

**Proposed Changes to the Registration Policy (Currency)
October 2023**

| Tracked Changes to Original | Clean Copy of Proposed Amended Provision | | Intent/Explanation |
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| Definitions | | | |
| New definition (did not exist) | "Patient Interaction" | Means a patient encounter that includes an assessment and/or diagnosis, treatment and/or monitoring of a patient or patient's condition in accordance with the standards of practice of the profession. | To provide additional clarity around direct patient care activities, particularly for General class Registrants whose practise of the profession includes supervision of students or other NDs. |
| Currency | | | |
| Minimum Requirements | | | |
| <p>A Registrant who holds a General class Certificate of Registration is required to practise the profession for at least 750 hours over any each three-year period in order to maintain currency, in accordance with section 6(1) of the Registration Regulation.</p> <p>For the purposes of administering this program, the currency year runs from January 1st to December 31st annually.</p> <p>Year 1 of the three-year cycle begins on January 1st of the registration year in which the Registrant became registered.</p> <p>Registrants who do not meet the minimum 750 hours required at the end of any three year reporting period must elect one of the following courses of remediation:</p> <ul style="list-style-type: none"> • Complete a refresher program that has been approved by the Registration Committee. • Have applied for and completed a change to their class or registration from General to Inactive. • Have entered into an undertaking not to practise the profession, i.e., a non-clinical TCL. | <p>A Registrant who holds a General class Certificate of Registration is required to practise the profession for at least 750 hours over any each three-year period in order to maintain currency, in accordance with section 6(1) of the Registration Regulation.</p> <p>For the purposes of administering this program, the currency year runs from January 1st to December 31st annually.</p> <p>Year 1 of the three-year cycle begins on January 1st of the registration year in which the Registrant became registered.</p> | <p>Wording change to better reflect 6(1) of the Registration Regulation regarding the continuous three-year cycle.</p> <p>The deleted section regarding Registrants not meeting currency hours now appears under new section for "Currency Hours Not Met."</p> | |

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| <p>Registrants who do not elect any of the above options will be referred to the Quality Assurance Committee by the CEO to undergo a Peer & Practice Assessment at their own cost.</p> <p>As per section 6(3) of the Registration Regulation, Registrants who have reported 0 practise hours over their three-year reporting period and who elect to either change their class of registration to Inactive, or enter into an undertaking not to practice the profession will be required to undergo a review by a panel of the Registration Committee at point of applying to return to the General class, or when seeking to have the terms of the undertaking expired, having not practised the profession in over two years.</p> | | | | |
| Currency Auditing (Formerly “Reporting Year”) | | | | |
| <p>Reporting Year Currency Auditing</p> | <p>Except for a new General class Registrant who has not completed their initial three-year cycle, currency is audited annually for each preceding three-year period.</p> <p>The three-year reporting period is based on a Registrant’s year of initial registration. Registrants who at the time of their reporting period are registered in the Inactive class, or whose Certificate of Registration becomes inactive during their reporting period, (e.g., due to suspension) will have their three-year reporting period reset based on the year of their be audited on their practise hours for the year they return to the General class as well as their practise hours for the two years</p> | Currency Auditing | <p>Except for a new General class Registrant who has not completed their initial three-year cycle, currency is audited annually for each preceding three-year period.</p> <p>Registrants who are registered in the Inactive class, or who become inactive (e.g., due to suspension) will be audited on their practise hours for the year they return to the General class as well as their practise hours for the two years preceding their period of inactivity.</p> | <p>Wording change to add additional clarity and better reflect subsection 6(1) of the Registration Regulation regarding new Registrants being exempt from currency hour audits until they have completed their initial three-year cycle.</p> <p>Wording change to ensure continuous currency to practise the profession and prevent class changes from being used as a vehicle for circumventing currency hour audits.</p> |

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| | preceding their period of inactivity. | | | |
| Practising the Profession - General Class Certificate | | | | |
| <p>Registrants holding a General class Certificate of Registration without a non-clinical TCL are expected to be actively practising the profession in the capacity of a clinical practitioner, including but not necessarily limited to providing direct patient care, within the scope of practice of the profession for the purpose of satisfying the currency requirements of section 6(1) of the Registration Regulation.</p> <p>To be considered practising the profession as a General class Certificate holder, a Registrant's currency hours must include as having met currency requirements, currency hours must include a minimum of 750 hours of direct patient care over each three-year period, (consultation/visit, assessment, treatment) and may include any of the following additional acquired through any of the following activities, or a combination thereof:</p> <ul style="list-style-type: none"> Research related to managing patient care (a specific case). Patient interactions, and any administrative activities (e.g., billing or charting) or patient case-specific research conducted in the course thereof. ClinicalSupervision of patient interactions. involving direct patient care. Clinical education involving patient interaction or provision of professional services while teaching. Communication with colleagues regarding case management. Mentoring. | | <p>Registrants holding a General class Certificate of Registration without a non-clinical TCL are expected to be actively practising the profession in the capacity of a clinical practitioner within the scope of practice of the profession.</p> <p>To be considered as having met currency requirements, currency hours must include a minimum of 750 hours of direct patient care over each three-year period, acquired through any of the following activities:</p> <ul style="list-style-type: none"> • Patient interactions, and any administrative activities (e.g., billing or charting) or patient case-specific research conducted in the course thereof. • Supervision of patient interactions. | | <p>Wording change to establish minimum direct patient care hour requirements over each three-year period and provide clarity regarding activities in which direct patient care hours can be accrued.</p> |

