

Fair Registration Practices Report

Naturopaths (2017)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

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1. Qualitative Information

a) Requirements for registration, including acceptable alternatives

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

b) Assessment of qualifications

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

c) Provision of timely decisions, responses, and reasons

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

d) Fees

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

e) Timelines

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

f) Policies, procedures and/or processes, including by-laws

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

g) Resources for applicants

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

h) Review or appeal processes

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

i) Access to applicant records

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

j) Training and resources for registration staff, Council, and committee members

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

k) Mutual recognition agreements

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

l) Other (include as many items as applicable)

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year

No changes this year

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2. Quantitative Information

a) Languages

Indicate the languages in which application information materials were available in the reporting year.

Language	Yes/No
English	Yes

French

No

Other (please specify)

Additional comments:

No French materials were requested within this reporting period. The College continues to work towards translation of College documents and web content.

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender **Number of Applicants**

Male 20

Female 114

None of the above 0

Additional comments:

c) Gender of members

Indicate the number of members in each category as applicable. Select the option that best corresponds to the terminology used by your organization.

Gender **Number of Members**

Male 288

Female 1211

None of the above 0

Additional comments:

d) Jurisdiction where applicants obtained their initial education

Indicate the number of applicants by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
132	2	0	n/a 0 Total 0	0	134

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

e) Jurisdiction where applicants who became registered members obtained their initial education

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where

they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
110	0	0	n/a 0 Total 0	0	110

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

f) Jurisdiction where members were initially trained

Indicate the total number of registered members by jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
1462	15	22	n/a 0 Total 0	0	1499

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

g) Applications processed

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
New applications received	117	1	0	0	0	118
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	132	2	0	0	0	134
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	0
Applicants who met all requirements and were authorized to become members but did not become members	8	1	0	0	0	9
Applicants who became FULLY registered members	110	0	0	0	0	110
Applicants who were authorized to receive an alternative class of licence³ but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence³	0	0	0	0	0	0

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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¹ An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

Additional comments:

- "Number of applicants who met all requirements but did not become members"- are those who were deemed eligible in 2017 but postponed their initial registration to 2018.
- "Number of applicants who became full registered members in 2017" includes individuals who submitted their Application for Registration in 2016 but were registered in 2017.

h) Classes of certificate/license

Indicate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	General Certificate of Registration	<p>Description (a)</p> <p>A certificate class which grants the Member the right to actively practise naturopathy in the capacity of a clinical practitioner, including but not limited to providing direct patient care within the scope of practise of the profession and the ability to perform controlled acts, as set out in section 4 of the <i>Naturopathy Act, 2007</i>, in accordance with the CONO Regulations, Standards of Practice, policies and guidelines.</p> <p>A member who holds a General certificate of registration may use one or more of the titles "Naturopath", "Naturopathic Doctor", "Naturopathe" and "Docteur en naturopathie", and may only use the abbreviation "ND" for an English title and "DN" for a French title.</p>
b)	Inactive Certificate of Registration	<p>Description (b)</p> <p>A certificate class which denotes a Member who is not authorized to practise naturopathy and may not perform any controlled acts as set out in section 4 of the <i>Naturopathy Act, 2007</i>.</p> <p>A member who holds an Inactive Certificate of Registration may only use one or more of the titles "Naturopath (Inactive)", "Naturopathic Doctor (Inactive)", "Naturopathe (Inactif)" and "Docteur en naturopathie (Inactif)", and may only use the</p>

		abbreviation "ND (Inactive)" for an English title and "DN (Inactif)" for a French title.
c)	Life Member	Description (c)
		A Member who has retired from the practise of naturopathy and has been dsignated by the Registration Committee as having met the requirements for Life Membership as outlined in section 23 of the College by-laws.

Additional comments:

Beyond the terms, conditions and limitations (TCLs) outlined in section 4 of the Registration Regulation, and applicable to every certificate of registration, TCLs may be placed on any member's certificate of registration following due process.

i) Reviews and appeals processed

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	10	0	0	0	0	10
Applicants who initiated an appeal of a registration decision	1	0	0	0	0	1
Appeals heard	0	0	0	0	0	0
Registration decisions changed following an appeal	0	0	0	0	0	0

Additional comments:

j) Paid staff

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count

your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	14
Staff involved in appeals process	2
Staff involved in registration process	4

Additional comments:

The Registration department is divided between Entry-to-Practise and Membership (Post-Registration).

- Entry-to-Practise has two assigned staff: the Manager, Examinations and Entry-to-Practise and the Examinations and Entry-to-Practise Coordinator; the Entry-to-Practise department oversees the entry-to-practise Clinical exams, the Ontario Jurisprudence exam, the post-registration examinations in therapeutic prescribing and Intravenous Infusion Therapy (IVIT), applications for registration and the PLAR program.
- Membership also has two assigned staff: the Manager, Membership and the Membership Coordinator; the Membership department oversees the annual membership renewals, Health Force Ontario reporting, class change applications, letters of standing and professional incorporations.

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3. Submission

I hereby certify that:

Name of individual with authority to sign on behalf of the organization:

Erica Laugalys

Title:

Manager, Examinations and Entry to Practise

Date:

2018/03/01

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