

Fair Registration Practices Report

Midwives (2015)

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 (FARPACKTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACKTA
- 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.

In early 2015, the scope of midwifery changed to include neonatal intubation and UVC insertion.

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

All registration applicants were required to be trained in the new scope of neonatal intubation and UVC insertion, as were all practising members of the College.

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

The College implemented a training program for the entire membership, and also ensured training for the 2015 graduates through the Ontario educational programs. Training opportunities were also made available to those registration applicants who graduated prior to 2015 and were seeking registration with the College in 2015.

b) Assessment of qualifications

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

A policy on the Approval of Canadian Midwifery Education Programs was implemented in 2015. This policy will assist the Council of the College to approve a Canadian Midwifery Education Program within Canada as equivalent to an Ontario Midwifery Education Program, provided established criteria are met.

This process would then permit a graduate of a Canadian Midwifery Education Program outside of Ontario, approved by the College of Midwives of Ontario, to apply for a General Certificate of Registration with New Registrant conditions after the successful completion of the midwifery qualifying examination and Ontario's Jurisprudence course (once it's in effect).

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

This policy supports the labour mobility requirements of the Agreement on Internal Trade (AIT) by ensuring graduates of recognized Midwifery Education Programs in Canada are eligible to apply for registration directly to Ontario.

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

The College has reiterated its continued support of the Agreement on Internal Trade (AIT) with this new policy on the Approval of Canadian Midwifery Education Programs and by documenting the criteria for approval for equivalency of a Canadian Midwifery Education Program to an Ontario Midwifery Education Program.

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.

The registration fees were increased \$100 for the registration year October 1, 2015 to September 30, 2016. Initial registration applicants pay pro-rated registration fees. That is, they only pay for the months in a registration year for which they are registered.

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

Since initial registration fees are pro-rated for new members, the \$100 increase worked out to an increase of approximately \$8 for each month of registration, which is a manageable increase.

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

The registration fee increase was required as one of the measures for the College to move towards financial independence and sustainability.

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.

1. The Requalification Program Policy of the College was updated in 2015. Here is a link to the policy: <http://www.cmo.on.ca/wp-content/uploads/2015/07/Requalification-Program-Policy-.pdf>
2. The Active Practice Requirements Policy of the College was updated in 2015. Here is a link to the policy: <http://www.cmo.on.ca/wp-content/uploads/2015/11/Final-APR-Policy-Exec-approved-10AUG15.pdf>

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

1. The Requalification Program Policy update provides clearer requalification information to former College members seeking re-registration within five years of resigning their general registration, and to current members seeking a registration class change from inactive to general.
2. The Active Practice Requirements Policy provides clearer and comprehensive information within one document for new and current members of the College.

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

1. The updated Requalification Program Policy assists Registration Committee members, and College staff with the development of consistent requalification programs. The policy also ensures registration practices are transparent, objective, impartial and fair.
2. The updated Active Practice Requirements Policy provides clearer and comprehensive information for new and current members within one document instead of in three pre-existing policies. The updated policy also outlines the active practice requirements for a one-year period, and the new annual reporting requirement.

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.

The College appointed a non-council professional member to the Registration Committee, starting in 2015.

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

The increase to the Registration Committee composition by an appointed non-council member provides for a larger pool of professional members from which to choose from for panel meetings. This also ensures panels don't consist of the same professional members each time.

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

Provides for greater flexibility in scheduling panel meetings when a professional member has scheduling conflicts or if a professional member has a conflict of interest.

i) Access to applicant records

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

The College now stores all registration files on-site.

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

Any applicant requesting a copy of their registration record could receive it more quickly.

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

Files can be accessed directly by staff without the need for an outside organization.

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

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

The Registration Committee reviewed and approved an online committee handbook as a resource to existing committee members and staff, and as a tool to train new committee members and staff.

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

The Registration Committee handbook will ensure consistency with processes and decisions for all applicants requiring a review by a panel of the Registration Committee.

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

The Registration Committee handbook will ensure consistency with not only processes and decisions for all registration applicants, but also all matters requiring a review by a panel of the Registration Committee.

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.

I) Other (include as many items as applicable)

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

The College's database was upgraded, which will provide a future platform for an online applicant portal.

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

The new database will allow for an online module for registration application once the module is implemented. Applicants will be able to submit a registration application online, including payment, upload capability of supporting documents, and electronic submission. The module will allow applicants to see the status of their application at any time. Additionally, applicants will be able to provide feedback to the registration process online once their application is submitted and at any time afterwards.

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

Although the registration application module has been delayed, once implemented, the registration process will be easier and more efficient for both applicants and registration staff.

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

As mentioned previously, in early 2015, the scope of midwifery changed to include intubation and UVC insertion. This change required the training of all practising members of the College. For graduating midwifery students, training arrangements were made through the educational and bridging programs. The College also ensured training arrangements were in place for registration applicants who graduated prior to 2015. For any future registration applicants, the College has a process in place for them to obtain the CMO training in intubation and UVC easily.

The Registration Committee, along with its regular duties, primarily focused on how transparency could be enhanced from a registration perspective, in response to the transparency requirement by the Ministry of Health and Long-term Care. Accordingly, the Registration Committee forwarded recommendations to Council for revisions to the College's by-laws. In 2016, the College Council will approve the transparency changes for implementation.

The College added a second Registration Coordinator to staff in 2015 to address the increased workload in the Registration Department beyond initial registration applications, and registration renewal. The timelines for processing applications and renewals remained consistent to previous years, despite overall membership increases, additional registration priorities with the transparency initiative, and the new database implementation.

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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)	None

Additional comments:

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
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Male 0
 Female 79
 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 1
 Female 802
 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
58	5	9	Australia 1 Ghana 1 Iran 1 Nigeria 1 Sweden 1 U.K. 2 Total 7	0	79

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:

No 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
58	6	8	Australia 1 Iran 2 Nigeria 1 Sweden 1 U.K. 1 Total 6	0	78

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:

No 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
654	20	29	OTHER 100 n/a 0 n/a 0	0	803

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			n/a 0		
			n/a 0		
			Total 100		

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:

As of December 31, 2015, the College had 100 internationally-trained registrants. A breakdown of specific educational jurisdictions for each internationally-trained registrant will be provided in future years. In 2015, the College distinguished between USA-educated and internationally-educated only in the College database.

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	58	5	9	7	0	79
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	59	6	9	7	0	81
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	0	0	0	0	0	0
Applicants who became FULLY registered members	58	6	0	0	0	64
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	8	6	0	14

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:

No additional comments.

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	Description (a)
		Practice with no restrictions.
b)	Supervised Practice	Description (b)
		Practice with restrictions.

c)	Transitional	Description (c)
		Practice with restrictions.
d)	Inactive	Description (d)
		Not practising.
e)	n/a	Description (e)
		n/a
f)	n/a	Description (f)
		n/a
g)	n/a	Description (g)
		n/a
h)	n/a	Description (h)
		n/a
i)	n/a	Description (i)
		n/a
j)	n/a	Description (j)
		n/a

Additional comments:

No additional comments.

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	1	0	0	1	0	2
Applicants who initiated an appeal of a registration decision	0	0	0	0	0	0
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	12
Staff involved in appeals process	2
Staff involved in registration process	4

Additional comments:

No additional comments.

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3. Submission

I hereby certify that:

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

Kelly Dobbin

Title:

Registrar, College of Midwives of Ontario

Date:

2016/03/01

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