

## FOCUS 2016, ISSUE 2 CMLTO newsletter for members

### Message from the President, Jan Maxwell, MLT



On behalf of the CMLTO, I'm pleased to announce a collaboration amongst five partner organizations to develop a single point of access to resources that support MLTs involved in interprofessional collaboration (IPC).

Since 2015, the College has worked with the Canadian Society for Medical Laboratory Science (CSMLS), Ontario Society of Medical Technologists (OSMT), St. Clair College, Medical Laboratory Science program, and St. Lawrence College, Medical Laboratory Science program to develop a webpage ([click here](#)), hosted by CMLTO.

I have the honour of representing St. Clair College in my role as Program Coordinator in the Medical Laboratory Science Diploma Program. As CMLTO Council President, I applaud the group's cooperation and support to develop this resource.

While each organization has its own specific mandate, we have collaborated to develop a single point of access to resources to support MLTs involved in IPC. The partners all believe that IPC works most effectively when MLTs:

- share their knowledge and expertise with other health care professionals
- demonstrate the impact of their professional practice on patient care
- focus on excellence in patient care
- apply and share quality management principles and a process-oriented approach to the health care system
- develop competencies that support interprofessional collaboration.

The group shares the goal of achieving excellence in patient care through IPC. I hope you will take the time to visit the group page and explore each organization's resources. All MLTs have a role to play in public protection through high-quality care.

### Message from the Registrar & Executive Director, Kathy Wilkie, BHA, MLT



In the first issue of FOCUS each year CMLTO publishes a list of members who have been suspended for non-payment of dues, as well as a list of members who have been reinstated in the past year.

Each year, along with the lists, CMLTO includes the following statements:

"Suspended MLTs are not members of CMLTO, not entitled to use the MLT title and not legally authorized to practise in Ontario.

Those whose certificates of registration have been suspended may apply to the Registrar & Executive Director for reinstatement any time within three years from the date on which they were suspended. If an individual does not apply for reinstatement within three years, his/her certificate of registration will be revoked."

The registration renewal period begins every November 1st and concludes December 31st. Members receive written notification sent by postal mail in October advising them of the requirement to renew along with instructions for completing the process online and for resigning. In early January, "Intention to Suspend" notices are sent to members who did not renew by December 31st.

After the list of suspended members appeared in the most recent issue of FOCUS, we received the following comments from members.

- *Why does the College not have a "retired" list included with the list of members suspended for non-payment of dues. I noticed the names of a few people I know retired after decades of service only to see their names on the suspended list--that is not right.*
- *I was wondering why the title MLT cannot be used by those not registered. These people could very well be moving to another province or out of the country. Also what about those of us who are retiring we are all still MLTs as we paid for and took the CSMLS (old CSLT) exams and have our certificates. I will always use all my titles. We don't lose our University designations at any time. I think the statement above the suspended and reinstated names should be reviewed.*

The first comment underscores the importance of informing the CMLTO of your intention to resign. It can be done easily via <http://www.cmlto-onlineservices.com/>, at any time. As an MLT, it is part of your professional obligations to inform the College about changes to your personal information, your address, your employer, your intention to change registration class, or your intention to resign.

The second comment indicates a troubling misunderstanding regarding the usage of a restricted title. The *Medical Laboratory Technology Act, 1991*, governs the medical laboratory technology profession. It defines an MLT's scope of practice, access to authorized acts, and defines the restricted title of medical laboratory technologist as follows:

Restricted titles

9. (1) No person other than a member shall use the title "medical laboratory technologist", a variation or abbreviation or an equivalent in another language. 1991, c. 28, s. 9 (1)

In Ontario, **only** the CMLTO sets the requirements for entry to practice to the profession, and the standards of practice within the profession, and investigates professional misconduct complaints made against MLTs. CMLTO's authority and power to regulate MLTs, is set out in the *Regulated Health Professions Act, 1991* (RHPA), and the Health Professions Procedural Code, which is Schedule 2 to the RHPA. As such, the College would most definitely pursue anyone, including retired or suspended members, who use the restricted title when not authorized to do so.

