



PROVISIONAL REGISTRATION

Request for Exemption from the Provisional Registration

8-160

Page 1 of 2

Established: July 1998

Revised: July 2001, January 2002, March 2003, May 2003, November 2007, May 2009

Most recent revision: October 2011

Applicable Category of Registration: Provisional Practising Certificate

Type of Requirement: Exemptible

Applicable Regulation:

37 (3) The following are registration requirements for a provisional practising certificate of registration:

2. The applicant must not have previously held a provisional practising certificate of registration.

Principles(s):

Successful completion of a College-approved examination is one of the indicators that applicants to the College have demonstrated adequate entry-level knowledge to meet entry to practise requirements. In order to grant an exemption, the Registration Committee must be satisfied that public safety and effective care will not be jeopardized by allowing a Provisional Practising member who has either failed the examination on at least two occasions or who has failed to diligently pursue successful completion of the examination to continue to practise. Failure to objectively demonstrate the required entry to practise knowledge through the structured examination process raises serious public interest concerns as to whether the applicant should continue to practise, even under supervision.

Decision Criteria

1. The onus is on the applicant to demonstrate that the exemption ought to be granted.
2. The Registration Committee will regard exemptions as exceptional.
3. Each case will be decided on its individual merits.
4. The Registration Committee will examine the evidence provided by the applicant to determine:
 - a. does the applicant appear to meet entry-to-practise requirements;
 - b. is the applicant's training and independent practice experience current;
 - c. is the evidence presented structured, objective and credible and related to entry to practise level competencies; and
 - d. has the applicant diligently pursued successful completion of the examination in the past?

Such evidence must be provided in writing to the College as original documents, faxes or PDFs and could include employment history, performance reviews from their occupational therapy employer(s), a study plan, willingness of the employer to continue supervising etc.)



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8-160

Page 2 of 2

5. The Registration Committee will examine any complaints, mandatory reports or other concerns brought against the applicant during a previous registration with the College.
6. The Registration Committee will review success or difficulties in previous supervisory arrangements.

Possible Outcomes:

The Registration Committee may:

1. Grant the request for an exemption; or
2. Grant an exemption but impose Terms, Conditions or Limitations on the certificate of registration; or
3. Refuse the request for an exemption.