

Policy:	Transitional Certificate of Registration
Reference #:	POLCMO_Co2122014
Approved by:	Council
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Attachments:	none



TRANSITIONAL CERTIFICATE OF REGISTRATION

Purpose

To clearly define what a Transitional Certificate of Registration permits.

Rationale

To ensure registration practices are transparent, objective, impartial and fair.

Legislation

The relevant legislation, regulations and by-laws regarding registration with the CMO includes:

- the *Health Professions Procedural Code*, being Schedule 2 to the *Regulated Health Professions Act, 1991*, as amended from time to time
- Registration Regulation made under the *Midwifery Act, 1991*
- the CMO by-laws, Articles 14 and 15

Scope

This policy applies to all departments and administrative offices of the CMO, to all CMO officers, to Council and committee members and employees, and to registration applicants.

Policy

A Transitional Certificate will allow individuals who meet the registration requirements of the College, but who are awaiting the results of the midwifery qualifying examination, to practise midwifery while under the supervision of a member who holds a general certificate of registration.

A Transitional Certificate **permits** the holder of the certificate to do the following:

- hold clinic independently, however, a supervising midwife who is a general registrant must be on the premises and must review and co-sign the record before the client leaves the clinic in order to intervene if needed.
- conduct home prenatal visits prior to the arrival of a supervising midwife who is a general registrant. The supervising midwife must review and co-sign the record at the client's home at that same visit.

- assess the presence/status of labour when accompanied by a supervising midwife who is a general registrant.
- act as one of two midwives at a birth; supervision must be provided by the other midwife who is a general registrant. The general registrant must be onsite and supervise the clinical care throughout labour, birth and the immediate postpartum period.
- conduct no more than three home postpartum visits without a supervising midwife onsite, provided that the visit is not the first visit after the birth, or the final discharge visit. These unaccompanied visits must be reported by the Transitional Certificate holder to a supervising midwife who is a general registrant prior to the conclusion of the visit.
- contact a supervising midwife who is a general registrant immediately after each phone call or page from a client.

A Transitional Certificate **does not permit** the holder of the certificate to do the following:

- order lab or diagnostic tests, or
- write prescriptions

Members holding a Transitional Certificate are required to have signed an Acknowledgement & Undertaking, which includes undertaking not to order lab or diagnostic tests or to write prescriptions.

Relevant Transitional Certificate Information:

- births completed pursuant to a Transitional Certificate can be counted towards meeting the New Registrants Clinical Requirements. The Transitional Certificate holder should keep records of these births in support of those requirements.
- a new registration number will be issued by the College once the holder is issued a General or Supervised Certificate.
- the initial registration date with the College is the date the Transitional Certificate is issued if the member is issued a General or Supervised Certificate upon the revocation of the Transitional Certificate.
- a Transitional Certificate of registration is revoked on the earliest of the date on which any of the following events occurs:
 1. A General or Supervised certificate of registration is issued
 2. The College notifies the registrant that he or she has failed to successfully pass the midwifery qualifying examination

3. Ninety days have passed since the issuance of the transitional certificate of registration. O. Reg. 168/11, s. 17 (3).
- Once the registrant is notified that he or she has passed the midwifery qualifying examination, a General or Supervised (depending on the circumstances) certificate will be issued in a timely manner and the Transitional Certificate will automatically be revoked and relevant stakeholders will be notified.
 - Please note that the General Certificate issued after a Transitional Certificate holder successfully passes the qualifying examination would be subject to the requirements of working within an established practice for one year, and attending 30 births as a primary midwife and 30 births as a second midwife with a general registrant not subject to these requirements. O. Reg. 168/11, s. 12 (1)4.



ACKNOWLEDGEMENT AND UNDERTAKING

BETWEEN

COLLEGE OF MIDWIVES OF ONTARIO

AND

[Print full legal name of Applicant on line above]

WHEREAS I, _____, am applying for a transitional certificate of registration with the College of Midwives of Ontario ("CMO");

AND WHEREAS paragraph 17(2)(a) of Ontario Regulation 168/11 under the *Midwifery Act, 1991* provides that an applicant shall only be issued a transitional certificate if she has first filed an undertaking acceptable to the Registrar of the CMO.

