



College of Speech and
Hearing Health Professionals
of British Columbia

COLLEGE OF SPEECH AND HEARING HEALTH PROFESSIONALS OF BC

BYLAWS

Includes amendments up to and including [DATE]

[INDEX]

DEFINITIONS AND INTERPRETATIONS

Definitions

1. In these bylaws:

“Act” means the *Health Professions Act*;

“**appointed board member**” means

(i) ~~[Repealed 2016-05-08.]~~

(ii) a person appointed to the board under section 17(3)(b) of the Act;

“**board**” means the board of the college;

“**board member**” means an appointed board member or an elected board member;

“**Board Members’ Code of Ethics**” means ~~the code established by the board, including standards for board members to avoid conflicts of interest~~;

“**client**” means a person who receives a service provided by a registrant, and includes,

(i) ~~a patient at a health care facility~~,

(ii) ~~a resident in a long term care facility~~,

(iii) ~~if the registrant is learning a technique or service, a subject or simulated client~~,

~~(iv) a student attending an elementary or secondary school, and~~

~~(v) if the context so requires, the parent or legal guardian of a child client, or the personal guardian or legal representative of an adult client;~~

“clinical decision support tool” means information created or approved by the quality assurance ~~and professional practice~~ committee that supports clinical decision making, and includes professional guidelines, clinical practice guidelines, clinical procedures and protocols;

~~“Code of Ethics” means the standards of professional ethics for registrants, including standards for avoiding conflicts of interest, established by the board under section 19(1)(l) of the Act and set out in Schedule E;~~

“college” means the College of Speech and Hearing Health Professionals of British Columbia ~~established under section 51(1) of the Act for the professions~~;

“communication health assistant” means a non-registrant employed by a registrant or a registrant’s employer to support the registrant’s practice of a profession;

“deliver”, with reference to a notice or other document, includes mail to or leave with a person, or deposit in a person’s mailbox or receptacle at the person’s residence or place of business, or delivery by email or similar electronic means to a person’s email account;

“elected board member” means

~~(i) [Repealed 2016-05-08.]~~

~~(ii) a registrant elected to the board under section 17(3)(a) of the Act or appointed to the board under section 10;~~

“examination” means a theoretical examination, given orally or in writing, or a practical examination, or any combination of these, and includes a supplemental examination;

“FIPPA” means the *Freedom of Information and Protection of Privacy Act*

“general meeting” means a general meeting of registrants convened under section 37;

“in good standing” means

- (a) in respect of a registrant,
 - (i) the registrant's registration as a member of the college is not suspended under the Act, and
 - (ii) no limits or conditions are imposed on the practice of the registrant under section 20, 32.2, 32.3, 33, 35, 36, 37.1, 38, 39 or 39.1 of the Act, and
- (b) in respect of a member of a regulatory body that governs one or more of the professions in another jurisdiction,
 - (i) the member has met the continuing competency requirements or quality assurance requirements of that regulatory body,
 - (ii) the member has paid the applicable membership fees of that regulatory body,
 - (iii) the member is not the subject of an active complaint investigation or an active citation or disciplinary proceeding initiated by that regulatory body, and
 - (iv) the member does not have any sanctions or restrictions placed on his practice.

“PIPA” means the *Personal Information Protection Act*

“profession” means ~~either the profession one~~ of hearing instrument ~~practice dispensing~~, speech-language pathology or audiology ~~as the context so requires~~;

“professional association” means a health profession association as defined in section 1 of the Act or similar organization, that

- (a) is composed of members who are registrants or persons registered or licensed in another jurisdiction for the practice of audiology, hearing instrument dispensing, or speech-language pathology, and
- (b) has as one of its purposes the promotion of the interests of its members;

“professional misconduct of a sexual nature” means

- (~~ia~~) sexual intercourse or other forms of physical sexual relations between the registrant and the client,
- (~~iib~~) touching, of a sexual nature, of the client by the registrant, or
- (~~iic~~) behaviour or remarks of a sexual nature by the registrant towards the client; but does not include touching, behaviour and remarks by the registrant towards the client that are of a clinical nature appropriate to the service being provided.

“public body” means a “public body” as defined in Schedule 1 of ~~the Freedom of Information and Protection of Privacy Act~~ FIPPA;

“public representative” means a person who

(~~ia~~) is not a registrant or former registrant; and

(~~ib~~) has no close family or business relationship with a registrant or former registrant

and includes an appointed board member;

“quality assurance program” means the program administered by the quality assurance ~~and professional practice~~ committee under section 26.1 of the Act;

“Regulation” means the Speech and Hearing Health Professionals Regulation, B.C. Reg. 413/2008;

“respondent” means a registrant named in a citation under section 37 of the Act;

“special resolution” means a resolution that requires a 75 percent majority vote of those persons present and eligible to vote at a meeting;

~~“Standards of Practice” means the standards, limits or conditions for the practice of a profession by registrants established by the board under section 19(1)(k) of the Act;~~

“supervision” means a situation in which a person’s practice is overseen by a qualified registrant;

“trade union” means a local, provincial or national organization or association of employees that

(a) has as one of its purposes the regulation of relations between those employees and their employers through collective bargaining, and

(b) includes among those employees, registrants employed in their professional capacity as audiologists, hearing instrument practitioners or speech-language pathologists;

Interpretations

1.1. Where a section in these ~~Bylaws~~ bylaws refers to supervision, the scope, nature or form of that supervision is to be applied in accordance with the policy, standard or guideline approved by the ~~Board~~ board which describes the applicable scope, nature or form of that supervision.

DIVISION A – GOVERNANCE AND ADMINISTRATION

Part 1 – College Board

Composition of the board

- 2(1) The board consists of ~~eight~~ 8 elected board members and the appointed board members.
- (2) Of the ~~eight~~ 8 elected board members
- (a) ~~two~~ 2 must be registrants in the profession of hearing instrument practitioners dispensing,
 - (b) ~~four~~ 2 must be speech language pathologists must be registrants in the profession of audiology, and
 - (c) ~~two~~ 4 must be audiologists must be registrants in the profession of speech-language pathology.
- (3) ~~An audiologist or speech language pathologist who is also a hearing instrument practitioner may not be elected or appointed as an elected board member to represent hearing instrument practitioners under subsection (2)(a).~~
- (4) ~~An audiologist who spends over fifty percent of his or her time providing the services of an audiologist and is also a speech language pathologist may not be elected or appointed as an elected board member to represent speech language pathologists under subsection (2)(b).~~
- (5) ~~A speech language pathologist who spends over fifty percent of his or her time providing the services of a speech language pathologist and is also an audiologist may not be elected or appointed as an elected board member to represent audiologists under subsection (2)(c).~~

Voting and non-voting registrants

- 2.1. In an election under section 17(3)(a) of the Act,
- (a) only full registrants and retired registrants are eligible to be elected, and
 - (b) only full registrants, non-practising registrants and retired registrants are eligible to vote.

Notice of election

- 3(1) The registrar must ~~notify~~ deliver notice of an election under section 17(3)(a) of the Act to every registrant ~~eligible to vote under section 2.1(b) of an election~~ by delivering a notice at least 120 days prior to the expiry of the term of office.
- (2) The notice must contain information about the nomination procedure and the election procedure.
- (3) The accidental omission to deliver notice under subsection (1) to, or the non-receipt of such a notice by, a registrant entitled to receive that notice does not invalidate the election, any proceedings in relation to the election, or the results of the election.

Nomination procedure

- 4(1) Subject to subsections (2) to (46), ~~if a vacant or impending vacant board member position under section 2(2) must be filled by a board member from the profession of an active registrant or retired registrant~~ eligible to vote under section 2.1(b), ~~the active registrant or retired registrant~~ may nominate ~~for that position~~ up to ~~two~~ 2 registrants ~~from his or her profession for that position~~ who, under sections 2(2) and 2.1(a), are eligible to be elected ~~under section 2.1(a)~~ to a board member position up for election.
- (2) A full registrant in the profession of hearing instrument dispensing must not be nominated for election to one of the elected board member positions for registrants in the profession of hearing instrument dispensing under section 2(2)(a) if he or she is also a full registrant in one or both of the following:
- (a) the profession of audiology;
 - (b) the profession of speech-language pathology.
- (3) A full registrant in both the profession of audiology and the profession of speech-language pathology may
- (a) subject to paragraphs (b) and (c), be nominated for election to either an elected board member position for the profession of audiology under section 2(2)(b) or an elected board member position for the profession of speech-language pathology under section 2(2)(c),

- (b) only be nominated for election to an elected board member position for the profession of audiology if he or she declares in writing that he or she practices the profession of audiology as much as or more than the profession of speech-language pathology, and
- (c) only be nominated for election to an elected board member position for the profession of speech-language pathology if he or she declares in writing that he or she practices the profession of speech-language pathology as much as or more than the profession of audiology.

(24) A nomination under subsection (1) must

- (a) be delivered to the registrar
 - (i) at least 90 days prior to the expiry of the term of office referred to in section 3(1) for the board member position or positions up for election, and
 - (ii) in a form approved by the registrar, and
- (b) include a signed statement from the nominated registrant
 - (i) consenting to the nomination, and
 - (ii) declaring that he or she will observe the provisions of the Act, the regulations and these bylaws, the procedures related to the election, and the conduct of the election, and
 - (iii) where applicable, declaring that his or her practice complies with either the requirement under subsection (3)(b) or the requirement under subsection (3)(c).

(35) Subject to subsections (2) and (3), A registrant may only be nominated under subsection (1) if the registrant

- (a) is an active registrant or a retired registrant,
- (ba) is in good standing,
- (eb) is not
 - (i) the subject of an investigation under section 33 of the Act, or
 - (ii) named in an unresolved citation issued by the registrar under section 37 of the Act,
- (dc) has paid all fees, fines, levies or debts due and owing to the college, and
- (ed) subject to subsection (46), is not a director or officer of a professional association or a trade union.

(46) A registrant who meets the qualifications set out in subsection (35)(a) to (ed) but holds one of the positions identified in subsection (35)(-ed) may be nominated under subsection (1) if, at the time his or her nomination is delivered under subsection (24), the registrant provides the registrar with a written agreement to resign that position on being elected as ~~an elected~~ a board member.

Election procedure

5(1) Not less than 60 days prior to the expiry of the term of office for the board member position or positions up for election, ~~The~~ the registrar must prepare ~~an election ballot~~ and deliver to each registrant eligible to vote under section 2.1(b) ~~an election ballot not less than 60 days prior to the expiry of the term of office~~

- (a) a copy of the ballot, and
- (b) instructions for completing the ballot and submitting it to the registrar.

~~(2) Each registrant is entitled to one ballot.~~

(32) A registrant eligible to vote under section 2.1(b) is entitled to one ballot and may vote in favour of one candidate for each ~~vacant~~ board member position to be elected regardless of the ~~registrant class~~ profession in which that registrant ~~has been~~ is registered.

(43) The registrar must not count a ballot unless it is

- (a) completed and submitted in accordance with the instructions delivered by the registrar under subsection (1)(b), and
- (b) received by the registrar at least 30 days prior to the expiry of the term of office ~~and is signed by the registrant~~ for the board member position or positions up for election.

~~(4.1) Faxed and electronically scanned ballots are acceptable when the name and signature of the registrant is clearly identified on the ballot.~~

~~(4.2) Anonymous ballots are acceptable when received in an envelope where that has the name of the registrant appear.~~

(54) The ~~person~~ candidate or ~~persons~~ candidates receiving the most votes on the return of the ballots is elected.

(65) In the case of a tie vote, the registrar must select the successful candidate by random draw.

- (76) The registrar must supervise and administer all board elections and may establish procedures, consistent with these bylaws ~~and as approved by the board~~, for that purpose.
- (87) The registrar may determine any dispute or irregularity with respect to any nomination, ballot or election.
- (98) Where, at the close of nominations, the number of ~~persons~~ registrants from a profession nominated under section 4 is less than or equal to the number of board member positions for the profession that are up for election, at the close of nominations, the ~~nominees~~ nominated registrants are deemed to be elected by acclamation.
- (109) The registrar must use Form #1 to certify newly elected members of the board under section 17.1(1) of the Act.

Terms of office

- 6(1) The term of office for an elected board member is ~~three~~ 3 years.
- (2) An elected board member may serve a maximum of ~~three~~ 3 consecutive terms.

Repealed

6.1 [Repealed 2016-05-08.]

Assuming or leaving office

- 7(1) A successful candidate assumes his or her position on the board once that member has presented a completed oath of office or certificate to the registrar under section 17.11(3) of the Act.
- (2) An elected board member may resign at any time by delivering a notice in writing to the registrar and the resignation is effective when received by the registrar.

Removal of elected board member

- 8(1) An elected board member ~~of the board~~ ceases to hold office if he or she
- ceases to ~~become be~~ a ~~member~~ full registrant or a retired registrant in good standing,
 - submits a written resignation to the chair of the board or the registrar,
 - becomes an employee of the college,

- (d) is removed by resolution under section 17.11(5) of the Act,
 - (e) is absent from ~~three~~ 3 or more consecutive board meetings for a reason that the board does not find acceptable, or
 - (f) is elected or appointed to, or becomes employed in, a position described in section 4(3)(e).
- (2) Before the board acts under section 17.11(5) of the Act, a notice of the resolution for removal must be provided to every member of the board then in office, accompanied by a brief statement of the reason or reasons for the proposed removal.
- (3) An elected member of the board who is the subject of a proposed resolution for removal under section 17.11(5) of the Act must be given an opportunity to be heard before the resolution is put to a vote.

Deemed removal of elected board member: Disciplinary proceeding

- 9(1) If an elected member of the board
- (a) has had his or her membership as a registrant cancelled under section 39(2)(e) of the Act, or
 - (b) agrees to a cancellation of his or her membership in a consent agreement reached under section 36(1) of the Act,
- that elected member ceases to hold office.
- (2) If an elected member of the board
- (a) has had his or her membership as a registrant suspended under sections 35(1)(b) or 39(2)(c) of the Act, or
 - (b) agrees to a suspension of his or her membership in a consent agreement reached under section 36(1) of the Act,
- that elected member ceases to hold office during the period of suspension.

Vacancy

- 10(1) ~~Any~~ Where there is a vacancy of an elected board ~~member~~ position, ~~the board may, by special resolution, appoint to the position~~ ~~be filled to the end of that board member's term~~ by a registrant ~~who is eligible to be nominated for the position under section 4 of~~

~~that profession appointed by the remaining members of the board by special resolution of the board.~~

(2) A ~~member of the board~~ registrant appointed to fill a vacancy under subsection (1) serves the remainder of the term of the ~~vacant~~ board ~~position~~ member whose departure from the board created the vacancy.

Delayed application

~~10.1 Sections 6 to 10 do not apply until after the first election referred to in section 17(2)(a) of the Act.~~

Remuneration of board members

11(1) A board member is entitled to be

- (a) paid an honorarium or a per diem, or both, and
- (b) reimbursed by the college for reasonable expenses necessarily incurred in connection with the business of the college,

in the amounts and on such terms and conditions as the board may set out in policies and procedures.

(2) Appointed board members and elected board members must be remunerated equally under the policies and procedures referred to in this section.

Board chair and vice-chair

12(1) Each year, the board members must elect from among their number a chair and a vice-chair by majority vote

- (a) at the first meeting of the board following an election under section 17(2) of the Act, or
- (b) in a year where there is no election under section 17(2) of the Act, at the first meeting that is at least eleven months after the date of the election of the chair and the vice-chair in the year before.

(2) The term of office for the chair and the vice-chair begins at the time they are elected under subsection (1) and ends in the next year at the start of the board meeting described in subsection (1)(a) or (b).

(3) While a board member remains on the board, there is no limit on the number of terms that he or she may serve as the chair or the vice-chair of the board, either in succession or in total.

(4) The chair of the board must

- (a) preside at all meetings of the board and general meetings of the college,
- (b) sign all instruments executed on behalf of the college as required,
- (c) sign the minutes of each meeting after they are approved by the board, and
- (d) act generally in accordance with the requirements of his or her office for the proper carrying out of the duties of the board.

~~(5) The chair of the board is an *ex officio*, non-voting member of all the committees described in Part 2.~~

~~(65)~~ In the absence of the chair of the board, the vice-chair of the board must perform the duties of the chair.

~~(76)~~ If both the chair and the vice-chair of the board are absent from a board meeting, the board members present must elect one of their number by majority vote to be the acting chair for that meeting.

Board meetings

13(1) The board must meet at least 4 times in each fiscal year and must provide reasonable notice of board meetings to registrants ~~and the public~~.

(2) The registrar must call a meeting of the board at the request of either the chair of the board or any 3 board members.

(3) Posting notice of a board meeting on the college website is deemed to meet the requirement for notice to registrants and the public under subsection (1).

(4) The registrar must provide the following to registrants and members of the public on request:

- (a) details of the time and place of a board meeting,
- (b) a copy of the agenda for that meeting, and
- (c) a copy of the minutes of any previous meeting.

- (5) The accidental omission to deliver notice of a board meeting to, or the non-receipt of such notice by, any person entitled to receive notice does not invalidate proceedings at that meeting.
- (6) Despite subsections (1) and (2), the chair of the board may call a meeting of the board without providing notice to registrants and to the public if necessary to conduct urgent business.
- (7) Subject to subsection (8), meetings of the board must be open to registrants and the public.
- (8) The board may exclude any person from any part of a board meeting if it is satisfied that one or more of the following matters may be discussed:
- (a) financial, personal or other matters of such a nature that the interest of any person affected or the public interest in avoiding public disclosure of those matters outweighs the public interest in board meetings being open to the public;
 - (b) information concerning an application by any individual for registration under section 20 of the Act, the disclosure of which would be an unreasonable invasion of the applicant's personal privacy;
 - (c) information concerning a complaint against, or an investigation of, any individual under Part 3 of the Act, the disclosure of which would be an unreasonable invasion of the individual's personal privacy;
 - (d) information the disclosure of which may prejudice the interests of any person involved in
 - (i) a proceeding under the Act, including a disciplinary proceeding under Part 3 of the Act or a review under Part 4.2 of the Act, or
 - (ii) any other criminal, civil or administrative proceeding;
 - (e) personnel matters;
 - (f) property acquisitions or disposals;
 - (g) the contents of examinations;
 - (h) communications with the Office of the Ombudsperson;
 - (i) instructions given to or opinions received from legal counsel under section 58, or any other matter that is subject to solicitor-client privilege;

- (j) information that the college would be required or authorized to refuse to disclose to an applicant making a request for records under Part 2 of ~~the Freedom of Information and Protection of Privacy Act~~ FIPPA;
 - (k) information that the college is otherwise required by law to keep confidential.
- (9) If the board excludes any person from all or a part of a board meeting, its reasons for doing so must be noted in the minutes of the meeting.
- (10) The registrar must ensure that minutes are taken at each board meeting, retained on file and, subject to subsection (11), posted on the college website.
- (11) Before posting board meeting minutes on the college website, the registrar may edit the minutes to remove information about any matter referred to in subsection (8), provided the reasons for removing that information are noted in the edited minutes.
- (12) If some or all of the board members are unable to meet in person, the board may meet and conduct business using videoconference, teleconference and internet conference connections, using any other electronic means or using any combination of these.
- (13) Except as otherwise provided in the Act, the regulations or these bylaws, the most recent edition of *Robert's Rules of Order* governs the procedures at meetings of the board.

Repealed

14~~(1)~~. [Repealed 2017-05-13.]

Repealed

15~~(1)~~. [Repealed 2017-05-13.]

Voting

- 16(1) A majority of the board constitutes a quorum.
- (2) No resolution proposed at a board meeting need be seconded, and the chair of the meeting may move or propose a resolution.
- (3) In case of an equality of votes, the chair of a board meeting does not have a casting or second vote in addition to the vote to which he or she is entitled as a board member and the proposed resolution does not pass.

(4) Voting by proxy is not permitted at a board meeting.

Resolution in writing

- 17(1) Where it is not possible for the board to meet to discuss an urgent issue that requires a prompt decision, the board may vote on resolution by email or any other form of written communication, and if approved in writing by a majority of the board members voting, the resolution is valid and binding and of the same force and effect as ~~if~~ it had been duly passed at a meeting of the board.
- (2) A record of a resolution conducted under subsection (1) must be included in the minutes of the next meeting of the board.

Spokespersons

18. Only the chair of the board or other persons authorized by the chair may speak on behalf of the college concerning board decisions or policies.

~~Board Members' Code of Ethics Repealed~~

19. ~~While carrying out their duties as college officials, a board member must at all times conduct him or herself in a manner that is in keeping with the public interest, the ethical standards of the profession, and the Board Members' Code of Ethics.~~ [Repealed 2019-XX-XX.]

Registrar

- 20(1) In addition to the duties and powers of the registrar under the Act, the registrar is authorized under section 19(2.1) of the Act to
- (a) establish, by bylaw, the forms, certificates~~s~~ or similar documents specified in these bylaws, and
 - (b) require the use of such ~~forms~~ documents by applicants ~~for registration or~~ registrants.
- (2) ~~The~~ Despite section 29(7), the registrar is an *ex officio* (non-voting) member of every committee.

Part 2 – Committees

Registration committee

- 21(1) The registration committee is established consisting of at least ~~nine~~ 5 persons appointed by the board, and must include
- (a) at least ~~two~~ one registrant from each profession, and
 - (b) at least ~~three~~ 2 public representatives.
- (2) The number of public representatives on the registration committee must constitute at least one-third of the total number of persons on the committee.
- (3) In addition to the duties and powers of the registration committee under Parts 2 and 3 of the Act, the committee is responsible for the duties and powers granted to the committee under Division B of these bylaws.

Hearing Instrument Practitioner Examination Advisory Committee

- 21.1(1) The ~~hearing instrument practitioner~~ examination advisory committee is established consisting of at least ~~four audiologists or hearing instrument practitioners~~ 3 registrants appointed by the board, and must include at least ~~two audiologists~~ one registrant from each profession.
- ~~(2) The hearing instrument practitioner examination advisory committee reports to the registration committee.~~
- ~~(32) In addition to any tasks or projects the registration committee may direct the hearing instrument practitioner The~~ examination advisory committee ~~to undertake, the committee~~ is responsible for ~~the following:~~
- (a) developing, ~~under the direction of the registration committee, the content of the practical examinations required by these bylaws that are administered by the college and overseeing the examination;~~
 - ~~(b) developing or selecting the written examinations;~~
 - ~~(eb) monitoring assessing and making recommendations to the board in relation to registration committee on the examination requirements for hearing instrument students to become a full registrant.~~

~~(4) In carrying out its responsibilities, the hearing instrument practitioner examination advisory committee may consult, as it considers necessary or appropriate, with registrants or other individuals who have expertise relevant to a particular area of practice or on any other matter considered by the committee.~~

Inquiry committee

- 22(1) The inquiry committee is established consisting of at least ~~five~~ 5 persons appointed by the board, and must include
- (a) at least one registrant from each profession, and
 - (b) at least ~~two~~ 2 public representatives.
- (2) The number of public representatives on the inquiry committee must constitute at least one-third of the total number of persons on the committee.
- (3) In addition to the duties and powers of the inquiry committee under sections 33 to 37.1 of the Act, the committee is responsible for the duties and powers granted to the committee under Part 14 of these bylaws.

Discipline committee

- 23(1) The discipline committee is established consisting of at least ~~five~~ 5 persons appointed by the board, and must include
- (a) at least one registrant from each profession, and
 - (b) at least ~~two~~ 2 public representatives.
- (2) The number of public representatives on the discipline committee or a panel of the committee must constitute at least one-third of the total number of persons on the committee or panel.
- ~~(3) Subject to section 12(3)(b), a person must not simultaneously be a member of the inquiry committee and the discipline committee.~~
- ~~(4)~~ In addition to the duties and powers of the discipline committee under sections 38 and 39 of the Act, the committee is responsible for the duties and powers granted to the committee under Part 15 of these bylaws.

Quality assurance and professional practice committee

- 24(1) The quality assurance ~~and professional practice~~ committee is established consisting of at least ~~five~~ 5 persons appointed by the board, and must include
- (a) at least one registrant from each profession, and
 - (b) at least ~~two~~ 2 public representatives.
- (2) The number of public representatives on the quality assurance ~~and professional practice~~ committee must constitute at least one-third of the total number of persons on the committee.
- (3) In addition to the duties and powers of the quality assurance ~~and professional practice~~ committee under sections 26.1 and 26.2 of the Act, the committee is responsible for the ~~duties and powers granted to the committee under these bylaws~~.
- (4) ~~The quality assurance and professional practice committee is responsible for the following:~~
- (a) preparing ~~the Code of Ethics and the Standards of Practice~~ for approval by the board standards of practice and clinical decision support tools to enhance the quality of practice and to reduce incompetent, impaired or unethical practice among registrants ~~for approval by the board~~, including standards of practice for registrants who are granted a certified practice certificate under Part 10;
 - (b) reviewing existing ~~Code of Ethics and Standards of Practice~~ standards of practice and clinical decision support tools, including standards of practice for registrants who are granted a certified practice certificate under Part 10, and ~~to~~ recommending to the board changes to those standards and support tools ~~to the board for its approval~~;
 - (c) preparing for approval by the board requirements for certified practice certificates under Part 10;
 - (d) establishing and maintaining a quality assurance program to promote high standards of practice among registrants;
 - (e) assessing the professional performance of registrants;
 - (f) approving continuing competency courses or programs required in these bylaws.

