


# Welcome to CASLPO E-Forum

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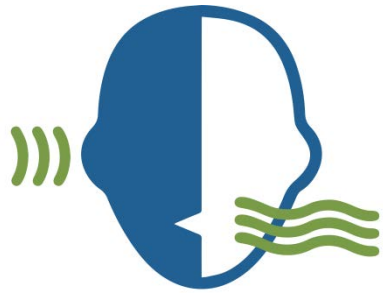
We will carry out a **sound check 5 minutes** before the start of the webinar. Until then, you will not hear us.

## Tips for good Adobe connection

1. Use Google Chrome  as your browser
2. Make sure this webinar is your only site up on your computer. Exit **Outlook** and other internet sites
3. Hard wire connection (blue cable) is better than Wi-Fi
4. Check your speakers are plugged in and switched on
5. If you have problems with sound, refresh or exit Adobe Connect and re-enter

College of Audiologists and Speech-Language Pathologists of Ontario

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## What You Need to Know If You Are Changing Your Registration Status

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Webinar Date: Thursday, August 16, 2018

Time: 12:00pm to 1:00pm

Presented by: Colleen Myrie, Director of Registration Services

This webinar will answer your questions about:

- Determining your patient care and related work hours
- Becoming a Non-Practising member
- Returning to work after being a Non-Practising member
- Retiring and Life membership
- Resigning from the College

# DETERMINING YOUR PATIENT CARE AND RELATED WORK HOURS

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All general members are required to keep their practice skills current.

At renewal, each general member must declare if they have satisfied the following requirement as evidence of their current practice skills:

- Provided at least **750 hours** of patient care or related work in audiology or speech-language pathology in the last **3 years** period.

What hours should you include when calculating your patient care or related work hours?

Patient Care includes direct care and supervision of direct care.

Direct patient/client care is defined as professional activities on behalf of a client and includes:

- Assessment of the hearing, communication or swallowing abilities and needs of the client.
- Recommending, developing or implementing a treatment and/or management program based on the client's abilities and needs.

- Counseling and consulting with the families /caregivers and/or other parties or individuals directly associated with the client.
- Other client management activities such as discharge, referrals, follow-up, report writing, case conferences.
- Conducting research in speech-language pathology or audiology that involves the assessment or management of patients with communication disorders.



Supervision of direct patient/client care includes:

- Overseeing and evaluating the clinical work of speech-language pathologists or audiologists (e.g. conducts performance evaluations or case reviews, assesses written reports, monitors professional standards).
- Determining, on professional grounds, whether an individual client should receive or be discharged from speech-language pathology or audiology services.

Supervision of direct patient/client care includes:

- Supervising research in speech-language pathology or audiology that involves the assessment or management of clients with communication disorders.

### Related Work includes:

- Making decisions on the organization and delivery of clinical services in speech-language pathology or audiology.
- Educating speech-language pathologists or audiologists concerning services or products that may be employed in the assessment or management of patients with communication disorders.

### Related Work includes:

- The administration for professional organizations where the member sets or maintains professional standards of practice for speech-language pathologists or audiologists.

You might be at risk of not meeting the currency requirements, if you:

- Work in casual positions where hours fluctuate or
- Took a leave from practice

To renew your certificate for 2018-2019, you must review the last three registration periods to determine if you meet the requirement for patient care or related work:

1. October 1, 2017 to September 30, 2018
2. October 1, 2016 to September 30, 2017
3. October 1, 2015 to September 30, 2016

## Example 1:

Oct 1, 2017 to Sep 30, 2018 – **0 hours**

Oct 1, 2016 to Sep 30, 2017 – **0 hours**

Oct 1, 2015 to Sep 30, 2016 – **2000 hours**

✓ Derek has met the requirement to maintain your general member for 2018-2019

## Example 2:

Oct 1, 2017 to Sep 30, 2018 – **0 hours**

Oct 1, 2016 to Sep 30, 2017 – **300 hours**

Oct 1, 2015 to Sep 30, 2016 – **300 hours**

**X** Sarah has not met the requirement to maintain your general member for 2018-2019.



General members who DO NOT meet this requirement (i.e. 750 hours in the last three years) have **2 options**:

- Become a non-practising member; or
- Maintain a general certificate and be peer assessed.



## BECOMING A NON-PRACTISING MEMBER

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## What are the requirements?

- Must hold a general certificate and be in good standing with the College, or
- Be eligible to be issued a general certificate.
- Must have completed a minimum of **2 years** of practice.

## What are the conditions?

You can use the following professional titles:

- Audiologist
- Speech-Language Pathologist
- Speech Therapist

You can't undertake any of the duties of an audiologist or a speech-language pathologist while holding non-practising registration.

You must pay an annual fee (i.e. **\$375**)

You are not required to participate in QA program (i.e. No SAT or CLACs required)

You are exempt from requalifying and meeting current requirements when you apply for a general certificate (i.e. coursework, practicum, examination, etc.).

You must designate an address and a telephone number as your business address and telephone number for the public register while you are a non-practising member.

