

Fair Registration Practices Report

Chiropractors (2015)

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.

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

b) Assessment of qualifications

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

The Registration Committee has directed members who are re-entering practice after being out of practice for a period of 2-5 years to take a 6 hour course in spinal adjustment or manipulation as one of the ways to demonstrate competency to practice, consistent with the Registration Regulation. This has been reflected in amendments to Policy P-053: Returning to the General Class of Registration.

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

Applicants have found courses that are relevant to their practice styles and techniques.

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

The addition of this requirement is one more way in which the Registration Committee protects the public interest by ensuring that members re-entering practice after an absence are competent to practise the profession.

c) Provision of timely decisions, responses, and reasons

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

There has been no changes to timelines; however, the process and timelines for making decisions have been explained more thoroughly on CCO's website.

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

Applicants are able to find out timelines for decisions more readily by consulting CCO's website.

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

CCO is able to point applicants to a specific section on CCO's website relating to timelines for decisions.

d) Fees

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

CCO has made the information relating to fees more readily accessible on CCO's website. This includes fees charged by third party examination organisations as well as CCO fees.

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

Applicants are able to access information related to fees in one section on CCO's website.

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

CCO is able to point applicants to a specific section on CCO's website for information relating to fees.

e) Timelines

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

CCO has made information related to timelines more readily accessible on CCO's website.

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

Applicants are able to access information related to timelines more easily in one section on CCO's website.

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

CCO is able to point applicants to one section on CCO's website for information related to timelines.

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

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

CCO has approved minor amendments to Policy P-053: Returning to the General Class of Registration, to reflect how an applicant demonstrates competency to practise when being out of practice for a period of 2-5 years and returning to the General class of registration.

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

Applicants are able to access information about requirements for re-entering practice.

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

CCO applies consistent standards to applicants re-entering the General class of registration. The public interest is further protected by applicants having to take a course in spinal adjustment or manipulation (controlled act) prior to re-entering practice.

g) Resources for applicants

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

More information relating to the Registration process has been posted in the "Prospective Members" section of CCO's website. All study material for CCO's legislation and ethics examination is available.

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

Applicants may access study and informative material more readily and can study for the examination prior to being mailed the ChiroCare binder.

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

CCO can point applicants to the website to access information and resources.

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.

Council members and staff continue to take continuing education courses related to their duties at CCO. This includes orientations, courses and seminars related to the Registration process.

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.

CCO council members and staff continue to educate themselves on developments and best practices in the Registration process.

k) Mutual recognition agreements

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

CCO continues to register applicants from other Canadian jurisdictions, consistent with the Agreement on Internal Trade, and dialogue with other jurisdictions regarding policies and procedures in this area.

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

Applicants continue to become registered consistently with the Agreement on Internal Trade.

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

CCO applies the principles and procedures of the Agreement on Internal Trade to the review of applicants.

l) Other (include as many items as applicable)

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

The Registration Committee continues to meet via teleconference once a month or more on an as needed basis, to ensure Registration Committee decisions are made in a timely manner.

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

No changes this year

[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 available on request.

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	90
Female	102
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	2948
Female	1743
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
170	2	42	U.K. 2 Australia 1 New Zealand 1 Total 4	0	218

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
150	1	37	U.K. 2 Australia 1 New Zealand 1 Total 4	0	192

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
3379	11	1258	U.K. 19 Australia 18 New Zealand 3 Total 40	15	4703

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	170	2	42	4	0	218
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	162	2	40	4	0	208
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	5	0	2	0	0	7
Applicants who became FULLY registered members	162	2	40	4	0	208
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	2	0	1	0	0	3

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:

Three applicants were issued inactive licenses in 2015.

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)	<p>Description (a)</p> <p>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.</p>
b)	General (terms, conditions or limitations)	<p>Description (b)</p> <p>A license where the member must practise in accordance with specific terms, conditions or limitations set by the Registration Committee (eg., supervised practice).</p>
c)	Inactive	<p>Description (c)</p> <p>A member must not practise chiropractic, perform any controlled acts or bill third-party payors.</p>
d)	Retired	<p>Description (d)</p> <p>A member must not practise chiropractic, perform any controlled acts or bill third-party payors.</p>
e)	Temporary	<p>Description (e)</p> <p>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.</p>

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 1st to December 31st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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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	16	2	9	2	0	29
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:

All application noted were reviewed by the Registration Committee. No decisions were appealed. These reviews generally relate to applicants who have been out of practice for more than 2 years, applying to return to the General class, and experienced applicants applying from other jurisdictions.

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	10
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:

Jo-Ann Willson

Title:

Registrar and General Counsel

Date:

2016/02/26

[BACK TO INDEX](#)
