

REQUIREMENT TO DISCLOSE POLICE CRIMINAL RECORD CHECKS



Policy P-056
Registration Committee
Approved by Council: April 26, 2017

Note to readers: In the event of any inconsistency between this document and the legislation that affects chiropractic practice, the legislation governs.

INTENT

To clarify the College of Chiropractors of Ontario's (CCO) responsibility to protect the public interest by ensuring that only competent, safe and ethical applicants are registered.

To ensure that applicants for registration to CCO provide a police criminal record check for the purposes of demonstrating good character and disclosing findings of guilt in relation to an offence.

OBJECTIVES

As part of its mandate to regulate the chiropractic profession in the public interest, CCO requires applicants for registration to demonstrate good character in accordance with section 3(4) and disclose findings of guilt in relation to an offence in accordance with section 4(3) of Regulation 137/11 under the *Chiropractic Act, 1991*, as follows:

Section 3(4): The applicant's past and present conduct must afford reasonable grounds for belief that the applicant,

- i. is mentally and physically competent to practise chiropractic,
- ii. will practise chiropractic with decency, integrity, honesty and in accordance with the law,
- iii. has sufficient knowledge, skill and judgment to engage in chiropractic, and
- iv. will display professional behaviour.

Section 4(3): Every applicant is required to provide the College with details of the following with respect to the applicant that occur or arise after the applicant has submitted his or her application, and if the applicant becomes a member, it is a condition of the member's certificate of registration that he or she provide such details:
A finding of guilt in relation to any offence.

As part of its due diligence and efforts to promote openness and accountability, CCO requires applicants for registration to provide a Canadian Police Information Centre (CPIC) Vulnerable Sector (VS) check from the applicant's current jurisdiction in Canada as well as any past jurisdiction(s) in which the applicant has practised. The CPIC VS check verifies whether an

applicant has a criminal record or any record suspensions for sexual offences, and searches local police records for information relevant to the CPIC VS check.

Applicants who are applying from an international jurisdiction shall provide a documentation from their jurisdiction that is substantially equivalent to the CPIC VS.

DESCRIPTION OF POLICY

Procedures

1. The following applicants and members shall submit a CPIC VS check with their application for registration:
 - all applicants for initial registration with CCO, including those moving from another Canadian jurisdiction under the Agreement on Internal Trade,
 - individuals suspended from the findings of a discipline hearing seeking reinstatement with CCO, and
 - Individuals with a revoked license seeking reinstatement with CCO.The CPIC VS check can be obtained from a local police department or the Royal Canadian Mounted Police (RCMP).
2. The CPIC VS check must show that the search of the CPIC database was conducted no more than six months before the date of application for registration.
3. The CPIC VS check must include the following information:
 - Records of discharge which have not been removed from the CPIC system in accordance with the *Criminal Records Act, 1985*, and records of outstanding criminal charges of which the police are aware;
 - The name on the report must match the name that appears on the applicant's registration application;
 - The report must indicate that the search was completed on all names the applicant is currently using or has used;
 - The date of birth that appears on the report must match that on the application;
4. The results of the CPIC VS check must be submitted to CCO directly from the police or RMCP or in a sealed envelope provided to the applicant by the police or RCMP.
5. If the report indicates a criminal record, applicants are required to submit sufficient documentation regarding the criminal charge to facilitate an assessment of the report by the Registration Committee.
6. All reports indicating a criminal record will be referred to the Registration Committee for review. The Registration Committee will review the report and application, consistent with Policy P-054: Determination of Good Character of an Applicant or Member http://cco.on.ca/site_documents/P-054.pdf.

For more resources and instructions on how to obtain a CPIC VS, please consult the following websites:

- Canadian Police Information Centre www.cpic-cpic.ca
- Ontario Provincial Police: www.opp.ca
- Royal Canadian Mounted Police: <http://www.rcmp-grc.gc.ca>

LEGISLATIVE CONTEXT

Regulation 137/11 under the *Chiropractic Act, 1991*

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