*Continued on the next page.*

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### Message from the Registrar & Executive Director, Kathy Wilkie, BHA, MLT - continued

It is important to thoroughly understand your [professional obligations](#) as a regulated healthcare professional in Ontario. MLTs are expected to understand and comply with the professional, legal and ethical requirements governing their practice, to safeguard public protection.

### Council highlights

#### CMLTO Council took the following actions at its meeting on May 16, 2016:

- Received and approved the monitoring reports from 5 statutory committees.
- Approved the President's Incidental Briefing Report.
- Accepted the Council Mentor Report and Academic Member Incidental Briefing Report.
- Introduced the Council Meeting Effectiveness Evaluation.
- Approved the Proposed Amendments to CMLTO Consolidated Bylaws re Transparency of Member Information for circulation to members and stakeholders:
  - Full Registration History
  - All Places of Practice
  - ICRC Cautions
  - ICRC SCERPs
  - ICRC Undertakings
- Approved the CMLTO 2015 Annual Report.
- Appointed the auditor for the 2016 fiscal year.
- Reviewed three Governance Process Policies:
  - Presentation at Council Meetings by Non-Members of Council Policy
  - Council Mentor Policy
  - Communication of Council Decisions Policy
- Reviewed Executive Limitations Policy:
  - Member Relations Policy
- Approved the Registrar and Executive Director's Monitoring Reports re:
  - Financial Planning/Budgeting/Budget Cycle;
  - Financial Condition
  - Vendor Relations
  - Corporate Identity & Use of the Corporate Seal
- Accepted the Registrar and Executive Director's Incidental Briefing Report.
- Reviewed Council's Governance Scorecard.

**Note:** A half-day Council Education & Development Session was held on May 17, 2016.

### Council and Committees orientation day

On March 11th, CMLTO held an orientation session for both Council and Committee members to inform and engage them in preparation for their work this year.

It was an opportunity for the participants to become acquainted with each other and various CMLTO staff members and to learn about the expectations for their roles.

The agenda included the following topics:

- Council and Committee Members' roles and responsibilities
- CMLTO's mandate strategic direction and future focus
- Policy Governance framework: working relationships and accountability within CMLTO.

The day also included separate meetings for the Quality Assurance Committee, Registration Committee, and Inquiries, Complaints and Reports Committee.



"The orientation program provided a wonderful opportunity for the Committee members to see how their roles support Council's Ends Policies. I was pleased to hear from many attendees that they appreciated this opportunity to connect with Council members and learn together how our work helps protect Ontarians. I want to thank everyone who participated in the session and who volunteers to serve on Council and the Committees. I encourage members to get involved with the Council or to serve on Committees to lead MLT self-regulation forward." said Jan Maxwell, CMLTO Council President, (pictured left, addressing the group).

Learn more about Council and Committees' mandate and roles [here](#).



Continued on the next page.

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### Council and Committees orientation day - continued



L-R: Laura Tanner, Fitness to Practise Committee Member; Robin Thompson-McAvoy, Academic Council Member.



L-R: Ayo Adediji, Council Vice-President, Public; Keshu Chaudhari, Council Member, Public.

### Proposed Bylaw amendments consultation began on May 25, 2016

As part of its public protection mandate, the CMLTO is strongly committed to enhancing transparency which means ensuring that its regulatory processes and information about members can be accessed easily by the public, applicants, and medical laboratory technologists (MLTs).

In May 2015, Council moved to support the proposed approach for the next steps in the CMLTO's Transparency Initiative, which included proceeding with the transparency of member information in two phases.

In Fall 2015, Phase 1 proposed amendments to the CMLTO Consolidated Bylaws were circulated to members and stakeholders for comment. Those amendments related to the information that members are required to provide to the CMLTO and expanding the information that the CMLTO posts on the Public Register. The Council approved the Phase 1 amendments at its February 2016 meeting, after considering the input received from members and stakeholders.

