

FOCUS JUNE 2013

Welcome to the first electronic issue of FOCUS!

This issue is the first of a pilot project of publishing FOCUS as an electronic-only newsletter. PDF versions of FOCUS reside on the [CMLTO website here](#).

President's message



Over the years, FOCUS evolved as a print publication. Now, in an effort to make better use of resources, CMLTO is delivering FOCUS via email in a pilot project. All members who have given CMLTO an email address, are automatically subscribed.

Remember to log in and update your profile any time your postal or email address changes or you change employers at <http://www.cmlto-onlineservices.com/>

This new version will be more timely, environmentally friendly, and echoes the increased use of etools across the health sector. At a time when we're all pressured to do more with less, I hope you'll appreciate getting this newsletter delivered right to your inbox.

You'll notice that FOCUS has been designed to elicit feedback and responses to the information presented. Please press the "Submit" button on the last page to ensure we receive your answers to our questions and your general comments and feedback.

Sincerely,
Denise Evanovitch, MLT
CMLTO Council President

Registrar & Executive Director's message



As you know, the CMLTO Council is our governing body. The Council establishes CMLTO's strategic direction and the outcomes that will lead self-regulation of medical laboratory technologists (MLTs) forward in the interest of public safety in accordance with the legislation.

The Council is composed of Professional Members, who are elected by all CMLTO members eligible to vote; and Public Members, who are members of the public appointed by the government of Ontario.

The *Medical Laboratory Technology Act, 1991*, sets out the composition of the Council and requires that in order for the Council to be constituted—able to pass motions and amend Bylaws—there must be a minimum of seven Public Members. Since January 1, 2013, the CMLTO Council has been unconstituted.

Due to former Public Members' terms ending on December 31, 2012, and without new appointments made by the Public Appointments Secretariat to fill those positions, the Council has been unable to ratify any motions.

According to the Bylaws, the 2012 Executive Committee of the Council is still in effect. Council meetings held in February 2013 and May 2013, have been treated as meetings of the 2012 Executive Committee. Council Members could not vote on motions but could provide input during the meetings. As well, the 2012 Statutory Committees are intact until the first Council meeting of the calendar year and the 2013 Statutory Committees may not meet until they are established at the first Council meeting.

Once Council is duly constituted, Council will convene its first meeting of 2013 (by teleconference) to ratify the motions passed by the Executive Committee at the February and May meetings and establish the 2013 Statutory Committees.

In order to rectify the situation, I have been in contact with the Public Appointments Secretariat and the Ministry of Health and Long-Term Care to request their help in hastening the appointment of a Public Member.

I have been assured that an appointment is forthcoming.

Please be assured that the 2012 Executive Committee has been diligent about attending to the proper governance of the CMLTO and its affairs. As always, its goal is to guide CMLTO's strategic direction and the outcomes that lead self-regulation forward in the interest of public safety.

Sincerely,
Kathy Wilkie, BHA, MLT
Registrar & Executive Director

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CMLTO has moved

At the end of May, CMLTO relocated to new premises at 25 Adelaide Street East in Toronto. It wasn't a long distance—the new offices are literally across the street from the old ones.

The new offices now include dedicated space for Council business, eliminating the need to rent space to hold large meetings. The new premises allow the staff, Council, and our stakeholders to collaborate better.

As MLTs must play a part in the integrated health system to maximize resources to deliver the best care, so too, must CMLTO marshal its resources to collaborate and contribute to ensuring Ontarians are protected. That means seeking out new opportunities to improve and being equipped to handle system challenges as they arise. CMLTO Council and Committee Members and staff are now well placed to ensure that MLTs are delivering the highest quality care to the people of Ontario.

**Please note that CMLTO is now located at:
25 Adelaide Street East, Suite 2100
Toronto, ON M5C 3A1.**

CMLTO phone and fax numbers remain the same. Office hours are 8:30am - 4:30pm, Monday to Friday.

Reminder to members

All MLTs have a professional responsibility to notify CMLTO of any changes in contact information, including name change or employer change. Visit www.cmlto-onlineservices.com to update your profile.

Resigning from CMLTO

Things MLTs should know about resigning their membership.

