stage 2 of the PLAR program.

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Supplemental Review PLAR applicants who are informed that their education and experience is substantially non-equivalent may request within 30 days to provide supplemental information, not previously provided, to further substantiate evidence of education and/or experience to be assessed by the same assessor.

Appeals PLAR applicants who disagree with the outcome of Stage 1 may appeal in accordance with the PLAR Appeals Policy.

Administrative Reconsideration If an appeal is approved, the PLAR Appeal Panel may grant the PLAR applicant the ability to undergo an administrative reconsideration. In this case, this file is reassessed independently by a different assessor.

If the result of the administrative reconsideration is the same as the initial assessment, no further mechanism is available for appeal within the PLAR program. PLAR applicants who wish to have the matter reviewed further may seek to make an application for registration and appeal the decision to refuse registration to HPARB.

Stage 2: PLAR Examination 1 **Biomedical Examination** PLAR applicants who have successfully completed Stage 1 may move onto Stage 2, the PLAR Examination 1, Biomedical Examination. This examination is a three-hour multiple-choice exam which assesses a PLAR applicant's knowledge of body systems and their interactions and is identical to the examination completed by CNME-accredited program graduates seeking registration in Ontario.

Timing & Attempts PLAR applicants must attempt the Biomedical Examination within one year of receiving notification of successful completion of Stage 1 of the PLAR program.


Two scheduled sittings of the Biomedical examination are offered each year; administered via a College approved 3rd party test administration company.

PLAR applicants must successfully complete the Biomedical examination within three attempts, and no more than two years of their initial attempt of the examination.

Passing Threshold To be deemed to have successfully completed Stage 2, PLAR applicants must achieve a minimum scaled score of 550, the same minimum passing threshold required of CNME-accredited program graduates sitting the Ontario Biomedical Exam.

Outcomes There are two possible outcomes from Stage 2 of the PLAR program:

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1. The PLAR applicant has met or surpassed the passing threshold, in which case they may proceed to Stage 3 of the PLAR program.
2. The PLAR applicant has not met the passing threshold, in which case they may:
 - a. Re-write the examination two more times to attempt to meet the passing threshold.
 - b. Appeal the result of an examination attempt, as per the College's Exam Appeals Policy.
 - c. (After 3 attempts) be deemed by the College that their education and experience is substantially non-equivalent, and therefore be referred to a CNME-accredited program in naturopathy, and/or Health Force Ontario to seek an alternative career option.

Stage 3:
PLAR
Examination 2

Clinical Sciences
Examination

PLAR applicants who have successfully completed Stage 2 may move onto Stage 3, the PLAR Examination 2, Clinical Sciences Examination. This examination is a four-hour multiple-choice exam which assesses a PLAR applicant's knowledge of necessary naturopathic competencies for the assessment and treatment of patients and is identical to the examination completed by CNME-accredited program graduates seeking registration in Ontario.

Timing

PLAR applicants must attempt the Clinical Sciences exam within one (1) year of receiving notification of successful completion of Stage 2 of the PLAR program.

Two scheduled sittings of the Clinical Sciences examination are offered each year; administered via a College approved 3rd party test administration company.

PLAR applicants must successfully complete the Clinical Sciences exam within three attempts, and two years of their initial attempt of the examination.


Outcomes

To be deemed to have successfully completed Stage 3, PLAR applicants must achieve a minimum scaled score of 550, the same minimum passing threshold required of CNME-accredited program graduates sitting the Ontario Clinical Sciences Exam.

There are two possible outcomes from this examination. The PLAR applicant has either:

1. Met or surpassed the passing threshold, in which case they may proceed to Stage 4 of the PLAR program; or
2. Not met the passing threshold, in which case they may:
 - a. Re-write the examination two more times to attempt to meet the passing threshold.

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- b. Appeal the result of an examination attempt, as per the College's Exam Appeals Policy.
- c. (After 3 attempts) be deemed by the College that their education and experience is not substantially equivalent, and therefore be referred to a CNME-accredited program in naturopathy, and/or Health Force Ontario to seek an alternative career option.

