

# FOCUS

A CMLTO Newsletter for Registrants



## Message from the Chair of the Board of Directors, Tammy Earle



Welcome to our third issue of FOCUS for 2022,

I hope that you have enjoyed the remainder of the summer months and were able to enjoy time outdoors with family and friends. I am pleased to reflect on what we have been up to within CMLTO as we enter the fall season.

Our online election for the professional CMLTO Board Member position on the Board of Directors in District 3 – Metropolitan Toronto Area started on **August 26, 2022**, and ended on **September 30, 2022**. The results of the election are included in this issue of FOCUS.

A reminder that the registration renewal period for 2023 begins on **November 1st of 2022** and ends on **December 31st of 2022**. Please ensure that your contact information at the College is up to date as soon as possible so that you can receive this notice.

In case you have not yet reviewed the CMLTO Annual Report for 2021, it has been posted on our website in both *English* and *French*. I encourage you to take a glance at the Annual Report for a holistic showcase of the CMLTO's achievements, committee reports, financial statements, and other exciting updates from within the College.

I hope that you find this Fall issue of FOCUS to be informative and engaging. I thank you for your continued commitment to excellence while serving both the healthcare profession and providing outstanding service to all Ontarians.

Sincerely,

**Tammy Earle**, BSc, MLT  
Chair of the Board of Directors

## Message from the Registrar & CEO, John Tzountzouris



I echo Tammy's sentiments regarding the end of summertime and the commencement of the Fall season here at the CMLTO. It is coming up on one year that I have been Registrar and CEO for this organization. This important milestone has me reflecting on everything that we have accomplished within the College throughout the past year, and beyond.

Please enjoy our third issue of FOCUS for 2022: a year of dynamic change within the College. Some of my top highlights to be found within this issue are outlined below.

Our 2023 registration renewal dates begin soon, on **November 1st** and runs through until **December 31st**. Please make sure that your Registration information is up to date prior to this period.

The results of the 2022 CMLTO Board Election held in District 3 – Metropolitan Toronto Region are included in this issue as well. Take a further look to discover who was elected for District 4 – Central East Region and District 8 – Registrant-at-Large. Stay tuned for further details of our by-elections for Districts 2 – Central West Region, District 6 – North East Region, and District 7 – North West.

Lastly, arguably the most exciting announcement included in this issue of FOCUS would be our consultation process for our new By-Law. We are inviting you, the public, along with other key stakeholder groups to participate in this consultation process. Please read further for additional details.

I hope that you continue to keep well throughout our upcoming Fall season. On behalf the CMLTO staff, I thank you for your service to Ontarians.

Sincerely,

**John Tzountzouris**, MA, BSc, BHA, MLT, GSP  
Registrar & CEO

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## CMLTO Board Highlights



**The CMLTO Board took the following actions at its meeting on September 12, 2022:**

- Launched 2022 Board Effectiveness Self Evaluation in Mid-November 2022
- Approved the Minutes of the May 12 & 13, 2022 CMLTO Board Meetings
- Approved the monitoring reports from the following Statutory Committees:
  - Executive Committee Monitoring Report
  - Inquiries, Complaints & Reports Committee Monitoring Report
  - Quality Assurance Committee Monitoring Report
  - Patient Relations Committee Monitoring Report
- Accepted the Board Chair's Incidental Briefing Report
- Accepted the Academic Member's Incidental Briefing Report
- Accepted Incidental Reports from six (6) Board and Committee Members who attended:
  - Govern for Impact 2022 Annual Hybrid Conference
  - HPRO Discipline Orientation Workshop Basic Session
  - HPRO Discipline Orientation Workshop Advanced Session
- Accepted May 2022 Board Meeting Effectiveness Evaluation Feedback
- Reviewed the Board Governance Scorecard – (Q2) 2022
- Accepted the 2022 CMLTO Board Election Report
- Received an update on Assessment of CMLTO Risk via board Risk Register (for 2022 to 2024) and Board Action Planning
- Approved the revised Governance Modernization Principles
- Approved the Board Monitoring Report re the Board's compliance with:
  - GP IV-15 Role of Board Officers Policy
  - GP IV-45.05 Board Meeting Process and Minutes Policy
- Reviewed and approved amendments to two (2) Executive Limitations Policies:
  - EL II-01 General Executive Constraint Policy
  - EL II-80 Emergency Succession Plan / (Special Review)
- Participated in the following Orientation Sessions:
  - CMLTO Governance Approach to PG Framework/System Module 3: R/CEO Monitoring to Ensure Ends Achievement with Ethical, Prudent, and Equitable Means
  - CMLTO Governance Approach to PG Framework/System Module 5, Board Member Financial Skills
  - Diversity, Equity, Inclusion and Decolonization – Building Board Direction

