



CURRENCY

Currency Policy - Initial applicants

8-40

Page 1 of 4

Established: July 1998

Revised: July 2001, January 2002, March 2003, May 2003, November 2007, May 2009, March 2011

Most recent revision: March 2011

Applicable Categories of Registration:

1. General Practising Certificate
2. Provisional Practising Certificate
3. Temporary Practising Certificate

Type of Requirement: Non-exemptible

Applicable Regulation: 36 and 37(1)

3. Where the applicant completes the requirements in paragraphs 1 and 2 more than 18 months before the date the application is made, evidence of one of the following must be provided,
 - i. Completion of at least 750 hours of service within the scope of practice of the profession in the three years prior to the application date.
 - ii. Completion of at least 1550 hours of service within the scope of practice of the profession in the five years prior to the application date, or
 - iii. Successful completion within the previous 18 months of a refresher program accepted by the Registration Committee.
- 35(1) The following are registration requirements for a certificate of registration of any class:
4. Nothing in the applicant's previous conduct affords reasonable grounds for the belief that he or she lacks the knowledge, skill or judgement to practice safely and ethically.

Principles(s):

Recent graduation or recent practice within the scope of practice of the profession provides evidence that applicants possess current knowledge, skills and judgment to provide the public with safe, effective and ethical care.

Further registration requirements may need to be met prior to initiating a refresher program in order to ensure public protection. Successful completion of a College-approved examination is one of the key indicators that applicants to the College have demonstrated adequate entry-level knowledge to meet entry to practice requirements. The College wishes to ensure that applicants are adequately prepared for and successful in their refresher program.

Effective communication is one of the key essential competencies of practice in occupational therapy and is critical for the delivery of safe and effective, quality care. For these reasons applicants must provide persuasive, objective evidence of language fluency in English or French prior to initiating a refresher program.



CURRENCY

Currency Policy - Initial applicants

8-40

Page 2 of 4

Applicants are expected to adhere to values shared by society and the profession and to demonstrate conduct that would make them suitable to practise. For the purposes of public protection, applicants must meet the Good Conduct requirement prior to initiating the refresher program. The College would determine that the applicant's previous conduct demonstrates that he or she possesses the knowledge, skill and judgment to complete the volunteer clinical practice hours safely and ethically.

Decision Criteria

1. Applicants whose currency hours fall below the minimum requirements can submit a currency form, which details all of their activities within the scope of practice of OT for the applicable period. As a general rule, the number of non-paid professional activity hours accepted by the College can not exceed 25% of the applicant's hours as those hours usually do not have the same level of accountability and responsibility of paid employment.
2. Applicants who have insufficient currency hours are required to successfully complete an unpaid supervised practice placement (i.e., a refresher program) approved by the College.
3. Applicants whose currency hours are at least two thirds of the required hours (i.e. 1,000-1,549 hours in the 5 years preceding application to the College or 500-749 hours in the 3 years preceding application to the College) are generally required to successfully complete 150 hours (the equivalent of 4 weeks full time practice) of supervised practice within 6 months of the notification of their re-entry requirement.
4. Applicants whose currency hours are less than two thirds of the required hours but not zero over the last 5 years preceding application to the College or the 3 years preceding application to the College, are generally required to successfully complete 300 hours (the equivalent of 8 weeks full time practice) of supervised practice within 6 months of the notification of their re-entry requirement.
5. Applicants who have not practiced as an occupational therapist in the 5 years preceding application to the College but have practiced within 10 years, are generally required to successfully complete 10-16 weeks of supervised practice within the time frame stated by the College (generally one year).
6. Applicants who have not practiced as an occupational therapist within the 10 years preceding application to the College are generally required to successfully complete 600 hours (the equivalent of 16 weeks full time practice) within 1 year of the notification of their re-entry requirement. These candidates must also successfully complete the College approved examination as part of the evaluative component of the refresher program. Where successful completion of the supervised practice requirement is complete prior to completion of the College exam requirement, the applicant can apply for the provisional practising certificate of registration. The College may require applicants who have not practised as an occupational therapist within the 10 years preceding application to the College to successfully complete a College approved examination prior to initiating the supervised practice requirement.



CURRENCY

Currency Policy - Initial applicants

8-40

Page 3 of 4

7. New graduates will be considered current for 18 months post graduation, but must initiate practice within the scope of the profession within 18 months of completing the academic requirement. These individuals then have one additional year to secure 750 practice hours. If the new graduate does not initiate an occupational therapy practice within this period, a refresher program must be completed.
8. New graduates who have not initiated practice within 18 months of graduation [but less than 3 years out] are generally required to complete 150 hours of supervised practice.
9. Applicants who cannot meet the requirements can make a request in writing, to the Registration Committee for an extension. Reasons must be provided.
10. Once the applicant meets the currency requirements for a general or provisional practising certificate of registration he or she will submit the required documentation to the College. Individuals who have been registered having met the Refresher Program requirement are required to initiate practice within the scope of the profession within 18 months of completing the program. They will have one more year, in addition to the 18 months, in which to establish 750 currency hours.
11. A Supervised Practice Program (SPP) is available to assist applicants in completing the refresher program. The program includes a Learning Contract and a Practice Supervisor Agreement; both must be submitted to the College for approval before the applicant begins the program. In all cases, a registrant who holds a general practising certificate of registration with the College with at least three years of practice experience must provide the supervision. It is recommended that the applicant complete the College's Self Assessment Evaluation before beginning the SPP. For more information on the Supervised Practice Program, see Appendix L.
12. If the Registrar has doubts on reasonable grounds (e.g., information arising from the refresher program) that the applicant does not have the current knowledge, skill, judgment or ability to practice safely and ethically, the applicant will be referred to the Registration Committee under paragraph 35(1).4 of the regulation.
13. With respect to sequencing completion of requirements, the College requires applicants who do not meet the Conduct requirement at the time of application to undergo a Conduct Review prior to initiating the supervised practice requirement.
14. With respect to sequencing completion of requirements, the College requires applicants who do not meet the Language Fluency requirement at the time of application to demonstrate a fluency level acceptable to the Registrar, prior to initiating the supervised practice requirement.



CURRENCY

Currency Policy - Initial applicants

8-40

Page 4 of 4

An applicant may meet the requirement by:

1. Providing evidence by signing the declaration statement on the initial application form and, if applicable, providing adequate documentation of worked hours and paid hours that meet the requirement; or
2. Successfully completing a refresher program in consultation with the Registrar.
3. Providing other evidence, satisfactory to the Registrar of meeting the requirements.

Possible Outcomes

1. An applicant who can provide evidence to satisfy the Registrar will be considered to have met the requirement.
2. Any applicant who cannot provide sufficient evidence of currency will be required to complete a refresher program or have their application reviewed by a Panel of the Registration Committee. The Registrar will assist the applicant in determining the exact length of a refresher program contemplated by the guidelines provided by the Registration Committee.
3. Any applicant who has not successfully completed the specified hours or a refresher program will be deemed to not meet the currency requirement.