Demonstration-Based Assessments Philosophy

There are certain activities and core competencies that cannot be assessed solely via a paper-based assessment or paper-based knowledge test. In these cases, it is essential that the PLAR applicant be assessed while performing a number of tasks to ensure they are competent and safe to practice.

Stage 4 consists of two evaluation mechanisms:

- The structured interview; and
- Interaction with a standardised patient.

Stage 4: Demonstration-Based Assessment Structured Interview

A structured interview will evaluate core competencies that are not adequately covered by the paper-based assessment nor the PLAR examinations, namely the ability to analyze, synthesize and articulate theoretical situations.

In the Structured Interview, PLAR applicants will have one hour to review and make notes on a peer reviewed article along with a list of questions. Following this review, PLAR applicants will participate in a 90-minute structured interview.

The interview is conducted by a panel of three registered NDs trained to assess PLAR applicants who use assessment rubrics that include entry to practise performance indicators to support an objective interview process.

Timing

PLAR applicants must attempt the Structured Interview within six months of receiving notification of successful completion of Stage 3 of the PLAR program.


Outcomes

Each competency is marked as Adequate Response (100%), Partially Adequate Response (50%), or Inadequate Response (0%).

This stage may result in three (3) possible outcomes for PLAR applicants:

1. A passing grade of 75% or higher, in which case they will be deemed substantially equivalent and may move forward to Stage 5.
2. A non-passing grade of between 50% and 74%, in which case they will be allowed one re-attempt.
3. A failing grade of below 50%, in which case they are determined to be substantially non-equivalent and


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referred to a CNME-accredited program and/or Health Force Ontario to seek an alternative career option.

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| Re-attempt | PLAR applicants who achieved a non-passing grade on their initial attempt, and who wish to re-attempt Stage 4 must notify the College within 30 days of receiving results notification. |
| Deemed Withdrawal | Applicants, who do not notify the College that they wish to re-attempt Stage 4 after an initial non-passing grade, will be deemed to have withdrawn from the PLAR program. |
| Appeal | PLAR applicants may appeal their Stage 4 result in accordance with the PLAR Appeals policy. |
| Stage 5: Demonstration- Based Assessment | <p>Interaction with a Standardised Patient</p> <p>The Interaction with a Standardised Patient allows PLAR applicants to demonstrate to assessors their clinical competencies and apply their naturopathic skills and knowledge.</p> <p>PLAR applicants will complete three interactions, or “stations”, each standardised patient presenting with a unique chief complaint. Each station will require PLAR applicants to read through a concise statement of the patient’s presenting complaint, along with instructions for the station, perform an assessment of the standardised patient including obtaining relevant information from the patient, perform patient charting or “SOAP” notes, complete activities related to the standardised patient’s case, such as demonstrating a practical technique, and answer any questions from the standardised patient before concluding the station.</p> <p>Standardised patients are individuals who are trained to portray the personal history, physical symptoms, and everyday concerns of an actual patient.</p> <p>Interactions with a Standardised Patient are marked using global rating scale rubrics. Performance feedback is collected not only from the assessors but also from the standardized patients. The final score is an averaged mark obtained from the performance of all three stations.</p> |
| Timing | PLAR applicants must attempt the Interaction with a Standardised Patient within six months of receiving notification of successful completion of Stage 4 of the PLAR program. |
| Outcomes | <p>This stage may result in three possible outcomes for PLAR applicants:</p> <ol style="list-style-type: none"> 1. A passing grade of 75% or higher, in which case they will be deemed substantially equivalent and may move forward to completing registration examinations. |

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2. A non-passing grade of between 50% and 74%, in which case they will be allowed one re-attempt.
3. A failing grade of below 50%, in which case they are determined to be substantially non-equivalent and referred to a CNME-accredited program and/or Health Force Ontario to seek an alternative career option.