**The CMLTO Board took the following actions at its meeting on September 13, 2022:**

- Received an update on Rationale and Current Strategies to Achieve Regulation of Medical Laboratory Assistants & Technicians
- Received an update on CMLTO's role in health human resource planning
- Participated in the following Orientation Sessions:
  - Board Ownership / Careholdership Linkage
    - Next steps in building the Board linkage plan
    - The connection to 2022/23 environmental scanning
  - Registrar & CEO / Registrant (Beneficiary) Engagement
    - Insight into Registrar & CEO engagement plan with registrants
- Approved the revised CMLTO Consolidated By-Laws in principle, for circulation to registrants for no less than sixty (60) days
- Approved High Level Ends Policy 3 – Effective Regulation with the Health System: Interim Report (January – August 2022)
- Approved the Registrar & CEO's Executive Limitations Monitoring Report re:
  - EL II-11 Financial Condition Policy
  - EL II-10 Financial Planning and Budget Cycle Policy – Draft 2023 Budget
  - EL II-25 Human Resources Parameters Policy
  - EL II-35 Staff Conduct and Transparency Policy
  - EL II-80 Executive Succession Plan Policy
- Accepted the Registrar & CEO's Incidental/Environmental Scan Report
- Accepted the Registrar & CEO Onboarding Report
- Accepted the Report on Registrar & CEO 2022 Performance Evaluation Process (Mid-Year)

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**Registration Announcements: Please ensure that your contact information is up to date**



Pursuant to Section 30 of the CMLTO Consolidated By-Laws, it is a professional obligation of every CMLTO Registrant to ensure that the College has their correct contact information, which includes their:

***Home mailing address and phone number,***

***Employment information including employment status, and***

***Valid email address that is distinct from the email address of any other registrant and that the Registrant checks personally on a regular basis.***

As needed, you are required to update your information with the College within thirty (30) days of the effective date of the change.

Registrants can update their profiles online at [www.cmlto-onlineservices.com](http://www.cmlto-onlineservices.com).

The 2023 registration renewal period begins on **November 1st, 2022**, and ends on **December 31st, 2022**.

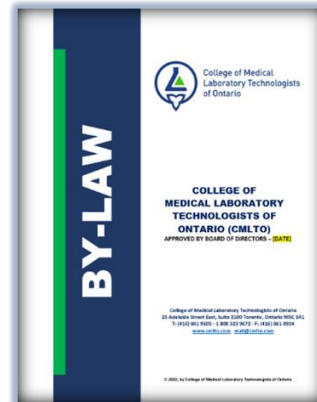
In October, the CMLTO will send renewal notices by mail to all registrants. Please ensure that you have updated your contact information, if necessary, before October 1st to ensure you receive a hard copy of the renewal notice.

## Announcement: Public Consultation begins for the Revised CMLTO Consolidated By-Laws

The CMLTO is inviting its Registrants, stakeholders, and the public to participate in a consultation on the new CMLTO By-Law.

Please click on the link following link to access our consultation page: [Revised CMLTO Consolidated By-Laws Public Consultation and Public Information Session](#)

Consultation will be open until **11:59 pm EDT on Monday, November 21, 2022.**



## Results of the 2022 CMLTO Board Elections

In accordance with CMLTO Consolidated Bylaws S.19, a call for nominations for election to the Board was published in Issue 1 of FOCUS and posted on our website for the following Districts:

### Regular elections:

- District 2 – Central West Region (Term: Jan 1, 2023 – Dec 31, 2025)
- District 3 – Metropolitan Toronto Region (Term: Jan 1, 2023 – Dec 31, 2025)
- District 4 – Central East Region (Term: Jan 1, 2023 – Dec 31, 2025)
- District 8 – Registrant-at-Large (Term: Jan 1, 2023 – Dec 31, 2025)

### Special elections:

- District 6 – North East Region (Term: Date elected – Dec 31, 2024)
- District 7 – North West Region (Term: Date elected – Dec 31, 2024)

### Nomination forms received by deadline:

The following nominations were received by **Friday, May 27, 2022, 4:30 p.m.:**

#### **District 3 – Metropolitan Toronto Region**

Two nominations were received - **Rino Bonsignore** and **Joe Healy**.

An online election for the professional CMLTO Board Member position on the Board of Directors in District 3 – Metropolitan Toronto Area started on **August 26, 2022**, and ended on **September 30, 2022**.

#### **Rino Bonsignore is declared elected for a three-year (3) term on Board commencing January 1, 2023 and ending on December 31, 2025**

Both election candidates have been notified of the election results.

#### **District 4 – Central East Region**

One nomination was received – Paula Curti. The candidate was deemed eligible for election and, therefore, declared elected by acclamation.

## District 8 – Member-at-Large

One nomination was received – Imaya Dharmasri Vithana. The candidate was deemed eligible for election and, therefore, declared elected by acclamation.

By-elections will be held in Districts 2, 6, and 7, where no nominations were received.

## CMLTO Quality Assurance Program and audits

The Quality Assurance Program (QAP) annual audits launched on **July 12, 2022**. Registrants may be randomly selected to complete the Practice Review or Stage 2 Professional Portfolio audit in alignment with the Quality Assurance Committee audit criteria.



In total, 916 Practising registrants were selected to complete the Practice Review audit in 2022. Approximately 98% of registrants completed the audit prior to the August deadline. The average Practice Review percentage mark was 96%. Registrants can view their Practice Review Summary Report on their CMLTO Online Services profile. Congratulations to all registrants who have successfully completed their Practice Review audit!

In 2022, 1055 registrants were randomly selected to complete the Stage 2 Professional Portfolio audit. Registrants were sent both a letter and an email notice. If registrants are unsure if they were randomly selected for the Stage 2 audit, please check the Important Messages box at the top of their portfolio.

QAP staff continue to provide support and guidance to registrants in completing their Stage 2 audits which are due **December 31, 2022**. Please note that all Practising registrants are required to maintain an up to date Professional Portfolio but only those randomly selected for the Stage 2 audit will be required to submit it for review.

If you have any questions about your portfolio or the audits, please contact the CMLTO QAP department at **1.800.323.9672**, extension 2, or by email at [qualityassurance@cmlto.com](mailto:qualityassurance@cmlto.com).



## **Call for Non-Board Committee Members**

The CMLTO has the statutory duty to serve and protect the public by regulating the professional practice of medical laboratory technologists (MLT) in Ontario.

Registrants of the College, who are in good standing, are now invited to take an active role in the regulation of the profession by serving on the CMLTO statutory committees as Non-Board Committee Members (NBCMs). Non-Board Committee Members are Registrants of the College who are not Members of the Board of Directors.

The CMLTO Board of Directors conducts its various regulatory responsibilities through the statutory committees established by **Section 10 (1) of the Health Professions Procedural Code** being Schedule 2 to the *Regulated Health Professions Act (RHPA), 1991*. Hence, involvement of the NBCMs in the Committee decision making process is essential for the regulation of the profession.

The NBCMs are appointed to the statutory committees by the Board of Directors for a term of one (1) year commencing immediately after the appointment at the first regular Board meeting of the year.