At its May 2016 meeting, Council proposed amendments to section 30 (The Register) of the CMLTO Consolidated Bylaws be circulated to members and stakeholders for their input and feedback in accordance with section 94 of the Health Professions Procedural Code being Schedule 2 to the *Regulated Health Professions Act*.

- The proposed Bylaw amendments will add the following information regarding CMLTO members be added to the Public Register:
  - Full registration history
  - All places of practice
  - Inquiries, Complaints & Reports (ICRC) Cautions
  - ICRC Specified Continuing Education or Remediation Programs (SCERPs)
  - ICRC Undertakings
- The proposed bylaw amendments would take effect on January 1, 2017.
- ICRC Cautions will be removed from the Public Register after two (2) years.
- SCERPs and Undertakings will be removed from the Public Register when the ICRC orders have been completed/complied with.

[Click here to view a chart](#) (PDF), which outlines the current and proposed wording of the relevant sections of the CMLTO Consolidated Bylaws and the rationale for the proposed amendments.

CMLTO requests comments regarding the above proposed Bylaw amendments from CMLTO members, medical laboratory sector stakeholders and employers, and the public.

Submit your comments to CMLTO:

1. Via the online form linked [here](#).
2. Via the online form linked to the [CMLTO website](http://www.cmlto.com) (www.cmlto.com).
3. Via email to [consultation@cmlto.com](mailto:consultation@cmlto.com).
4. Via postal mail to:

CMLTO Executive Office  
25 Adelaide Street East, Suite 2100  
Toronto, ON M5C 3A1

**The deadline for providing feedback is 5:00 pm on August 15, 2016.**

In keeping with the *Regulated Health Professions Act*, Council must consider the input received from members and stakeholders prior to approving these bylaw amendments. Your opinion matters so be sure to make your voice heard.

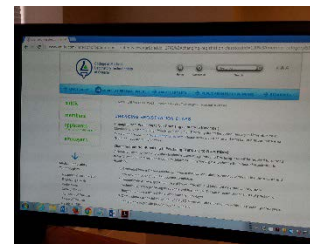
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### Changing registration class

One of the most commonly asked questions CMLTO receives is about changing registration class.

In an effort to clarify the process, step-by-step details have been added to the CMLTO website. [Click here](#) to view the steps.

You may direct your questions about changing registration class to [registration@cmlto.com](mailto:registration@cmlto.com).



### Legislative update

The *Health Information Protection Act* (HIPA) passed third reading in the Ontario legislature on May 5th. The Act introduces new measures that put patients first by improving privacy, accountability and transparency in the health care system.

The Act will amend existing legislation to protect the personal health information of patients, including:

- making it mandatory to report privacy breaches, as defined in regulation, to the Information and Privacy Commissioner and, in certain circumstances, to relevant regulatory Colleges
- strengthening the process to prosecute offences under the *Personal Health Information Protection Act* by removing the requirement that prosecutions must be commenced within six months of when the alleged offence occurred
- doubling the maximum fines for privacy offences from \$50,000 to \$100,000 for individuals and from \$250,000 to \$500,000 for organizations.

For more information, [click here](#).

### An update on CMA accreditation of medical laboratory technology education programs

In January 2016, the Canadian Medical Association (CMA) announced it would be divesting itself of responsibility for allied health sciences program accreditation services. The CMA plans to continue operation of its accreditation services until January 31, 2018, at which point CMA accreditation services will no longer exist.

[Please read this letter](#) (PDF) from the Canadian Society for Medical Laboratory Science (CSMLS), and the Canadian Alliance of Medical Laboratory Professionals Regulators (CAMLPR), which outlines their shared goal to collaborate and establish a new accreditation framework that meets the needs of regulators, educational institutes and the larger medical laboratory community.



### FOCUS feedback from the last issue

The following poll question responses resulted from questions asked in the last issue of FOCUS.