~~Advanced competency Certified practice~~ advisory committee

- 25(1) An ~~advanced competency~~ certified practice advisory committee is established consisting of the following persons appointed by the board:

- (a) at least ~~six~~ 6 registrants with equal representation from each profession;
 - (b) at least one physician confirmed by the College of Physicians and Surgeons of British Columbia as suitable for membership on the committee.
- (2) Notwithstanding section 29(4), the ~~advanced competency~~ certified practice advisory committee must report to the quality assurance ~~and professional practice~~ committee and do so in a form and at a time as directed by the quality assurance ~~and professional practice~~ committee.
- (3) In addition to any tasks or projects the quality assurance and professional practice committee may direct the ~~advanced competency~~ certified practice advisory committee to undertake, the ~~certified practice advisory~~ committee is responsible for:
- (a) developing for consideration by the quality assurance and professional practice committee the standards of practice for registrants who are granted a~~n advanced competency~~ certified practice certificate under Part 10;
 - (b) monitoring the application of the ~~approved~~ standards ~~approved by the quality assurance and professional practice committee under paragraph (a)~~ of practice approved by the board for registrants who are granted a certified practice certificate under Part 10 and recommending to the quality assurance and professional practice committee revisions to those standards;
 - (c) developing for consideration by the quality assurance and professional practice committee the requirements for certified practice certificates under Part 10;
 - (d) monitoring the application of the requirements approved by the board for certified practice certificates under Part 10 and ~~making recommendations to the board in relation to those requirements for advanced competency certificates under Part 10 standards~~ and recommending to the quality assurance and professional practice committee revisions to those requirements;
 - (e) assisting the registration committee with the review and evaluation of applications for certified practice certificates and renewal of certified practice certificates.
- ~~(3) In carrying out its responsibilities, the advanced competency certified practice advisory committee may consult, as it considers necessary or appropriate, with registrants or other individuals who have expertise relevant to a particular area of practice or on any other matter considered by the committee.~~

Client relations committee Repealed

26(1) The client relations committee is established consisting of at least five persons appointed by the board, and must include

- (a) at least one registrant from each profession, and
- (b) at least one public representative.

(2) The number of public representatives on the client relations committee must constitute at least one third of the total number of persons on the committee.

(3) The client relations committee is responsible for:

- (a) establishing and maintaining procedures by which the college deals with complaints of professional misconduct of a sexual nature;
- (b) monitoring and periodically evaluating the operation of procedures established under paragraph (a);
- (c) developing and coordinating, for the college, educational programs on professional misconduct of a sexual nature for registrants and the public as required
- (d) establishing a client relations program to prevent professional misconduct, including professional misconduct of a sexual nature;
- (e) developing guidelines for the conduct of registrants with their clients;
- (f) providing information to the public regarding the college's complaint and disciplinary process. [Repealed 2019-XX-XX.]

Finance and administration audit committee

27(1) The finance and administration audit committee is established consisting of at least three 3 persons appointed by the board, one of which must be a board member.

(2) The finance and administration audit committee is responsible for

- (a) managing the college's system of financial administration, including
 - (i) accounting practices and systems, including classification of accounts, internal control and auditing systems,
 - (ii) financial planning,
 - (iii) budgetary control,
 - (iv) ensuring the safekeeping of college assets, including assets held in trust,

- (v) managing college revenues, including receipt, recording and control of funds and deposit to accounts maintained by the board, and
 - (vi) producing financial reports for the use of the board, and submitting a financial statement to the accountant immediately after the close of each fiscal year;
- (b) advising the board on the needs of the college in regard to financial administration, and the financial implications of board decisions;
 - (c) advising the board on the application of legislative, regulatory and other financial requirements to the college;
 - (d) developing, establishing and administering, for the approval of the board, financial policies, systems and procedures essential to the financial administration of the college;
 - (e) overseeing the organization, staffing and training of financial staff of the college.

~~Support personnel liaison Communication health assistant advisory committee~~

- 28(1) The ~~support personnel liaison~~ communication health assistant advisory committee is established consisting of at least ~~six~~ 6 registrants and ~~support personnel~~ communication health assistants appointed by the board, which must include
- (a) at least one registrant from each profession, ~~one of which whom must be a member of the quality assurance and professional practice committee~~, and
 - (b) at least one ~~support person~~ communication health assistant from each profession.
- (2) ~~Notwithstanding~~ Despite section 29(4), the ~~support personnel liaison~~ communication health assistant advisory committee must report to the quality assurance and professional practice committee and do so in a form and at a time as directed by the quality assurance and professional practice committee.
- (3) The ~~support personnel liaison~~ communication health assistant advisory committee is responsible for:
- (a) developing and recommending to the quality assurance and professional practice committee ~~the~~
 - (i) standards of practice and ~~other~~ clinical decision support tools ~~applicable to assist registrants in the supervision, assignment and delegation~~ delegating aspects

- of practice to ~~support personnel~~ communication health assistants and supervising those assistants; and
- (bii) ~~providing~~ information and resources ~~to~~ for registrants regarding their use of ~~support personnel~~ communication health assistants;
- (eb) undertaking such other tasks or projects as may be assigned by the quality assurance ~~and professional practice~~ committee or the board.

Governance advisory committee

- 28.1 (1) The governance advisory committee is established consisting of at least 5 persons appointed by the board, and must include
- (a) at least one registrant from each profession, and
 - (b) at least 2 public representatives.
- (2) At least 1/3 of the governance advisory committee must be public representatives.
- (3) The governance advisory committee is responsible for:
- (a) identifying the competencies needed in candidates for a board election and, in collaboration with the registrar, ensure information about those needed competencies is disseminated to registrants prior to the board election;
 - (b) identifying and recruiting registrants who have the competencies identified under paragraph (a) and who are eligible to be nominated for vacant and pending vacant board member positions;
 - (c) identifying and recruiting persons whom the board may appoint to a committee;
 - (d) advising the board and developing policies for approval by the board on
 - (i) the appointment of committee chairs,
 - (ii) orientation, education and mentoring for the board chair and vice-chair, board members, committee chairs and committee members,
 - (iii) performance reviews and evaluations for the board chair and vice-chair, board members, committee chairs and committee members,
 - (iv) performance reviews and evaluations for the registrar, and
 - (v) registrar succession planning;

(e) developing for approval by the board a competency framework and tools for the evaluation of the board chair and vice-chair, board members, committee chairs, committee members and the registrar.

Committee's terms, membership, chair and reporting requirements

- 29(1) The board may set the term of a person appointed to a committee and may reappoint such a person.
- (2) The board may remove a committee member by a majority vote.
- (3) The board must designate the chair ~~and vice-chair~~ of a committee from among the members of the committee.
- (4) The chair of a committee must report to the board and do so in a form and at a time as directed by the board.
- (5) A committee must submit an annual report of its activities of the past year to the board and do so in a form and at a time as directed by the board.
- (6) In carrying out its responsibilities, a committee may consult, as it considers necessary or appropriate, with registrants or other individuals who have expertise relevant to a matter considered by the committee.
- (7) A person must not simultaneously be a member of more than one of the inquiry committee, the discipline committee and the quality assurance and professional practice committee.

Meetings of a committee

- 30(1) A majority of a committee constitutes a quorum.
- (2) The absence of a public representative ~~or an appointed board member~~ at a meeting of a committee does not invalidate an act or decision of that committee performed or made during that meeting.
- (3) Sections 11, 13(6) & and (7), 15, 16 and 17 apply to a committee as if it were the board.
- (4) If the chair of a committee is absent from a committee meeting, the committee members present must elect one of their number by majority vote to be the acting chair for that meeting.

Part 3 – Panels

Definitions

31. In this Part,

“**profession-specific panel**” means a panel that is composed of a majority of registrants of one profession;

“**standing panel**” means a panel that will meet on an on-going basis.

Committee panels

32(1) The board or a committee may meet in panels or establish panels.

(2) A panel established under subsection (1) may be a profession-specific panel, a standing panel or both.

Composition of panels

33(1) A panel must be composed of at least ~~three~~ 3 persons.

(2) If a panel is to exercise a statutory authority, the number of public representatives on the panel must constitute at least one-third of the total number of persons on the panel.

(3) If a panel is to consider an issue that requires the expertise of a registrant ~~or from~~ one of the ~~three~~ professions, the panel must be a profession-specific panel.

(4) The board or committee establishing a panel must

- (a) appoint the members of a panel in accordance with subsections (2) and (3), and
- (b) subject to section 34(5), appoint the chair of the panel.

(5) The board or a committee may establish a roster of registrants and public representatives to sit on panels that may be established under this Part.

Activated panels

34(1) This section applies only to the board, the registration committee, the inquiry committee, the discipline committee and the quality assurance ~~and professional practice~~ committee.

(2) If the board or a committee

- (a) is to consider an issue or make a decision that
 - (i) is to be addressed or made by the board or a committee in the course of exercising or performing a statutory power or duty, and
 - (ii) requires the expertise of a registrant ~~or~~ from one of the ~~three~~ professions, but
 - (b) the members cannot agree to establish a profession-specific panel for that purpose or assign the issue to a profession-specific standing panel,
- a member of the board or committee from the profession in question may activate the creation of a profession-specific panel or refer the matter to a profession-specific standing panel of a committee.
- (3) To activate a panel under subsection (2), the member must advise the chair of the board or committee in writing that that member is creating the profession-specific panel under this section.
- (4) The board or committee cannot veto or over-ride a member's decision to activate a panel once the panel has been activated under subsection (2).
- (5) The member who has activated the creation of a panel or the referral under subsection (2) may chair the activated panel.

Authority of a panel

- 35(1) A panel of the board or a committee established under this Part may exercise any power, duty, or function of the board or that committee required under the Act or these bylaws, and may do so on behalf of and in the name of the board or committee, and without the need for final approval by the board or committee.
- (2) A panel that has made a decision on behalf of and in the name of the board or committee must promptly report that decision to the board or committee, and do so in a form and at a time as may be directed by the board or committee.
- (3) A panel activated under section 34 ceases to exist after that panel has made its final report to the board or committee in accordance with subsection (2).

Meetings of a panel

- 36(1) A majority of the members of a panel constitute a quorum.

(2) The absence of a public representative or an appointed board member at a meeting of a panel does not invalidate an act or decision of that panel performed or made during that meeting.

(3) Sections 11, 13(6) ~~& and~~ (7), 15, 16 and 17 apply to a panel as if it were the board.

Part 4 – General Meetings of Registrants

General meetings

37(1) A general meeting must be

- (a) held in British Columbia at a time and place determined by the board,
- (b) open to the public.

(2) An annual general meeting must be held at least once in every calendar year and not more than 15 months after the holding of the last preceding annual general meeting.

(3) The following matters must be considered at an annual general meeting:

- (a) financial statements;
- (b) the report of the board;
- (c) the report of the registrar;
- (d) the report of the accountant, if any.

(4) Every general meeting, other than an annual general meeting, is an extraordinary general meeting.

(5) The board

- (a) may convene an extraordinary general meeting by resolution of the board, and
- (b) must convene an extraordinary general meeting within 60 days after receipt by the registrar of a request for such a meeting signed by at least 10 percent of
 - (i) the registrants from a profession who are eligible to vote, or
 - (ii) registrants who are eligible to vote.

Notice of general meetings

38(1) Subject to section 40(5), the registrar must provide notice of a general meeting to every registrant and the public at least 45 days prior to the meeting.

(2) Notice of a general meeting must include

- (a) the place, day and time of the meeting,
 - (b) the general nature of the matters to be considered at the meeting,
 - (c) any resolutions proposed by the board, and
 - (d) any resolutions proposed by registrants under section 39 and delivered to the registrar before the notice is provided.
- (3) The registrar may satisfy the requirement to provide notice under subsection (1) and section 40(5) by posting on the college website notice that complies with subsection (2).
- (4) The accidental omission to provide notice of a general meeting to, or the non-receipt of such notice by, a person entitled to receive it does not invalidate proceedings at that meeting.

Resolutions proposed by registrants

- 39(1) At least 30 days prior to the date of a general meeting, any 20 registrants who are eligible to vote at the meeting may deliver to the registrar a written request to introduce a resolution at the meeting.
- (2) If a resolution received in compliance with subsection (1) has not been included in the notice for a general meeting under section 38(2)(d), the registrar must post a copy of the resolution on the college website at least 14 days prior to the date of the meeting.
- (3) A registrant who is eligible to vote at a general meeting may propose a resolution from the floor of the meeting, and any such resolution will be noted by the chair of the meeting and placed at the end of the agenda to be debated if time permits.
- (4) ~~Subject to section 55(2), all~~ All resolutions at a general meeting are for the consideration of the board and are not binding on the board.

Proceedings at general meetings

- 40(1) Subject to subsection (6), a quorum for a general meeting is 10 registrants who are eligible to vote at the meeting.
- (2) If there ceases to be a quorum present during a general meeting, the business then in progress must be suspended, and while a quorum is not present, no further business may be conducted, other than the adjournment or termination of the meeting.

- (3) An annual general meeting or an extraordinary general meeting convened by resolution of the board under section 37(5)(a) must be adjourned to a date within 45 days, at a time and place to be determined by the board, if a quorum is not present within 30 minutes from
- (a) the time appointed for the start of the meeting, or
 - (b) any time during the meeting when there ceases to be a quorum present.
- (4) An extraordinary general meeting convened further to a request under section 37(5)(b) must be adjourned and cancelled and no further action may be taken in respect of the request to convene the meeting if a quorum is not present within 30 minutes from
- (a) the time appointed for the start of the meeting, or
 - (b) any time during the meeting when there ceases to be a quorum present.
- (5) When a general meeting is adjourned under subsection (3) or by motion, notice of the rescheduled meeting in accordance with section 38(2) must be provided to every registrant and the public at least 15 days prior to the date of the rescheduled meeting.
- (6) The registrants who attend a general meeting reconvened following an adjournment under subsection (3) and who are eligible to vote at the meeting will be deemed to be a quorum for the meeting.
- (7) No business may be transacted at a general meeting that is reconvened following an adjournment other than the business left unfinished when the meeting was adjourned.
- (8) In the absence of both the chair and the vice-chair of the board, an acting chair for a general meeting must be elected by a majority vote of the registrants present who are eligible to vote.
- (9) No resolution proposed at a general meeting need be seconded and the chair of the meeting may propose a resolution.
- (10) Except as these bylaws otherwise provide, the most recent edition of *Robert's Rules of Order* governs the procedures at a general meeting.

Voting

- 41(1) A registrant eligible to vote at a general meeting who is present at a general meeting is entitled to one vote, and the chair of the meeting, if the chair is a registrant eligible to vote at a general meeting, is entitled to one vote.

- (2) Voting at a general meeting may be conducted
- (a) by a show of hands, or
 - (b) by secret ballot, if
 - (i) the chair of the meeting determines that the subject matter of the vote warrants, or
 - (ii) the registrants eligible to vote at the meeting vote in favour of this option.
- (3) In case of an equality of votes, the chair of a general meeting does not have a casting or second vote in addition to the vote to which he or she may be entitled under subsection (1), and the proposed resolution does not pass.

Notice to public representatives

42. Every notice provided to registrants under section 38(1) and 40(5) must also be provided to the public representatives.

Part 5 – College Records

Definitions

43. In this Part,

“**personal information**” means “personal information” as defined in Schedule 1 of ~~the Freedom of Information and Protection of Privacy Act~~ FIPPA;

“**record**” means a “record” as defined in Schedule 1 of ~~the Freedom of Information and Protection of Privacy Act~~ FIPPA.

Body responsible for administering FIPPA

- 44(1) The registrar is the "head" of the college for the purposes of ~~the Freedom of Information and Protection of Privacy Act~~ FIPPA.
- (2) The registrar may authorize a deputy registrar, a person employed by the college or a person who has contracted to perform services for the college to perform any duty or exercise any function of the registrar that arises under ~~the Freedom of Information and Protection of Privacy Act~~ FIPPA.

- (3) The board is responsible for ensuring that the registrar fulfils the duties of the head, as set out under ~~the Freedom of Information and Protection of Privacy Act FIPPA~~.
- (4) The registrar must report annually to the board regarding the steps the registrar has taken to fulfil the head's duties as set out under ~~the Freedom of Information and Protection of Privacy Act FIPPA~~.

Fees for information requests

45. Subject to section 75 of ~~the Freedom of Information and Protection of Privacy Act FIPPA~~, an applicant who requests access to a college record under section 5 of ~~the Freedom of Information and Protection of Privacy Act FIPPA~~ must pay the fees, as set out in Schedule C 1 of the *Freedom of Information and Protection of Privacy Regulation*, for services required to comply with the information request.

Protection of personal information

- 46(1) The board must take all reasonable measures to ensure that the collection, use, and disclosure of personal information occurs in accordance with ~~the Freedom of Information and Protection of Privacy Act FIPPA~~.
- (2) The board must take reasonable measures to ensure that, if personal information is sent to any person or service organization for processing, storage or destruction, a contract is made with that person or organization that includes an undertaking by the person or organization that confidentiality will be maintained.

Disclosure of annual report

47. The college must
- (a) make its annual report available electronically on the college website without charge,
 - (b) notify every registrant that the annual report is available, and
 - (c) provide a hard copy of the annual report to any person on request upon payment of the applicable fee specified in Schedule C.

Disclosure of registration status

48(1) Where the board or the registrar receives an inquiry about the registration status of a person, the registrar must disclose, in addition to the matters required by section 22 of the Act,

- (a) whether ~~or not the person is a registrant or a former registrant~~ under section 39 of the Act, the discipline committee has ever made an order relating to the person and the details of that order,
- (b) whether ~~or not the discipline committee has ever issued an order relating to the person~~ under section 397.1 of the Act, the inquiry committee has ever made an order relating to the person and the details of ~~the~~ that order, and
- (c) whether ~~or not the person has ever signed a consent order~~ under section 36 of the Act the person has ever given an undertaking or consented to a reprimand or any other action; and
- (d) ~~the details of a consent order pertaining to a change in the person's registration status or a restriction on the practice of the profession of the registrant that~~ undertaking, reprimand or other action.

(2) Except with the consent of the person affected, the registrar must not release the names of complainants, clients, or their families, or information that might otherwise enable a person inquiring about the status of a registrant to establish the identity of complainants, clients or their families.

Manner of disposal of college records containing personal information

49. The board must ensure that a college record containing personal information is disposed of only by

- (a) effectively destroying a physical record by utilizing a shredder or by complete burning,
- (b) erasing information recorded or stored by electronic methods on tapes, disks or cassettes in a manner that ensures that the information cannot be reconstructed,
- (c) returning the record to the person the information pertains to, or
- (d) returning the record to the registrant who compiled the information.

Part 6 – College Administration

Seal

- 50(1) The board must approve a seal for the college.
- (2) Before the college seal is ~~affixed to used on~~ a document, the board must approve the use of the seal and designate the persons to ~~so affix the seal use it.~~
- (3) The seal of the college must ~~be affixed to~~ appear on
- (a) certificates of registration,
 - (b) certified practice certificates ~~of advanced competency,~~
 - ~~(c) support personnel certificates,~~ and
 - ~~(d)~~ such other documents as the board may direct by resolution.

Deputy registrar

51. If a deputy registrar is appointed by the board,
- (a) the deputy registrar is authorized to perform all duties and exercise all powers of the registrar, subject to the direction of the registrar, and
 - (b) if the registrar is absent or unable for any reason to act, the deputy registrar is authorized to perform all duties and exercise all powers of the registrar.

Fiscal year

52. The fiscal year of the college commences on April 1 and ends on March 31 of the following year.

Banking

53. The board must establish and maintain such accounts with a chartered bank, trust company or credit union as the board determines necessary from time to time.

Payments and commitments

- 54(1) The registrar may approve payments and commitments for the purchase of goods and services up to \$10,000.
- (2) The board or a board member designated by the board must approve payments and commitments for the purchase of goods and services in the amount of \$10,000 or more.

(3) The board must not purchase real property without a special resolution approved by the registrants of the college at a general meeting.

Borrowing powers

55(1). The board may raise money; or guarantee or secure the payment of money in the name of the college, in any manner determined by the board, in order to carry out the purposes of the college.

~~(2) The registrants may, by special resolution at a general meeting, restrict the borrowing powers of the board.~~

Investments

56. The board may invest funds of the college in any investments authorized under sections 15.1 and 15.2 of the *Trustee Act* in the name of the college and may change those investments.

Accountant

57(1) The board may appoint a chartered accountant or a certified general accountant to prepare information about the financial systems and records of the college.

(2) The registrar must submit the financial statement to the accountant within 60 days of the end of the fiscal year.

(3) The registrar must include an overview of the College's finances in the annual report, with a notice that a copy of the accountant's full financial report is available on request.

Legal counsel

58. The board or, with the approval of the board, a committee or panel, may retain legal counsel for the purpose of assisting the board, committee or panel in carrying out any power or duty under the Act, the regulations or these bylaws.

Insurance

59. The board may cause the college to maintain insurance in such amounts and on such terms and conditions as the board may determine from time to time, including:

- (a) general or third-party liability insurance;
- (b) directors and officers insurance;
- (c) fidelity insurance or bonding in respect of its officers and employees.

DIVISION B – REGISTRATION AND CERTIFICATION

Definitions

60. For the purposes of these bylaws:

- “~~active registrant~~” means a registrant who has been registered in one or more of the classes of registrants established in sections 61(a) to (c);
- “~~conditional active registrant~~” means a registrant who has been registered in one or more of the classes of registrants established in sections 61(c.1) or (c.2);
- “~~inactive registrant~~” means a registrant who has been registered in one or more of the classes of registrants established in sections 61(g) to (i);
- “~~retired registrant~~” means a registrant who has been registered in one or more of the classes of registrants established in sections 61(j) to (l);
- “~~temporary registrant~~” means a registrant who has been registered in one or more of the classes of registrants established in sections 61(m) to (o);
- “~~temporary registrant, teaching~~” means a registrant who has been registered in one or more of the classes of registrants established in sections 61(p) to (r).

Part 7 – Registration (All Professions)

Classes of registrants

610. The following classes of registrants are established for each of the 3 professions:

- (a) ~~active full registration registrants—audiologist;~~
- (b) ~~active registration—hearing instrument practitioner;~~
- (c) ~~active registration—speech-language pathologist;~~
- (e.1b) conditional ~~active registration registrants—audiologist;~~
- (e.2) conditional active registration—speech language pathologist;
- (d) [Repealed 2016-05-08.]
- (e) [Repealed 2016-05-08.]
- (f) [Repealed 2016-05-08.]
- (g) ~~inactive non-practising registration registrants—audiologist;~~
- (h) ~~inactive registration—hearing instrument practitioner;~~

- (i) inactive registration—speech language pathologist;
- (jd) retired registration registrants—audiologist;
- (k) retired registration—hearing instrument practitioner;
- (l) retired registration—speech language pathologist;
- (me) temporary registration registrants—audiologist;
- (n) temporary registration—hearing instrument practitioner;
- (o) temporary registration—speech language pathologist;
- (pf) temporary registration, (teaching) registrants—audiologist;
- (q) temporary registration, teaching—hearing instrument practitioner;
- (r) temporary registration, teaching—speech language pathologist;
- (g) interjurisdictional registrants.

Transition

- 61(1) In this section, “effective date” means the date this section comes into force.
- (2) A registrant who held active registration in a profession at midnight on the day before the effective date is a full registrant in the same profession as of the effective date.
- (3) A registrant who held conditional active registration in a profession at midnight on the day before the effective date is a conditional registrant in the same profession as of the effective date.
- (4) A registrant who held inactive registration in a profession at midnight on the day before the effective date is a non-practising registrant as of the effective date.