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| Transition Period for Minimum Hour Requirements for Direct Patient Care | | |
| (new provision – did not exist) | <p>Starting April 1, 2027, currency audits of declared practise hours and activities for Registrants in the General class will include an assessment of whether the Registrant has accrued the required minimum number of direct patient care hours, as set out in this policy.</p> <p>Audits of currency hours and activities conducted prior to April 1, 2027 will require that a Registrant’s practise of the profession include direct patient care hours, however, will not enforce a specified number.</p> | This onboarding provision sets out the date by which Registrants in the General class will be audited for specific direct patient care hours. |
| Evidence of Currency | | |
| <p>The CEO may request evidence from a Registrant to support their declaration of currency hours. Appropriate evidence would depend on the nature of the Registrant’s practice but may include the following:</p> <p>a) For a Registrant holding a General class Certificate of Registration:</p> <ul style="list-style-type: none"> • Appointment book/schedule. • Letter of employment, including hire date and hours worked per week/month. • Confirmation that the duties and responsibilities outlined in a job description were performed. • Confirmation of services provided, such as invoices, and/or letters from individual persons patients for whom direct services were provided. • Patient record/case notes. • Clinical research articles. • Clinical research articles. | <p>The CEO may request evidence from a Registrant to support their declaration of currency hours. Appropriate evidence would depend on the nature of the Registrant’s practice but may include the following:</p> <p>a) For a Registrant holding a General class Certificate of Registration:</p> <ul style="list-style-type: none"> • Appointment book/schedule. • Letter of employment, including hire date and hours worked per week/month. • Confirmation of services provided, such as invoices, or letters from patients for whom direct services were provided. • Patient record/case notes. | Wording changes for clarity and removal of evidence that were determined to be insufficient for substantiating clinical practise time and direct patient care. |
| Currency Requirements Not Met | | |
| Registrants who do not meet the minimum 750 hours required currency requirements as set out in this policy at the end of any three-year reporting | Registrants who do not meet the currency requirements as set in this policy at the end of any three-year reporting period must | Wording change to provide additional clarity and be inclusive of direct patient care hour requirements. |

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| <p>period must elect one of the following courses of remediation:</p> <ul style="list-style-type: none"> • Complete a refresher program that has been approved by the Registration Committee. • Have applied for and eCompleted a change to their class or registration from General to Inactive. • Have eEntered into an undertaking not to practise the profession, i.e., a non-clinical TCL <p>Registrants who do not elect any of the above options will be referred to the Quality Assurance Committee by the CEO to undergo a Peer & Practice Assessment at their own cost expense, as set out in Schedule 3 of the by-laws.</p> <p>As per section 6(3) of the Registration Regulation, Registrants in the General class who have reported 0 practise hours and/or 0 hours of direct patient care over their three-year reporting period and who elect to either change their class of registration to Inactive, or enter into an undertaking not to practice the profession, will be required to undergo a review by a panel of the Registration Committee at point of applying to return to the General class, or when seeking to have the terms of the undertaking expired, having not practised the profession in over two years.</p> | <p>elect one of the following courses of remediation:</p> <ul style="list-style-type: none"> • Complete a refresher program that has been approved by the Registration Committee. • Complete a change to their class or registration from General to Inactive. • Enter into an undertaking not to practise the profession, i.e., a non-clinical TCL. <p>Registrants who do not elect any of the above options will be referred to the Quality Assurance Committee by the CEO to undergo a Peer & Practice Assessment at their own expense, as set out in Schedule 3 of the by-laws.</p> <p>As per section 6(3) of the Registration Regulation, Registrants in the General class who have reported 0 practise hours and/or 0 hours of direct patient care over their three-year reporting period and who elect to either change their class of registration to Inactive, or enter into an undertaking not to practice the profession, will be required to undergo a review by a panel of the Registration Committee at point of applying to return to the General class, or when seeking to have the terms of the undertaking expired, having not practised the profession in over two years.</p> | |