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| Re-attempt | PLAR applicants who achieved a non-passing grade on their initial attempt, and who wish to re-attempt Stage 5 must notify the College within 30 days of receiving results notification |
| Deemed Withdrawal | Applicants, who do not notify the College that they wish to re-attempt Stage 5 after an initial non-passing grade, will be deemed to have withdrawn from the PLAR program. |
| Appeal | PLAR applicants who are not successful in Stage 5 are advised that their education and experience is not substantially equivalent to the training and education of a CNME-accredited program graduate, and that they are ineligible for registration with the College, having not successfully completed the PLAR program. |

If the PLAR applicant fails Stage 5 of the PLAR program they may appeal in accordance with PLAR Appeals Policy or seek to have the final determination of being substantially non-equivalent and ineligible for registration with the College reviewed by making an application for registration and appealing the decision to refuse registration to HPARB.

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| Overall Timing | Concurrent Processes Wherever Possible | Wherever possible, to streamline the PLAR program, a PLAR applicant may complete certain components concurrently. |
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| PLAR Assessors | General | Assessors are Registrants of the College in good standing, who meet the criteria established by this policy. |
| | General Assessor Criteria | <p>A Registrant is eligible for selection as an assessor if, on the date of application and throughout each applicable assessment for which they are selected to participate, the Registrant:</p> <ul style="list-style-type: none"> • Holds a General Certificate of Registration with the College with no terms, conditions, or limitations on their Certificate of Registration which restricts their practising the profession. • Has actively practiced naturopathy for at least three (3) years. • Understands and is committed to conducting assessments in accordance with principles set out by the Office of the Fairness Commissioner. • Is not in default of payment of any fees prescribed by By-law or any fine or order for costs to the College imposed by a College committee or court of law. |

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- Is not in default of completing and returning any form required by the College.
- Is not the subject of any disciplinary or incapacity proceeding.
- Has not had a finding of professional misconduct, incompetence, or incapacity against him/her in the preceding five (5) years.
- Is not a Council or Committee Member.
- Is not employed by the College.
- Is not employed as an administrative faculty Member or instructor at a naturopathic academic institution relating to naturopathy.

Assessor Application

A Registrant may apply to the College for consideration as an assessor by submitting their resume and a cover letter outlining the reason(s) they are interested and any applicable assessment experience.

Assessor Considerations

- When appointing assessors, the College will consider:
- Whether the Registrant has met the criteria as outlined in this policy
 - The need for assessors with expert knowledge in a particular component of PLAR.
 - Additional professional qualifications and expertise.
 - Experience.
 - Languages spoken.
 - Whether the Registrant has completed mandatory training on unconscious bias.
 - Ability to be objective, impartial, consistent and fair.
 - Additional qualifications and characteristics that complement the College's mandate of public protection; and
 - Possible conflicts of interest the Registrant may have which may hinder their ability to be objective and impartial.

Appointments

Assessors will be appointed by the CEO or their delegate for a maximum of three (3) years and may be re-appointed at the discretion of the CEO or their delegate.


Conflicts of Interest

For the purposes of this policy, a conflict of interest is defined as outlined in section 16 of the By-laws of the College. Without limiting the definition, a real or perceived conflict of interest between an assessor and a PLAR applicant exists when a prior personal or professional relationship exists between the assessor and PLAR applicant.

As part of assigning an assessor, assessors will be asked to review the name of the PLAR applicant and shall declare any conflict of interest.

The CEO or their delegate may perceive a conflict of interest between an assessor and a PLAR applicant, due to professional

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or personal affiliation, or a prior assessment, to ensure a fair and impartial process.

The CEO or their delegate shall subsequently adjust assessor assignments or panel compositions to resolve any conflicts.

**Assessor
Disqualification**

A Registrant will be discharged as an assessor if they:

- Breach one of the qualifications required to become an assessor as outlined in this policy.
- Breach confidentiality of any information learned through participation in the PLAR program.
- Fail to properly declare a real or perceived conflict of interest.
- Fail to attend an in-person assessment, for which they are scheduled, without providing sufficient notice.
- Is advised as such by the CEO.

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