Payment of registration and other fees

- 62(1) Where ~~a section in~~ these bylaws ~~states~~ require that an applicant for registration, or a registrant ~~or a support person~~ must pay ~~an application, examination, registration, renewal or any other~~ fee,
 - (a) the applicant, or registrant ~~or support person, as the case may be,~~ must make payment that fee to the college
 - (ai) in the full ~~and in the~~ amount specified in Schedule A, and
 - (bii) by the date specified, and

(eb) if payment of the fee is made in the form of a cheque or money order, ~~that it the~~ cheque or money order must be made payable to “College of Speech and Hearing Health Professionals of BC”.

(2) The college board may establish approve the use of other methods of payment to ensure the full and prompt payment of fees, including payment by credit card and payment by advanced instalments.

(3) Despite subsection (1), upon receipt of a written request from an applicant for registration or a registrant, the board may waive payment of all or part of a fee required by these bylaws, if the applicant or registrant demonstrates to the satisfaction of the board that he or she is unable to pay that fee for reasons of undue hardship.

Fee adjustments

63(1) ~~If~~ In any one year, a registrant who is registered ~~as a registrant~~ in ~~two~~ 2 or more professions, ~~that registrant~~ need only pay the registration fees or the renewal fee for one profession.

(2) If a registrant to whom subsection (1) applies is a full registrant or a conditional registrant in at least one profession, he or she must pay the registration fee or renewal fee for full registration or conditional registration.

(23) ~~If a registrant is granted registration Subject to subsection (4), when, after the end of other than in~~ the first quarter ~~of the~~ in a fiscal year, the registration committee grants registration to an applicant for registration, the committee must reduce pro-rate the applicable registration fee ~~for the balance of the licensing year, pro-rated~~ on a quarterly basis, based on the time remaining in the year.

(4) Subsection (3) does not apply if it would result in an applicant for registration who is already a registrant in another profession paying a fee that is less than the fee he or she would otherwise have to pay under subsections (1) and (2).

Inactive Non-practicing registration

64(1) ~~The~~ For the purposes of section 20(2) of the Act, the conditions and requirements for registration ~~committee may grant as an inactive a non-practising registration to an active~~ registrant in a profession ~~if the registrant has completed on-line:~~ are

- (a) the applicant is a full registrant in the profession, and
 - (b) the applicant delivers to the registrar of
 - (i) an completed application for ~~inactive~~ non-practising registration (Form #16) ~~in the form established by the registrar under section 20(1)~~,
 - (bii) a statutory declaration in a form acceptable to the registration committee attesting that, while registered under this section, ~~he or she~~ the registrant will not provide ~~in the province of British Columbia during the registration year~~ the services of ~~a hearing instrument practitioner, speech-language pathologist or audiologist, as the case may be~~ (Form #16) the profession in which he or she is applying to become a non-practising registrant, and
 - (eiii) payment of the ~~inactive~~ registration fee, ~~as set out~~ specified in Schedule A.
- (2) An ~~inactive~~ non-practising registrant (a) must ~~fulfil during the period of inactive registration the continuing competency requirements of an active registrant as required by section 159,~~
- (b) ~~may not provide in the province of British Columbia, delegate or supervise the services of a hearing instrument practitioner, speech-language pathologist or audiologist, as the case may be a profession in which he or she is registered as a non-practising registrant;~~ (c) ~~may use the occupational title granted to his or her profession but only with the addition of “(Inactive)” at the end.~~
- (3) An ~~inactive~~ non-practising registrant may only be registered under this section for a maximum of ~~three~~ 3 consecutive years provided the registrant renews his or her registration each year under section 78.
- (4) An ~~inactive~~ non-practising registrant ~~is eligible~~: may
- (a) ~~to~~-vote in an election for members of the board under section 5~~;~~, and
 - (b) ~~to~~ vote at a general meeting ~~of the membership~~ under section 41~~;~~.
- (e5) ~~but~~ A non-practising registrant must not ~~to~~ be
- (a) nominated under section 4, or
 - (b) appointed as a member of the board under sections ~~4 or~~ 10.
- (6) For the purposes of section 20(2) of the *Act*, the conditions and requirements for a non-practising registrant to return to full registration in a profession are, despite sections 82 and 85,

- (a) the non-practising registrant is not in contravention of the *Act*, regulations or these bylaws,
- (b) the non-practicing registrant delivers to the registrar
 - (i) a completed application for full registration ~~in the form established by the registrar under section 20(1)~~,
 - (ii) ~~a declaration, in a form acceptable to the registration committee, regarding the good character and English language proficiency of the non-practicing registrant,~~
 - (iii) the registration fee specified in Schedule A,
 - (iv) proof in a form acceptable to the registration committee of the applicant's entitlement to work in Canada,
 - (v) a letter or certificate, in a form satisfactory to the registration committee and dated within 60 days prior to the date of application, from each body responsible for the regulation of a health profession in a jurisdiction where the non-practising registrant is, or has been, authorized to practise that health profession, specifying particulars of any cancellation, suspension, limitation or conditions on the non-practising registrant's entitlement to practise, or any investigation, review or proceeding which could lead to cancellation, suspension, limitation or conditions on the non-practising registrant's entitlement to practise,
 - (vi) an authorization for a criminal record check in the form required by the *Criminal Records Review Act* together with the applicable fee for obtaining a criminal record check,
 - (vii) proof of completion of the requirements under sections 159, 160, 161 and 162 as though the non-practising registrant had been a full registrant in the profession during the period of time since he or she became a non-practising registrant under subsection (1),
 - (viii) any other fee, fine, levy or debt owed to the college,
 - (ix) proof of professional liability protection or insurance coverage in the form and amount required under section 151 and effective on or before the date of registration, and

(ix) evidence satisfactory to the registration committee that the non-practising registrant remains a person of good character suitable for registration as a registrant of the college.

Retired registration —retired

65(1) ~~The~~ For the purposes of section 20(2) of the Act, the conditions and requirements for registration ~~committee may grant~~ as a retired ~~registration to an active~~ registrant ~~if the registrant has completed on-line:~~ are

- (a) the applicant is a full registrant, and
- (b) the applicant delivers to the registrar
 - (i) ~~an~~ a completed application for retired registration,
 - (bii) a ~~statutory~~ declaration ~~in a form acceptable to the registration committee attesting that, while registered under this section, he or she~~ the registrant will not ~~longer~~ provide the services of a hearing instrument practitioner, speech-language pathologist ~~or~~ and audiologist, ~~as the case may be (Form #16)~~, and
 - (eiii) ~~payment of the retired registration fees, as set out~~ specified in Schedule A.

(2) ~~An~~ A retired registrant ~~(a) may must~~ not provide the services of a hearing instrument practitioner, speech-language pathologist or audiologist, ~~as the case may be. (b) may not provide in the province of British Columbia the services of a hearing instrument practitioner, speech-language pathologist or audiologist, as the case may be, (c) may use the occupational title granted to his or her profession but only with the addition of “(Retired)” at the end.~~

~~(3) An~~ A retired registrant ~~must apply every year to renew and maintain retired registration, by renewing as prescribed in section 78.~~

- (i) ~~[Repealed 2016-05-08.]~~
- (ii) ~~[Repealed 2016-05-08.]~~

(3) A retired registrant ~~is eligible:~~ may

- (a) subject to subsection (4), ~~to~~ be nominated under section 4,
- (b) ~~or~~ be appointed as a member of the board under sections ~~4 or 10;~~
- (bc) ~~to~~ vote in an election for members of the board under section 5~~;~~, and
- (ed) ~~to~~ vote at a general meeting ~~of the membership~~ under section 41.

(4) A retired registrant who was registered as a full registrant in more than one profession must, for the purposes of participating in elections under section 17(3)(a) of the Act, declare the profession in which he or she will be a retired registrant.

Temporary Registration—temporary registration

66(1) ~~An applicant may be granted~~ For the purposes of section 20(2) of the Act, the conditions and requirements for registration as a temporary ~~registration by the registration committee for a period of time to be established by the committee, not to exceed three months, if the applicant registrant are~~

- (a) the applicant is
 - (i) a member in good standing of a ~~regulatory body that governs one or more of the professions~~ responsible for the regulation of the applicant's profession in ~~another~~ a Canadian jurisdiction or a foreign jurisdiction recognized by the board for the purposes of this section, and
 - (ii) authorized to practice that profession in that jurisdiction as the equivalent of a full registrant, and
- (b) evidence satisfactory to the registration committee of the applicant's English language proficiency,
- (c) evidence satisfactory to the registration committee that the applicant is of good character and fit to engage in the practice of the profession consistent with the responsibilities of a registrant and the standards expected of a registrant, and
- ~~(bd) is a Canadian citizen or is entitled to work in Canada; and (e) has delivered to the applicant delivers to the registrar~~
 - (i) a ~~signed completed registration application (temporary for temporary registration)~~ in the form established by the registrar under section 20(1),
 - ~~(ii) a completed statutory declaration that he or she the applicant will only be providing provide the services of his or her profession in British Columbia during the period when he or she is registered as a temporary registrant a hearing instrument practitioner, speech language pathologist or audiologist, as the case may be, in the province for a period of time not to exceed three months,~~

- (iii) a signed Form #5 an authorization for a criminal record check authorization, current within six months of the application in the form required by the *Criminal Records Review Act* together with the applicable fee for obtaining a criminal record check,
- (ivii) in the case of an applicant who is currently practicing his or her profession in a jurisdiction outside Canada, a criminal record check from that jurisdiction in a form satisfactory to the registration committee obtained no more than 60 days prior to the date of application,
- (iv) payment of the criminal records check and temporary registration fees, as set out specified in Schedule A, and
- (vi) evidence satisfactory to the registration committee of the applicant's membership status in the regulatory body described in paragraph (a)(i),
- (vii) proof in a form acceptable to the registration committee of the applicant's entitlement to work in Canada, and
- (viii) proof of professional liability insurance or coverage in the form and amount required by section 151 and effective on or before the date of registration.
- (2) A person who has been granted temporary registration under subsection (1)
- (a) may only perform the services of an active registrant as may be required by the registration committee and under such supervision or upon such limits or conditions that the committee may also set, and
- (b) may use the occupational title granted to his or her profession but only with the addition of "(Temporary)" at the end.
- (3) The temporary registration of a person registered under subsection (1) expires after three months from the date the person is placed on the temporary register. Temporary registration under subsection (1) may be granted for a period of up to 90 days.
- (43) A temporary registrant may apply to renew a temporary his or her registration once, prior to its expiry, for an additional three months before it expires period of up to 90 days by delivering to the registrar
- (a) submitting a completed Form #4 registration application for renewal (temporary registration) in the form established by the registrar under section 20(1), and
- (b) paying the renewal fee, as set out specified in Schedule A.

(4) Subject to such limits or conditions as the registration committee may impose, a temporary registrant may provide, delegate and supervise the services of the profession in which he or she is registered as though he or she is a full registrant of that profession.

(5) A temporary registrant ~~is~~ must not ~~eligible~~

- (a) ~~to~~ be nominated under section 4,
- (b) ~~or~~ be appointed as a member of the board under sections ~~4 or 10~~;
- (c) ~~to~~ vote in an election for members of the board under section 5~~;~~, or
- (d) ~~to~~ vote at a general meeting ~~of the membership~~ under section 41.

Temporary (teaching) Registration—temporary (teaching) registration

67(1) This section applies to a person who

- (a) ~~will be demonstrating on a person the performance of a restricted activity that has been granted to the professions under section 5 of the Regulation,~~
- (b) ~~will not be doing the demonstration for longer than three months, and~~
- (c) ~~is not a registrant of the college or the registrant of another college established under the Act that has been granted the same restricted activity, where such a demonstration is being done,~~
- (d) ~~to help a student fulfil the conditions or requirements for registration as a member of the college under section 50(4)(b) of the Act,~~
- (e) ~~to help a registrant fulfil the conditions or requirements to be granted an advanced competency certificate as required under section 6 of the Regulation, or~~
- (f) ~~for any other educational or training purpose.~~

(21) An applicant ~~may be granted~~ For the purposes of section 20(2) of the Act, the conditions and requirements for registration as a temporary ~~registration~~ (teaching) registrant ~~by the registration committee for a period of time to be established by the committee not to exceed three months if the applicant are~~

(a) ~~is~~ the applicant either

(i) ~~is~~

- (A) a member in good standing of a ~~regulatory~~ body ~~that governs one or more of the professions~~ in another jurisdiction responsible for regulation of the applicant's profession, ~~or~~ and

- (B) authorized to practice that profession in that jurisdiction as the equivalent of a full registrant, or
- (ii) ~~in possession of~~ possesses academic qualifications acceptable to the committee in relation to ~~the~~ a restricted activity to be demonstrated ~~that are acceptable to the committee under subsection 3(b), and,~~
- (b) evidence satisfactory to the registration committee of the applicant's English language proficiency,
- (c) evidence satisfactory to the registration committee that the applicant is of good character and fit to engage in the practice of the profession consistent with the responsibilities of a registrant and the standards expected of a registrant, and
- ~~(bd) has delivered~~ the applicant delivers to the registrar
- (i) a ~~signed completed Form #2 registration application (temporary for temporary (teaching) registration, teaching) in the form established by the registrar under section 20(1),~~
- (ii) a completed Form #3 statutory declaration attesting
- (A) ~~that ... he or she will only be performing a restricted activity for the purposes set out in subsection (1),~~
- (B) ~~to his or her registration status in a regulatory body or academic qualifications, as specified in subsection (2)(a),~~
- (iii) evidence satisfactory to the registration committee of the applicant's
- (A) membership status in the regulatory body described in paragraph (a)(i), or
- (B) academic qualifications as described in paragraph (a)(ii),
- (ivii) ~~payment of the temporary registration fee, as set out~~ specified in Schedule A,
- (iv) an authorization for a criminal record check in the form required by the *Criminal Records Review Act* together with the applicable fee for obtaining a criminal record check,
- (vi) in the case of an applicant who is currently practicing his or her profession in a jurisdiction outside Canada, a criminal record check from that jurisdiction in a form satisfactory to the registration committee obtained no more than 60 days prior to the date of application, and

(~~iv~~) proof of professional liability insurance or coverage in the form and amount required by section 151 and effective on or before the date of registration.

- (3) A person who has been granted temporary registration (teaching) under subsection (2)
- (a) ~~may only perform the services of an active registrant as may be required by the registration committee and under such terms or conditions as the committee may set, and~~
 - (b) ~~must not use an occupational title granted to registrants under section 3 of the Regulation.~~

(42) The temporary (teaching) registration of a person may be granted under subsection (21) ~~expires after three months from the date the person is placed on the temporary register (teaching)~~ for a period of up to 90 days.

(53) A temporary registrant (teaching) registrant may apply to renew a temporary his or her registration (teaching) once, prior to its expiry, for an additional ~~three months before it expires by~~ period of up to 90 days, by delivering to the registrar

- (a) ~~submitting a completed Form #4 registration application for renewal (temporary registration, teaching), and~~
- (b) ~~payment of~~ the renewal fee, ~~as set out~~ specified in Schedule A.

(4) A temporary (teaching) registrant may

- (a) subject to such limits and conditions as the registration committee may impose, provide, delegate and supervise the services of the profession in which he or she is registered that are specified by the registration committee, and
- (b) subject to paragraph (a), demonstrate for an education or training purpose the performance of a restricted activity permitted to that profession under section 5 of the Regulation.

(65) A temporary registrant (teaching) registrant is must not eligible

- (a) ~~to~~ be nominated under section 4,
- (b) ~~or~~ be appointed as a member of the board under sections 4 or 10;
- (c) ~~to~~ vote in an election for members of the board under section 5; or
- (d) ~~to~~ vote at a general meeting ~~of the membership~~ under section 41.

Examinations

- 68(1) All examinations required to be taken under these bylaws must be ~~approved by the registration committee.~~
- (2) All examinations required to be taken under these bylaws that are administered by the college must be prepared ~~or approved~~ by or under the direction of the registration committee.
- (23) For an examination required to be taken under these bylaws that is administered by the college, ~~The~~ the registration committee may
- (a) determine the time and place for the holding of ~~an~~ the examination, designate examiners or invigilators and determine the procedures for the conduct of the examination~~s~~,
 - (b) review the results of the examination or re-examination for each applicant ~~for registration~~ and make a determination as to that applicant's qualification for registration, and
 - (c) notify the applicant of the results of the examination or re-examination as soon as is practicable.
- (34) An applicant ~~for registration for whom an examination administered by the College~~ who is required under these bylaws to take an examination administered by the college must
- (a) pay the examination fee, ~~as set out~~ specified in Schedule A, ~~and~~ at least ~~two~~ 2 weeks prior to the date of the examination, and
 - (b) attend ~~for the~~ the examination at a date, time and place as set by the registration committee.

Examination failures

- 69(1) An applicant ~~for registration~~ who fails an initial examination is entitled to ~~two~~ 2 further opportunities to repeat the examination and must complete all attempts within ~~two~~ 2 years from the date of the applicant's initial application.
- (2) An applicant ~~for registration~~ who fails an examination a third time may apply for ~~licensure~~ registration again, but only after the passage of ~~two~~ 2 years.

Improper conduct during an examination

- 70(1) Where an examiner or invigilator ~~for an examination administered by the college~~ has reason to believe that ~~a registrant or~~ an applicant ~~for registration~~ has engaged in improper conduct during the course of ~~an~~ the examination, the ~~examiner or~~ invigilator
- (a) must make a report to the applicable committee, and
 - (b) may recommend in that report that the ~~applicable~~ committee take one or more of the following courses of action
 - (i) fail the ~~registrant or~~ applicant ~~for registration~~,
 - (ii) pass the ~~registrant or~~ applicant ~~for registration~~,
 - (iii) require the ~~registrant or~~ applicant ~~for registration~~ to rewrite the examination, or
 - (iv) disqualify the ~~registrant or~~ applicant ~~for registration~~ from participating in any examination for a defined period of time.
- (2) After considering a report made under subsection (1)(a), the ~~applicable~~ committee ~~that received the report~~ may take one or more of the courses of action specified in subsection (1)(b).
- (3) ~~The applicable When, under subsection (2), a committee takes one or more of the courses of action specified in subsection (1)(b)(i), (iii) and (iv), it must provide notify an~~ the registrant or applicant ~~for registration in writing, disqualified under subsections (1)(b)(iv) and (2) written~~ providing reasons for ~~that disqualification~~ the action taken.

Transferring registrant (labour mobility within Canada)

- 71(1) ~~This section applies to~~ Despite sections 82(1) and 85(1) an applicant who is ~~registered authorized as a member of~~ to practise a profession in another Canadian jurisdiction ~~and is seeking to be registered as an active registrant in British Columbia under these bylaws under the BC Alberta Trade, Investment and Labour Mobility Agreement or the national Agreement on Internal Trade~~ may be granted registration as a full registrant in the profession, provided the applicant:
- (a) satisfies the registration committee that he or she is currently authorized to practise the profession in that other jurisdiction as the equivalent of a full registrant under these bylaws, and
 - (b) meets either,

- (i) the conditions and requirements established in section 82(1)(d), (e) and (f)(i),
(ii), (iii), (vi), (vii), (viii), (ix) and (x), if he or she is applying to register as a hearing instrument practitioner, or
(ii) the conditions and requirements established in section 85(1)(c), (d) and (e)(i),
(ii), (iii), (v), (vi), (vii) (viii) and (ix), if he or she is applying to register as an audiologist or a speech-language pathologist.
- (2) Where, at the time of application, an applicant is a member of a regulatory body that governs one or more of the professions in another jurisdiction, the applicant must arrange for that regulatory body to provide to the registration committee
 - (a) a letter to be sent directly to the committee
 - (i) confirming that the applicant is currently a member in good standing of the profession being applied for, and
 - (ii) stating the type of registration or membership held by the applicant in that regulatory body, and
 - (b) any other information or documents requested by the committee.
 - (c) is not the subject of an active complaint investigation or an active citation or disciplinary proceeding initiated by the home jurisdiction; and
 - (d) does not have any sanctions or practice restrictions placed on his or her practice by the home jurisdiction.
- (3) The provisions of sections 82(2)(a), (b), (e), (f), (h), (i), (j) and (k), apply to an applicant who is applying to transfer as a hearing instrument practitioner under this section.
- (4) The provisions of sections 85(3)(a), (b), (f), (g), (i), (j), (k) and (l) apply to an applicant who is applying to transfer as an audiologist or speech language pathologist under this section.

Repealed Appearing before the committee

72. [Repealed 2016-05-08.] The registration committee may require an applicant for registration to appear before the committee, either in person or by electronic means, in order to determine if that applicant has satisfied the requirements of this Part and Parts 8 and 9.

Substantial equivalency Interjurisdictional registration Registration applications

73(1) Despite sections 82(1) and 85(1), the registration committee has the discretion, in satisfying itself under section 20 of the Act that an applicant meets the conditions or requirements for registration as a registrant of the college, to consider whether the applicant's knowledge, skills, abilities, and employment experience are substantially equivalent to the standards of academic or technical achievement and the competency or other qualifications of an applicant who is authorized to practise a profession in Alberta may be granted registration as an interjurisdictional registrant in the profession, provided the applicant For the purpose of section 20(2)(a) of the Act, every person seeking registration, including reinstatement or renewal of registration, must deliver to the registrar a registration application, including any information or items required under these bylaws to be included in or with the application, in the manner specified by the registrar for the class in which the person is seeking registration.

- (a) a hearing instrument practitioner as required in sections 82(1)(a) and (c), and to grant registration on that basis, if the applicant also meets the requirements established in sections 82(1)(b) and (d) to (i), or satisfies the registration committee that he or she is currently authorized to practise the profession in Alberta as the equivalent of a full registrant,
 - (b) an audiologist or speech language pathologist as required in sections 85(1)(a) and (2), and to grant registration on that basis, if the applicant also meets the requirements established in sections 85(1)(b) to (h). meets either,
 - (i) the conditions and requirements established in section 82(1)(e) and (f)(i), (ii), (ix) and (x), if he or she is applying to register as a hearing instrument practitioner, or
 - (ii) the conditions and requirements established in section 85(1)(d) and (e)(i), (ii), (viii) and (ix), if he or she is applying to register as an audiologist or a speech language pathologist, and
 - (c) pays the registration fee specified in Schedule A.
- (2) Subject to subsection (3), an interjurisdictional registrant may provide to clients in British Columbia the services of the profession in which he or she is registered, whether

~~directly or through virtual care using communication and information technologies, for a maximum of 100 hours during an annual period starting April 1 and ending March 31.~~

The registrar must specify the manner of delivery for the purpose of subsection (1) and may modify the manner of delivery from time to time as the registrar considers necessary or advisable.

(3) ~~Where the registration committee grants registration under subsection (1) on a date during the period starting July 1 and ending March 31, the committee may prorate the maximum hours that the interjurisdictional registrant may provide the services of his or her profession to clients in British Columbia under subsection (2) based on the number of days remaining between the date of registration and March 31.~~ The registrar must maintain and publish on the college website a notice setting out

- (a) the manner of delivery for a registration application specified by the registrar under subsection (2),
- (b) the information or items required under these bylaws to be included in or with an application for registration, and
- (c) the fees payable under these bylaws in conjunction with a registration application.

(4) ~~An interjurisdictional registrant must immediately cease providing services under subsection (2) and advise the college if~~

- (a) ~~the registrant's registration in Alberta is cancelled or suspended,~~
- (b) ~~the registrant's practice in Alberta becomes subject to limits or conditions,~~
- (c) ~~the registrant fails to meet continuing competency requirements or quality assurance requirements that apply to his or her registration in Alberta, or~~
- (d) ~~the registrant fails to pay any registration or registration renewal fee as required by his or her regulatory body in Alberta.~~

(5) ~~An interjurisdictional registrant must not~~

- (a) ~~be nominated under section 4,~~
- (b) ~~be appointed as a member of the board under section 10,~~
- (c) ~~vote in an election for members of the board under section 5, or~~
- (d) ~~vote at a general meeting under section 41.~~ [Repealed 2019-XX-XX.]

74(1) The registrar must, on the instruction of the registration committee, issue a certificate of registration to a person who, in the committee's determination, meets the requirements for registration.

(2) A certificate of registration issued under subsection (1) must state

- (a) the class of registration as listed in section 61,
- (b) the name of the certificate holder,
- (c) the date the certificate was issued,
- (d) the expiry date ~~as set by subsections (3) or (4)~~, and
- (e) the limits or conditions that may apply to that registrant or class of registrant, if any.

(3) A certificate of registration for ~~active full registration~~, conditional ~~active~~ registration, ~~inactive non-practising registration; or~~ retired ~~registration or interjurisdictional~~ registration is valid until no later than the ~~following~~ March 31 immediately following the date the certificate was issued.