#### Do you value opportunities to provide feedback to CMLTO?

Response	Percentage
Yes	94.7%
No	5.3%

Did you find this issue of FOCUS informative?

Response	Percentage
Yes	92.4%
No	7.6%

Members provided the following comments to CMLTO via the online issue of FOCUS 2016, Issue 1.

*I think feedback received from members should be available for review, anonymously of course. Then we can be sure that feedback is taken into consideration and decisions are truly made based on members' opinions and not solely on what the CMLTO wants.*

*I particularly appreciated Ms. Wilkie's response regarding the Naturopathy and ordering of blood tests. It was apparent the member raising the questions was not entirely sure of the consultation goal and I appreciated the clearer information. Also appreciated the updates regarding the MLA/T Rostering process and the supporting information.*

*As much as an online version is great, your email ends up at the bottom of a long list. I sometimes forget to read FOCUS, sending a second reminder might be helpful.*

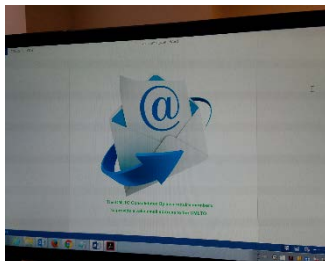
Would you find it useful to receive a reminder a week after FOCUS is published?

Yes

No

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### Reminder: Bylaw requirement now in effect



Effective April 1, 2016, the CMLTO Bylaws require members to provide the CMLTO with an email address that is distinct from the email address of any other member, and that it is linked to an account the member personally checks regularly.

This change was made to allow the CMLTO to conduct online elections and will also facilitate more cost effective communication with members.

There are some members who have not yet provided an email address to the College, and still others whose email addresses are not current or valid. Over the next several months the CMLTO will be contacting those members to ensure they update their profiles to include a valid unique email address.

Members are able to update their profile information online at [www.cmlto-onlineservices.com](http://www.cmlto-onlineservices.com), at any time, day or night. All members are encouraged to review their profiles to ensure that they have provided a valid unique email address in compliance with the new Bylaw requirement.

### Welcome new affiliates of the Voluntary Roster!

The following people have been included on the CMLTO Voluntary Roster of Registered Medical Laboratory Technicians since February 2016. As Voluntary Roster affiliates they may use the title, Registered Medical Laboratory Technician.

Kathleen Borland  
Sheryl Fegan  
Imelda Fernandez  
Franca Garcea  
Rosanne Novi Julian  
Anita Khanafari

Angela Mcelveny  
Elisabeta Muresam  
Naomi Musselman  
Bohdan Radejewsky  
Anusha Thilakaarachchi  
Eliana Venturra  
Ying Jing Xian

### Voluntary Roster update

In the last issue of FOCUS we asked readers again to rate how well they understood this CMLTO initiative. Here are the results:

#### How well do you understand CMLTO's Voluntary Roster initiative now?

**Very well** 38.9%  
**Fair** 52.1%  
**Not at all** 9.0%

The poll results indicate that 91% of respondents have a fair or better understanding of the initiative.

CMLTO maintains a number of detailed webpages concerning all aspects of the initiative—from its origins as a CMLTO Council-led project, a timeline of its evolution, Voluntary Roster criteria, and application process steps. All information about the project is updated and available online at all times. Specific questions and comments are welcomed and may be addressed to CMLTO at any time. CMLTO representatives are also able to make presentations in person or online. Please send your questions, comments, or presentation requests to [memberrelations@cmlto.com](mailto:memberrelations@cmlto.com).

### Links to everything you need to know about the Voluntary Roster initiative

Calling all medical laboratory technicians  
and medical laboratory assistants...  
Do you know about CMLTO's Voluntary Roster?



