

# Fair Registration Practices Report

## Chiropodists (2016)

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.

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## 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.

No changes this year

<b>ii. Describe the impact of the improvements / changes on applicants.</b>
No changes this year
<b>iii. Describe the impact of the improvements / changes on your organization.</b>
No changes this year
<b>c) Provision of timely decisions, responses, and reasons</b>
<b>i. Describe any improvements / changes implemented in the last year.</b>
No changes this year
<b>ii. Describe the impact of the improvements / changes on applicants.</b>
No changes this year
<b>iii. Describe the impact of the improvements / changes on your organization.</b>
No changes this year
<b>d) Fees</b>
<b>i. Describe any improvements / changes implemented in the last year.</b>
No changes this year
<b>ii. Describe the impact of the improvements / changes on applicants.</b>
No changes this year
<b>iii. Describe the impact of the improvements / changes on your organization.</b>
No changes this year

<p><b>e) Timelines</b></p> <p><b>i. Describe any improvements / changes implemented in the last year.</b></p>
No changes this year
<p><b>ii. Describe the impact of the improvements / changes on applicants.</b></p>
No changes this year
<p><b>iii. Describe the impact of the improvements / changes on your organization.</b></p>
No changes this year
<p><b>f) Policies, procedures and/or processes, including by-laws</b></p> <p><b>i. Describe any improvements / changes implemented in the last year.</b></p>
No changes this year
<p><b>ii. Describe the impact of the improvements / changes on applicants.</b></p>
No changes this year
<p><b>iii. Describe the impact of the improvements / changes on your organization.</b></p>
No changes this year
<p><b>g) Resources for applicants</b></p> <p><b>i. Describe any improvements / changes implemented in the last year.</b></p>
No changes this year
<p><b>ii. Describe the impact of the improvements / changes on applicants.</b></p>
No changes this year

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

No changes this year

**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
<b>ii. Describe the impact of the improvements / changes on applicants.</b>
No changes this year
<b>iii. Describe the impact of the improvements / changes on your organization.</b>
No changes this year
<b>k) Mutual recognition agreements</b>
<b>i. Describe any improvements / changes implemented in the last year.</b>
No changes this year
<b>ii. Describe the impact of the improvements / changes on applicants.</b>
No changes this year
<b>iii. Describe the impact of the improvements / changes on your organization.</b>
No changes this year
<b>l) Other (include as many items as applicable)</b>
<b>i. Describe any improvements / changes implemented in the last year.</b>
No changes this year
<b>ii. Describe the impact of the improvements / changes on applicants.</b>
No changes this year
<b>iii. Describe the impact of the improvements / changes on your organization.</b>

No changes this year
<b>Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year</b>
No changes this year

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## 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	No
Other (please specify)	
Additional comments:	

### b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	13
Female	22
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	326
Female	366
None of the above	0

**Additional comments:**

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**d) Jurisdiction where applicants obtained their initial education**

Indicate the number of applicants by the jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
28	0	1	Australia	0	35
			1		
			Scotland		
			2		
			U.K.		
			2		
S. Africa					
1	Total				
6					

<sup>1</sup> 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:**

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**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 education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
27	0	0	U.K.	0	29
			2		
			Total		
2					

<sup>1</sup> 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:**

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**f) Jurisdiction where members were initially trained**

Indicate the total number of registered members by jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
573	2	77	26 U.K. 2 Australia 3 S. Africa 7 Scotland 2 Ireland 40 Total	0	692

<sup>1</sup> 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 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
<b>New applications received</b>	28	0	1	6	0	35
<b>Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)</b>	28	0	1	6	0	35
<b>Inactive applicants (applicants who had no contact with your organization in the reporting year)</b>	0	2	11	13	0	26
<b>Applicants who met all requirements and were authorized to become members but did not</b>	0	0	0	0	0	0



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 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
become members						
Applicants who became FULLY registered members	27	0	0	2	0	29
Applicants who were authorized to receive an alternative class of licence <sup>3</sup> but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence <sup>3</sup>	0	0	0	0	0	0

<sup>1</sup> 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:**

**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
		Description (a)
a)	General Certificate of Registration	<p>The applicant must have successfully completed a post-secondary program approved by the Council whose curriculum includes courses in health sciences, chiropodial sciences, humanities and clinical education that, in the opinion of the Council, are relevant to the scope of practice of the profession.</p> <p>2. The applicant must have successfully completed the</p>

examinations set or approved by the Council.

2.1 The applicant must have successfully completed a jurisprudence examination set or approved by the Council.

3. The applicant must have engaged in clinical practice for a total of at least three months during the two years immediately preceding the date of the application.

4. Where, in the opinion of the Registration Committee, the program that the applicant completed is deficient in one or more aspects, the applicant must give a written undertaking to the College whereby he or she agrees to abide by any terms, conditions and limitations imposed by the Registration Committee on his or her certificate of registration until the applicant meets the educational requirements set by the Registration Committee.

5. The applicant must be a Canadian citizen or a permanent resident of Canada or authorized under the Immigration and Refugee Protection Act (Canada) to practise the profession in Canada. O. Reg. 880/93, s. 4 (1); O. Reg. 92/12, s. 2.

**Additional comments:**

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**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 <sup>st</sup> to December 31 <sup>st</sup> 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	0	0	0	0	0	0
Applicants who initiated an appeal of a registration decision	0	0	0	0	0	0

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 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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	3
Staff involved in appeals process	1
Staff involved in registration process	2

Additional comments:

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### 3. Submission

**Submission**

I hereby certify that:

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

Felecia Smith

**Title:**  
Registrar & CAO

**Date:**  
2017/02/22

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