If you are retiring, moving to another province or changing careers, there is a process to follow to effect the change in your status. The annual fees paid for the current registration period will not be refunded if you are a member for only part of the year.

Please inform CMLTO if you are not planning to renew your certificate of registration. Allowing your membership to lapse rather than resigning will result in the suspension and revocation of your certificate, which will remain permanently on your record.

Former members are still subject to CMLTO's governance when professional misconduct or incompetence allegations are made regarding their conduct during the time they were members. Please note that there is no time limit to when a complaint may be filed against former members after they have resigned from CMLTO. The College will still investigate allegations of former members' misconduct or incompetence.

Members wishing to resume practicing in Ontario after having resigned will have to apply to CMLTO for reinstatement at www.cmlto-onlineservices.com.

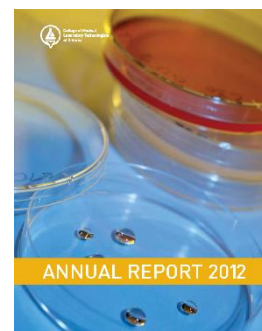
2012 Annual Report released

CMLTO's 2012 Annual Report is now available online. Published yearly, the Annual Report provides a snapshot of the College's achievements, committee reports and financial statements.

Go to the [English PDF](#) or [French PDF](#) now.

Do you regularly read online or download CMLTO's Annual Report?

- Yes
- No



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New Practice Guideline released

CMLTO recently released, "Ethical decision making guidelines." [Go to the PDF now](#). Have you ever referred to CMLTO Practice Guideline documents while working at your job?

- Yes
- No

Allied Health Professional Development Fund



HealthForceOntario provides financial support for health professionals through the Allied Health Professional Development Fund. Practicing members of nine allied health professions are eligible to apply for as much as \$1,500 this fiscal year in education grants for completed professional development courses and programs.

These grants are intended to improve health care professionals' access to professional development activities in order to:

- advance clinical practice knowledge and skills to continuously improve the quality of patient care
- contribute to the provision of more effective and efficient health care service delivery
- advance clinical practices in priority health care areas identified in Ontario's Action Plan for Health Care
- integrate evidence into professional practice
- assist health care professionals to become change agents and to adapt to changing expectations and patient health care needs.

Eligible health professionals are also able to access the fund's Electronic Health Library, which offers the most recent health care literature in support of evidence-based practice. Visit www.ahpdf.ca for more information about the Allied Health Professional Development.

Are you planning to apply for an Allied Health Professional Development Fund grant this year?

- Yes
- No

Professional Portfolio audits in 2013

As stated in the Regulated Health Professions Act, 1991, Regulatory Colleges must, "Develop, establish and maintain standards of knowledge and skill and programs to promote continuing competence among members."

Annually, CMLTO requires members holding Practising certificates of registration during the current audit cycle to participate in the Quality Assurance (QA) Program. CMLTO randomly selects members' names from its membership database for the Professional Portfolio audit.

The first group of 125 members was randomly selected for audit in the spring and were required to submit their Professional Portfolios in June. The next is scheduled for August. [Click here](#) for more details about the Professional Portfolio and the audit process.

Do you update your Professional Portfolio regularly?

- Yes
- No

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Practice Review in 2013

Practice Review is a mandatory component of CMLTO's Quality Assurance Program and it provides an objective assessment of a member's professional practice.

This fall, 500 randomly selected Practising MLTs must answer 25 online questions related to the CMLTO standards of practice and the application of professional knowledge, skills and judgment. Members have 30 days to complete the Practice Review assessment, and can use reference tools and materials posted on the CMLTO website to assist.

Results are scored and feedback is provided by the Quality Practice department. To prepare for Practice Review, members may use the Professional Practice Learning Modules available [here](#) on the CMLTO website.

If you have completed a Practice Review in the past, did you find working through the process helpful to your professional practice?

- Yes
- No

Do you like the electronic version of FOCUS?

- Yes
- No

Give us your feedback!

Please share your opinion about any of the issues and articles presented in this issue of FOCUS. **Press the submit button at the end of this page to send your responses to the questions asked throughout the newsletter and your comments below.**

Please include your email address or phone number if you would like a response to your feedback.

Thank you!

