

Active Practice Requirements

Requirement for all registrants

All registrants are required to meet the Active Practice Requirement set out in Ontario Regulation 168/11 (Registration Regulation) at various stages of their midwifery practice.

General registrants must provide a report two years after they are first registered with the College, and every subsequent five-year period thereafter.

Active Practice Requirements provide assurances that registrants are able to practise in all birth settings and have maintained the necessary skills and competence to carry out the functions related to the midwifery profession.

Please review this document carefully and log in to the Registrant Portal for updates.

Active Practice Requirements (APR) reporting period

Reporting deadlines are communicated through the Registrant Portal in the APR tab. Registrants are required to report active practice, by October 1 in the year they are due to report, through the online Registrant Portal. The report is based on the births attended in the reporting period of July 1 – June 30.

To meet the requirements in the Registration Regulation, registrants must have the following birth numbers:

Active Practice Requirements (APR)	After 2-years of registration*	Every subsequent 5-year period
Primary Out-of-hospital Births	10	25
Primary Hospital Births	10	25
Total Births	40	100

*APR due dates are adjusted to coincide with the October 1 submission date.

Processing APR reports

Once a report is submitted to the Registrant Portal, the College will review the information and consider second births to meet the APR.

If a registrant meets the APR, the subsequent APR due date will be updated and available in the Registrant Portal.

If a registrant does not meet the APR and held a general certificate during the entire reporting period, the registrant will be notified of two possible outcomes:

- If an exception is granted by the Registrar under section 12(1)1, if the shortfall represents 40% or less in any one or a combination of categories ((1) primary out-of-hospital births plus seconds, (2) primary hospital births plus seconds, or (3) overall total births); or
- Referral to the Registration Committee for review.

Referral to the Registration Committee for an APR Shortfall

A registrant that is referred to the Registration Committee will be notified in writing and will be asked to make written submissions to the Registration Committee within 30 days of receiving a notice of referral. The submission must include:

1. Reason for the shortfall and explanation of how the registrant has been maintaining their knowledge and skills to practise safely in all birth settings.
2. Where applicable, the registrant must demonstrate that extenuating circumstances exist (i.e., circumstances that are beyond the registrant's control) that prevented them from meeting their APR. For example:
 - Low home birth rate practice
 - Unplanned changes to birth location
3. Where applicable, an explanation of how their practice environment/employment contributed to the shortfall and may continue to contribute to a shortfall. For example:
 - Hospitalist midwife
 - Expanded Midwifery Care Models and not providing intrapartum care
 - Birth Centre Clinical Director
 - MEP instructor
 - Other

The written submission plays a pivotal role in the Registration Committee's decision-making process. This is a registrant's opportunity to explain to the Registration Committee panel why they have a shortfall, provide details of their practice and how they intend to practise, how they have been maintaining their competence and finally, any information they wish for the panel to consider. The panel's decision focuses mainly on ensuring that the registrant is able to practise safely but will also take into account their circumstances. For that reason, it is fundamental that registrants provide detailed and complete answers in their submissions.

Registration Committee Panel Meeting

The Registration Committee will convene a panel early in the calendar year to review submissions from registrants who were unable to meet their APR. Guided by a risk assessment tool, the panel considers all submissions and relevant information and exercises their discretion to make their decision, such as:

- a. Exception granted (in extenuating circumstances under 12(1)1 of the Registration Regulation)

- b. Shortfall plan required
- c. Term, condition or limitation may be imposed if:
 - Registrant does not attend births as a primary care provider
 - Registrant only attends births in hospitals and other institutional settings
 - Registrant has to be a general registrant as part of their employment requirements (e.g., Birth Centre Clinical Director)

The panel may require more information before they make a decision. The panel may order that a registrant complies with a plan that is designed to enable the registrant to meet the APR. If the panel proposes to impose terms, conditions or limitations on a registrant's registration certificate to allow them to continue practising, the registrant will first enter into an undertaking with the College.

The decision and rationale of the APR referral will be communicated to the registrant and will include their next APR due date.

Inactive registrants

Inactive certificate holders are not required to report APR.

If a registrant is due to meet the APR but was inactive at any point during the applicable reporting period (2-year or 5-year), the College will extend their reporting deadline for the amount of time they were registered in the inactive class.

Example 1:

A registrant was due to meet their 2-year APR by October 1, 2018, a review of the submitted APR report indicates that the registrant does not have the required birth numbers. However, the registrant held inactive class registration for 6 months during the reporting period. The registrant's 2-year APR due date will be extended to October 1, 2019.

Example 2:

A registrant, previously inactive, was due to meet their 5-year APR by October 1, 2018, but has an APR shortfall. The registrant applied and was granted a general certificate of registration as of January 1, 2019, having been registered in the inactive class for two years. Assuming the registrant had sufficient current clinical experience and active practice to meet the requirements for a general certificate, the registrant's 5-year APR due date will be extended to October 1, 2021.