For more information, and to apply go to  
[www.cmlto.com/voluntary\\_roster](http://www.cmlto.com/voluntary_roster)

[Voluntary Roster launch news release \(PDF\)](#)

[How to apply to the CMLTO Voluntary Roster of Registered Medical Laboratory Technicians](#)

[Frequently Asked Questions \(FAQ\)](#)

[Voluntary Roster Criteria for Registered Medical Laboratory Technicians\(PDF\)](#)

[Regulation of medical laboratory technicians and assistants homepage](#)

[Communications and stakeholder engagement](#)

[Subscribing for news updates about this initiative](#)

If you'd like a presentation made at your workplace, please contact us

at [memberrelations@cmlto.com](mailto:memberrelations@cmlto.com).

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**Watch your mailbox...Quality Assurance audit notices were sent out in May!**

Medical laboratory technologists commit to continuous quality improvement as regulated health professionals. The purpose of CMLTO's Quality Assurance Program (QAP) is to ensure MLTs perform to best practice standards. Participation in the QAP is **mandatory** for all Practising members.

In 2016, CMLTO will conduct two rounds of random audits in May and in August. Practising members will be randomly selected to either submit their Professional Portfolio for audit, or to undergo the online Practice Review assessment.

The Professional Portfolio helps members maintain excellence in the profession by promoting ongoing self-reflection and development. To learn more about the Professional Portfolio click [here](#).

Practice Review is an objective assessment of a member's professional practice, related to the CMLTO standards of practice and the application of professional knowledge, skill and judgment. The online assessment consists of 25 case scenarios addressing situations in which MLTs may find themselves while practising. To learn more about the Practice Review click [here](#).

### **Is the Quality Assurance audit selection process really random? Why have I been audited twice in three years while some of my colleagues have never been audited?**

MLTs regularly ask these questions. And yes, the Quality Assurance audit selection process really is random. Members could be audited in consecutive years: the current audit criteria states that a member cannot be audited more than once in a year by any of the components of the QAP. This means that if you are chosen to submit your Professional Portfolio, then you cannot be selected to participate in the Practice Review.

CMLTO uses a random selection method to pick members for audits. The expectation is that all members will always be prepared to submit their Professional Portfolio or participate in the Practice Review, to demonstrate their competence.

If you have any questions or concerns, please contact the Quality Assurance Program at [qualityassurance@cmlto.com](mailto:qualityassurance@cmlto.com).



### **Join us at LABCON 2016**

CMLTO staff members will be presenting, "Regulation of Medical Laboratory Assistants and Technicians in Ontario," at [LABCON 2016](#).

The conference is being held at the Prince Edward Island Convention Centre, Delta Prince Edward in Charlottetown, PEI from June 17-19, 2016. The CMLTO presentation takes place on Saturday, June 18th, 15:45-17:00, E04.

Speakers: Kathy Wilkie, Registrar & Executive Director  
John Tzountzouris, Senior Advisor, Professional Practice & Policy  
Pat Mercuri, Registration & Human Resources Lead



Regulating medical laboratory assistants and technicians in Ontario under the same legislative framework as medical laboratory technologists will provide the public with greater protection by contributing to the provision of high-quality clinical laboratory services.

CMLTO staff will share the College's journey in developing and launching a voluntary roster, as a step toward regulation for medical laboratory assistants and technicians in Ontario. This will help inform laboratory practitioners about the self-regulation process, and support other jurisdictions thinking of pursuing the regulation of this cadre of health practitioner. Photo credit: 2011 Province of Prince Edward Island

### **Updated: Fact sheet for funding for therapy or counselling (For a patient who has been sexually abused by an MLT.)**

The Patient Relations Committee (PRC) has approved a change to the current policy which would allow funding to be used to pay for therapy or counselling that was provided any time after the sexual abuse took place. The CMLTO's previous policy only allowed funding to be used for therapy and counselling that was provided after the Discipline Committee panel began its hearing into the allegations of sexual abuse.

The Health Professions Procedural Code allows for funding to be used for therapy and counseling provided any time after the sexual abuse takes place.