I hereby acknowledge that I wish to be issued a transitional certificate of registration from the CMO and I accordingly undertake to comply with all of the following requirements while I am the holder of a transitional certificate of registration:

1. I will not order laboratory or diagnostic tests for any clients;
2. I will not prescribe drugs for any clients;
3. I will practice midwifery only under the supervision of a member who holds a general certificate of registration who is acceptable to the Registrar ("supervising midwife");
4. I may hold clinic independently, however, a supervising midwife must be on the premises the entire time and must review and co-sign each client's record before that client leaves the clinic;
5. I may carry out home prenatal visits prior to a supervising midwife's arrival at the home but that supervising midwife must review and co-sign the record at the client's home at that same visit;

6. I will contact a supervising midwife immediately after each phone call or page from a client;
7. I may assess the presence or status of a client's labour when I am accompanied in person by a supervising midwife;
8. I may act as one of two midwives at a client's birth, but the other midwife at the birth, who must be a general registrant, must be onsite at all times and must supervise the clinical care throughout labour, birth and the immediate postpartum period;
9. I may carry out three (3) home postpartum visits without a supervising midwife onsite, provided that the visit is not the first visit after the birth, or the client's final discharge visit. I will report these visits to a supervising midwife prior to the conclusion of each visit.

I acknowledge that this undertaking will be in effect from the day I am issued a transitional certificate of registration until such time as that certificate is revoked pursuant to subsection 17(3) of Ontario Regulation 168/11 under the *Midwifery Act, 1991*.

I further acknowledge that a breach of any provision in this undertaking will constitute professional misconduct and the CMO will be entitled to prosecute me for same and will be entitled to rely on this undertaking in such prosecution and/or in a subsequent application for registration.

I acknowledge that I have been advised of my right to seek legal advice prior to signing this undertaking and I have either obtained such advice or have chosen not to do so.

Signed this _____ day of 201_____, in _____, Ontario.

Print full legal name of Applicant

Signature of Applicant



Agreement to Act as a Supervising Midwife to a Midwife with a Transitional Certificate of Registration

I, _____, Registration number _____ agree to act
(Name of Supervising Midwife) (Registration #)

as supervising midwife for _____. I understand that I
(Name of transitional certificate holder)

will be responsible to the College for the following:

1. Providing appropriate supervision to the transitional certificate holder, as outlined in the CMO's Policy on Transitional Certificate of Registration;
2. Ensuring that supervision continues in my absence while I am off call or on holidays and that any midwife supervising in my absence is a general registrant that is aware of the obligations of supervision;
3. Ensuring that the transitional certificate holder practices midwifery only under the supervision of a member who holds a general certificate of registration;
4. Notifying the College immediately if I am, for any reason, unable to continue as the supervising midwife;
5. Ensuring that the transitional certificate holder does not order laboratory or diagnostic tests for any clients;
6. Ensuring that the transitional certificate holder does not prescribe drugs for any clients;
7. Ensuring that a supervising midwife is on the premises the entire time the transitional certificate holder holds clinic independently, and reviews and signs each client's record before that client leaves the clinic;
8. Ensuring that during home prenatal visits a supervising midwife reviews and co-signs the record at the client's home at that same visit;
9. Ensuring that a supervising midwife is available for immediate contact with the transitional certificate holder after each phone call or page from a client;

10. Ensuring that a supervising midwife accompanies the transitional certificate holder when she assesses the presence or status of a client's labour;
11. Ensuring that, when the transitional certificate holder acts as one of two midwives at a client's birth, the other midwife at the birth is a general registrant and onsite at all times and supervises the clinical care throughout labour, birth and the immediate postpartum period;
12. Ensuring the transitional certificate holder does not conduct home postpartum visits without a supervising midwife onsite during the first visit after the birth or during the client's final discharge visit;
13. Ensuring the transitional certificate holder does not conduct the day one (1) postpartum visit, the discharge visit, and no more than three (3) home postpartum visits without a supervising midwife onsite; and
14. Ensuring that the transitional certificate holder gives a prompt and thorough report to a supervising midwife prior to the conclusion of each postpartum visit when a supervising midwife is offsite.

I currently hold a General certificate of registration and have held a General certificate of registration for a minimum of one year. I am not currently under investigation by the College and have not entered into any undertakings with the College, either of which would disqualify me from supervising the transitional certificate holder.

I understand that the period of supervision for this transitional certificate holder cannot exceed 90 days.

I certify that the information provided in this form is complete and accurate.

Signature of Midwife

Date

Signature of Witness

Witness Name (Print)