~~(4) A certificate of registration for temporary registration or temporary registration (teaching) or any renewal of such a certificate is valid until the end date of the period of registration established by the registration committee under section 66 or 67.~~

Proof of registration

75(1) A full registrant, conditional registrant, temporary registrant, or temporary (teaching) registrant or interjurisdictional registrant must be able to provide proof that he or she is a registrant of the college and registered in the applicable class of registration, by one or more of the following:

- (a) displaying ~~a certificate of registration issued under section 74~~ in a prominent location at the registrant's place of business to which the general public has access
 - (i) a certificate of registration issued under section 74, and
 - (ii) when applicable, the written confirmation of renewal of registration most recently provided by the registrar under section 78(4);
- (b) referring the public to the register posted on the college website;
- (c) allowing a member of the public to inspect the wallet identification card issued by the college.

(2) In relation to subsection 75(1)(a), if a registrant has more than one place of business, the registrant must display

- (a) the certificate of registration and, when applicable, most recent confirmation of renewal in the registrant's main place of business, and
- (b) a copy of that certificate of registration and confirmation of renewal in every other place of business other than the main place of business.

Repealed Return of a certificate of registration

76 [Repealed 2018-10-26.] *Return of a certificate of registration*

77. A registrant must immediately return to the ~~registration committee~~ registrar a certificate of registration or any photocopies of it, and any other proof of registration or renewal of registration issued or provided by the ~~committee~~ registrar, if ~~any of the following occur:~~

- (a) ~~if~~ the registrant has been served notice that his or her certificate of registration has been suspended or cancelled under Part 3 of the Act;
- (b) ~~if the registrant is deemed to no longer be a registrant of the college under section 76.~~
- (c) [Repealed 2016-05-08.]

Electronic delivery of application information

77. If authorized by the registrar, a requirement under this Part for a person to deliver information or records to the registrar may be satisfied by the person

- (a) delivering the information electronically or completing a corresponding electronic form on the website, or
- (b) making other suitable arrangements for the delivery of the information or records to the registrar.

Conditions and requirements for renewal (active full, conditional active, inactive non-practising; and retired and interjurisdictional)

78(1) To be eligible for renewal of registration, an ~~active full~~ registrant, conditional ~~active~~ registrant, ~~inactive~~ non-practising registrant, or retired registrant or

~~interjurisdictional registrant~~ must meet ~~all of~~ the following conditions and requirements on or before March 31:

- (a) ~~complete on line or~~ deliver to the registrar a completed **Form #4** application for renewal ~~in the form established by the registrar under section 20(1)~~;
 - (b) pay the renewal fee applicable to his or her class of registration ~~set out~~ specified in Schedule A;
 - (c) pay any other outstanding fee, debt or levy owed to the college;
 - (d) ~~attest that he or she is in compliance with the Act, the regulations and these bylaws, and is in compliance with any limits or conditions on his or her practice imposed under section 20, 32.2, 32.3, 33, 35, 36, 37.1, 38, 39 or 39.1 of the Act;~~
 - (e) ~~as applicable to his or her class of registration, provide~~ deliver to the registrar proof of
 - (i) ~~having met all applicable~~ completion of the requirements of the quality assurance program under sections 159 ~~and~~, 160~~,~~, 161 and 162, and
 - (ii) professional liability insurance coverage in the form and amount required under section 151.
- (2) Notice of the renewal fee to be paid under subsection (1)(b) must
- (a) no later than January 31, be delivered to each ~~active full~~ registrant, ~~inactive non-practising registrant, and retired registrant and interjurisdictional registrant~~, and each conditional-~~active~~ registrant who is eligible for renewal of his or her registration under section 87.~~91(34)~~ and ~~(45)~~, and
 - (b) describe the consequences of late payment or non-payment of the renewal fee.
- (3) ~~A renewal fee may be paid in advance instalments if approved by the registration committee.~~
- (43) Despite subsection (1), to be eligible for renewal of registration, a new ~~active full registrant, or conditional-~~active~~ registrant or interjurisdictional registrant~~ also must, on or before the ~~first~~ March 31 immediately after he or she is ~~first~~ granted registration as ~~either an active full registrant, or conditional-~~active~~ registrant or interjurisdictional registrant,~~ successfully complete the jurisprudence course ~~and the client consent course~~ specified by the registration committee.

- (4) The registrar must provide a full registrant, non-practising registrant, retired registrant, ~~interjurisdictional registrant~~ or, subject to section 87.1(4) and (5), conditional registrant with written confirmation of renewal of registration if the registrant has
- (a) met all the conditions and requirements established in subsection (1), and
 - (b) if applicable,
 - (i) paid the late renewal fee in accordance with subsection (5) or (6), and
 - (ii) successfully completed the jurisprudence course and the client consent course under subsection (3).
- (5) In addition to the renewal fee under subsection (1)(b), a full registrant, conditional registrant, non-practising registrant, or retired registrant ~~or interjurisdictional registrant~~ must pay the late renewal fee specified in Schedule A if the registrant does not, on or before March 31,
- (a) meet all the conditions and requirements established in subsection (1), and
 - (b) if applicable, successfully complete the jurisprudence course and the client consent course under subsection (3).
- (6) The registration of a full registrant, conditional registrant, non-practising registrant, or retired registrant ~~or interjurisdictional registrant~~ described in subsection (2) is cancelled if the registrant fails to do all of the following on or before April 30:
- (a) meet all the conditions and requirements established in subsection (1);
 - (b) if applicable, successfully complete the jurisprudence course and the client consent course under subsection (3);
 - (c) pay the late renewal fee specified in Schedule A.

Registration renewal—active

- ~~78.1(1) The registrar must provide an active registrant with written confirmation of renewal of registration if the active registrant has~~
- ~~(a) met all the conditions and requirements established in section 78(1), and~~
 - ~~(b) if applicable,~~
 - ~~(i) paid the renewal late fee in accordance with subsections (2) and (3), and~~
 - ~~(ii) successfully completed the jurisprudence course under section 78(4).~~

- (2) In addition to the renewal fee under section 78(1)(b), an active registrant must pay the renewal late fee set out in Schedule A if he or she does not, on or before March 31,
- (a) meet all the conditions and requirements established in section 78(1), and
 - (b) if applicable, successfully complete the jurisprudence course under section 78(4).
- (3) The registration of an active registrant described in subsection (2) is cancelled if he or she fails to do all of the following on or before April 30:
- (a) meet all the conditions and requirements established in section 78(1);
 - (b) if applicable, successfully complete the jurisprudence course under section 78(4);
 - (c) pay the renewal late fee set out in Schedule A.
- (4) A renewal of registration for an active registrant is valid until no later than the following March 31.

Registration renewal—conditional active

- 78.2(1) Subject to section 87.9(3) and (4), the registrar must provide a conditional active registrant with written confirmation of renewal of registration if the conditional active registrant has
- (a) met all the conditions and requirements established in section 78(1), and
 - (b) if applicable,
 - (i) paid the renewal late fee in accordance with subsections (2) and (3), and
 - (ii) successfully completed the jurisprudence course under section 78(4).
- (2) Subject to section 87.9(3) and (4), in addition to the renewal fee under section 78(1)(b), a conditional active registrant must pay the renewal late fee set out in Schedule A if he or she does not, on or before March 31,
- (a) meet all the conditions and requirements established in section 78(1), and
 - (b) if applicable, successfully complete the jurisprudence course under section 78(4).
- (3) The registration of a conditional active registrant described in subsection (2) is cancelled if he or she fails to do all of the following on or before April 30:
- (a) meet all the conditions and requirements established in section 78(1);
 - (b) if applicable, successfully complete the jurisprudence course under section 78(4);
 - (c) pay the renewal late fee set out in Schedule A.

(4) Subject to subsection (5), a renewal of registration for a conditional active registrant is valid until no later than the following March 31.

(5) A renewal of conditional active registration must not extend the total period of registration under section 87.9 beyond two years.

Registration renewal—inactive, retired

78.3(1) The registrar must provide an inactive registrant or retired registrant with written confirmation of renewal of registration if the inactive registrant or retired registrant has

(a) met all the conditions and requirements established in section 78(1), and

(b) if applicable, paid the renewal late fee in accordance with subsections (2) and (3).

(2) In addition to the renewal fee under section 78(1)(b), an inactive registrant or retired registrant must pay the renewal late fee set out in Schedule A if he or she does not, on or before March 31, meet all the conditions and requirements established in section 78(1).

(3) The registration of an inactive registrant or retired registrant described in subsection (2) is cancelled if he or she fails to do both of the following on or before April 30:

(a) meet all the conditions and requirements established in section 78(1);

(b) pay the renewal late fee set out in Schedule A.

(4) Subject to subsection (5), a renewal of registration for an inactive registrant or retired registrant is valid until no later than the following March 31.

(5) A renewal of inactive registration must not extend the period of consecutive registration under section 64 beyond three years.

Reinstatement after suspension or cancellation Repealed

79(1) A registrant whose registration has been suspended or cancelled under sections 39(1)(d) or (e) of the Act may apply to the registration committee for reinstatement

(a) after the period of time of suspension or cancellation set out in the disciplinary decision, or

(b) if a period of time was not set out in the disciplinary decision, after the expiration of two years from the date of the suspension or cancellation,

by

- (e) submitting Form #7, application for reinstatement, and
(d) paying the reinstatement fee as set out in Schedule A.
- (2) When considering an application for reinstatement under this section, the registration committee must consider whether
- (a) the applicant poses a risk to clients or public health or safety, and
(b) the goals of deterrence and rehabilitation, including whether any quality assurance programs ordered by the discipline committee or panel have been met. [Repealed 2019-XX-XX.]

Reinstatement following non-payment of fees failure to renew

80.(1) For the purposes of section 20(2) of the Act, where the previous registration of a former full registrant, non-practising registrant or retired registrant who ceased to be registered under section 78(7) by reason only of a failure to renew his or her registration may apply for reinstatement under section 21(4) of the Act, if the former registrant was cancelled under section 78(6), the conditions and requirements for reinstatement of registration are, despite sections 64, 65, 82 or 85,

- (a) applies for reinstatement by submitting Form #7, application for reinstatement not later than June 30th the former registrant was in good standing upon the cancellation of his or her previous registration,
(b) the former registrant is not in contravention of the Act, the Regulation or these bylaws, and
(c) pays the registration renewal fee and reinstatement fee, both as set out in Schedule A. the former registrant delivers the following to the registrar not later than June 30 in the year of the cancellation under s. 78(6):
- (i) a completed application for reinstatement;
(ii) the reinstatement fee specified in Schedule A;
(iii) any other fee, levy or debt owed to the college, including, without limitation, any fee still owing under section 78; and
(iv) as applicable to the former registrant's class of registration, proof of
(A) completion of the requirements of the quality assurance program under sections 159, 160 and 161, and

- (B) professional liability insurance coverage in the form and amount required under section 151.
- (2) Despite subsection (1), the board may reinstate a person without charging any fee if the person is able to demonstrate to the satisfaction of the board that he or she was unable to comply with section 78 for reasons of undue hardship.

Information registrants must provide Notification of change of registration information

81.(1) A registrant must immediately inform notify the registrar of the following business any change of name, address, phone number, email address, or any other registration information previously provided to the registrar.

- (a) if self employed, the address, phone number and email address of the registrant's primary or main office or clinic;
 - (b) if employed, the name of the employer, and the address, phone number and email address of the employer's office or clinic where the registrant most often works.
- (2) A registrant must promptly inform the registrar of any changes to the business information specified in subsection (1), as well as changes to
- (a) the registrant's home address, phone number or email, if it is different than the registrant's or employer's business address, phone number or email, and
 - (b) the registrant's name.

Part 8 – Registration of Hearing Instrument Practitioners

Active Full registration (hearing instrument practitioner)

82(1) For the purposes of section 20(2) of the Act, an applicant to become the conditions and requirements for registration as an active full registrant in the profession of (hearing instrument practitioner) dispensing must meet the following criteria: are

- (a) less than 3 years prior to the date of the application for registration submitted under paragraph (f)(i), has successfully completed successful completion of at least a recognized diploma course in hearing instrument dispensing approved by the board; from one of the academic programs specified in Schedule C,

- (b) ~~has successfully completed~~ successful completion of the examinations ~~prepared or approved~~ specified by the registration committee;;
- (c) completion of ~~a period~~ 660 hours of supervised practice training
- (i) ~~of 660 hours' duration and of~~ in a form approved by the registration committee,
 - (ii) ~~to be completed~~ within ~~a~~ the number of consecutive months ~~as required~~ specified by the registration committee, and
 - (iii) under the supervision of a person approved by the registration committee;,
- (d) ~~be a Canadian citizen or entitled to work in Canada;~~
- (e) ~~be able to speak and write English at a proficiency level acceptable~~ evidence satisfactory to the registration committee of the applicant's English language proficiency;,
- (f) ~~be of good character~~ evidence satisfactory to the registration committee ~~and that~~ the applicant is of good character and fit to engage in the practice of the profession consistent with the responsibilities of a registrant and the standards expected of a registrant;,
- (g) ~~not have been charged with or convicted of an indictable offence under the Criminal Code (Canada) if the nature or circumstances of the offence give rise to concerns about the applicant's competence or fitness to practice the profession, as provided under section 20(2.2) of the Act;~~
- (h) ~~has professional liability insurance or coverage in the form and amount required by section 151;~~
- (i) ~~has paid the application, examination, criminal records check, and registration fees, as set out in Schedule A.~~
- (2) ~~An applicant must provide or arrange to provide the registration committee with the following forms, documents or information as proof of meeting the criteria set out in subsection (1):~~
- (f) delivery to the registrar of
- (ai) a ~~signed~~ completed ~~Form #8~~ application for full registration (~~student hearing instrument practitioner~~); in the form established by the registrar under section 20(1),

- (bii) a completed Form #3 statutory declaration, in a form acceptable to the registration committee, regarding the good character and English language proficiency of the non-practicing registrant, including statements certifying that
- (i) the applicant owns or has access to the minimum equipment for the practice of the profession as required by the committee, and
 - (ii) the applicant has not contravened or otherwise failed to comply with the Act or the bylaws;
 - (iii) the application fee, examination fee and registration fee specified in Schedule A,
- (eivii) a copy of the applicant's post-secondary transcript sent directly to the registrar from the post-secondary institution or a notarized copy of the applicant's original transcript, certificate, diploma or degree, or other evidence satisfactory to the registration committee, of that the applicant successful completion of successfully completed the educational program academic requirement specified in subsection (1) paragraph (a), and evidence satisfactory to the registration committee that the applicant is the person named in any transcript, certificate, diploma or degree;
- (div) proof in a form acceptable to the registration committee of completion of that the applicant completed the supervised practice training specified in subsection (1) paragraph (c);
- (evi) proof in a form acceptable to the registration committee of Canadian citizenship or the applicant's entitlement to work in Canada;,
- (f) if requested by the committee, a copy of the applicant's language proficient test results sent directly to the registrar from the training institution or a notarized copy of the original test results, or other evidence satisfactory to the committee that the applicant meets the requirement of subsection (1)(e) and is the person named in a test result;
- (gvii) letters of recommendation, attesting to the good character of the applicant and such other information as the committee may require, sent directly to the registrar from two 2 persons who
- (iA) are not related to the applicant,

(iiB) have known the applicant for more than ~~two~~ 2 years, and
(iiiC) will not benefit if the applicant is ~~licensed under this Part;~~ granted full registration as a hearing instrument practitioner,
(hvii) ~~information concerning a current proceeding for or a finding of professional misconduct, incompetence or incapacity in British Columbia or another jurisdiction in relation to the profession or another health profession;~~) a letter or certificate, in a form satisfactory to the registration committee and dated within 60 days prior to the date of application, from each body responsible for the regulation of a health profession in a jurisdiction where the applicant is, or has been, authorized to practise that health profession, specifying particulars of any cancellation, suspension, limitation or conditions on the applicant's entitlement to practise, or any investigation, review or proceeding which could lead to cancellation, suspension, limitation or conditions on the applicant's entitlement to practise,

(vixii) ~~a signed Form #5 an authorization for a criminal record check authorization form, current within six months of the application;~~ in the form required by the *Criminal Records Review Act* together with the applicable fee for obtaining a criminal record check, and

(jx) proof of professional liability insurance ~~or~~ coverage in the form and amount required ~~by~~ under section 151 and effective on or before the date of registration;,
(k) ~~payment in full of the application, examination, criminal records check and registration fees, as set out in Schedule A.~~

(2) Despite subsection (1), if an applicant successfully completed the academic requirement specified in subsection (1)(a) 3 years or more prior to submitting his or her application for registration under subsection (1)(f)(i), the applicant may be granted registration under this section provided he or she

- (a) meets the conditions and requirements established in subsection (1)(b), subsections (1)(c) or (3), and subsections (1)(d) to (f), and
- (b) satisfies the registration committee that

- (i) during the 3 years immediately preceding the submission of his or her application for registration under subsection (1)(f)(i), he or she has engaged in the practice of hearing instrument dispensing
 - (A) for a minimum of 750 hours,
 - (B) in one regulated jurisdiction or more, and
 - (C) in accordance with criteria established by the board, or
 - (ii) his or her knowledge, skills and abilities are substantially equivalent to the competencies or other qualifications established in subparagraph (i).
- (3) ~~The registration committee may require the applicant to appear before the committee in order to determine that the applicant has satisfied the requirements of subsections (1) and (2)~~ Despite subsection (1), if an applicant has not completed the supervised practice training required under subsection (1)(c), the registration committee has the discretion, in satisfying itself under section 20 of the Act that the applicant meets the conditions or requirements for registration under this section, to consider whether the applicant's knowledge, skills and abilities are substantially equivalent to the standards of academic or technical achievement established in subsection (1)(c), and to grant registration under this section on that basis, if the applicant also meets the conditions and requirements established in subsections (1)(a) or (2), and subsections (1)(b), (d), (e), (f)(i) to (i~~vii~~) and (v~~i~~) to (ix).
- (4) ~~The registration committee may publish the results of the examination completed by the applicant under subsection (1)(b).~~
- (54) ~~A person who applies to become an active registrant (hearing instrument practitioner), must complete all licensing and examination~~ Where an applicant fails to meet the conditions or requirements for registration under this section within ~~two~~ 2 years of ~~the date the~~ submitting his or her application ~~was first filed, unless granted an extension by the committee for a period of time set by the committee~~ for registration under subsection (1)(f)(i), the application expires, and if the applicant still wishes to be registered, he or she must submit a new application.

Repealed

~~82.1 [Repealed 2016-05-08.]~~

Repealed

82.2 [Repealed 2016-05-08.]

Repealed

82.3 [Repealed 2016-05-08.]

Participation and voting rights

83. An active full registrant in the profession of (hearing instrument practitioner) dispensing is eligible: may

- (a) to be nominated or appointed as a member of the board under sections 4 or 10;
- (b) be appointed as a member of the board under section 10,
- (c) to vote in an election for members of the board under section 5; and
- (d) to vote at a general meeting of the membership under section 41.

Part 9 – Registration of Speech-Language Pathologists and Audiologists

Repealed

84. [Repealed 2016-05-08.]

Sub-Part 9.1 – Standard Applications

Active Full registration (audiologist or speech-language pathologist)

85(1) For the purposes of section 20(2) of the Act, to become the conditions and requirements for registration as an active full registrant in the profession of (audiologist audiology or the profession of speech-language pathologist) pathology an applicant must meet the following criteria: are

- (a) less than 3 years prior to the date of the application for registration submitted under paragraph (e)(i), has successfully completed successful completion of

- (i) at least a master's degree in speech-language pathology or audiology, or both, from a university with a (i) one of the recognized academic programs listed in Schedule C, or
 - (ii) a post-secondary degree in speech-language pathology or audiology, or both, from an academic program of study that meets or exceeds the requirements set out in subsection (2) and is acceptable to the registration committee; Schedule D,
 - (b) has successfully completed successful completion of the certification examination prepared by Speech Language and Audiology Canada; approved by the registration committee,
 - (c) be a Canadian citizen or entitled to work in Canada;
 - (d) be able to speak and write English at a proficiency level acceptable evidence satisfactory to the registration committee of the applicant's English language proficiency;
 - (e) be of good character, evidence satisfactory to the registration committee and that the applicant is of good character and fit to engage in the practice of the profession consistent with the responsibilities of a registrant and the standards expected of a registrant; and
 - (f) not have been charged with or convicted of an indictable offence under the Criminal Code (Canada), if the nature or circumstances of the offence give rise to concerns about the applicant's competence or fitness to practice the profession, as provided under section 20(2.2) of the Act;
 - (g) has professional liability insurance or coverage in the form and amount required by section 151;
 - (h) has paid the application, criminal records check and registration fees, as set out in Schedule A.
- (2) To be acceptable to the registration committee under subsection (1)(a), the course work must meet the following requirements:
- (a) 135 hours of course work in basic knowledge, with at least one course in the area of anatomical, physiological and neurological basis of speech, language and hearing functioning, and

- (i) for an applicant to audiology, at least two courses in the area of the physical basis and perceptual processes of hearing;
 - (ii) for an application to speech language pathology, at least two courses in the area of fundamental information pertaining to the use of speech and language processes;
- (b) 180 hours in basic knowledge related to other professions, with at least
- (i) two courses in the area of basic principles and methods involved in conducting research in human behaviour;
 - (ii) one course in the area of psychological and social aspects of human development, which must provide information from related fields, such as psychology or education pertinent to communication disorders, and include at least one of the following:
 - (A) theories of learning and behaviour that have application to communication disorders;
 - (B) personality development or abnormal behaviour;
 - (C) development and education of special populations, psychometric evaluation or school psychology;
 - (D) counselling and interviewing;
 - (iii) one course is required in the area of professional practices and issues of administrative organization of audiology or speech language pathology programs;
- (c) 405 hours in professional competency, which
- (i) in relation to audiology, must include the following:
 - (A) hearing measurement;
 - (B) audiological assessment;
 - (C) electrophysiological and other diagnostic measurements;
 - (D) basic and advanced concepts in amplification (systems, selection, fitting, verification and validation);
 - (E) implantable hearing devices;
 - (F) calibration and maintenance of instruments;
 - (G) auditory and vestibular disorders involving both peripheral and central pathways of hearing;

- (H) assessment and management of tinnitus, including hyperacusis;
 - (I) paediatric audiology;
 - (J) habilitation and rehabilitation procedures applied to children, adults, the elderly and specific populations, such as developmental delay and occupational hearing loss;
 - (K) professional practice issues specific to audiology;
- (ii) in relation to speech language pathology, must include the following:
- (A) articulation or phonological disorders;
 - (B) preschool or school aged language development and literacy;
 - (C) developmental language disorders;
 - (D) acquired language disorders;
 - (E) cognitive communication disorders;
 - (F) voice disorders;
 - (G) resonance disorders or structurally related disorders, such as cleft lip and palate;
 - (H) fluency disorders;
 - (I) neurologically based speech disorders;
 - (J) augmentative and alternative communication;
 - (K) dysphagia;
 - (L) professional practice issues specific to speech language pathology;
- (d) 45 hours in professional competency in relation to all communication disorders, which
- (i) in relation to audiology, must include the following:
 - (A) speech and language development, delays and disorders, such as screening or identification programs for speech, language and hearing problems throughout the lifespan;
 - (B) potential impact of hearing loss on speech and language acquisition;
 - (C) screening procedures for speech language delays and disorders;
 - (ii) in relation to speech language pathology, must include the following:
 - (A) development of normal hearing;

- (B) ~~hearing disorders and related speech language disorders, such as symptoms of hearing disorders, including associated speech, language and voice profiles;~~
- (C) ~~screening procedures and basic audiometric testing; application of audiometric information to the speech language assessment;~~
- (D) ~~modification in speech and language procedures to accommodate varying degrees of hearing loss;~~
- (E) ~~approaches to habilitation and rehabilitation of speech and language of the hearing impaired;~~
- (F) ~~use, care and maintenance of hearing aids, assistive listening devices, and amplification systems.~~
- (e) ~~300 hours of supervised university accredited clinical practicum of direct contact, which~~
- (i) ~~in relation to audiology, there must be:~~
- (A) ~~at least 50 hours with children;~~
- (B) ~~at least 50 hours with adults;~~
- (C) ~~at least 100 hours of assessment;~~
- (D) ~~at least 50 hours of intervention; and~~
- ~~the following activities must be covered with those hours:~~
- (A) ~~hearing measurement;~~
- (B) ~~audiological assessment;~~
- (C) ~~electrophysiological and other diagnostic measurements;~~
- (D) ~~amplification (systems, selection, fitting, verification and validation);~~
- (E) ~~implantable hearing devices~~
- (ii) ~~in relation to speech language pathology, there must be:~~
- (A) ~~at least 50 hours with children;~~
- (B) ~~at least 50 hours with adults;~~
- (C) ~~at least 100 hours of assessment;~~
- (D) ~~at least 50 hours of intervention; and~~
- ~~the following activities must be covered with those hours:~~
- (A) ~~articulation or phonological disorders;~~