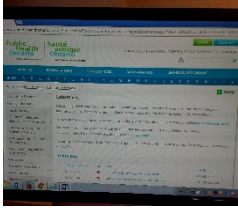
The PRC did not propose any change in the eligibility criteria (i.e., there still has to be a Discipline finding of guilt for sexual abuse) but believes that, once a finding has been made, a victim should be reimbursed for any eligible therapy and counselling provided after the sexual abuse took place.

To date, the CMLTO has not received any applications for funding for sexual abuse therapy and counselling.

The updated Fact sheet for funding for therapy or counselling is located online [here](#) (PDF).

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### Public Health Ontario news



#### New PHOL lababstracts

##### HIV

Public Health Ontario Laboratories (PHOL) has published new PHOL lababstract (LAB-SD-116-000) regarding the HIV patient information sheet.

Effective June 1, 2016, the PHOL will attach this [information sheet](#) (PDF) to reports of positive tests for human immunodeficiency virus (HIV) types 1 and 2.

##### Mycobacteriology and Tuberculosis

The new PHOL lababstract (LAB-SD-114-000) Mycobacteriology and Tuberculosis: Change to real time PCR for the direct detection of M. tuberculosis complex (MtbC) and Mycobacterium avium complex (MAC) may be found online by clicking [here](#) (PDF).

##### Tick surveillance

As of June 1, 2016, submitters are required to complete and submit the new "Surveillance Form for Tick Identification" which is available at [www.publichealthontario.ca/Requisitions](http://www.publichealthontario.ca/Requisitions) when submitting ticks for identification by the PHOL. Learn more about PHOL lababstract (LAB-SD-118-000) by [clicking here](#) (PDF).

### Recently released: 2015 Health Human Resource Report

The CMLTO has published its [2015 Health Human Resource Report](#) (PDF). The report is the seventh to be released and it examines MLTs' demographic information that is captured during initial registration and the annual renewal process.

The CMLTO's health human resource exploration is an analysis of the 2015 CMLTO membership data, and reports on MLT practice, employment facility and status, and the provision of MLT education. Health human resource planning in many cases is informed and supported by health professional demographic and practice-specific data.

The CMLTO is committed to supporting health human resource planning for MLTs in Ontario. Please contact the Registrar & Executive Director at [executiveoffice@cmlto.com](mailto:executiveoffice@cmlto.com) should you have an interest in the data presented in this report, or if you have a specific MLT health human resource data need that you would like to discuss.

### Click, learn and grow



HealthForceOntario provides financial support for Practising MLTs and eight other allied health professions through the Allied Health Professional Development Fund (AHPDF). Practising members may apply for as much as \$1,500 in education grants this funding year, for completed professional development courses, conferences, and workshops. To learn more, [click here](#).

### Request a speaker

The CMLTO is committed to promoting and enhancing relations with members, other health profession colleges, key stakeholders, and the public. We are pleased to respond to requests for presentations on a wide variety of topics, including our regulatory role, the CMLTO quality assurance program, ethics and professionalism, interprofessional collaboration, and the regulation of medical laboratory assistants and technicians.

To request a CMLTO representative to deliver a presentation at your organization, please send an e-mail to [memberrelations@cmlto.com](mailto:memberrelations@cmlto.com).

### FHRCO resources for regulated health professionals

The Federation of Health Regulatory Colleges of Ontario (FHRCO) is made up of Ontario's 26 health regulatory colleges, which govern more than 300,000 health professionals. The colleges support these health care professionals in providing the people of Ontario with safe, competent, and ethical health care; and they hold them accountable for their conduct and practice.

FHRCO offers resources to health professionals about [interprofessional collaboration](#) and [medical directives and delegation](#). Due to increased media scrutiny of various health Colleges, you may encounter patients asking questions about how the Colleges protect their safety. FHRCO published [a set of articles](#) to help people to become more informed and empowered health care consumers that you may wish to recommend.



### CMLTO FOCUS

[communications@cmlto.com](mailto:communications@cmlto.com) For past issues, [click here](#).