



Application and Eligibility Form for Non-Council Appointments

I, _____ submit my name for appointment to a College Committee(s) for the term commencing in December 2018. I understand that my application will be reviewed by the College's Executive Committee and Council. I understand that if appointed I will be obligated to sign the College's Code of Conduct for Council and Non-Council Members, the Statement of Confidentiality and the Disclosure of Conflict of Interest form.

Eligibility Confirmation

I hold a certificate of registration other than a certificate in the Transitional class;

I am not in default of payment of any fees prescribed by College bylaw;

I am not the subject of any disciplinary or incapacity proceeding;

I have not been the subject of any professional misconduct, incompetence or incapacity in the preceding three (3) years;

My certificate of registration has not been revoked or suspended in the preceding six (6) years for any reason other than non-payment of fees;

My certificate of registration is not subject to a term, condition or limitation imposed by either the Discipline Committee or the Fitness to Practise Committee;

I have not been a director, Board member, officer or an employee of the Association of Ontario Midwives (AOM) or the Canadian Association of Midwives in the previous twelve (12) months;

I have not been director, owner, or board member of a midwifery educational institution in the previous twelve (12) months;

I am not a member of a council of any other college regulated under the RHPA;

I have not been disqualified from the College Council within the preceding three (3) years;

I am not in default of returning any required form or information to the College;

I principally practice and principally reside in Ontario.

Name of Applicant: _____

Signature of Applicant: _____

Date: _____



Time Commitment Guidelines for Committees

In accordance with the College's by-laws and governance policies all Committee members are required to attend Council and Committee meetings. All meetings are scheduled in advance with consultation with members on availability. Committee meetings are held by teleconference wherever possible.

In addition to attendance at meetings, Committee members are required to prepare for each meeting by reviewing a meeting package and any other related materials that are provided in advance of the meeting. Adequate preparation is critical to allow members to participate and contribute fully to discussions and to develop informed opinions in rendering decisions.

In addition, Committee members from can be requested to serve on panels for each particular committee. These panels require preparation (some panel packages are quite substantial and so can represent a significant commitment), attendance at a panel meeting or participation in a teleconference and, in some cases, writing (Discipline/Fitness to Practice) or review of decisions (Registration, ICRC and QAC).

Below is a summary of each committee to which non-Council appointments can be made and the estimated time commitment required.

Client Relations

The Client Relations Committee is mandated to ensure protection of the public interest by developing the policies and procedures of the College to prevent sexual abuse of clients and to define appropriate professional relations between the members of the College and their clients.

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|--|---------------------|
| Number of meeting days per year | 2 |
| Preparation time per meeting | 2 two-hour meetings |
| Attendance at the College | teleconference |

Discipline

The Discipline Committee hears matters of professional misconduct or incompetence that are referred by a panel of the Inquiries, Complaints and Reports Committee.

NOTE: Committee members do not participate in all panels.

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|--|---|
| Number of meeting days per year | 2 |
| Number of training days | 1-2 training workshops |
| Number of hearing days per year | dependent on hearing |
| Preparation time per meeting | <ul style="list-style-type: none"> • 0-4 hours for meetings • 0 hours for hearings • 2-6 hours for motions |
| Attendance at the College | <ul style="list-style-type: none"> • 1 half-day meeting (teleconference) • 1-2 days of orientation • Contested hearings can range from 3 days to several weeks |

Fitness to Practise

The Fitness to Practise Committee conducts hearings of allegations concerning a midwife's capacity to practise midwifery that are referred by a panel of the Inquiries, Complaints and Reports Committee.

NOTE: committee members do not participate in all panels.

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|--|---|
| Number of meeting days per year | 2 |
| Number of hearing days per year | dependent on hearing |
| Preparation time per meeting | <ul style="list-style-type: none">• 0-4 hours for meetings• 0 hours for hearings |
| Attendance at the College | <ul style="list-style-type: none">• 2 half-day meetings (teleconference)• 1 day of orientation (if required)• Contested hearings can range from 3 days to several weeks |

Inquiries, Complaints and Reports

The Inquiries, Complaints and Reports Committee (ICRC) oversees all investigations into midwives' care and conduct, including formal complaints, mandatory reports, Registrar's investigations, and inquiries into a midwife's capacity to practise.

NOTE: Committee members do not participate in all panels.

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|--|--|
| Number of meeting & panel days per year | 12-14 |
| Preparation time per meeting | 6-8 hours |
| Attendance at the College | <ul style="list-style-type: none">• 4 half-day meetings (teleconference)• 8-10 half-day panels (teleconference) |

Quality Assurance

The Quality Assurance Committee develops, establishes and maintains programs to promote continuing competence among midwives.

NOTE: Committee members do not participate in all panels.

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|--|---|
| Number of meeting & panel days per year | 7 |
| Preparation time per meeting | 3-5 hours |
| Attendance at the College | <ul style="list-style-type: none">• 2-3 half-day meetings (teleconference)• 4-5 half-day panels (teleconference) |

Registration

The Registration Committee ensures protection of the public interest by providing direction to the College with regards to the registration processes of the College.

NOTE: Committee members do not participate in all panels.

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| Number of meeting & panel days per year | 13-14 |
| Preparation time per meeting | 1-4 hours |
| Attendance at the College | <ul style="list-style-type: none">• 3 half-day meetings (teleconference)• 5 quarter-day panels (teleconference)• 5 quarter-day active practice panels (email exchange or teleconference) |



Committee Expression of Interest Form

To assist the Executive Committee in making committee appointment recommendations to Council, please complete the below Expression of Interest Form. The Executive Committee will make its recommendations to Council in December based on your preference and in accordance with the Committee appointment guidelines:

The terms of reference for each committee can be found [here](#).

The time commitment requirements for each committee can be found [here](#).

1. Name: _____
2. Please indicate below in order of preference, at least two committees you are interested in sitting on.

| Committee Name: | Preference (e.g. 1,2,3) |
|--|--------------------------------|
| Client Relations Committee (CRC) | |
| Discipline and Fitness to Practise Committees | |
| Inquiries, Complaints and Reports Committee (ICRC) | |
| Quality Assurance Committee (QAC) | |
| Registration Committee | |