- (B) preschool or school-aged language development and literacy;
 - (C) developmental language disorders;
 - (D) acquired language disorders;
 - (E) cognitive communication disorders;
 - (F) voice disorders;
 - (G) resonance disorders or structurally related disorders, such as cleft lip and palate;
 - (H) fluency disorders;
 - (I) neurologically based speech disorders;
 - (J) augmentative and alternative communication;
 - (K) dysphagia;
 - (L) prevention and identification activities;
- (f) 20 hours of direct contact or simulation with a maximum of 50 hours in simulation, which
- (i) in relation to audiology, must include exposure to speech-language pathology assessment, intervention or prevention activities, or
 - (ii) in relation to speech-language pathology, must include exposure to audiology assessment, intervention or prevention.
- (3) An applicant must provide or arrange to provide the registration committee with the following forms, documents or information as proof of meeting the criteria set out in subsection (1):
- (e) delivery to the registrar of
- (ai) a signed completed Form #2 application form for full registration (active); in the form established by the registrar under section 20(1),
 - (bii) a completed Form #3 statutory declaration, in a form acceptable to the registration committee, regarding the good character and English language proficiency of the non-practicing registrant, including statements certifying that the applicant has not contravened or otherwise failed to comply with the Act or these bylaws;
 - (iii) the application fee and registration fee specified in Schedule A,

- (eivii) a copy of the applicant's post-secondary transcript sent directly to the registrar from the post-secondary institution or a ~~notarized~~ copy of the applicant's original ~~transcript, certificate, diploma or~~ degree, or other evidence satisfactory to the registration committee; that the applicant ~~of the successful completion of~~ successfully completed the ~~educational program~~ academic requirement specified in subsection (1)(a), ~~and evidence satisfactory to the registration committee that the applicant is the person named in any transcript, certificate, diploma or degree;~~
- (d) ~~proof in a form acceptable to the registration committee of completion of the supervised practice training specified in subsection (2)(e);~~
- (e) ~~proof of successful completion of the Speech Language and Audiology Canada certification examination specified in subsection (1)(b);~~
- (fiv) proof in a form acceptable to the registration committee of ~~Canadian citizenship or~~ the applicant's entitlement to work in Canada;
- (g) ~~Upon request, applicants are required to provide evidence, satisfactory to the committee, that the applicant meets the requirement of subsection (1)(d).~~

Evidence may include:

- (i) ~~a notarized copy of original language proficiency test results;~~
 - (ii) ~~a copy of the applicant's language proficiency test results sent directly to the registrar from the training institution;~~
 - (iii) ~~or other evidence satisfactory to the committee.~~
- (hvii) letters of recommendation, attesting to the good character of the applicant ~~and such other information as the committee may require~~, sent directly to the registrar from ~~two~~ 2 persons who
- (iA) are not related to the applicant,
 - (iiB) have known the applicant for more than ~~two~~ 2 years, and
 - (iiiC) will not benefit if the applicant is ~~licensed under this Part~~; granted full registration as an audiologist or a speech-language pathologist,
- (vii) ~~information concerning a current proceeding for or a finding of professional misconduct, incompetence or incapacity in British Columbia or another jurisdiction in relation to the profession or another health profession.~~ a letter or certificate, in a form satisfactory to the registration committee and dated within 60

days prior to the date of application, from each body responsible for the regulation of a health profession in a jurisdiction where the applicant is, or has been, authorized to practise that health profession, specifying particulars of any cancellation, suspension, limitation or conditions on the applicant's entitlement to practise, or any investigation, review or proceeding which could lead to cancellation, suspension, limitation or conditions on the applicant's entitlement to practise,

(jvii) a signed Form #5 an authorization for a criminal record check ~~authorization form, current within six months of the application;~~ in the form required by the *Criminal Records Review Act* together with the applicable fee for obtaining a criminal record check, and

(kvixii) proof of professional liability insurance ~~or coverage in the form and amount~~ required by section 151 and effective on or before the date of registration;.

(1) ~~payment in full of the application, criminal records check and registration fees, as set out in Schedule A.~~

(2) Despite subsection (1), if an applicant successfully completed the academic requirement specified in subsection (1)(a) 3 years or more prior to submitting his or her application for registration under subsection (1)(e)(i), the applicant may be granted registration under this section provided he or she

(a) meets the conditions and requirements established in subsection (1)(b) to (e) and
(b) satisfies the registration committee that

(i) during the 3 years immediately preceding the submission of his or her application for registration under subsection (1)(e)(i), he or she has engaged in the practice of his or her profession

(A) for a minimum of 750 hours,
(B) in one regulated jurisdiction or more, and
(C) in accordance with criteria established by the board, or
(ii) his or her knowledge, skills and abilities are substantially equivalent to the competencies or other qualifications established in subparagraph (i).

(3) Where an applicant fails to meet the conditions or requirements for registration under this section within 2 years of submitting his or her application for registration under subsection (1)(e)(i), the application expires, and if the applicant still wishes to be registered, he or she must submit a new application.

Appearing before the committee

86. ~~The registration committee may require an applicant to appear before the committee in order to determine if that applicant has satisfied the requirements of sections 85 or 87.9.~~

Participation and voting rights

876. An active full registrant in the profession of (audiologist audiology or the profession of speech-language pathologist) pathology is eligible: may

- (a) to be nominated or appointed as a member of the board under sections 4 or 10;
- (b) be appointed as a member of the board under section 10,
- (c) to vote in an election for members of the board under section 5;
- (d) to vote at a general meeting of the membership under section 41.

Sub-Part 9.2 [Repealed 2011-04-02.]

Repealed

87.1 [Repealed 2016-05-08.]

Sub-Part 9.32 – Conditional Active Registration

Conditional active registration: application

87.9(1) Subject to subsections (32) and (65), if an applicant for active registration as a full registrant under section 82 has not successfully completed the examinations required under section 8582(1)(b), the registration committee may grant the applicant conditional active registration provided he or she the applicant otherwise meets all the other the conditions and requirements of section 85(1)82.

(2) Subject to subsections (3) and (6), if an applicant for registration as a full registrant under section 85 has not successfully completed the examination required under section 85(1)(b), the registration committee may grant the applicant conditional registration provided the applicant otherwise meets the conditions and requirements of section 85.

(23) An applicant who wants the registration committee to consider him or her for conditional ~~active~~ registration ~~under subsection (1)~~ must

- (a) indicate that ~~desire on~~ in the application ~~form~~ the applicant delivers to the registrar under section 82(1)(f)(i) or 85(1)(e)(i), and
- (b) ~~complete Section III of~~ if the applicant is applying under section 82, deliver to the registrar a ~~Form #3, statutory~~ declaration in a form acceptable to the registration committee ~~attesting~~ that he or she will write the ~~certification~~ examinations required under section 82(1)(b) on the next ~~date that~~ scheduled examination ~~is scheduled~~ date, or
- (c) if the applicant is applying under section 85, deliver to the registrar a declaration, in a form acceptable to the registration committee, that he or she will write the examination required under section 85(1)(b) on the next scheduled examination date.

(34) A conditional registrant must be registered as a full registrant in the ~~appropriate class applicable profession~~ if,

- (a) within ~~two~~ 2 years of being granted registration under subsection (1), he or she successfully completes the examinations required under section 82(1)(b) and provides evidence satisfactory to the registration committee of that successful completion, or
- (b) within 2 years of being granted registration under subsection (2), he or she successfully completes the examination required under section 85(1)(b) and provides evidence satisfactory to the registration committee of that successful completion.

(45) The registrar must cancel a conditional ~~active~~ registrant's registration, if

- (a) within 2 years of being granted ~~conditional~~ registration,
 - (i) a registrant granted registration under subsection (1) ~~the registrant~~ fails the ~~certification~~ examinations required under section ~~85~~ 82(1)(b) ~~three~~ 3 times, or
 - (ii) a registrant granted registration under subsection (2) fails the examination required under section 85(1)(b) 3 times, or
- (b) ~~two~~ 2 years after being granted ~~conditional~~ registration,

- (i) a registrant granted registration under subsection (1),~~a conditional active registrant~~ has not successfully completed the ~~certification~~ examinations required under section 85(1)(b) and provided evidence satisfactory to the registration committee of that successful completion, or
 - (ii) a registrant granted registration under subsection (2) has not successfully completed the certification examination required under section 85(1)(b) and provided evidence satisfactory to the registration committee of that successful completion.
- (56) The registration committee cannot
- (a) grant registration under subsection (1) to a person who ~~has~~ was previously ~~been a conditional active registrant~~ registered under subsection (1), or
 - (b) grant registration under subsection (2) to a person who was previously registered under subsection (2).

Conditional active registrant: rights and responsibilities

- 87.10 (1) A ~~conditional active registrant must~~
- (a) ~~must fulfill the responsibilities of an active registrant under the Act, Regulation and these bylaws, while practicing his or her profession under general supervision as defined by policy,~~
 - (b) ~~must fulfill during the period of conditional active registration the continuing competency requirements of an active registrant as required by section 159,~~
 - (c) ~~may use a title reserved in the Regulation for exclusive use by his or her profession but only with the addition of “(Conditional)” at the end.~~
- (27) A conditional ~~active~~ registrant ~~is eligible~~ may
- (a) ~~to~~ vote in an election for members of the board under section 5, and
 - (b) ~~to~~ vote at a ~~general~~ meeting ~~of the membership~~ under section 41, ~~but is not eligible to be nominated or appointed as a member of the board under sections 4 or 10.~~
- (38) A conditional ~~active~~ registrant must not
- (a) practise as a sole practitioner ~~apply for advanced competency certification under Part 10,~~

- (b) supervise or delegate any aspect of practice ~~supervise individuals who are fulfilling the conditions or requirements for registration as a member of the college,~~
- (c) ~~supervise a support person or student~~ supervise individuals who are fulfilling the conditions or requirements for registration under these bylaws,
- (d) ~~delegate any aspect of practice to a support person or student~~ be nominated under section 4, or
- (e) ~~practice as a sole private practitioner~~ be appointed as a member of the board under section 10.

Part 10 – ~~Advanced Competency Certification Programs~~ Certified Practice

Application Certified practice – the regulation

88. ~~The requirements of sections 89 to 93 apply to all the certificates required in this~~

Part. (1) A full registrant who is an audiologist may apply for

- (a) a certified practice certificate authorizing him or her, under section 6(1) of the Regulation, to provide cerumen management that includes the performance of a restricted activity set out in section 5(1)(b) to (d) of the Regulation, or
- (b) a certified practice certificate authorizing him or her, under section 6(2) of the Regulation, to provide assessment and management of vestibular system dysfunction that includes the performance of the restricted activity set out in section 5(1)(d).

(2) A full registrant who is a hearing instrument practitioner may apply for

- (a) a certified practice certificate authorizing him or her, under section 6(1) of the Regulation, to provide cerumen management that includes the performance of a restricted activity set out in section 5(2)(a) to (c) of the Regulation, or
- (b) a certified practice certificate authorizing him or her, under section 6(3) of the Regulation, to provide to a client under 16 years of age hearing instrument services that include the performance of a restricted activity set out in section 5(2)(e) or (f) of the Regulation.

(3) A certified practice certificate under subsection (2)(b) must not authorize a full registrant who is not an audiologist to provide hearing instrument services that include

the performance of a restricted activity set out in section 5(2)(e) or (f) of the Regulation to a client

- (a) who is under 12 years of age, or
- (b) whom a qualified professional has assessed as having a developmental age of less than 12 years in relation to the cognitive and motor skills needed
 - (i) for testing prior to providing hearing instrument services that include the performance of a restricted activity set out in section 5(2)(e) or (f) of the Regulation, or
 - (ii) to use a hearing instrument independently.

(4) A full registrant who is a speech-language pathologist may apply for a certified practice certificate authorizing him or her, under section 6(4) of the Regulation, to provide a service that involves the performance of a restricted activity set out in section 5(3)(c) to (e) or (g) of the Regulation, including:

- (a) a certificate authorizing the registrant to perform fiberoptic endoscopy;
- (b) a certificate authorizing the registrant to perform voice restoration;
- (c) a certificate authorizing the registrant to perform tracheostomy management on a client who is 12 years of age or older;
- (d) a certificate authorizing the registrant to perform tracheostomy management on a client who is younger than 12 years of age;
- (e) a certificate authorizing the registrant to perform airway secretion management.

Preconditions for advanced competency certification

~~88.1. The following preconditions apply to a registrant seeking an advanced competency certificate under this Part:~~

- ~~(a) a registrant may not apply for an advanced competency certificate until the registrant has completed one year of clinical experience as registered audiologist, hearing instrument practitioner or speech language pathologist, as the case may be;~~
- ~~(b) if the registrant completed the educational pre-requisites specified in the applicable program of study seven years or more before applying for an advanced competency certificate, that registrant may not be granted the applicable certificate~~

~~until the registrant has completed such additional education or training as the committee may determine is necessary in the circumstances;~~

(e) ~~a registrant may commence the applicable program of study within that registrant's first year of clinical experience, but may not be granted the applicable certificate until that registrant has completed one full year of clinical experience;~~

(d) ~~a registrant must complete the applicable program of study within three years of the date the registrant started that program.~~

General Certified practice – the bylaws

89(1) ~~The quality assurance committee~~

- (a) ~~must monitor or administer the advanced competency certification programs described in this Part, and~~
- (b) ~~holds the exclusive authority to make a decision as to whether or not a registrant should be granted a particular certification.~~

- (1) A full registrant who is an audiologist may apply for a certified practice certificate authorizing the registrant to perform cochlear implant management.
- (2) ~~In relation to each of the advanced competency certificate programs that are described in this Part, the training of a registrant must take place~~
- (a) ~~under the direct supervision by another registrant or health professional who is already qualified or certified to perform the activity that is the subject of that certificate, and~~
- (b) ~~is acceptable to the committee, and~~
- (c) ~~in a setting that allows the training registrant to obtain sufficient clinical experience, including direct contact with clients.~~
- (2) A full registrant who is a speech language pathologist may apply for one or both of the following:
- (a) a certified practice certificate authorizing the registrant to perform videofluoroscopic management on clients who are 16 years of age or older;
- (b) a certified practice certificate authorizing him or her to perform videofluoroscopic management on clients who are younger than 16 years of age.

(2.1) In relation to each program of study described in this Part, each such program must provide the registrant with the following competencies:

- (a) an understanding of infection control guidelines applicable to that competency;
- (b) an understanding of emergency safety procedures applicable to that competency.

(3) The quality assurance committee may issue a directive that lists the specific programs of study that the committee determines meets the requirements for each certification program described in this Part.

(4) To be granted an advanced competency certificate under this Part, an active registrant must

- (a) submit to the registrar a completed Form #9 application for advanced competency certification;
- (b) provide proof in a form acceptable to the committee of any specific requirement for a particular advanced competency certificate, and
- (c) pay the advanced competency certification fee (initial) as set out in Schedule A.

Substantial equivalency re: advanced competency

89.1. The quality assurance committee has the discretion, in satisfying itself that a registrant meets the conditions or requirements to be granted an advanced competency certificate under this Part, to consider whether the registrant's knowledge, skills and abilities are substantially equivalent to the standards of academic or technical achievement and the competency or other qualifications as specified for a certificate in this Part.

Issuing of certificates Certification Programs

90(1) The registrar must, on the instruction of the quality assurance committee, issue an advanced competency certificate (Form #10) to an active registrant who, in the committee's determination, meets the requirement for that certificate as set out in this Part. For each certified practice certificate established under sections 88 and 89, the quality assurance and professional practice committee board must specify approve a certification program, including:

- (a) the academic prerequisites a full registrant must hold before commencing the education and training requirements specified approved by the committee board under paragraph (c);
 - (b) the period of clinical practice a full registrant must complete in his or her profession before applying for the certificate;
 - (c) the education and training requirements a full registrant must complete before applying for the certificate;
 - (d) the health professionals who are qualified to supervise a full registrant in completing the education and training requirements specified approved by the committee board under paragraph (c); and
 - (e) what supervision is necessary for a full registrant who is completing the education and training requirements specified approved by the committee board under paragraph (c).
- (2) A certificate issued under subsection (1) must state The education and training requirements specified approved by the quality assurance and professional practice committee board under subsection (1)(c), must include education and training on infection control and emergency safety procedures applicable to the services authorized by the certified practice certificate.
- (a) the specific advanced competency being certified;
 - (b) the name of the certificate holder;
 - (c) the date the certificate was issued;
 - (d) the expiry date set for the certificate; and
 - (e) the limits or conditions that may apply to that registrant or certificate, if any.
- (3) For the purposes of paragraph 90(2)(d), an advanced competency certificate granted by the committee under this Part
- (a) expires on the date specified by the committee, which cannot be a date past March 31st of the third year following the year it was granted, but
 - (b) may be renewed under section 94, so long as it has not otherwise expired before being renewed.

Right to a decision and a review of a denied certificate Applications for certified practice certificates

91(1) ~~The quality assurance committee must, within 30 days of making a decision under this Part to refuse an active registrant's request for an advanced competency certificate, deliver a written notice to the registrant setting out the committee's decision and reasons, and advising the denied registrant of his or her right to apply for a review of that decision under subsection (2).~~ To apply for one of the certified practice certificates established under sections 88 and 89, a full registrant must

(a) deliver to the registrar

(i) a completed application for a certified practice certificate ~~in the form established by the registrar under section 20(1),~~

(ii) evidence satisfactory to the ~~quality assurance and professional practice~~ registration committee that,

~~(A) subject to subsections (3) and to (46), he or she has successfully completed the academic prerequisites specified by the committee certification program approved by the board for that certificate under section 90(1)(a),~~

~~(B) he or she has completed, either in British Columbia or in another regulated jurisdiction, the period of clinical practice specified by the committee for that certificate under section 90(1)(b), and~~

~~(C) subject to subsections (5) and (6), he or she has successfully completed the education and training requirements specified by the committee for that certificate under section 90(1)(c), and~~

(b) subject to subsection (2), pay the certified practice certificate application fee specified in Schedule A.

(2) ~~An active registrant who has been denied an advanced competency certificate by the quality assurance committee under this Part may request a review of that decision by the board under Part 11.~~ The certified practice certificate application fee is not payable under subsection (1)(b), if the full registrant already has been issued 2 or more certified practice certificates under section 92, and at least 2 of those issued certified practice certificates have not been cancelled and are not suspended.

(3) For academic prerequisites required under section 90(1)(a) to be considered by the ~~quality assurance and professional practice~~ registration committee under subsection (1)(a)(ii)(A), the full registrant must have completed ~~them~~ those prerequisites less than 7 years before ~~submitting~~ delivering the application under subsection (1)(a)(i).

(4) Despite subsection (3), if the full registrant completed ~~the~~ academic prerequisites required under ~~subsection (1)(a)(ii)(A)~~ section 90(1)(a) at least 7 years ~~or more~~ before ~~submitting~~ delivering the application under subsection 1(a)(i), the full registrant may still be granted the certified practice certificate provided he or she

(a) otherwise meets the conditions and requirements established in subsection

(1)(a)(i), (ii)(B) and (C) and (b), and

(b) successfully completes such additional education and training as the ~~quality assurance and professional practice~~ registration committee requires.

(5) For education and training requirements under section 90(1)(c) to be considered by the ~~quality assurance and professional practice~~ registration committee under subsection (1)(a)(ii)(C), ~~they all~~ the full registrant must ~~have been completed by the full registrant~~ complete all those requirements

(a) within a period of 3 years, and

(b) with the supervision ~~specified by the committee~~ required under section 90(1)(d) and (e).

(6) Despite subsection (5)(a), the ~~quality assurance and professional practice~~ registration committee has the discretion to allow a full registrant additional time for the completion of education and training requirements.

(7) ~~If authorized by the registrar, a requirement under this section or section 94 for a person to deliver information or records to the registrar may be satisfied by the person~~

(a) ~~delivering the information electronically or completing a corresponding electronic form on the website, or~~

(b) ~~making other suitable arrangements for the delivery of the information or records to the registrar.~~

Display of certificates Issuing of advanced certified practice certificates

92(1) ~~A registrant granted an advanced competency certification under this Part must either~~ On the direction of the quality assurance and professional practice registration committee, the registrar must issue a certified practice certificate ~~in the form established by the registrar under section 20(1)~~ to a full registrant who, in the committee's determination, meets the conditions and requirements for that certificate under section 91.

- (a) ~~be able to provide proof that he or she is certified in the applicable advanced competency program, or~~
- (b) ~~display a certificate in a prominent location at the registrant's place of business to which the general public has access.~~

(2) ~~If a registrant chooses to only display a certificate under subsection (1)(b), and has more than one place of business, the registrant must display~~ A certified practice certificate issued under subsection (1) must state

- (a) ~~the certificate in the registrant's main place of business, and~~
 - (b) ~~a copy of the certificate in every other place of business other than the main place of business.~~
- (a) be in a form approved by the board, and
 - (b) state
 - (i) the specific certificate issued,
 - (ii) the name of the full registrant to whom the certificate has been issued,
 - (iii) the date the certificate was issued, and
 - (iv) subject to subsection (35), the expiry date for the certificate.

(3) A full registrant may perform a service authorized by a certified practice certificate established under section 88 or 89 only if the registrar has issued that certificate to the registrant under subsection (1) and the certificate has not been suspended or cancelled.

(4) Despite subsection (3), if, under section 89(2)(a) and subsection (1), a full registrant has been issued a certified practice certificate authorizing him or her to perform videofluoroscopic management on clients who are 16 years of age or older, the registrant may perform videofluoroscopic management on a client under 16 years of age, provided

- (a) the client is 11 years of age or older,

- (b) the client requires videofluoroscopic management in a tertiary and predominately adult hospital or health care facility,
 - (c) the registrant's certified practice certificate is not suspended or cancelled.
- (5) A certified practice certificate issued by the registrar under subsection (1) expires on the date specified by the registration committee, which cannot be later than March 31 in the third year following the year the certificate was issued.

Return of certificate Board review of a determination not to grant an advanced certified practice certificate

93. ~~If a registrant's advanced competency certificate is suspended or cancelled, the registrant must return it and any copies of it to the registrar immediately on being served notice that the certificate has been suspended or cancelled.~~ (1) Within 30 days of determining that a full registrant does not meet the conditions and requirements for a certified practice certificate under section 91, the ~~quality assurance and professional~~ practitioner registration committee must deliver notice to the registrant in writing, providing reasons for its determination and advising the registrant of his or her right to apply for a review under subsection (2).
- (2) A full registrant who has received notice under subsection (1) may request a review by the board under Part 11.

Certification Certified practice certificates – renewal

- 94(1) To ~~be eligible to~~ renew ~~an advanced competency~~ a certified practice certificate, an ~~active~~ full registrant must, before the expiry date for that certificate,
- (a) ~~submit~~ deliver to the registrar
 - (i) a completed ~~Form #11 advanced competency~~ application for renewal of a certified practice certificate ~~renewal in the form established by the registrar under section 20(1)~~, including ~~a statutory declaration attesting that he or she is in compliance with the Act, the regulations, these bylaws, and any limits or conditions imposed under sections 39(2)(b) or (d) of the Act~~ a declaration that the registrant continues to provide the services authorized by the certificate, and

- (ii) evidence satisfactory to the ~~quality assurance and professional practice~~ registration committee that he or she has completed the certified practice certificate continuing competency requirements specified under section 96, and
- (b) subject to subsection (2), pay the ~~advanced competency certification~~ certified practice certificate renewal fee ~~in the amount~~ specified in Schedule A;
- (e) ~~pay any other outstanding fee, debt or levy owed to the college, and~~
- (d) ~~meet provide evidence satisfactory to the quality assurance and professional practice committee that he or she has completed the certified practice certificate continuing advanced competency requirements of specified under section 95.~~
- (1.1) ~~In addition to reporting on completion of the continuing competency credit requirement, a registrant must also report within the statutory declaration as to whether or not the registrant used or applied the advanced competency as certified in the Part during the period of certification.~~
- (1.2) ~~For the purposes of an advanced competency certificate renewed under this section, the provisions of section 90(2) apply to the renewed certificate.~~
- (2) ~~Notice of the certificate renewal fees must be delivered to each registrant no later than 60 days before the expiry date, and must describe the consequences of late payment and non-payment of fees.~~ A full registrant who has been issued 3 or more certified practice certificates under section 92(1) only needs to pay the certified practice certificate renewal fee for each renewal of 2 of those certificates.
- (3) ~~Each registrant must pay the certificate renewal fee, as set out in Schedule A, in full on or before the expiry date.~~ The registrar must issue to a full registrant who satisfies the conditions and requirements specified in subsection (1) a receipt stating that the registrant's certified practice certificate has been renewed.
- (4) ~~Where a registrant fails to pay a certificate renewal fee on or before the expiry date, he or she ceases to be entitled to provide services covered under the terms and conditions of that advanced competency certificate.~~ The requirements of section 92(2)(b) and (5) apply to a receipt issued by the registrar under subsection (3) or (7) as if the receipt was a certified practice certificate, and the expiry date stated on the receipt under section 92(2)(d)(iv) is the new expiry date of the certified practice certificate for which the receipt was issued.

