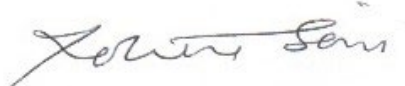


# THE COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF ONTARIO (CMLTO)

## RC 16

### Background Check of Applicants

#### Registration Committee

DATE APPROVED BY COMMITTEE	:	November 7, 2019
PUBLICATION DATE	:	N/A
DATE REVIEWED	:	July 31, 2025
DATE REVISED	:	July 31, 2025
NEXT REVIEW DATE	:	July 2028
REVIEW FREQUENCY	:	3 years
KEY WORDS	:	
LEGISLATIVE REFERENCES	:	
REFERENCE MATERIALS	:	<i>Medical Laboratory Technology Act, 1991</i>
APPENDICES	:	
COLLEGE CONTACT	:	Megan MacQuarrie, Senior Director John Tzountzouris, Registrar & CEO
COMMITTEE CHAIR SIGNATURE	:	 Rohini Soni July 31, 2025

## **1.0 INTRODUCTION**

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## **2.0 BACKGROUND**

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Background checks of Applicants are becoming standard across health regulatory Colleges in Ontario as part of a comprehensive registration process. The College recognizes that the results of a Background Check may not guarantee good character or predict future conduct. However, the Registration Committee endorses the Criminal Record and Judicial Matters Check (CRJMC) of all new Applicants as an important tool for ensuring public safety. This requirement contributes to the assessment of Applicant's "good character" as outlined in Section 2(1)2 of Ontario Regulation 207/94 under the *Medical Laboratory Technology Act, 1991*.

## **3.0 THE POLICY**

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All Applicants for registration must submit a CRJMC that was obtained within the **six** months preceding the application, as part of the documentation supporting their application for registration.

## **4.0 PURPOSE**

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To describe the Registration Committee's policy on CRJMC of Applicants for CMLTO registration.

## **5.0 SCOPE**

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This policy applies to all Applicants for all classes of registration.

## **6.0 COMMITTEE PROCESS AND PROCEDURES**

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## **7.0 PRINCIPLES**

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The College, in carrying out its public protection mandate, believes that the CRJMC of Applicants is an important component of a comprehensive registration process that helps ensure the safety of the public when receiving care from medical laboratory technologists (MLT).

## **8.0 DEFINITIONS**

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A background check refers to the formal documentation provided by a Canadian provincial police department that assesses whether or not an individual has a criminal record with the detailed information that can be legally disclosed.

The CRJMC is the second of three levels of background checks available to individuals through provincial police departments. The Ontario Provincial Police (OPP) states that a Criminal Record and Judicial Matters Check provides the following information:

- Criminal convictions from the Canadian Police Information Centre (CPIC) and/or local databases
- Findings of guilt under the Youth Criminal Justice Act (YCJA) within the applicable disclosure period\*
- Outstanding entries, such as charges and warrants, judicial orders, peace bonds, probation and prohibition orders
- Absolute and Conditional discharges for 1 or 3 years, respectively

Based on the definition above, the following documents are deemed acceptable for CMLTO registration:

- A CRJMC (level 2) from a Canadian local police service,
- A Vulnerable Sector Check (level 3) from a Canadian local police service, or
- A background check from a third-party screening service deemed equivalent by Registration staff that aligns with the OPP's CRJMC requirements. Applicants have access to this service through the CMLTO third-party provider myBackCheck.com

\* It was confirmed by an OPP representative that health regulatory Colleges are not an agency to which police forces may disclose YCJA charges. Therefore, this CRJMC requirement is not applicable.

## 9.0 EXCEPTIONS

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All CMLTO registration requirements are exemptible. However, Applicants must articulate clear reasons for why they cannot provide a CRJMC as part of their application. The Registrar may refer Applicants to the Registration Committee where there is a reasonable doubt that they meet all registration requirements.