




THE COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF ONTARIO (CMLTO)

RC 13

Active Engagement Registration Committee

DATE APPROVED BY COMMITTEE	:	February 27, 2006
PUBLICATION DATE	:	N/A
DATE REVIEWED	:	April 29, 2021
DATE REVISED	:	October 24, 2023
NEXT REVIEW DATE	:	November 2026
REVIEW FREQUENCY	:	3 years
KEY WORDS	:	
LEGISLATIVE REFERENCES	:	O. Reg. 207/94 under the <i>Medical Laboratory Technology Act, 1991</i>
REFERENCE MATERIALS	:	
APPENDICES	:	
COLLEGE CONTACT	:	Megan MacQuarrie, Senior Director, Regulatory Programs John Tzountzouris, Registrar & CEO
COMMITTEE CHAIR SIGNATURE	:	 Jennifer Pilzecker November 17, 2023

1.0 INTRODUCTION

The “active engagement” registration requirement described in Section 2(1)8 i and Section 4 of Ontario Regulation 207/94 under the *Medical Laboratory Technology Act, 1991* includes the ability of CMLTO applicants or registrants who are applying or requesting a Practising certificate of registration, to demonstrate the currency of their knowledge, skills, and judgement in medical laboratory science. Those who are not able to satisfy the “active engagement” criteria outlined in Section 2(1) 8 i are required to complete approved refresher courses as described in Section 2(1)8 ii.

2.0 BACKGROUND

3.0 THE POLICY

An applicant to the CMLTO or a Non-Practising or Emergency registrant requesting a Practising certificate of registration will meet the active engagement registration requirement if one of the following conditions are met:

- 1) They are a graduate from an accredited medical laboratory science (MLS) program applying for registration within three (3) years of graduation.
- 2) They are and have been a teacher of an accredited medical laboratory science (MLS) program in the three (3) years preceding their application or request for a Practising certificate of registration.
- 3) They are an internationally educated applicant who has submitted a guarantor-signed Canadian Society of Medical Laboratory Science (CSMLS) Clinical Placement Blueprint, demonstrating that all gaps identified in the applicant’s Prior Learning Assessment have been addressed in the three (3) years preceding the application for registration.
- 4) They have submitted a guarantor-signed job description and employment letter confirming their employment as an MLT (either inside or outside Canada) in the three (3) years preceding their application or request for a Practising certificate of registration.
- 5) They are an Emergency registrant who has submitted their employment letter confirming that they practiced as an MLT (Supervised) and have provided an objective report* written by their supervisor at the end of their supervision period.

** The report must include the processes and procedures used to establish their supervision, determine their competence, and continuously monitor their performance.*

If none of the above options are met, applicants or registrants may submit documents (i.e., employment letter, job description, employer reference letter) for the Registrar's review on a case-by-case basis. The following criteria will be used to identify whether the individual satisfies the active engagement requirement.

1.1 Does their practice appear to involve laboratory investigations on the human body and the evaluations of the technical sufficiency of the investigations and their result?

OR

1.2 Does their practice appear to involve advanced medical laboratory duties or complex laboratory testing relevant to medical laboratory technology?

OR

1.3 Does their practice appear to actively use the MLT knowledge, skill, and judgment in the broader healthcare system? (i.e., public health, regulation, governance, accreditation, laboratory information, research)

AND

2.1 Do they have any previous MLT experience?

OR

2.2 Does their practice appear relevant to the [CMLTO Standards of Practice for Medical Laboratory Technologists?](#)

Cases are referred to the Registration Committee where it is unclear whether the above criteria for active engagement are satisfied, or the applicant or registrant has not met multiple registration criteria.

4.0 PURPOSE

To define active engagement in compliance with the requirement in Section 2(1)8 i and Section 4 of Ontario Regulation 207/94 under the *Medical Laboratory Technology Act, 1991*.

5.0 SCOPE

This policy applies to all applicants of the CMLTO or registrants who request a Practising certificate of registration.

6.0 COMMITTEE PROCESS AND PROCEDURES *(If applicable)*

Refer to Registration's Administrative Policies and Procedures manual.

7.0 PRINCIPLES

8.0 DEFINITIONS

9.0 EXCEPTIONS

These are guides to be used to determine whether the applicant or registrant has been actively engaged in medical laboratory technology.