(5) ~~On receipt of payment of the certificate renewal fee, the registrar must issue to the registrant making payment a receipt and a statement that the registrant is, subject to his or her compliance with the Act, the regulations, and these bylaws, entitled to provide the services covered under the terms and conditions of the advanced competency certificate.~~

If a full registrant fails to satisfy the requirements established in subsection (1) on or before the expiry date for his or her certified practice certificate, the certificate is cancelled.

(6) Where a full registrant's certified practice certificate is cancelled under subsection (5), he or she may reinstate the certificate by, within 30 days of the date of the cancellation,

- (a) satisfying the requirements established in subsection (1), and
- (b) paying the certified practice certificate reinstatement fee specified in Schedule A.

(7) The registrar must issue to a full registrant who satisfies the conditions and requirements specified in subsection (6) a receipt stating that the registrant's certified practice certificate has been reinstated.

Certificate reactivation

94.1(1) If a former registrant who was granted an advanced competency certificate under this Part prior to becoming a former registrant is later reinstated under either section 79 or 80, any advanced competency certificate held by that reinstated registrant that did not expire prior to the date of reinstatement is reactivated.

(2) An advanced competency certificate reactivated under subsection (1) expires

- (a) on the expire date set by the committee under section 90(3), or
- (b) on March 31st of the third year following the year it was granted,
whichever date occurs first.

Certified practice certificates – applications

95 (1) Every person applying for a certified practice certificate under section 91 or renewal of a certified practice certificate under section 94, must deliver to the register an application, including any information or items required under these bylaws to be included in or with the application, to the register in the manner specified by the registrar.

- (2) The registrar must specify the manner of delivery for an application under subsection (1) and may modify the manner of delivery from time to time as the registrar considers necessary or advisable.
- (3) The registrar must maintain and publish on the college website a notice setting out
 - (a) the manner of delivery for a application specified by the registrar under subsection (2),
 - (b) the information or items required under these bylaws to be included in or with an application for a certified practice certificate under section 91 or an application for renewal of a certified practice certificate under section 94, and
 - (c) the fees payable under these bylaws in conjunction with an application for a certified practice certificate under section 91 or an application for renewal of a certified practice certificate under section 94.

Certified practice certificates – continuing advanced competency program requirements credits

- 956(1) A Following the issuing of a certified practice certificate under section 92(1) or a receipt renewing a certified practice certificate under section 94(3), the full registrant who has been ~~granted~~ issued ~~an advanced competency~~ that certificate or receipt must;
- (a) complete at least ~~four~~ 4 hours of continuing competency credits ~~in the specific advanced competency, as~~ approved by the quality assurance and professional practice committee, ~~and do so prior to the expiry or renewal date for that certificate as relevant to the services authorized by the certificate,~~ and
 - (b) report the continuing competency credits ~~earned during the cycle~~ completed under paragraph (a) to the ~~quality assurance~~ committee in accordance with the reporting ~~schedule~~ deadline and procedures approved by the committee.
- (2) If a full registrant reports continuing competency credits to the quality assurance and professional practice committee to satisfy the requirements of subsection (1) for one certified practice certificate, the full registrant cannot report any of those same credits to the committee to satisfy the requirements of subsection (1) for another certified practice certificate.

(23) A full registrant must retain documents or other information that support his or her completion of the continuing advanced competency credits being reported to the quality assurance and professional practice committee under subsection (1).

(34) The quality assurance and professional practice committee may, without notice to a registrant, audit the registrant to ensure the accuracy and truthfulness of the continuing advanced competency credits that the registrant has reported under subsection (1)(b).

(45) If the quality assurance and professional practice committee finds an inaccuracy a registrant inaccurately or a falsely report reporting of reported continuing competency credits under subsection (1) and is unable to resolve that deficiency by subsequent negotiation with the registrant, the committee may do one or both of the following:

- (a) seek to resolve with the registrant a resulting deficiency in credits;
- (b) report that finding to the inquiry committee, which may in turn investigate the registrant for a breach of this section under Part 3 under section 26.2 of the Act and Part 14 of these bylaws.

Standards of Practice Certified practice certificates – standards of practice

967. A full registrant who has been issued an advanced competency a certified practice certificate under this Part section 92(1) or a receipt renewing a certified practice certificate under section 94(3) must, when providing services authorized by that certificate, apply comply with and follow the Standards of Practice for the performance of the services covered by standards of practice approved by the board for the provision of those services as may be approved by the board.

Sub-Part 10.1 Certificates for Audiologists

General requirements

96.1 (1) The requirements of this section apply to all the advanced competency certificates for audiologists set out in this Sub Part.

(2) A registrant

- (a) may not be granted an advanced competency certificate under this Sub Part until the registrant has completed one year of clinical experience as an audiologist, but may

~~commence the acceptable program of study within the first year of clinical experience, and~~

~~(b) must have completed the program of study no more than three years prior to applying for certification.~~

~~(3) The quality assurance committee may grant to an audiologist an advanced competency certificate specified in this Sub-Part and as required by section 6(2) of the Regulation, if the registrant has completed successfully a program of study in the advanced competency that is acceptable to the committee as meeting the requirements for each specific certificate.~~

~~(4) [Repealed 2016-05-08.]~~

Certificate A) Vestibular Assessment and Management

Application Proof of certified practice certificates

~~978. This advanced competency certificate program applies to the restricted activity set out in section 5(1)(d) of the Regulation. Subject to section 100(1), the registrar must publish on the college website a list of every full registrant who has been issued a certified practice certificate under section 92(1) or a receipt renewing a certified practice certificate under section 94(3).~~

Certification requirements Use of “certified”

~~989. (1) Subject to subsection (2), a registrant must not use the term “certified” in connection with his or her practice of a profession. The quality assurance committee may grant to an audiologist a certificate in vestibular assessment and management as required by section 6(2) of the Regulation, if the audiologist and professional practice committee must specify for approval by the board the manner by which a full registrant may hold out him or herself as certified to provide the services authorized by a certified practice certificate.~~

~~(a) has completed pre-requisites and a program of study that is acceptable to the committee, and~~

~~(b) has performed vestibular system function assessments and management under supervision.~~

~~(2) [Repealed 2016-05-08.] If the registrar has issued a certified practice certificate to a full registrant under section 92(2) and the certificate is not suspended or cancelled, the registrant may hold out him or herself as “certified” to provide the services authorized by the certified practice certificate.~~

Acceptable programs of study

~~99. To be acceptable to the committee under section 98(a), the program of study in the assessment and management of vestibular system function must~~

~~(a) be either~~

- ~~(i) a pre requisite graduate level course of at least three credit hours in vestibular assessment and management, or~~
- ~~(ii) an equivalent course the committee determines is substantially similar to such a graduate level course, and~~

~~(b) which in either case provides a registrant with the following competencies:~~

- ~~(i) understanding of the anatomy and physiology of the auditory, visual and somatosensory systems;~~
- ~~(ii) understanding of electrophysiological tests including auditory brainstem response, electrooculography, and vestibular evoked myogenic potential;~~
- ~~(iii) understanding, administering and interpreting pre-testing screening, including vertebral artery screening test and cervical vertigo test;~~
- ~~(iv) understanding of administering and interpreting postural stability test;~~
- ~~(v) understanding of assessments and evaluations for the presence of oscillopsia;~~
- ~~(vi) understanding and experience in administering and interpreting electronystagmography or videonystagmography, including oculo-motor testing, positioning and positional testing, air and water caloric testing and ice-water caloric testing;~~

- (vii) understanding of autorotation tests and computerized dynamic posturography;
- (viii) understanding of treatment for different forms of benign paroxysmal positional vertigo;
- (ix) understanding of vestibular rehabilitation therapy;
- (x) understanding of outcome measures and monitoring therapy;
- (xi) recognition of contraindications to vestibular assessment or portions thereof;
- (xii) recognition of criteria for referral to medical specialist or another professional;
- (xiii) recognition of complications and how to deal with them.

Suspension or cancellation of certified practice certificates

99100(1) If a full registrant's certified practice certificate is suspended or cancelled, the registrar must

- (a) immediately notify the registrant of the suspension or cancelation of his or her certificate, and
 - (b) remove the registrant's name from the list published on the college website under section 98.
- (2) On receiving notice from the registrar under subsection (1), a full registrant must immediately cease
- (a) providing the services authorized by the suspended or cancelled certified practice certificate, and
 - (b) holding him or herself out as "certified" to provide the services authorized by that the suspended or cancelled certificate.
- (3) Where a suspension of a full registrant's certified practice certificate is ended or the certificate is reinstated under section 94(6), the registrar must
- (a) advise the registrant that he or she may again
 - (i) provide the services authorized by the certificate, and
 - (ii) hold him or herself out as certified to provide those services, and

- (b) return the registrant's name to the list published on the college website under section 98.

Repealed

100. [Repealed 2011-04-01.]

Use of "certified"

101. An active registrant who has been certified by the quality assurance committee in assessment of vestibular system function and has been placed on the appropriate registry, is entitled to use the designation "Certified in Vestibular Assessment and Management", and may not use any other title or designation for this certification.

Certificate B) Cochlear Implant Management

Definitions

102. For the purposes of sections 103 to 106:

"**cochlear implant**" means a device that directly stimulates the auditory nerve, and can provide sound for people who have a severe to profound hearing loss, or receive little or no benefit from conventional hearing aids, and consists of two parts: internal implant and speech processor;

"**cochlear implant management**" means a process or continuum of care involving an interprofessional team, where

- (a) management includes candidacy assessment, programming and post-implant evaluations;
- (b) candidacy assessment includes comprehensive audiological evaluation to determine if the potential recipient meets the criteria to receive a cochlear implant;
- (c) programming of the speech processor establishes individualized listening programs so the recipient can receive full access to speech sounds, and
- (d) post-implant evaluations are used to monitor a recipient's progress;

“internal implant” means a tiny electrode that is surgically implanted into the inner ear and a receiver is placed under the skin behind the ear;

“speech processor” means a device the client wears on the body or behind the ear and the transmitting coil, that is connected to the internal implant via a magnet.

Restriction on practice

103. A registrant must not provide or perform cochlear implant management unless that registrant is an audiologist who has successfully completed a certification program as required by sections 104 and 105.

Certification requirements

104. The quality assurance committee may grant to an audiologist a certificate in cochlear implant management, if the audiologist has completed successfully a program of study that is acceptable to the committee.

(2) [Repealed 2016-05-08.]

Acceptable programs of study

105. To be acceptable to the committee under section 104(a), the program of study in cochlear implant management must be either

(a) a graduate level course in cochlear implant management, including candidacy assessment, programming and equipment maintenance, and post-implant evaluation, or

(b) a program of study the committee determines is substantially similar to such a graduate level course, but in either case, the program of study must provide a registrant with the following competency:

(c) knowledge of the anatomy and physiology of the complete auditory system;

(d) knowledge of current candidacy requirements and function of a cochlear implant;

(e) skill regarding external cochlear implant equipment and accessories, including trouble shooting in the case of equipment malfunction;

(f) recognition of contraindications to implantations;

(g) recognition of criteria for referral to medical specialist or another professional;

~~(h) recognition of complications and how to deal with or respond to each complication.~~

Use of “certified”

~~106. An active registrant who has been certified by the quality assurance committee in cochlear implant management and has been placed on the appropriate registry, is entitled to use the designation “Certified in Cochlear Implant Management”, and may not use any other title or designation for this certification.~~

Sub-Part 10.2 Certificates for Audiologists and Hearing Instrument Practitioners

Certificate C) Cerumen Management

Application

~~107. This advanced competency certificate program applies to the restricted activities set out in sections 5(1)(b), (c) and (d), and sections 5(2)(a), (b) and (c) of the Regulation.~~

Certification requirements

~~108. The quality assurance committee may grant to an audiologist or a hearing instrument practitioner a certificate in cerumen management as required by section 6(1) of the Regulation, if the audiologist or hearing instrument practitioner has successfully completed a program of study that is acceptable to the committee and has done so no more than three years prior to applying for certification.~~

~~(2) [Repealed 2016-05-08.]~~

Acceptable programs of study

~~109. To be acceptable to the committee under section 108(1), the program of study in cerumen management must be acceptable to the quality assurance committee and provide a registrant with the following competency:~~

~~(a) knowledge of the anatomy, physiology and pathophysiology of the external ear canal, pinna and the tympanic membrane;~~

- (b) knowledge of infection control and prevention of disease transmission (universal precautions);
- (c) knowledge of the cerumen removal techniques of aural suction, aural irrigation and instrument extraction, and demonstrated skill in at least one of these procedures;
- (d) knowledge of the equipment required to perform cerumen removal;
- (e) demonstrated skill in the use of otoscopy;
- (f) recognition of contraindications;
- (g) recognition of criteria for referring the client to medical specialist or another health professional;
- (h) recognition of complications and procedures to be followed;
- (i) knowledge of triggerable reflexes, and the need for emergency protocols.

Use of “certified”

110. An active registrant who has been certified by the quality assurance committee in cerumen management and has been placed on the appropriate registry, is entitled to use the designation “Certified in Cerumen Management”, and may not use any other title or designation for this certification.

Sub-Part 10.3 – Certificates for Hearing Instrument Practitioners

Definitions

111. For the purposes of this Sub-Part:

- “child” means an individual who has not attained the age of 16 years;
- “certified hearing instrument practitioner” means a hearing instrument practitioner who has been granted an advanced competency certificate under this Sub-Part.

General requirements

112. Notwithstanding the pre-conditions set out in paragraphs 88.2(a) and (c), a hearing instrument practitioner may not

- (a) apply for an advanced competency certificate under this Sub Part until that registrant has completed two years of clinical experience as registered hearing instrument practitioner;
- (b) be granted the applicable certificate under this Sub Part until that registrant has completed two full years of such clinical experience.

Certificate D) Hearing Instrument Services for Children Aged 12 to 16 Years

Application

113. This advanced competency certificate program applies to hearing instrument practitioners who
- (a) are not also audiologists, and
 - (b) intend to provide hearing instrument dispensing services to a child, including the restricted activities set out in section 5(2)(e) and (f) of the Regulation, as specified by section 6(3) of the Regulation.

Additional age restriction

- 113.1 (1) For the purposes of this section, “**authorized professional**” means a registrant of another college established or continued under the Act, who is authorized by or under an enactment to conduct a developmental assessment of a child.
- (2) In addition to the age restriction set out in section 6(3) of the Regulation, a hearing instrument practitioner who is not also an audiologist may not prescribe, dispense or fit a hearing instrument in respect of a child who
- (a) has not attained the age of 12 years or more, or
 - (b) has been assessed by an authorized professional as having a developmental age of less than 12 years in relation to the cognitive and motor skills that are necessary for a child to be tested properly and for that child to be able to use a hearing instrument independently.

Clarifications

~~113.2 For greater certainty, a hearing instrument practitioner who is not also an audiologist may perform the following services to individuals in the corresponding age groups:~~

- ~~(a) a service that includes the performance of a restricted activity set out in section 5(2)(a) of the Regulation, subject to sections 107 to 110, to an individual of any age;~~
- ~~(b) a service that includes the performance of a restricted activity set out in sections 5(2)(b) and (c) of the Regulation, subject to sections 107 to 110, to a child who has attained the age of 12 years or more;~~
- ~~(c) a service that involves the performance of a restricted activity set out in section 5(2)(d) of the Regulation to an individual of any age.~~

Certification requirements

~~113.3 The quality assurance committee may grant to a hearing instrument practitioner the advanced competency certificate as required by section 6(3) of the Regulation, if the registrant has completed successfully a program of study in the advanced competency of hearing instrument dispensing services for children that is acceptable to the committee as meeting the requirements for that certificate.~~

Acceptable program of study

~~113.4 To be acceptable to the committee under section 113.3, the program of study in hearing instrument dispensing services for children must provide a hearing instrument practitioner with the following competency in relation to children who have attained the age of 12 years or more:~~

- ~~(a) understanding normal speech and language development and ongoing language development pertinent to a child;~~
- ~~(b) understanding and use of hearing assistance technology that may be applicable to a child;~~
- ~~(c) ability to perform and interpret hearing assessments;~~
- ~~(d) ability to interpret hearing assessment results while considering the child's functional environments;~~
- ~~(e) understanding the need for a referral for further testing;~~

- (f) ability to prescribe a hearing instrument appropriate to the child;
- (g) understanding the psychosocial consequences of hearing loss, including the emotional implications of the loss;
- (h) understanding the child's current and ongoing educational considerations, including classroom and speech acoustics;
- (i) ability to perform counselling, including instruction and support in the use of the hearing assistance technology;
- (j) ability to actively participate on the care team, including educators;
- (k) understanding the need for a referral to augment care;
- (l) demonstrated ability to properly document the assessment and treatment plan;
- (m) understanding the application of criteria for ongoing monitoring and follow-up.

Repealed

113.5 [Repealed 2016-05-08.]

Use of "certified"

- 114(1) A certified hearing instrument practitioner is entitled to use the designation "Certified in Hearing Instrument Dispensing Services for Children Aged 12 to 16", and may not use any other title or designation to indicate this certification.
- (2) For greater certainty, an audiologist who is also registered as a hearing instrument practitioner may, subject to section 155, state that he or she is licensed or authorized by the College to provide hearing instrument dispensing services to children of any age.

General practice requirements

- 114.1 A certified hearing instrument practitioner may provide hearing instrument dispensing services to a child, including the performance of a restricted activity set out in section 5(2)(e) or (f) of the Regulation, only in accordance with the Standards of Practice approved by the board.

Sub-Part 10.4 Certificates for Speech-Language Pathologists

Definitions for Sub-Part

115. For the purposes of this Sub-Part:

“**entry-to-practice understanding**” means the applicant or registrant can, in a clinical setting, comprehend and apply that information as would be obtained through coursework at the graduate level by explaining the information, modifying a treatment plan, relating that information to other information, and summarizing or explaining the information;

“**advanced understanding**” means the applicant or registrant, in addition to having an entry to practice understanding, can in a clinical setting analyse, synthesize or evaluate information by designing treatment plans, differentiating between two different situations or types of information, and interpreting current or new information.

General requirements

116(1) The requirements of this section apply to all the advanced competency certificates for speech language pathologists set out in this Sub-Part.

(2) A registrant

(a) may not be granted an advanced competency certificate under this Sub-Part until the registrant has completed one year of clinical experience as a speech language pathologist, but may commence the acceptable program of study within the first year of clinical experience, and

(b) must have completed the program of study no more than three years prior to applying for certification.

(3) The quality assurance committee may grant to a speech language pathologist an advanced competency certificate specified in this Sub-Part and as required by section 6(4) of the Regulation, if the registrant has successfully completed a program of study in the advanced competency that is acceptable to the committee as meeting the requirements for each specific certificate.

(4) [Repealed 2016-05-08.]

Certificate E) Fiberoptic Endoscopic Evaluation and Management of Voice Disorders

Application

117. This advanced competency certificate program applies to the restricted activities set out in sections 5(3)(c) and (d) of the Regulation.

Acceptable programs of study

118. To be acceptable to the committee under section 116(3), the program of study in fiberoptic endoscopic evaluation and management of voice disorders must involve instruction specific to fiberoptic endoscopic evaluation and management of voice disorders, including practical training, and provide a registrant with the following competency:

- (a) an entry to practice understanding of oral, nasal, pharyngeal, laryngeal and esophageal anatomy and physiology;
- (b) an advanced understanding of phonatory anatomy and physiology, voice assessment, including the use of applicable diagnostic equipment (procedures and interpretation) and rehabilitation;
- (c) an ability to identify and describe normal and abnormal physiology for respiration, airway protection, and voice production;
- (d) an ability to recognize anatomical landmarks as viewed endoscopically;
- (e) an ability to recognize altered anatomy as it relates to laryngeal function;
- (f) an ability to recognize changes in anatomy and physiology of phonation over the life span;
- (g) an ability to identify indications and contraindications for a flexible fiberoptic endoscopic evaluation of swallowing;
- (h) an ability to identify elements of a comprehensive endoscopic fiberoptic endoscopic evaluation of vocal function;
- (i) an ability to detect and interpret abnormal swallow findings in terms of the underlying anatomy and pathophysiology;
- (j) an ability to apply appropriate treatment interventions to determine the effect on phonation;

- (k) an ability to use results of the examination to make appropriate recommendations, to guide treatment of the client, and to determine treatment outcomes;
- (l) an ability to make appropriate recommendations or referrals for other examinations as needed;
- (m) an ability to recognize when to re-evaluate vocal function;
- (n) an ability to use endoscopy as a biofeedback tool;
- (o) an ability to use endoscopic images to educate clients, family, and staff either during or after the examination;
- (p) knowledge of use and contraindications of topical anesthetics and an ability to use topical anesthetics as appropriate;
- (q) in relation to the above competencies, an understanding of the inter-relationship between the presenting communication disorders and the potential swallowing disorder.

Use of “certified”

119. An active registrant who has been certified by the quality assurance committee in fiberoptic endoscopic evaluation and management of voice disorders and has been placed on the appropriate registry, is entitled to use the designation “Certified in Fiberoptic Endoscopic Evaluation and Management of Communication and Voice Disorders”, and may not use any other title or designation for this certification.

Certificate F) Fiberoptic Endoscopic Evaluation and Management of Swallowing Disorders

Application

120. This advanced competency certificate program applies to the restricted activity set out in section 5(3)(c) of the Regulation.

Acceptable programs of study

121. To be acceptable to the committee under section 116(3), the program of study in fiberoptic endoscopic evaluation and management of swallowing must involve

~~instruction specific to fiberoptic endoscopic evaluation and management of swallowing disorders, including practical training, and must provide a registrant with the following competency:~~

- (a) ~~an entry to practice understanding of oral, nasal, pharyngeal, laryngeal and esophageal anatomy and physiology;~~
- (b) ~~an advanced understanding of the anatomy and physiology involved in swallowing assessment, including the use of applicable diagnostic equipment (procedures and interpretation) and rehabilitation;~~
- (c) ~~an ability to identify and describe normal and abnormal aerodigestive physiology for respiration, airway protection, and swallow;~~
- (d) ~~an ability to recognize anatomical landmarks as viewed endoscopically;~~
- (e) ~~an ability to recognize altered anatomy as it relates to swallowing function;~~
- (f) ~~an ability to recognize changes in anatomy and physiology of the swallow over the life span;~~
- (g) ~~an ability to identify indications and contraindications for a flexible fiberoptic endoscopic evaluation of swallowing;~~
- (h) ~~an ability to identify elements of a comprehensive endoscopic fibroscopic endoscopic evaluation of swallowing;~~
- (i) ~~an ability to detect and interpret abnormal swallow findings in terms of the underlying anatomy and pathophysiology;~~
- (j) ~~an ability to apply appropriate treatment interventions, implement postural changes, and alter the bolus or method of delivery to determine the effect on the swallow;~~
- (k) ~~an ability to use results of the examination to make appropriate recommendations, to guide treatment of the client, and to determine treatment outcomes;~~
- (l) ~~an ability to make appropriate recommendations or referrals for other examinations as needed;~~
- (m) ~~an ability to recognize when to re-evaluate swallowing function;~~
- (n) ~~an ability to use endoscopy as a biofeedback tool;~~
- (o) ~~an ability to use endoscopic images to educate clients, family, and staff either during or after the examination;~~

- (p) knowledge of use and contraindications of topical anesthetics and an ability to use topical anesthetics as appropriate;
- (q) in relation to the above competencies, an understanding of the inter relationship between potential communication disorders and the presenting swallowing disorder.

Use of “certified”

122. An active registrant who has been certified by the quality assurance committee in fiberoptic endoscopic evaluation and management of swallowing and has been placed on the appropriate registry, is entitled to use the designation “Certified in Fiberoptic Endoscopic Evaluation and Management of Swallowing”, and may not use any other title or designation for this certification.

Certificate G) Voice Restoration (Voice Prostheses)

Application

123. This advanced competency certificate program applies to the restricted activities set out in section 5(3)(e) and (g) of the Regulation.

