

Fair Registration Practices Report

Medical Laboratory Technologists (2019)

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

The CMLTO requirements for language fluency were updated and approved by the Registration Committee in July 2019. The updated policy, based on feedback from CMLTO's legal counsel, requires all applicants who did not graduate from an HSO accredited MLS program will need to write a language proficiency test.

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

CMLTO language fluency requirements are met when guarantor-signed evidence that the applicant meets one of the following criteria is provided to the CMLTO with an application for registration:

1. Successful completion of a medical laboratory science program that was accredited by the Health Standards Organization (HSO) (or its predecessor, the Canadian Medical Association conjoint accreditation services) at the time the applicant completed their medical laboratory science program; or
2. Achievement of the minimum scores in one of the Registration Committee (RC) approved language fluency tests.

Implementation of the updated policy did not create any undue hardships on applicants as we communicated this change to all students currently in progress with a bridging program, and the Canadian Society for Medical Laboratory Sciences included this information in their application for certification examination process.

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

Publicly available information to applicants and internal processes for review of applications were updated to reflect the policy change.

b) Assessment of qualifications

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

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.

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

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.

The CMLTO Registration Committee reviewed six (6) of its policies in 2019. Five of the policies were approved with minor changes, and the updated Language Fluency Policy was approved, as described in Section 1 a) of this report.

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

The impact of the updated Language Fluency Policy is described in Section 1 a) of this report.

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

The impact of the updated Language Fluency Policy is described in Section 1 a) of this report.

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.

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) Access to applicant records

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

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

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

Annual orientation and training was provided to the Registration Committee, including:

- the legal framework for the Committee;
- introduction to the Canadian Society for Medical Laboratory Sciences Prior Learning Assessment and Certification Examination processes;
- introduction to the Ontario Office of the Fairness Commissioner; and
- review of past Registration Committee cases.

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

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

l) Other (include as many items as applicable)

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

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

No changes this year

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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	Yes

Other (please specify)

Additional comments:

All materials related to registration matters (e.g. initial notification of membership, change of class notification, registration renewal notification) are available in French, and are sent to applicants and/or members who indicate that their preferred language of communication is French.

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	64
Female	216
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	1393
Female	5345
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
206	34	0	Barbados 1	0	280
			Cameroon 2		
			China 1		
			France 1		
			Guyana 1		
			India 8		
			Iran 2		
			Jamaica 1		
			Nigeria 2		
			Pakistan 1		
			Philippines 15		
			Korea, Republic Of 1		
			Sudan 3		
Thailand 1					
Total 40					

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:

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
206	34	0	Barbados 1	0	280
			Cameroon 2		
			China 1		
			France 1		
			Guyana 1		
			India 8		
			Iran 2		
			Jamaica 1		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Nigeria 2		
			Pakistan 1		
			Philippines 15		
			Korea, Republic Of 1		
			Sudan 3		
			Thailand 1		
			Total 40		

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:

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
			Armenia 1		
			Australia 4		
			Bahrain 1		
			Bangladesh 1		
			Barbados 1		
			Belarus 1		
			Bosnia And Herzegovina 3		
			Bulgaria 1		
			Cameroon 5		
			Chile 1		
			China 41		
4970	358	32	Colombia 11	378	6738
			Costa Rica 1		
			Czech Republic 1		
			Denmark 1		
			Egypt 18		
			Ecuador 1		
			Ethiopia 2		
			Finland 1		
			France 1		
			Ghana 1		
			Greece 1		
			Guyana 9		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Hong Kong 32		
			India 238		
			Iran 53		
			Iraq 4		
			Israel 1		
			Jamaica 16		
			Jordan 10		
			Kazakhstan 1		
			Kuwait 6		
			Lebanon 11		
			Macedonia, The Former Yugoslav 2		
			Mauritius 4		
			Myanmar 1		
			Nepal 8		
			Netherlands 1		
			New Zealand 2		
			Nigeria 18		
			Norway 1		
			Pakistan 28		
			Palestinian Territory, Occupied 5		
			Peru 2		
			Philippines 354		
			Poland 6		
			Portugal 1		
			Qatar 2		
			Romania 1		
			Russia 5		
			S Arabia 1		
			Scotland 1		
			S. Africa 5		
			Korea, Republic Of 2		
			Sri Lanka 13		
			Sudan 10		
			Sweden 1		
			Switzerland 1		
			Syrian Arab Republic 2		
			Taiwan, Province Of China 4		
			Thailand 1		
			Trinidad 1		
			Uganda 1		
			Ukraine 1		
			United Arab Emirates 2		
			U.K. 26		
			Venezuela 1		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Antigua And Barbuda 2 Yemen 1 Yugoslavia 2 Zimbabwe 1 Total 1000		

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:

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	206	34	0	40	0	280
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	0	0	0	0	0	0
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	206	34	0	40	0	280
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	0	0	0	0

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:

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)	Practising	Description (a)
		Members have met all the CMLTO registration requirements (education, examination, language fluency, active engagement in the profession) and are able to practise without restriction.
b)	Non-Practising	Description (b)
		Members have met the CMLTO registration requirements, but are not permitted to practise.

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	0	0	0	0	0	0
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

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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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	9
Staff involved in appeals process	2
Staff involved in registration process	3

Additional comments:

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3. Submission

I hereby certify that:

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

Title:
 Registrar & CEO

Date:
 2020/02/27

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