



Re-entry to Occupational Therapy Practice: Establishing currency to meet registration requirements

Applicants to the College must have recently graduated from an OT program; or have practiced within the scope of the profession for a minimum amount of hours during any portion of the previous 5 years; or provide evidence, satisfactory to the Registrar, of possessing current knowledge, skill, and ability. The currency requirement for registration is stated in the Registration Regulation and is summarized as follows:

An applicant must have one of the following:

- a) completed 750 hours in the three years preceding the application;
- b) completed 1,550 hours in the five years preceding the application;
- c) graduated from an approved Occupational Therapy program in the 18 months prior to date of application*
- d) completed a College approved reentry/refresher program in the 18 months prior to the date of application

*** applicants may request the College to review a post graduate academic program as evidence of currency**

If you do not meet the currency requirement you will be required to complete a refresher program (volunteer supervised clinical hours). To initiate the refresher program you will need to:

- complete the **Registration Application Form**
- submit payment of the application fee
- provide required documentation
- provide a detailed account of your previous OT employment history for the past 10 years, including dates of employment and hours worked per week
- provide details of any volunteer work and/or continuing education courses completed within the scope of OT, within the past 5 years
- if you have not practiced in the last 10 years you will be required to pass the CAOT certification exam.

Once your application is reviewed you will be informed, in writing, as to the length (number of hours /weeks of supervision) of your refresher program. You will also be provided with information about supervised practice, including the *Practice Supervisor Information Package*. This package will include a *Learning Contract* and *Practice Supervisor Acknowledgement form* that will need to be completed and approved prior to starting your refresher program. It is the applicant's responsibility to secure a clinical setting and a Practice Supervisor in which to complete the supervised hours. In all cases, the supervision must be provided by a registrant who holds a general practising certificate of registration with the College with at least three years of practice experience. During your supervised placement you will be covered under your practice supervisor's liability insurance policy. An evaluation of your performance during the refresher program is required. Once you have demonstrated successful completion of the refresher program you will be considered current in practice hours for a period of 18 months, and will be eligible to proceed with the application process to obtain a certificate of registration.

Contact Lara Thacker, Registration Manager at ext. 229 or lthacker@coto.org for more information.