Conditions

123.1. Notwithstanding the pre conditions set out in paragraphs 88.2(a) and (c), a speech language pathologist may not

- (a) apply for an advanced competency certificate for voice restoration (voice prostheses) until that registrant has completed two years of clinical experience as registered speech language pathologist, or
- (b) be granted the applicable certificate until that registrant has completed two full years of such clinical experience.

Acceptable programs of study

124. To be acceptable to the committee under section 116(3), the program of study in assessing and managing voice disorders and restoration using tracheo-esophageal puncture (TEP) techniques and prostheses must provide a registrant with the following

~~competency:~~

- (a) ~~an entry to practice understanding of oral, nasal, pharyngeal, laryngeal and esophageal anatomy and physiology, head and neck cancer, including tumour staging, effects of treatments such as irradiation, and physiological changes;~~
- (b) ~~an advanced understanding of parameters of voice assessment and intervention, including familiarity with diagnostic equipment, laryngectomy rehabilitation, causes, anatomical changes and emotional aspects of laryngectomy, preoperative consultation assessment and treatment to individuals who will be alaryngeal with communication and swallowing needs resulting from cancer (or its treatment) or other medical conditions, selection criteria for appropriate TEP candidates, placement, care and use of indwelling prostheses, and selection of appropriate candidates for a tracheostoma valve;~~
- (c) ~~an ability to size and fit removable TEP prostheses;~~
- (d) ~~an ability to teach the client or significant other to use and care for various types of prostheses and the tracheostoma valve;~~
- (e) ~~an ability to resolve problems related to sound production and to teach the client to do the same;~~
- (f) ~~an ability to resolve problems related to leaking of liquid or food from the fistula site and to teach the client to do the same;~~
- (g) ~~an ability to resolve problems related to tissue changes and to teach the client to do the same;~~
- (h) ~~an ability to resolve problems related to stoma size;~~
- (i) ~~knowledge of use and contraindications of topical anesthetics and an ability to use topical anesthetics as appropriate.~~

Use of “certified”

~~125. An active registrant who has been certified by the quality assurance committee in voice disorders and restoration using TEP and has been placed on the appropriate registry, is entitled to use the designation “Certified in Voice Restoration (Voice Prostheses)”, and may not use any other title or designation for this certification.~~

Certificate H) Communication and Swallowing Assessment and Management for Tracheostomy”

Definitions

~~125.1. For the purposes of sections 126 to 128.2:~~

~~“adult” means an individual who has attained the age of 12 years;~~

~~“child” means an individual who has not attained the age of 12 years;~~

Application

~~126. This advanced competency certificate program applies to the restricted activity set out in section 5(3)(e) of the Regulation.~~

Certification required

~~126.1(1) Pursuant to section 5(3)(e) of the Regulation, a registrant must not assess or manage swallowing and communication disorders of an adult or a child with a tracheostomy, with or without ventilator dependency, unless the registrant is certified pursuant to this certification program.~~

~~(2) A registrant may be certified in the assessment and management communication and swallowing disorders of adults or children with a tracheostomy, or both adults and children with a tracheostomy, as the registrant has declared pursuant to section 126.2.~~

Declaration

~~126.2(1) When applying to be certified in the assessment and management of swallowing and communication disorders of an adult or a child with a tracheostomy or when renewing a certificate under section 94, the registrant must declare to the quality assurance committee on a form approved by the committee whether the registrant will provide such services to adults, children or both.~~

~~(2) Once a registrant has provided a declaration pursuant to subsection (1) that registrant must limit the provision of assessment and management of swallowing and communication disorders to adults or children with a tracheostomy, or both, as the registrant has declared.~~

(3) If a registrant determines that it is necessary to change a declaration provided pursuant to subsection (1), that registrant must promptly notify the quality assurance committee and provide a new and revised declaration.

Acceptable programs of study

127. To be acceptable to the committee under section 116(3), the program of study in assessing and managing swallowing and communication disorders for tracheostomy clients, with or without ventilator dependency, must provide a registrant with the following competencies:

- (a) an entry to practice understanding of swallowing and communication assessment and intervention, including that pertaining to tracheostomy and ventilation;
- (b) an ability to identify and describe normal and abnormal respiration, airway protection and the implications of tracheostomy on swallowing and voice production;
- (c) an advanced clinical understanding and knowledge for swallowing and communication care in clients with a tracheostomy, with or without ventilator dependency;
- (d) familiarity with the operation of relevant equipment;
- (e) an advanced understanding of the assessment and diagnosis of communication and swallowing disorders in clients with tracheostomy, with or without ventilator dependency;
- (f) an understanding and ability to select clients for communication and swallowing management and treatment options (including speaking valves);
- (g) an advanced understanding of, and demonstrated ability in, placing a one-way speaking valve on clients with or without ventilator dependency;
- (h) an understanding of the use and placement of various types of tracheostomy tubes;
- (i) an ability to instruct the client to perform the recommended treatment strategies independently, including placement of one-way speaking valves;
- (j) an ability to resolve problems related to sound production or swallowing, and to instruct the client to be self sufficient in resolving those problems;
- (k) demonstrated proficiency in documenting client assessment, diagnostic and intervention results.

Use of “certified”

- 128(1) An active registrant who has been certified by the quality assurance committee in communication and swallowing disorders for both adults and children with tracheostomies and has been placed on the appropriate registry, is entitled to use the designation “Certified in Communication and Swallowing Assessment and Management for Tracheostomy (Adult and Paediatric)”, and may not use any other title or designation for this certification.
- (2) An active registrant who has been certified by the quality assurance committee in communication and swallowing disorders for only adults with tracheostomies and has been placed on the appropriate registry, is entitled to use the designation “Certified in Communication and Swallowing Assessment and Management for Tracheostomy (Adult)”, and may not use any other title or designation for this certification.
- (3) An active registrant who has been certified by the quality assurance committee in communication and swallowing disorders for only children with tracheostomies and has been placed on the appropriate registry, is entitled to use the designation “Certified in Communication and Swallowing Assessment and Management for Tracheostomy (Paediatric)”, and may not use any other title or designation for this certification.

Providing services to children in adult facilities

128.1 A registrant who

- (a) was granted
- (i) a Certificate in Voice Restoration (Tracheostomy Tubes or Speaking Tubes) pursuant to sections 116 and 127 as they existed prior to the effective date of this section, or
 - (ii) a Certificate in Communication and Swallowing Assessment and Management for Tracheostomy pursuant to sections 116 and 127 as amended after the effective date of this section, and
- (b) has declared an adult only practice pursuant to section 126.2, may, notwithstanding that declaration, provide the services covered under this advanced

~~competency certificate to a child without so notifying the committee and submitting a revised declaration in the following circumstances:~~

- ~~(e) if the child has attained the age of 11 years;~~
- ~~(d) if the child requires care and assessment in a tertiary and predominately adult hospital or health care facility.~~

Transitions

~~128.2(1) A Certificate in Voice Restoration (Tracheostomy Tubes or Speaking Tubes) granted pursuant to sections 116 and 127 as they existed prior to the effective date of this section expires on the expiry date as specified on that certificate, but may be renewed under section 94 and, when renewed, it may be reissued as a Certificate in Communication and Swallowing Assessment and Management for Tracheostomy pursuant to this section.~~

~~(2) A registrant who had been granted a Certificate in Voice Restoration (Tracheostomy Tubes or Speaking Tubes) prior to the effective date of this section may, until such time as the original certification expires or is renewed under section 94, refer to~~

- ~~(a) that certificate as a Certificate in Communication and Swallowing Assessment and Management for Tracheostomy, or~~
- ~~(b) as being Certified in Communication and Swallowing Assessment and Management for Tracheostomy.~~

~~(3) In addition to the requirements of subsection (2), a registrant must provide a declaration to the quality assurance committee under section 126.2, and pursuant to such a declaration:~~

- ~~(a) if the registrant provides the certified services to both adults and children with tracheostomies, the registrant may add to the designation “(Adult and Paediatric)”;~~
- ~~(b) if the registrant provides the certified services to only adults with tracheostomies, the registrant may add to the designation “(Adult)”;~~
- ~~(c) if the registrant provides the certified services to only children with tracheostomies, the registrant may add to the designation “(Paediatric)”.~~

~~(4) On renewal of a Certificate in Voice Restoration (Tracheostomy Tubes or Speaking Tubes) that was granted prior to the effective date of this section, the Registrar must issue~~

~~the registrant who meets the requirements of section 94 a new Certificate in Communication and Swallowing Assessment and Management for Tracheostomy for adults, children or both as the registrant has declared pursuant to section 126.2.~~

Certificate I) Videofluoroscopic Assessment of Adult Swallowing Disorders

Definitions

~~129. For the purposes of this section to section 131.4:~~

~~“adult” means an individual who has attained the age of 16 years;~~

~~“child” means an individual who has not attained the age of 16 years or an adult under the age —— of 20 who has been diagnosed with a condition or disorder that gives that adult a developmental age of someone under 16;~~

~~“paediatric” means the care or services that are provided to a child.~~

Application

~~129.1. This advanced competency certificate program applies to the restricted activity set out in sections 5(3)(d) and (e) of the Regulation.~~

Certification required

~~130(1) A registrant must not conduct a videofluoroscopic assessment of an adult’s swallowing disorder unless the registrant is certified in this advanced competency.~~

~~(2) Nothing in these bylaws authorizes a registrant to order or administer radiation, including fluoroscopy for diagnostic or imaging purposes, or to operate videofluoroscopic equipment.~~

Acceptable programs of study

~~130.1(1) To be acceptable to the committee under section 116(3), the program of study in videofluoroscopic assessment of swallowing disorders must provide a registrant with the following competency:~~

~~(a) an entry to practice understanding of dysphasia, potential results depending on the causative factors of swallowing disorders, and parameters of anatomical landmarks as~~

- ~~viewed fluoroscopically in the lateral and anterior posterior planes including familiarity with diagnostic equipment;~~
- (b) ~~an ability to identify and describe normal and abnormal physiology for respiration, airway protection, and voice production;~~
- (c) ~~an advanced understanding of~~
- (i) ~~normal and abnormal anatomy and physiology for respiration, airway protection, voice and swallowing,~~
 - (ii) ~~the interrelationship of respiration, voice and swallowing,~~
 - (iii) ~~typical age related changes in anatomy and physiology of the swallow,~~
 - (iv) ~~changes in swallowing anatomy and physiology related to various medical conditions/surgical procedures,~~
 - (v) ~~the potential effects of common medications on swallowing;~~
 - (vi) ~~instrumental swallowing studies to provide a foundational understanding of the instrumental assessment, follow up management based on the assessment, and regulatory issues and professional standards related to the instrumental assessment,~~
 - (vii) ~~indications and contraindications and advantages and disadvantages of the videofluoroscopic swallowing study,~~
 - (viii) ~~elements of a comprehensive videofluoroscopic swallowing study, and the implementation of same,~~
 - (ix) ~~proper positioning of the individual for optimal imaging and functional assessment,~~
 - (x) ~~the roles of various team members who may be involved in the study, and~~
 - (xi) ~~use of the appropriate treatment interventions and their rationale, including postural changes, maneuvers, bolus modifications, delivery method, and sensory enhancement techniques to improve safety and efficiency of the swallow;~~
- (d) ~~an ability to prepare standard bolus types and viscosities prior to the examination according to facility specific protocol and results of most recent clinical swallowing evaluation;~~
- (e) ~~an ability to present bolus types in a calibrated and consistent pattern;~~
- (f) ~~an ability to evaluate the integrity of airway protection before, during, and after~~

swallowing;

- (g) an ability to evaluate the effectiveness of postures, maneuvers, bolus modifications, and sensory enhancement techniques;
 - (h) an ability to evaluate the individual's tolerance of and ability to perform and repeat appropriate therapeutic interventions;
 - (i) an ability to conduct the examination in a timely manner to minimize radiation exposure;
 - (j) an ability to monitor possible adverse reactions to the examinations;
 - (k) based on the study results, an ability to provide recommendations regarding
 - (i) safety for oral versus non-oral delivery of nutrition and hydration,
 - (ii) specific oral intake modifications,
 - (iii) therapeutic interventions for meals,
 - (iv) positioning,
 - (v) safe feeding precautions,
 - (vi) need for and timing of reevaluation,
 - (vii) necessary referrals,
 - (viii) prognosis, and
 - (ix) individual's cultural preferences and attitudes towards eating/diet.
 - (l) in relation to the above competencies, an advanced understanding of the inter-relationship between respiration and swallowing.
- (2) The competency listed in subsection (1) need to be demonstrated in specific to settings and populations.

Use of "certified"

130.3 An active registrant who has been certified by the quality assurance committee in videofluoroscopic assessment of adult swallowing disorders and has been placed on the appropriate registry, is entitled to use the designation "Certified in Videofluoroscopic Assessment of Adult Swallowing Disorders", and may not use any other title or designation for this certification.

Issuing of replacement certificates

~~130.4(1) If a registrant was granted a Certificate I “Videofluoroscopic Assessment of Swallowing Disorders” under the former sections 129 to 131 prior to the date this section came into force, the registrar may issue a replacement certificate to the registrant in the form of a Certificate I “Videofluoroscopic Assessment of Adult Swallowing Disorders”, if the quality assurance committee determines that the registrant had obtained at the time of applying for the original certificate the competency set out in section 130.1(1).~~

~~(2) For greater certainty, sections 89 to 96 apply to a replacement certificate issued under this section.~~

Certificate J) Videofluoroscopic Assessment of Paediatric Swallowing Disorders

Application

~~130.5. This advanced competency certificate program applies to the restricted activities set out in sections 5(3)(d) and (e) of the Regulation.~~

Certification required

~~131(1) A registrant must not conduct a paediatric videofluoroscopic swallowing assessment of a child unless that registrant is certified in this advanced competency.~~

~~(2) Nothing in these bylaws authorizes a registrant to order or administer radiation, including fluoroscopy for diagnostic or imaging purposes, or to operate video fluoroscopic equipment.~~

Acceptable programs of study

~~131.1(1) To be acceptable to the committee under section 116(3), the program of study in videofluoroscopic assessment of paediatric swallowing disorders must provide a registrant with the following competency in relation to children:~~

- ~~(a) an entry to practice understanding of dysphagia, potential results depending on the causative factors of swallowing disorders, and parameters of anatomical landmarks as viewed fluoroscopically in the lateral and anterior posterior planes including familiarity with diagnostic equipment;~~

- (b) an ability to identify and describe normal and abnormal aerodigestive physiology for respiration, airway protection, and voice production at various developmental stages;
- (c) an advanced understanding, at various developmental stages, of
- (i) normal and abnormal aerodigestive anatomy and physiology for respiration, airway protection and swallowing;
 - (ii) the interrelationship of respiration and swallowing;
 - (iii) typical age related changes in anatomy and physiology of the swallow;
 - (iv) changes in swallowing anatomy and physiology related to various congenital and acquired medical conditions or surgical procedures;
 - (v) the potential effects of common medications on swallowing;
 - (vi) instrumental swallowing studies to provide a foundational understanding of the instrumental assessment, follow up management based on the assessment, and regulatory issues and professional standards related to the instrumental assessment;
 - (vii) indications and contraindications and advantages and disadvantages of the videofluoroscopic swallowing assessment;
 - (viii) elements of a comprehensive videofluoroscopic swallowing assessment, and the implementation of same;
 - (ix) proper positioning of the child for optimal imaging and functional assessment;
 - (x) the roles of various team members who may be involved in the assessment, and
 - (xi) use of the appropriate treatment interventions and their rationale, including postural changes, manoeuvres, bolus modifications, delivery method, and sensory enhancement techniques to improve safety and efficiency of the swallow;
- (d) an ability to prepare standard bolus types and viscosities prior to the examination according to facility specific protocol and results of most recent clinical swallowing evaluation;
- (e) an ability to present bolus types in a calibrated and consistent pattern;

- (f) an ability to evaluate the integrity of airway protection before, during, and after swallowing;
 - (g) an ability to evaluate the effectiveness of postures, manoeuvres, bolus modifications, and sensory enhancement techniques;
 - (h) an ability to evaluate the child's tolerance of and ability to perform and repeat appropriate therapeutic interventions;
 - (i) an ability to conduct the examination in a timely manner to minimize radiation exposure;
 - (j) an ability to monitor possible adverse reactions to the examinations;
 - (k) based on the assessment results, an ability to provide recommendations regarding
 - (i) safety for oral versus non-oral delivery of nutrition and hydration,
 - (ii) specific oral intake modifications,
 - (iii) therapeutic interventions for meals,
 - (iv) positioning,
 - (v) safe feeding precautions,
 - (vi) need for and timing of re-evaluation,
 - (vii) necessary referrals,
 - (viii) prognosis, and
 - (ix) the child's cultural preferences and attitudes towards eating and diet.
- (2) The competency listed in subsection (1) must be demonstrated for specific paediatric populations.

Use of "certified"

131.3. An active registrant who has been certified by the quality assurance committee in videofluoroscopic assessment of paediatric swallowing disorders and has been placed on the appropriate registry, is entitled to use the designation "Certified in Videofluoroscopic Assessment of Paediatric Swallowing Disorders", and may not use any other title or designation for this certification.

Repealed

131.4 [Repealed 2016-05-08.]

Limited use of Certificate I for children

131.5 A registrant who holds only a Certificate I “Videofluoroscopic Assessment of Adult Swallowing Disorders” issued under section 130(1), may conduct a videofluoroscopic assessment of a child without holding a Certificate J “Videofluoroscopic Assessment of Paediatric Swallowing Disorders” under section 131(1), if

- (a) the child has attained the age of 11 years, and
- (b) the child requires a videofluoroscopic assessment in a tertiary and predominately adult hospital or health care facility.

Certificate K) Management of Airway Secretions (Oropharyngeal or Tracheal Suctioning)

Definition

131.6. For the purposes of sections 131.7 to 131.10:

“opharyngeal suctioning” means to remove oropharyngeal secretions using a vacuum extraction device that is inserted orally into the pharynx;

“tracheal suctioning” means to remove tracheal secretions using a vacuum extraction device that is inserted into a tracheal opening.

Application

131.7. This advanced competency certificate program applies to the restricted activities set out in sections 5(3)(d) and (e) of the Regulation.

Certification required

131.8(1) A registrant must not perform oropharyngeal suctioning or tracheal suctioning unless the registrant is certified in the management of airway secretions pursuant to this certification program.

(2) A registrant may be certified in the management of airway secretions and authorized to perform either oropharyngeal suctioning or tracheal suctioning, or both.

(3) Before a registrant may be certified in management of tracheal secretions and perform tracheal suctioning, that registrant must also be certified in and hold one or both of the following:

- (a) Certificate G “Voice Restoration (Voice Prostheses)”, as per sections 123 to 124;
- (b) Certificate H “Communication and Swallowing Assessment and Management for Tracheostomy”, as per sections 126 to 128.2.

Acceptable programs of study

131.9(1) To be acceptable to the committee under section 116(3), the program of study in managing airway secretions must

- (a) involve knowledge, skills and abilities specific to managing secretions and suctioning, including practical training pertaining to communication and swallowing disorders, and
- (b) provide a registrant with the competency specified in subsections (2) or (3), or both, as applicable.

(2) In relation to oropharyngeal suctioning, the program of study must provide a registrant with the following competency:

- (a) an entry to practice understanding of secretions, suctioning and the impact of suctioning on oxygen levels and airway management;
- (b) an entry to practice understanding of anatomy and physiology related to the respiratory system;
- (c) an advanced understanding of oral hygiene care and oral suctioning;
- (d) an advanced understanding of normal secretion management and clearance;
- (e) an advanced understanding of the impact and inter-relationship of communication and swallowing assessment and treatment and secretion management;
- (f) an advanced understanding of when a client requires oropharyngeal suctioning as part of the management of communication and swallowing disorders;
- (g) an advanced understanding of the risks and possible complications of oral hygiene and oropharyngeal suctioning and how to mitigate those risks;
- (h) an ability to demonstrate the necessary steps involved in oropharyngeal suctioning;

- (i) knowledge of emergency procedures and infection control procedures in a clean environment;
- (j) an understanding of the equipment required for oropharyngeal suctioning and its proper use;
- (k) an ability to evaluate client outcomes;
- (l) an understanding of the need for team referrals and collaboration;
- (m) an ability to document procedures and outcomes.

(3) In relation to tracheal suctioning, the program of study must provide a registrant with the following competency:

- (a) an entry to practice level understanding of tracheal secretions, suctioning and the impact of tracheal suctioning on oxygen levels and airway management;
- (b) an advanced understanding of changes in the anatomy and physiology of the respiratory system related to tracheotomy;
- (c) an advanced level understanding of oral hygiene care and oral suctioning; tracheostomy tube cleaning and insertion;
- (d) an advanced understanding of normal secretion management and clearance and how that differs in a tracheostomized client;
- (e) an advanced understanding of the inter relationship between communication and swallowing assessment and treatment and secretion management in a tracheotomy client;
- (f) an advanced understanding of when a client requires tracheal suctioning as part of the management of communication and swallowing disorders;
- (g) an understanding of potential risks and complications of tracheal suctioning and how to mitigate those risks;
- (h) an ability to demonstrate the steps involved in tracheal suctioning;
- (i) knowledge of emergency procedures and infection control procedures, including those pertaining to a sterile environment;
- (j) an understanding of the equipment required for tracheal suctioning and its proper use;
- (k) an ability to evaluate client outcomes;
- (l) an understanding of the need for team referrals and collaboration;

~~(m) an ability to document procedures and outcomes.~~

Use of “Certified”

~~131.10(1) An active registrant who has been certified by the quality assurance committee in the management of airway secretions for both oropharyngeal and tracheal suctioning pursuant to this certification program and has been placed on the appropriate registry, is entitled to use the designation “Certified in the Management of Airway Secretions (Oropharyngeal and Tracheal Suctioning)”, but may not use any other title or designation for this certification.~~

~~(2) An active registrant who has been certified by the quality assurance committee in the management of airway secretions for only oropharyngeal suctioning pursuant to this certification program and has been placed on the appropriate registry, is entitled to use the designation “Certified in the Management of Oropharyngeal Secretions”, but may not use any other title or designation for this certification.~~

~~(3) An active registrant who has been certified by the quality assurance committee in the management of airway secretions for only tracheal suctioning pursuant to this certification program and has been placed on the appropriate registry, is entitled to use the designation “Certified in the Management of Tracheal Secretions”, but may not use any other title or designation for this certification.~~

Repealed

101 – 131 [Repealed 2018-XX-XX.]

Part 11 – Review by the board

Definitions

132. For clarity, a reference to “the board” in this Part is a reference to the college board as defined in section 1 of these bylaws, and not the Health Professions Review Board established under Part 4.2 of the Act.

Application

133. This Part applies if a section elsewhere in these bylaws grants to a person the right to request a review by the board of a committee decision.

Board review of a decision

134(1) A person applying for a review under this Part must, within 30 days of the day on which written notice of the committee's decision is sent to that person, deliver to the registrar:

- (a) a copy of all information that person provided to the committee leading up to its decision;
 - (b) a copy of the committee's decision;
 - (c) the reason(s) why the person believes that the committee's decision is wrong;
 - (d) any other information the person believes the board should consider.
- (2) Only the person directly affected by the decision and the committee are parties to a review under this Part.
- (3) The board may approve policies and procedures not inconsistent with the Act or this Part to administer its reviews.

Conduct of a board review

135(1) On receipt of an application for a review under section 134, the board must conduct a review of the committee's decision in keeping with the sections in this Part and any review policies and procedures approved by the board.

- (2) A review under this section is a review on the record.
- (3) Despite subsection (2), the board may hear evidence that is not part of the record as reasonably required by the board so as to provide a full and fair disclosure of all matters related to the issue under review.

Result of a board review

136(1) On completing its review under this Part, the board may make an order

- (a) confirming the committee's original decision,
- (b) directing the committee to make the decision that it should have made, or

- (c) sending the matter back to the committee for reconsideration, with or without direction.
- (2) The board must, no later than 30 days after making its order under subsection (1), deliver a copy of the order to the parties to the review.

Review re: an advanced competency regarding certified practice certificate

137(1) If the matter under review is a decision of the ~~registration quality assurance and professional practice~~ committee to deny an active full registrant ~~an advanced competency~~ a certified practice certificate under Part 10 section 92, the board may only make an order under section 136(1)(b) directing the ~~committee to grant an advanced competency issuing of the registrar to issue a certified practice certificate, with or without limits or conditions, or certification, as the case may be, only under section 93 if the board~~ it is satisfied that the full registrant meets the conditions and requirements for the certificate under section 91.

