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Page 1: Fair Registration Practices Report 2021

Q1

Please indicate which regulator you are and your main point of contact should we require follow up.

College of Chiropodists of Ontario Nicole Zwiers, B.A (Hons) LLB, LLM Registrar/CEO registrar@coccoo.on.ca Local (416) 542-1333 or Toll-free 1 (877) 232-7653 Ext. 225

Q2

Section 1 - During the reporting period (January 1st– December 31st, 2021), please indicate if your organization has introduced any changes in the following areas impacting your registration processes by clicking on each of the appropriate boxes below.Registration requirements either through regulation, by-law or policy.

Q3	No
New or consolidated class of certificates or licenses	
Q4	No
Assessment of qualifications	
Q5	No
Timelines for registration, decisions and/or responses	
Q6	No
Registration and assessment fees	

No

Q7 Resources for applicants	No
Q8 Changes to internal review or appeal process	No
Q9 Access by applicants to their records	No
Q10 Mutual recognition agreements	No
Q11 Training and resources for staff regarding registration	No
Q12 Relationship with third party service provider(s)	No
Q13 Accreditation of educational programs	No
Q14 Technological or digital improvements	Yes, Description of Change/Improvement that would impact Fair Registration Outcomes: Minor changes to the online application process to help enhance clarification for applications.
Q15 Anti-racism and inclusion-based policies and practices	No
Q16 Organizational structure	Yes, Description of Change/Improvement that would impact Fair Registration Outcomes: In 2021 there was a new registrar appointed to the organization and a new Manager of Registration, Examinations & Quality Programs position created to allow better oversight and focus on the registration and quality assurance areas.

Q17 Contingency or continuity of operations plans	Yes, Description of Change/Improvement that would impact Fair Registration Outcomes: At the October 2021 meeting, Council approved a new Reserve Fund Policy that sets out the level the College needs to build and maintain in order to meet legislative requirements in the event of unexpected expenses or a reduction in revenue. The Reserve Fund Policy is available on the College's website.
Q18	No
Documentation requirements for registration	
Q19	No
English / French language proficiency testing	
Q20	Respondent skipped this question
Section 2 – If applicable, please list your organization's top three accomplishments during the reporting period that relate to fair registration practices.	
Q21	Respondent skipped this question
Section 3 – If applicable, please list the top three risks that impacted your organization's ability to achieve better registration outcomes for applicants during the reporting period. Please also indicate the measures you have taken to mitigate the impacts of these risks.	
Q22	No
Section 4 – Do you believe that you have a Canadian Experience Requirement (CER)? If so, please describe the applicant competencies that you seek to develop through this requirement in the comment box below CER: work experience or experiential training obtained in Canada.	
Q23	English
QUANTITATIVE SECTION The following quantitative information is collected for the purpose of discerning statistical changes and trends related to a regulator's membership, application volumes, licensure/certification results, and appeals year over year. Languages Indicate the languages in which you make available application materials and information about the application process.	

Q24 Membership Data Demographics Data As of December 31, 2021, please indicate the number of members in each gender category identified below and the number of total members.	Total Male Total Female Total Non-binary Gender not provided Overall Total	439 356 0 5 800
Q25 In relation to your members: Do you collect race-based data?	No	
Q26 Do you collect other identity-based or demographics data?	No	
Q27 Do you plan to collect race-based data in the future?	No	
Q28 Class of License/Certificate Data As of December 31, of the reporting year, please indicate the number of members under each class or license category as applicable.	Full/Independent Practice Provisional/Limited License/Certificate Emergency License/Certificate All other classes Overall Total	800 0 0 0 800

Jurisdiction where members were initially trainedAs of December 31, of the reporting year, please indicate the membership type and total number of registered members for each category listed below.

Ontario	677
Other Canadian Provinces and Territories	4
USA	67
Other Countries	52
Multiple and/or Unspecified Jurisdiction	0
Total	800

Please indicate the total number of registered members for the top 12 international countries or jurisdictions where these individuals obtained their initial education in the profession or trade.

1	United States of America	
2	United Kingdom	
3	Australia	
4	South Africa	
5	Spain	
Q31	Total Male	19
Applications Data Demographics Data Indicate the number	Total Female	26
of applicants who filed an application between January 1	Total Non-binary	0
and December 31 of the reporting year, in each applicable category.	Gender not provided Overall Total	0 45
Q32	No	
In relation to the applications, you received:Do you collect race-based data?		
Q33	No	
Do you collect other identity-based or demographics data?		

Q34

Category of Applicants Number of applicants who voluntarily or involuntarily (through inactive and lapsed applications) withdrew from the application process between January 1 and December 31, 2021:

4

Q35

Please indicate the total number of applicants from Ontario who filed an application between January 1 and December 31, 2021 for the following categories as applicable.