If you are a Registrant of the College considering this rewarding opportunity to participate in the regulation of the profession, please visit our website to learn more about the eligibility requirements and application process.

**[Call for Non-Board Committee Members \(NBCMs\)](#)**

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## Professional Liability Insurance (PLI) Requirement

Practising MLTs must ensure that they have PLI in all employment settings. The professional liability coverage referred to in subsection 10.1 of the [CMLTO Consolidated By-Laws](#) may be obtained through an employer, professional association, union, or other organization accepted by the Registrar & CEO.

This will be acceptable so long as it covers the registrant's entire practice of medical laboratory technology and means the requirements of this particular section of the By-Laws.

The CMLTO Consolidated By-Laws state that upon request, Practising registrants shall provide proof that their PLI complies with the requirements. The CMLTO conducts an annual PLI audit at random, which requires registrants to provide proof of their coverage to the College. This year's PLI audit was conducted throughout the month of August. For more information about PLI, please click [here](#).

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## Reminder: Restricted Title Designation for MLTs

Medical Laboratory Technologist or MLT is a protected title as defined in the Medical Laboratory Technology Act, 1991 (MLT Act).

The MLT Act states:

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)

It is prohibited for anyone who is not a registrant of the College to use the title Medical Laboratory Technologist or any variation of that title including MLT.

Individuals not registered with the CMLTO, including those who have successfully passed medical laboratory science programs or exams, are not authorized to use the title MLT until they are fully registered with the CMLTO or another applicable College.

Terms such as "non-registered MLT" or "unregistered MLT" should not be used for those under clinical placement or training under supervision. Any individual holding a position that includes MLT in their job title or description must be registered with the CMLTO first prior to using the restricted title.



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## Updated MLT Boundaries of Practice Guideline

The Patient Relations Committee (PRC) recently launched an updated edition of the MLT Boundaries of Practice Guideline. Initially created in 2001, this current version was reviewed and revised by the PRC over a period of one year and was released in June 2022.

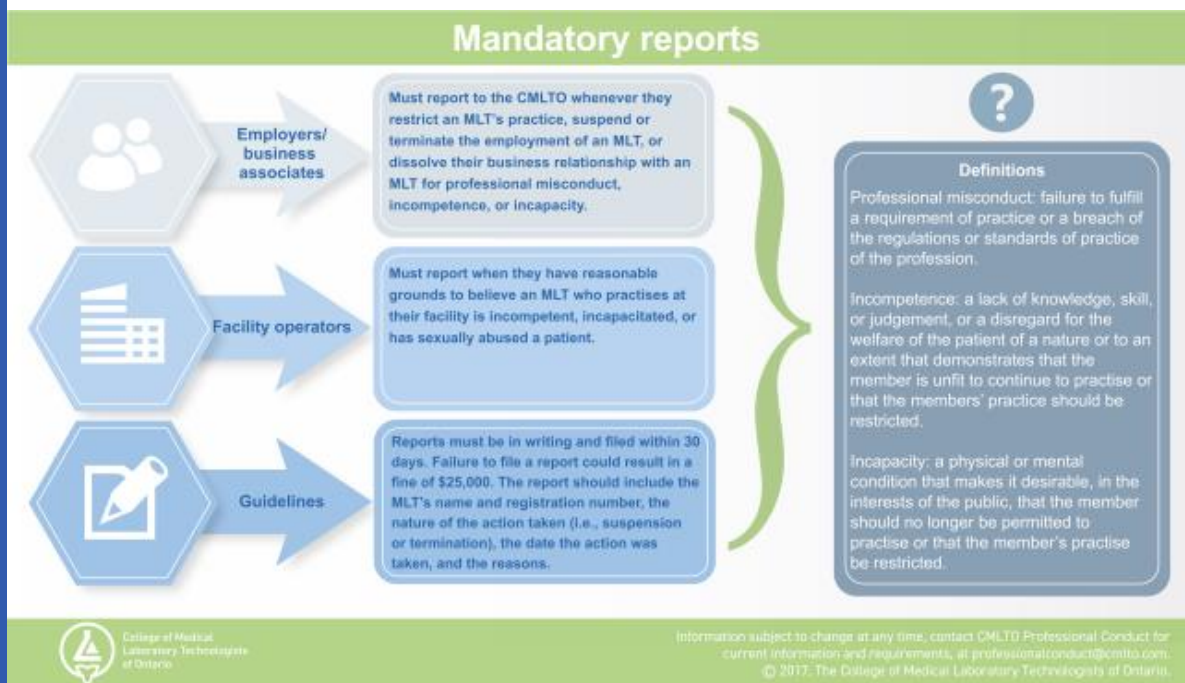
The aim of the guideline is to assist MLTs in recognizing professional boundaries and to support them in making sound decisions based on the parameters noted in the guideline. The detailed parameters ensure ongoing compliance with the standards of practice of the profession.

Boundary categories, boundary crossing, and indicators for safe and unsafe practices were updated to reflect current standards and situations.

The new MLT Boundaries of Practice Guideline (2022) can be found [here](#). It is available in both French and English.

## Mandatory Reporting Requirements

Medical laboratory technologist employers have an obligation to report registrants to the College when the registrant's practice has been restricted, suspended, or terminated. These obligations are outlined in the *Regulated Health Professions Act, 1991*.



Completing mandatory reports and filing them with the College is a critical step in ensuring ongoing public protection. We encourage all MLTs, and employers to contact the CMLTO Professional Conduct Department if they are unsure of how or when to file a mandatory report.

The CMLTO staff can be reached by email at [professionalconduct@cmlto.com](mailto:professionalconduct@cmlto.com) or by telephone 1-800-323-9672 extension 225 or 233.

## Transformative learning: What does it mean for Medical Laboratory Science?

As a supporter of Ontario Tech University's ongoing micro-credential project, the CMLTO is sharing a potential professional development opportunity with medical laboratory professionals. On October 16, 2022, Ontario Tech University will be hosting an event called "Transformative learning: What does it mean for Medical Laboratory Science?". The event will include a showcase of their micro-credential program, presentations on medical laboratory simulation research and innovations, a keynote speaker, and roundtable discussion. Lunch will be included in the event's registration fee.

Please consult the [event flier](#) for more details.



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## COVID-19 resource links

### COVID-19 resource links for healthcare professionals:

Ontario Ministry of Health

Public Health Ontario

Ministry of Health & Ministry of Long-Term / COVID-19 Orders, Directives, Memorandums and Other Resources

Ontario Ministry of Health / COVID-19 Integrated Testing & Case, Contact and Outbreak Management Interim Guidance: Omicron Surge

Ministry of Health & Ministry of Long-Term / COVID-19 Care Guidance for the Health Sector

### COVID-19 resource links for the public:

Ontario Ministry of Health

Ontario Ministry of Health COVID-19 self-assessment

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## Request a CMLTO speaker

The CMLTO is committed to building relationships with registrants, other health regulatory colleges, key stakeholders, and the public.

The CMLTO can provide speakers on a wide variety of topics, including its regulatory role, ethics and professionalism, inter professional collaboration, and the Voluntary Roster of Registered Medical Laboratory Technicians.

To request a CMLTO speaker to deliver a virtual presentation, please email [registrantrelations@cmlto.com](mailto:registrantrelations@cmlto.com).

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## 2021 CMLTO Annual Report Available

The 2021 version of our Annual Report is now available in English as well as French on our website for your consultation. To access the report , click [here](#).

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## 2022 CMLTO Thanksgiving Hours

The CMLTO office will be closed on the following Statutory Holidays this autumn:

Thanksgiving Day: **Monday, October 10, 2022**

Regular office hours of operation will resume at 8:30 am on Tuesday, **October 11, 2022**.



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## Please tell us what you think, your feedback is important

Did you feel that issue of FOCUS was informative, engaging, and clear?

Yes

Select

No

Select