You are not required to provide the College with proof of professional liability insurance coverage.

Your Non-Practising certificate is valid for **12 months** (i.e. October 1<sup>st</sup> until September 30<sup>th</sup>)

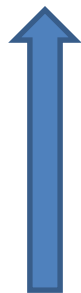
To become a Non-Practising member, you must select a different membership status button when you renew.

Renew As

**General**

Select this option if if you intend to practice in Ontario in the coming membership year (Oct 1 to Sep 30).

Select a different Membership Status.





## Effective Date of Status Change:

2 options:

- **October 1<sup>st</sup>** or
- **November 1<sup>st</sup>**

If you wish to work in the month of October and then become a non-practising member for the remainder of the registration period, you must request that your change of status be effective on November 1<sup>st</sup>.

An additional fee of **\$30** will be added when you make your renewal payment to enable you to practice in the month of October.



# RETURNING TO WORK AFTER BEING A NON-PRACTISING MEMBER

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### Requirements:

- **750 hours** of patient care or related work in audiology or speech-language pathology during the last three years,

OR

- Successful completion of further education or training or any combination of education and training that is specified by the Registration Committee.

If you are an non-practising member and you wish to return to work during up-coming registration year, you should request a change of status when you renew your certificate.

Each request to change status must be reviewed by College staff before the change becomes effective.

If you wish to return to work any time in the month of September, you must renew in August, and request that your change of status be effective on September 1<sup>st</sup>.

An additional fee of **\$30** will be added when you make your renewal payment to enable you to practice in the month of September.

If you wish to return to work at any time between November 1<sup>st</sup> and August 30<sup>th</sup>, you must email the following items to the College:

1. A request to change status back to general
2. A statement confirming that you have provided 750 hours of patient care or related work in audiology or speech-language pathology in the last 3 years
3. Confirmation that you have professional liability insurance coverage that meets the requirements set out in by-law 2011-7A



4. an application fee of **\$150** and
5. the difference between the fee paid for the non-practising certificate and the general certificate (i.e. currently **\$375**).





If you retired from practicing your profession midway through the registration year, you have the following options:

- Life membership or
- Resigning from the College

## **What are the requirements?**

You must holds or have previously held a general or academic certificate

You are not in default of any payment or obligation owed to the College

You are not the subject of any proceedings for professional misconduct, incompetence or incapacity.

## **What are the requirements?**

You are not the subject of an outstanding order

You are not in breach of an order

You are not in violation of a decision of the ICRC requiring an oral caution or a SCERP.

You are not the subject of an ongoing inquiry or investigation

You have permanently retired from practice

### **What are the conditions?**

You can use the following professional tiles:

- Audiologist - Retired
- Speech-Language Pathologist - Retired
- Speech Therapist - Retired

A life member can't undertake any of the duties of an audiologist or a speech-language pathologist.

A life member can not hold themselves out as a person qualified to practice in Ontario as an audiologist or a speech-language pathologist.

You must pay an annual fee (i.e. **\$70**)

You are not required to participate in QA program (i.e. No SAT or CLACs required)

You must requalifying and meeting current requirements if you wish to return to work as a general member (i.e. coursework, practicum, examination, etc.).

You are not eligible to vote in Council elections.



You are not eligible for nomination or election to Council.

You are not required to provide the College with proof of professional liability insurance coverage.

Your Life membership is valid for **12 months** (i.e. October 1<sup>st</sup> until September 30<sup>th</sup>)



## RESIGNING FROM THE COLLEGE

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### **What are the requirements?**

You must formally resign from the College, in writing or using CASLPO's member portal.

### **To resign:**

1. Log into CASLPO's Member Portal and click the link to renew.
2. Select the link to change your membership status and select resigned.
3. Follow the instructions to complete your resignation request.

College staff will review your resignation request and you will be contacted by email when your request has been processed.

### **After your resignation:**

You can't use the following professional titles:

- Audiologist
- Speech-Language Pathologist
- Speech Therapist
  
- You can't undertake any of the duties of an audiologist or a speech-language pathologist.
  
- You can't hold themselves out as a person qualified to practice in Ontario as an audiologist or a speech-language pathologist.

### **After your resignation:**

If you resign midway through the year, the annual fee or a portion of the fee paid for the current registration period will not be refunded.

CASLPO recommends that resigning members ensure that they have adequate insurance coverage subject to the needs of their practice.

You must take reasonable steps to notify each patient/client of your intended practice closure.



### **After your resignation:**

You must take reasonable steps to find alternative care for your patients/clients or ensure that you have provided a reasonable period of time for your patients/clients to arrange their own alternative services.

You must also ensure records are transferred to successors or another member or otherwise retained or disposed of in a secure manner.

### **After your resignation:**

You are still subject to the College's jurisdiction in cases of alleged professional misconduct or incompetence for your conduct during the time when you were a member.

You must requalifying and meeting current requirements if you wish to return to work as a general member (i.e. coursework, practicum, examination, etc.).