Number of Applicants	38
Number of Applicants	33
Licensed/Certified	
Average Time to Process	29
Application in Weeks from	
First Point of Applicant	
Contact	
Average Time to Process	4
Application in Weeks from	
Receipt of all Required	
Documents	

Q36 Please indicate the total number of applicants from Canadian provinces and territories (excluding Ontario) who filed an application between January 1 and December 31, 2021 for each of the following categories as applicable.	Number of applicants Number of applicants fully licensed/certified Average Time to Process Application in Weeks from First Point of Applicant Contact Average Time to Process Application in Weeks from Receipt of all Required Documents	3 2 23 8
Q37 Please indicate the total number of certificate-to-certificate (labour mobility) applicants who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants Number of applicants fully licensed/certified Average Time to Process Application in Weeks from First Point of Applicant Contact Average Time to Process Application in Weeks from Receipt of all Required Documents	0 0 0
Q38 Please indicate the total number of applicants from international jurisdictions (not including USA) who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants Number of applicants fully licensed/certified Average Time to Process Application in Weeks from First Point of Applicant Contact Average Time to Process Application in Weeks from Receipt of all Required Documents	4 1 28 5

Q39 Please indicate the total number of applicants from multiple and/or jurisdictions not specified who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants0Number of applicants fully0licensed/certified0Average Time to Process0Application in Weeks fromFirst Point of ApplicantContact0Average Time to Process0Average Time to Process0Application in Weeks from0Receipt of all Required0Documents0
Q40 Please indicate the total number of applicants from accredited Canadian post-secondary institutions who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants39Number of applicants fully33licensed/certified33Average Time to Process27Application in Weeks fromFirst Point of ApplicantContact23Average Time to Process23Application in Weeks from23Application in Weeks from24Application in Weeks from24Application in Weeks from24Application in Weeks from24 </td
Q41 Please indicate the total number of applicants who re- registered after withdrawing from the application process between January 1 and December 31, 2021 for each of the categories as applicable.	Number of applicants0Number of applicants fully0licensed/certified0Average Time to Process0Application in Weeks from0First Point of Applicant0Contact0Average Time to Process0Average Time to Process0Receipt of all Required0Documents0
Q42	Respondent skipped this question

Please provide any additional comments you may have for questions 33-41.

Jurisdiction where applicants obtained their initial educationPlease indicate the total number of applicants for the top 12 international countries or jurisdiction where applicants obtained their initial education in the profession or trade.

1	Great Britian - 4
2	Australia - 1
3	Mexico - 1

Q44

Processing Time As of December 31, 2021, how many full licenses/certificates did your organization issue?

36

Q45 Please indicate the total number of applicants who received full licensure/certification between January 1 and December 31, 2021, according to the following timelines.	0 – less than 3 months 3 months – less than 6 months 6 months – less than 12 months	0 0 36
	12 months – less than 18 months	0
	18 months – less than 24 months	0
	24 months and greater	0

Q46

Age of Active Applications As of December 31, 2021 what were the total number of active applications in your case inventory?

1

Q47	0 – less than 3 months	0
Please provide a breakdown (and total) of active applications according to the length of time (age) that they have been open.	3 months – less than 6 months	0
	6 months – less than 12 months	0
	12 months – less than 18	1
	months	
	18 months – less than 24	0
	months	
	24 months and greater	0
	TOTAL	0

Other Licenses/Certificates of Registration ProcessedPlease indicate the number of applicants who were issued an alternative class of license* that your organization processed in the reporting year (January 1-December 31, 2021).Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.* An alternative class of license/certificate enables the holder to practice with limitations, but additional requirements must be met for the member to be fully licensed/certified.

Ontario	0
Other Canadian Provinces	0
and Territories	
Certificate to Certificate	0
(Labour Mobility)	
USA	0
Other International	0
Other International Multiple and/or Unspecified	0
	Ŭ
Multiple and/or Unspecified	Ŭ

Q49

Other Licenses/Certificates of Registration ProcessedPlease indicate the number of applications, If applicable, who were issued an emergency license/certificate that your organization processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
and Territories	
Certificate to Certificate	0
(Labour Mobility)	
USA	0
Other International	0
Multiple and/or Unspecified	0
Jurisdictions	
TOTAL	0

Q50

Other Licenses/Certificates of Registration ProcessedPlease indicate the number of Provisional license/certificate or alternative class of license/certificate holders who were fully licensed/certified by your organization which were processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
and Territories	
Certificate to Certificate	0
(Labour Mobility)	
USA	0
Other International	0
Multiple and/or Unspecified	0
Jurisdictions	
TOTAL	0

Q51

Number of Reviews and Appeals Processed State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2021). For applicants who were subject to an internal review or who were referred to a statutory committee of your governing council, such as a Registration Committee. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
USA	0
OtherCountries	0
Multiple and/or Unspecified	0
Countries	
TOTAL	0

052

Q52 State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2021). For applicants who initiated an appeal of a registration decision. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Ontario Other Canadian Provinces USA OtherCountries Multiple and/or Unspecified Countries TOTAL	0 0 0 0		
Q53 State the number of reviews and appeals heard in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Ontario Other Canadian Provinces USA OtherCountries Multiple and/or Unspecified Countries TOTAL	0 0 0 0 0		
Q54 State the number of registration decisions changed following an appeal and/or review that your organization processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Ontario Other Canadian Provinces USA OtherCountries Multiple and/or Unspecified Countries TOTAL	0 0 0 0 0		
Q55 List the top three reason for appeals (by percentage) of a registration decision 1 N/A				
Q56 List the top five reasons (by percentage) for not Issuing a License/Certification to Internationally Trained Individuals 1 Educational Information Not Received - 100%				

Q57

List the top Five Reasons (by percentage) for not Issuing a License/Certification to Canadian Graduates

1 Entry to Practice Exam not Complete - 100%

Q58

Respondent skipped this question

Please provide any additional comments you may have: