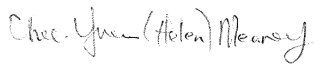




Policy Title: Emergency Class of Registration		Policy Section: IV Governance Process	Policy Number: GP IV-170
Approved By: Board of Directors	Date Approved: Sept 14, 2023	Date Reviewed/ Revised: Sept 14, 2023	Board Chair's Signature: 

BACKGROUND

Pursuant to the Health Professions Procedural Code set out in Schedule 2 to the *Regulated Health Professions Act, 1991* (Section 2.1 – Duty of College), *“It is the duty of the College to work in consultation with the Minister to ensure, as a matter of public interest, that the people of Ontario have access to adequate numbers of qualified, skilled and competent regulated health professionals.”*

Further, the Health Professions Procedural Code set out in Schedule 2 to the *Regulated Health Professions Act, 1991* (Section 16.3 “Emergency Classes of Registration”), mandates the CMLTO Board of Directors to make regulations establishing an emergency class of registration.

The purpose of the emergency class of registration is to ensure uninterrupted supply of medical laboratory technologists in Ontario when an emergency is declared by the Minister of Health or the CMLTO Board of Directors. An emergency is defined strictly as an interruption to the normal registration processes.

The College maintains its commitment to its public protection mandate by focusing its efforts on ensuring uninterrupted access to health care professionals by the public during an emergency.

The CMLTO classes of certificate of registration and registration requirements are outlined in [Ontario Regulation 207/94](#) (Part 1 – Registration) under the [Medical Laboratory Technology Act, 1991](#).

The emergency certificate of registration provides the applicants, who don't yet meet all the registration requirements, with an expedited route to registration during an emergency by exempting some of the entry-to-practise requirements while requiring adequate core requirements to be met.

This simplified alternate route to registration allows the applicants to rapidly enter the workforce under the supervision of a holder of a practicing certificate of



registration, who is in compliance with the College's supervision requirements, in the event that there is an interruption to the normal registration processes.

POLICY PURPOSE

The purpose of this policy is to describe the Board's approach, principles, and process for addressing Board decisions related to the emergency class of registration regarding:

1. Specifying the emergency circumstances for the purpose of enacting the emergency class of registration,
2. Opening the Emergency Class of Registration for issuance and renewal, and
3. Closing the Emergency Class Registration for issuance and renewal.

POLICY

Authority to Make Decisions Regarding the Emergency Class of Registration

Pursuant to Ontario Regulation 207/94, the emergency certificate of registration can be issued and renewed under two circumstances:

1. The Minister of Health requests the College to issue and renew emergency certificate of registration to qualified applicants, or
2. The CMLTO Board of Directors declares the existence of emergency circumstances that make it in the public interest for the College to issue and renew certificates of registration in the emergency class to qualified applicants.

This Emergency Class of Registration Policy enables and expedites emergency registration under such extraordinary circumstances warranting regulatory intervention, where the existing pathway to registration outlined in Ontario Regulation 207/94 may not be available or accessible.

With the authority granted by the Professions Procedural Code set out in Schedule 2 to the *Regulated Health Professions Act, 1991* ([Section 12.1 Executive Committee's exercise of Council's powers](#)), the Executive Committee can act in emergencies for the Board of Directors and as such has the authority to declare an emergency and open the emergency class of registration for issuance and renewal.

Specifying the Emergency Circumstances Warranting Emergency Registration¹

¹CMLTO By-Law / Article 13 – Declared Emergencies defines an '*emergency*' and outlines the steps that the CMLTO Board of Directors can take in the event of the declaration of a state of emergency.



The emergency circumstances, for the purpose of enacting emergency registration by the CMLTO Board of Directors (or the Executive Committee), include, but are not limited to situations where:

1. It is in the public interest to issue certificates of registration in the emergency class,
2. There is a significant interruption of a registration pathway which warrants immediate regulatory intervention,
3. There is a significant interruption and lengthy delay to the College's ability to process applications for registration for other classes, which cannot be resolved in a timely manner.

Opening the Emergency Class of Registration for Issuance and Renewal

If the CMLTO Board of Directors identifies the existence of emergency circumstances, it can declare an emergency and enact the emergency class of registration for issuance and renewal by passing a motion.

The College must take the appropriate measures to notify the public, applicants, and the Ministry of Health of declaration of the emergency and opening of the emergency class of registration for issuance and renewal.

Assessing the Emergency Circumstances and Their Impact on the Public and the Workforce Capacity

When the emergency class of registration is in effect, the Registrar & CEO will monitor the situation and assess the emergency circumstances and their impact on the public and the workforce capacity on a regular basis and will provide the Board with updates as appropriate to inform their decision making regarding the Emergency Class of Registration.

Closing the Emergency Class Registration for Issuance and Renewal

If the Board of Directors determines that emergency circumstances that made it in the public interest to issue and renew the certificate of registration in the emergency class have ended, it will pass a motion to close the Emergency Class of Registration.

The College must take the appropriate measures to notify the public, applicants and the Ministry of Health that the emergency ended, and that the Emergency Class of Registration has been closed.

However, an '*emergency circumstance*', which warrants regulatory intervention to open emergency class of registration for issuance and renewal, is considered broader than a '*declared state of emergency*'. This provides the CMLTO Board of Directors with a level of discretion in determining an '*emergency circumstance*'.



REFERENCES

- [*Pandemic and Emergency Preparedness Act, 2022*](#)
- [*Regulated Health Professions Act, 1991*](#)
- [*Medical Laboratory Technology Act, 1991*](#)
- [Health Professions Procedural \(Schedule 2 to the *Regulated Health Professions Act, 1991*\)](#)
- [Ontario Regulation 207/94](#)
- CMLTO By-Law / Article 13 – Declared Emergencies