

Fair Registration Practices Report

Chiropractors (2017)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

Index

1. [Qualitative Information](#)
2. [Quantitative Information](#)
3. [Submission](#)

1. Qualitative Information

a) Requirements for registration, including acceptable alternatives

i. Describe any improvements / changes implemented in the last year.

CCO Council passed a requirement for applicants to disclose a vulnerable sector police record check.

CCO Council passed a policy describing CCO's commitment to accessibility and accomodating applicants with disabilities.

CCO launched a new online renewal system for members and corporations.

The Registration Committee worked on a flowchart for internal purposes of various requirements the Registration Committee may take for various factual scenarios of applicants. The Committee will continue this work in 2018 with an objective for this flowchart to become a public resource for members and applicants.

The Registration Committee began work on amending its terms of reference and will continue this work in 2018.

ii. Describe the impact of the improvements / changes on applicants.

Applicants are required to submit a vulnerable sector police record check.

Applicants may access the accessibility policy to ensure that they are aware of their rights to request accomodations.

CCO members were able to renew and disclose information to CCO through the online portal.

iii. Describe the impact of the improvements / changes on your organization.

CCO is required to collect this information from applicants for registration.

CCO provided accomodation to an applicant with an alternative legislation and ethics examination and record keeping workshop.

CCO was able to renew members and corporations online and collect extensive information for statistical purposes.

b) Assessment of qualifications

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

c) Provision of timely decisions, responses, and reasons

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

d) Fees

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

e) Timelines

i. Describe any improvements / changes implemented in the last year.

The Registration Committee, in its work on amending its terms of reference, will include a reference to the Committee's commitment to timely review and decisions, including conducting meetings by teleconference.

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

f) Policies, procedures and/or processes, including by-laws

i. Describe any improvements / changes implemented in the last year.

CCO Council approved a policy on accessibility, posted on the CCO website.

CCO Council approved circulation of by-law amendments that would increase information on the public register and ensure consistency with amendments to the *Regulated Health Professions Act, 1991*.

ii. Describe the impact of the improvements / changes on applicants.

Applicants are able to read CCO's policy on accessibility and be aware of their rights to request accommodations for disabilities.

iii. Describe the impact of the improvements / changes on your organization.

CCO accommodated an individual for the legislation and ethics examination.

g) Resources for applicants

i. Describe any improvements / changes implemented in the last year.

CCO Council passed a policy describing CCO's commitment to accessibility and accommodating applicants with disabilities.

The ChiroCare Binder, which is the study resource for CCO's Legislation and Ethics, continues to be updated and is available in electronic format on CCO's website.

ii. Describe the impact of the improvements / changes on applicants.

Applicants can access the policy on accessibility on CCO's website.

iii. Describe the impact of the improvements / changes on your organization.

CCO continues to provide accommodation to members and applicants.

h) Review or appeal processes

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

i) Access to applicant records

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

j) Training and resources for registration staff, Council, and committee members

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

k) Mutual recognition agreements

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

I) Other (include as many items as applicable)

i. Describe any improvements / changes implemented in the last year.

CCO's new online renewal system allows for the collection of increased information for the Health Professions Database.

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year

Bill 87: The Protecting Patients Act amended the Regulated Health Professions Act, 1991 to increase information on the public register.

[BACK TO INDEX](#)

2. Quantitative Information

a) Languages

Indicate the languages in which application information materials were available in the reporting year.

Language	Yes/No
English	Yes
French	Yes

Other (please specify)

Additional comments:

French, upon request.

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	88
Female	86
None of the above	0

Additional comments:

c) Gender of members

Indicate the number of members in each category as applicable. Select the option that best corresponds to the terminology used by your organization.

Gender	Number of Members
Male	2963
Female	1839
None of the above	0

Additional comments:

d) Jurisdiction where applicants obtained their initial education

Indicate the number of applicants by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
145	4	25	n/a 0 Total 0	0	174

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

e) Jurisdiction where applicants who became registered members obtained their initial education

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
145	4	25	n/a 0 Total 0	0	174

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the

profession or trade was obtained.

Additional comments:

f) Jurisdiction where members were initially trained

Indicate the total number of registered members by jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
3503	14	1246	Australia 18 U.K. 18 New Zealand 3 Total 39	0	4802

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

g) Applications processed

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
New applications received	145	5	25	0	0	175
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	145	5	25	0	0	175
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	0
Applicants who met all requirements and were authorized to become members but did not become members	0	0	0	0	0	0
Applicants who became FULLY registered members	140	5	24	0	0	169
Applicants who were authorized to receive an alternative class of licence³ but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence³	1	0	0	0	0	1

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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¹ An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

Additional comments:

One applicants was issued a certificate of registration with terms, conditions and limitations.

h) Classes of certificate/license

Indicate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	General (active)	Description (a)
		A license which grants the member to right to practise chiropractic within the chiropractic scope of practice, and in accordance with CCO regulations, standards of practice, policies and guidelines, in Ontario. The member may bill third party payors under his/her license.
b)	General (terms, conditions or limitations)	Description (b)
		A license where the member must practise in accordance with specific terms, conditions or limitations set by the Registration Committee (eg., supervised practice).
c)	Inactive	Description (c)
		A member must not practise chiropractic, perform any controlled acts or bill third-party payors.
d)	Retired	Description (d)
		A member must not practise chiropractic, perform any controlled acts or bill third-party payors.
e)	Temporary	Description (e)

A license which grants an individual who is licensed in another regulated jurisdiction a right to practise chiropractic in Ontario for a period of time not exceeding 12 weeks.

Additional comments:

i) Reviews and appeals processed

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	13	0	3	0	0	16
Applicants who initiated an appeal of a registration decision	0	0	0	0	0	0
Appeals heard	0	0	0	0	0	0
Registration decisions changed following an appeal	0	0	0	0	0	0

Additional comments:

j) Paid staff

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	11
Staff involved in appeals process	3
Staff involved in registration process	3

Additional comments:

[BACK TO INDEX](#)

3. Submission

I hereby certify that:

Name of individual with authority to sign on behalf of the organization:

Ms Jo-Ann Willson

Title:

Registrar and General Counsel

Date:

2018/03/01

[BACK TO INDEX](#)