- (a) ~~the committee failed to act fairly in considering the application for certification,~~
 - (b) ~~the certification decision~~
 - (i) ~~was made arbitrarily or in bad faith, or for an improper purpose,~~
 - (ii) ~~was based entirely or predominantly on irrelevant factors, or~~
 - (iii) ~~failed to take into account requirements under the Act or the bylaws, and~~
 - (c) ~~the conditions described in subsections (2)(a) or (b) are met.~~
- (2) The following conditions apply for the purposes of subsection (1)(c):
- (a) ~~the registrant's knowledge, skills and abilities must be substantially equivalent to the standards of academic or technical achievement and the competency or other qualifications required for certification by others in that class of registration, and~~
 - (b) ~~the registrant must meet any other conditions or requirements for advanced certification that apply to that class of registration.~~

Part 12– Delegation to non-registrants

Definitions

138. In this Part:

~~“communication health assistant” means a non-registrant employed by a registrant or a registrant’s employer to support the registrant’s practice of audiology, hearing instrument dispensing, or speech-language pathology.~~

Delegation

- 1398 (1) A registrant must not delegate an aspect of practice to a non-registrant except in accordance with this Part, ~~the Standards of Practice~~ and all applicable standards, limits, conditions and clinical decision support tools.
- (2) A registrant may delegate to a non-registrant an aspect of practice that does not include the performance of a restricted activity if the registrant is satisfied the non-registrant is competent to provide or perform that aspect of practice safely and in accordance with ~~the Standards of Practice and~~ all applicable standards, limits, conditions and clinical decision support tools.
- (3) Subject to subsection (4), (5) or (6), a registrant must not delegate to a non-registrant an aspect of practice that includes the performance of a restricted activity.
- (4) An audiologist may delegate to a communication health assistant an aspect of practice that includes:
- (a) the performance of the restricted activity described in section 5(1)(c) of the Regulation, provided the performance of that restricted activity is not for the purposes of cerumen management;
 - (b) the performance of the restricted activity described in 5(1)(e) of the Regulation.
- (5) A hearing instrument practitioner may delegate to a communication health assistant an aspect of practice that includes the performance of the restricted activity described in section 5(2)(b) of the Regulation, provided the performance of that restricted activity is not for the purposes of cerumen management.
- (6) A speech-language pathologist may delegate to a communication health assistant an aspect of practice that includes the performance of the restricted activity described in section 5(3)(f) of the Regulation.
- (7) When delegating an aspect of practice that includes a restricted activity under subsection (4), (5) or (6), a registrant must

- (a) be satisfied the communication health assistant is competent to provide or perform the aspect of practice safely and in accordance with ~~the Standards of Practice and~~ all applicable standards, limits, conditions and clinical decision support tools, and
- (b) provide the communication health assistant with appropriate instructions specific to providing or performing the aspect of practice on the client.

Ultimate responsibility

~~140~~³⁹ When a registrant delegates an aspect of practice to a non-registrant, the registrant remains ultimately responsible for the quality of care provided by the non-registrant.

Repealed

~~140~~ [Repealed 2019-XX-XX.]

Not in force

~~141-149~~ [Not in force.]

DIVISION C – STANDARDS, COMPLAINTS AND DISCIPLINE

Part 13 – Regulating Professional Practice

Code Standards of ethics and standards of practice

~~150(1) While providing services to the public,~~ The board must publish, on the college website or in another manner accessible to registrants and the public, all standards, limits and conditions established by the board in accordance with the authority set out in section 19(1)(k), (l) and (z) and (1.1) of the Act.

~~(2) a A registrant must at all times conduct his him or herself practice (a)~~ in a manner that is in keeping with the ~~ethical~~ standards ~~of the profession~~, limits and conditions published by the board under subsection (1).

~~(b) in accordance with the Code of Ethics and the Standards of Practice, as approved by the board.~~

(23) A registrant must take reasonable steps to ensure that other registrants,~~assistants, students,~~ and non-registrants ~~employed by or supervised by~~ who work with the registrant in the practice of his or her profession, are aware of and act in accordance with the ~~requirements of the Code of Ethics and the Standards of Practice~~ standards, limits and conditions published by the board under subsection (1), so far as ~~they~~ those standards limits and conditions apply to ~~those persons~~ them.

Liability insurance

151. ~~An active full~~ registrant, conditional ~~active~~ registrant or temporary registrant must either

- (a) obtain and at all times maintain insurance that
 - (i) is in an amount of at least \$2,000,000 per claim and in a form satisfactory to the board, and
 - (ii) covers the registrant, and any non-registrant to whom the registrant delegates an aspect of practice, against liability arising from an error, omission or negligent act that occurs in the practice of the registrant's profession, or
- (b) confirm that the registrant's employer has in place insurance as specified in paragraph (a).

Marketing

152(1) In this part,

"advertisement" means the use of space or time in a public medium, or the use of a commercial publication such as a brochure or handbill, to communicate with the general public, or a segment thereof, for the purpose of promoting professional services or enhancing the image of the advertiser,

"marketing" includes

- (a) an advertisement,
- (b) any publication or communication in any medium with any client, prospective client or the public generally in the nature of an advertisement, promotional activity or material, a listing in a directory, a public appearance or any other

- means by which professional services are promoted, including a business card, newspaper or internet advertising, and
- (c) contact with a prospective client initiated by or under the direction of a registrant.
- (2) A registrant must not engage in marketing his or her professional services or authorize marketing that
- (a) is false,
 - (b) contains material inaccuracies,
 - (c) is reasonably capable of confusing, deceiving or misleading a member of the public,
 - (d) is likely to create in the mind of the recipient or intended recipient an unjustified expectation about the results that the registrant can achieve,
 - (e) exploits or takes advantage of the public's physical or emotional states, or the public's lack of knowledge of professional subject matters,
 - (f) contains claims or assertions that cannot be verified by a member of the public acting as a reasonable consumer of professional services,
 - (g) uses comparative statements that include reference to fees, services, products or facilities,
 - (h) implies that the registrant can obtain results
 - (i) not achievable by other registrants,
 - (ii) by improperly influencing a public body or official, or any corporation, agency or person having any interest in the welfare of the recipient,
 - (iii) by any other improper means, or
 - (i) compares the quality of services provided with those provided by
 - (i) another registrant,
 - (ii) a person authorized to provide health care services under another enactment, or
 - (iii) another health profession,
 - (j) tends to undermine the professionalism, ethics, integrity or dignity of the profession or otherwise brings the profession into disrepute, or
 - (k) is otherwise contrary to the public interest.

- (3) A registrant who, in any advertisement, includes a statement of fees for a specific service or product
- (a) must ensure that the statement sufficiently describes the fees and services so as to enable the recipient or intended recipient to understand the nature and extent of the services or product to be provided and the cost to the client, and
 - (b) must not in the advertisement compare the fees or product prices charged by the registrant with those charged by another registrant.
- (4) A registrant must retain for one year after the date of publication or broadcast of any advertisement or brochure, and must provide to the board upon request
- (a) a copy of any such publication
 - (b) a recording of any such broadcast made by use of any electronic media, including radio, television and microwave transmission, and
 - (c) a written record of when and where the publication or broadcast was made.
- (5) It is the duty of the registrant, when called upon by the discipline committee, inquiry committee, or the board to do so, to verify the statements made in his or her marketing.

Internet marketing

153. If a registrant uses a website to market his or her services, the home page of the registrant's website must clearly show:

- (a) that the registrant is licensed in British Columbia;
- (b) the physical location of the registrant's office or clinic;
- (c) the registrant's 10-digit office or clinic telephone number.
- (d) the contact information for the college;
- (e) a notice to clients that unresolved concerns they may have about the registrant's practice may be reported to the college.

Use of titles

154(1) A full registrant ~~when using~~ may use a title ~~required by~~ reserved under section 3 of the Regulation for exclusive use by registrants of his or her profession, ~~may use, in connection with that title, only provided~~ the term "registered" is used before that title.

- (2) A non-practising registrant ~~must not use the term "regulated", "licensed", "certified" or any other term to suggest or denote they are a registrant of the college or hold a special certification, unless the registrant is specifically authorized to use "certified" under Part 10 (Advanced Competency Certification Programs)~~, may use a title reserved under section 3 of the Regulation for exclusive use by registrants of his or her profession, provided the title is followed by the term "non-practising" in brackets.
- (3) A retired registrant may use a title reserved under section 3 of the Regulation for exclusive use by registrants of his or her profession, provided the title is followed by the term "retired" in brackets.
- (4) A temporary registrant may use a title reserved under section 3 of the Regulation for exclusive use by registrants of his or her profession, provided the title is followed by the term "temporary" in brackets.
- (5) A temporary (teaching) registrant must not use a title reserved under section 3 of the Regulation for exclusive use by registrants of his or her profession.
- (6) A conditional registrant may use a title reserved under section 3 of the Regulation for exclusive use by registrants of his or her profession, provided the title is followed by the term "conditional" in brackets.

Permitted practice descriptions / Preferred areas of practice

- 155(1) In describing his or her practice as a registrant or as someone permitted to provide the services of a registrant, a registrant may list
- the services that he or she is trained in and is capable of providing as a registrant,
 - the techniques that he or she has been trained to provide as a registrant, or
 - the typical types of communication and related disorders that he or she is trained to diagnose, assess, treat or prescribe as a registrant.
- (2) In complying with subsection (1), a registrant
- may not list a service, technique or problem that falls outside the scope of practice of a registrant, as required under the Regulation or as may otherwise be directed by the board,
 - may state that the listed service, technique or problem is a "preferred area of practice" using that or similar phrasing, and

(c) may not misrepresent any clinical expertise that he or she holds or has obtained.

Declaring a specialty

156(1) Despite sections 154 and 155, a registrant may

- (a) declare or inform the public that the registrant specializes in the performance of a specific technique or the provision of a particular service, or
- (b) refer to a certificate or diploma the registrant has obtained in relation to a technique or service, so long as, while doing so, the registrant
- (c) describes accurately the precise nature of the technique or service, or
- (d) identifies the educational program or agency that granted the certificate or diploma to the registrant in relation to that technique or service, but
- (e) does not use the term “specialist” or otherwise suggest the registrant is a specialist in that technique or service.

(2) To ensure compliance with this section, the registration committee may require a registrant provide the committee with proof in support of any declaration or reference made under subsections (1)(a) or (b).

(3) In complying with subsection (1)(b), a registrant may use an abbreviated version of a recognized national or international clinical certification credential in the form approved by the national or international organization that provided the registrant with that credential.

Ability of registrants to accept delegations or act under supervision

157. A registrant is entitled to undertake a restricted activity outside of the scope of practice of that registrant’s profession if such activity is authorized by and undertaken in accordance with the bylaws of another college established under the Act that has authority to regulate the activity in question.

Speaking on behalf of the college/ Professional endorsements

158. A registrant must not

- (a) state publicly that he or she speaks on behalf of the college, unless he or she has been expressly authorized by the board to state the official position of the college, and

- (b) endorse or lend himself or herself as a professional to the advertisement of any property, investment or service for sale to the public, unless such property, investment or service relates directly to the profession.

Continuing Competency Credits competency credits

- 159(1) Subject to subsection (2), ~~An active~~ a full registrant, conditional ~~active~~ registrant or ~~inactive~~ non-practising registrant must
- (a) complete within a ~~three~~ 3-year cycle not less than 45 continuing competency credits approved by the quality assurance ~~and~~ professional practice committee, and
 - (b) report to the committee the completion of the continuing competency credits ~~during the cycle~~ required under paragraph (a) ~~to the committee~~
 - (i) by December 31 in the last year of a 3-year cycle, and
 - (ii) in accordance with the reporting ~~schedule and~~ procedures approved by the committee.
- (2) When a registrant is registered in more than one profession as a full registrant, conditional registrant or non-practicing registrant, in addition to completing and reporting for one profession the continuing competency credits as required under subsection (1), the registrant must also, for each other profession in which he is registered,
- (a) complete within a 3-year cycle not less than 15 continuing competency credits approved by the quality assurance and professional practice committee, and
 - (b) in accordance with subsection (1)(b), report to the committee the completion of the continuing competency credits required under paragraph (a).
- (3) If a registrant fails to complete and report the continuing competency credits required under subsections (1) and (2) by the deadline specified in subsection (1)(b)(i), the registrant must submit a deficiency plan under section 162.
- (24) A registrant must retain documents or other information that supports the continuing competency credits reported under subsection (1) or (2) or further to a deficiency plan.
- (35) The quality assurance and professional practice committee may, without notice to a registrant, audit the registrant to ensure the accuracy and truthfulness of the continuing competency credits reported under subsection (1) or (2) or further to a deficiency plan.

(46) If the quality assurance and professional practice committee finds ~~an inaccuracy~~ a registrant inaccurately or falsely reporting reported continuing competency credits under subsection (1) or (2) or further to a deficiency plan ~~and is unable to resolve that deficiency by subsequent negotiation with the registrant~~, it the committee may do one or both of the following:

- (a) seek to resolve with the registrant a resulting deficiency in credits ~~by negotiation with the registrant~~;
- (b) report that finding to the inquiry committee under section 26.2 of the Act.

Assessment of professional performance

160(1) The quality assurance and professional practice committee or an assessor appointed by the committee under section 26.1(4) of the Act may assess the professional performance of registrants, ~~including the provision of services authorized by a certified practice certificate~~, and for that purpose may

- (a) assess the clinical ability of a registrant,
 - (b) either individually or as part of an audit of a group of registrants, collect information from a registrant about the practice of his or her profession, and
 - (c) establish remedial procedures to assist a registrant in identifying and correcting deficiencies in his or her clinical abilities or place of practice.
- (2) Upon receiving a request for practice information under subsection (1), a registrant must respond to the quality assurance and professional practice committee within 30 days in the manner and with the information requested.
- (3) The quality assurance and professional practice committee or an assessor appointed by the committee under section 26.1(4) of the Act must not observe a registrant while the registrant is providing a service to a client except if
- (a) the consent of the client being treated has been obtained in advance, or
 - (b) the service is being provided in a public setting.
- (4) Where the quality assurance and professional practice committee is required to notify the inquiry committee of a matter under section 26.2(3) of the Act, it must deliver notice in writing to the registrar.

Repealed Practice Hours Requirement

- 161 [Repealed 2017-05-13.] (1) A full registrant must
- (a) within a 3-year cycle, practice a minimum of 750 hours in a profession in which he or she is registered, either in British Columbia or in another regulated jurisdiction, and
 - (b) by December 31 in the last year of a 3-year cycle, report the practice of the required hours to the quality assurance and professional practice committee in accordance with the reporting procedures approved by the committee.
- (2) If a registrant fails to practice and report the required hours by the deadline specified in subsection (1), the registrant must submit a deficiency plan under section 162.
- (3) A registrant must retain documents or other information that supports the practice hours reported under subsection (1) or further to a deficiency plan.
- (4) The quality assurance and professional practice committee may, without notice to a registrant, audit the registrant to ensure the accuracy and truthfulness of the practice hours reported under subsection (1) or further to a deficiency plan.
- (5) If the quality assurance and professional practice committee finds a registrant inaccurately or falsely reported practice hours under subsection (1) or further to a deficiency plan, the committee may do one or both of the following:
- (a) seek to resolve a resulting deficiency in credits by negotiation with the registrant;
 - (b) report that finding to the inquiry committee under section 26.2 of the Act.

Repealed Deficiency Plans

- 162 [Repealed 2017-05-13.] (1) If a registrant is required to submit a deficiency plan under section 159(2) or 161(2), the registrant must, on or before the March 31 immediately following the deadline specified in sections 159(1)(b) and 161(1)(b),
- (a) submit the plan in the form and manner specified by the quality assurance and professional practice committee,
 - (b) pay the deficiency plan fee specified in Schedule A, and
 - (c) obtain approval of the plan from the quality assurance and professional practice committee.

(2) Despite subsection (1)(b), a registrant who is required to submit a deficiency plan under section 159(2) or 161(2), does not have to pay the deficiency plan fee if he or she submits the plan on or before the February 15 immediately following the deadline specified in sections 159(1)(b) and 161(1)(b).

Documentation and record management

163(1) A registrant must take all reasonable measures to ensure that his or her collection, protection, use, disclosure and disposal of client personal information meets the requirements of

- (a) ~~the Freedom of Information and Protection of Privacy Act FIPPA~~ if the registrant practices as an employee of a public body, or
- (b) ~~the Personal Information Protection Act PIPA~~ if the registrant is in private practice or does not otherwise practice as an employee of a public body.

(2) Without limitation, under subsection (1), a registrant must

- (a) ensure that personal information collected from clients is current, legible, accurate and completely recorded,
- (b) at all times protect and maintain the confidentiality of personal information collected from clients,
- (c) upon request, provide clients, or the legal representatives of clients, with access to their personal information in accordance with, as applicable, ~~the Personal Information Protection Act PIPA~~ or ~~the Freedom of Information and Protection of Privacy Act FIPPA~~, and all other relevant legal requirements, and
- (d) ensure that all records from his or her practice containing client personal information are safely and securely stored, or disposed of, through the use of reasonable security arrangements against such risks as unauthorized access, collection, use, disclosure or disposal.

(3) A registrant must ensure that orderly and legible permanent client records are kept for a period of not less than 16 years from the date of the last recorded entry or the date the client reaches the age of majority, whichever is later, either in a systematic paper-based form, such as books, binders, file cards or folders, or using an electronic record-keeping

system, provided the information stored on such a system can be reproduced promptly in printed form when required.

(4) In accordance with such requirements as the board may establish, a registrant in private practice must

- (a) prepare a plan for the disposition of any client records that may remain in the registrant's possession at the time he or she ceases to practice, and
- (b) upon request, produce a copy of the plan to the quality assurance **and professional practice** committee or the registrar.

Annual calibration of equipment Client relations program

164(1) ~~For the purposes of this section~~ “calibrated equipment” means any equipment or device that

- (a) ~~is used to assess or screen hearing, middle ear function or cochlear function, and~~
- (b) ~~requires calibration to maintain its accuracy,~~

~~and includes without limiting the meaning of this term, audiometers, acoustic immittance meters, otoacoustic emission measurement equipment, real ear measurement equipment that is not self calibrating and sound level meters.~~ The board must establish a patient relations program to seek to prevent professional misconduct of a sexual nature, to be known as the client relations program.

(2) ~~A registrant must ensure the following is done:~~ For the purpose of the client relations program referred to in subsection (1), the board must

- (a) ~~any calibrated equipment used by that registrant or any person under the direction or supervision of the registrant is properly calibrated~~
 - (i) ~~at least once every calendar year, or~~
 - (ii) ~~at the frequency specified by the manufacturer;~~ establish and maintain procedures by which the college deals with complaints of misconduct of a sexual nature,
- (b) ~~a calibration report is prepared for each calibrated equipment and retained for at least two 2 years from the date the calibration was performed.~~ monitor and periodically evaluate the operation of procedures established under paragraph (a), and
- (c) develop guidelines for the conduct of registrants with their clients.

(3) The registrar must provide information to the public regarding the college's complaint, investigation and discipline processes.

Part 14 – Complaint Investigation and Resolution

Inspections

165. If an inspector intends to observe a registrant provide a service to a client, the inspector must obtain the consent of the client being treated, unless that service is being provided in a public setting.

Investigations by inquiry committee

- 166(1) The inquiry committee must notify a registrant who is the subject of an investigation and any complainant of the disposition of the investigation and any action taken under section 33(4) of the Act.
- (2) Before agreeing to accept an undertaking or consent under section 36 of the Act, the inquiry committee may review all previous complaints and disciplinary matters involving the registrant to be satisfied that the proposed undertaking or consent is appropriate in the circumstances.
- (3) The inquiry committee may order that the identity of a complainant not be disclosed to the respondent or any other party if the committee is of the view that such disclosure may place the complainant at undue risk of harm.

Registrar authority

167. The registrar is authorized to act under section 32(3) of the Act.

Consent orders

- 168(1) In this section, "consent order" means an agreement under sections 32.2(4)(b) or 32.3(3)(b) of the Act, the record of an undertaking or a consent given under section 36 of the Act, or a consent order under section 37.1 of the Act.
- (2) A consent order must

- (a) include any consent to a reprimand or to any other action made by the registrant under section 32.2(4)(b), 32.3(3)(b), 36 or 37.1 of the Act,
 - (b) include any undertaking made by the registrant under section 36 or 37.1 of the Act,
 - (c) specify the length of time that an undertaking specified in paragraph (b) is binding on the registrant,
 - (d) specify the procedure that the registrant may follow to be released from an undertaking specified in paragraph (b), and
 - (e) subject to sections 22 and 39.3 of the Act and these bylaws, specify which terms or conditions of the consent order may be disclosed to others, including the public.
- (3) If an undertaking or consent given under section 36 of the Act, a consent order under section 37.1 of the Act, or an agreement under section 32.2(4)(b) or 32.3(3)(b) of the Act requires the respondent to take any corrective or remedial action, the inquiry committee may direct the registrar
- (a) to monitor the respondent's compliance with that requirement, and
 - (b) to report periodically to the chair of the inquiry committee regarding the respondent's compliance with that requirement.

Mediation between complainant and registrant

169. The inquiry committee may recommend under section 33(6)(b) of the Act that a complaint be mediated between the complainant and the registrant if
- (a) the committee believes it is in the public interest to mediate the complaint, and
 - (b) the complainant and the registrant agree to mediation.

Mediation between committee and registrant

170. The inquiry committee may recommend under section 33(6)(b) of the Act that a complaint be mediated between the committee and the registrant if
- (a) the committee believes it is in the public interest to mediate the complaint without the complainant, and
 - (b) the committee and the registrant agree to mediation in the absence of the complainant.

Appointment and payment of mediator

171. If the parties agree to mediation under either section 169 or 170, the inquiry committee must appoint a mediator at the college's expense who is acceptable to the parties that will attend the mediation.

Mediation terms and agreement to mediate

172(1) A mediation must be conducted in accordance with any policies and procedures approved by the board that are not inconsistent with this Part.

(2) The mediator must conduct the mediation process in accordance with the terms of a written Agreement to Mediate, which must be executed by the parties, the mediator and any other persons the parties agree may attend the mediation.

(3) An Agreement to Mediate must contain a confidentiality provision that are acceptable to the inquiry committee and may list any exceptions to that condition.

Agreement reached by mediation

173(1) In this section, "mediated agreement" means a written agreement between the parties that is reached through mediation.

(2) Where an agreement between the parties is reached through mediation,

(a) the terms of the agreement must be set out in a mediated agreement that must be signed by the mediating parties,

(b) the agreement must contain an enforcement provision that is enforceable by and acceptable to the inquiry committee, and

(c) a copy of the signed mediated agreement must be submitted by the mediator to the inquiry committee.

(2) Where a term of a mediated agreement requires the registrant to undertake or consent to an action referred to in section 36 of the Act, that undertaking or consent must be monitored and enforced by the inquiry committee.

(3) Where a mediated agreement is reached, the inquiry committee must:

(a) report the resolution of the matter to the board;

- (b) if the mediation did not involve the complainant, report the resolution of the matter to the complainant;
- (c) retain a copy of the signed mediated agreement on file.

Agreement not reached

174. Where an agreement is not reached through mediation, the mediator must refer the matter back to the inquiry committee with or without recommendations, and the committee may then take any other action under section 33(6) of the Act.

Registrant cooperation

175(1) A registrant must cooperate with the inquiry committee during an investigation of a complaint against that or any other registrant.

(2) If a registrant refuses to cooperate with the inquiry committee during an investigation, the committee must advise the respondent that continued refusal may

- (a) constitute a breach of subsection (1) or the Code of Ethics, and
- (b) become a new, separate complaint against the registrant.

(3) Despite subsection (1) or (2), a registrant may refuse to mediate a complaint under sections 169 or 170, and the committee may not use that refusal against the respondent in any subsequent proceeding.

Part 15 – Citations and Disciplinary Proceedings

Citation for disciplinary hearing

176(1) Before the issuance of a citation under section 37 of the Act, on the direction of the inquiry committee, the registrar may join ~~two~~ 2 or more complaints or other matters which are to be the subject of a discipline hearing in one citation, as the panel considers appropriate in the circumstances

(2) After the issuance of a citation or citations under section 37 of the Act, on the direction of the discipline committee, the registrar may, as the committee considers appropriate in the circumstances,

- (a) join ~~two~~ 2 or more complaints or other matters which are to be the subject of a discipline hearing,
 - (b) sever ~~two~~ 2 or more complaints or other matters which are to be the subject of a discipline hearing, or
 - (c) amend a citation.
- (3) If a citation is amended under subsection (2)(c) before a discipline hearing, the amended citation must be delivered to the respondent by personal service or sent by regular mail to the respondent at the last address for the respondent recorded in the register referred to in section 21(2) of the Act not fewer than 14 days before the date of the hearing
- (4) If a citation is amended under subsection (2)(c) before a discipline hearing and the amended citation changes the date, time or place of the hearing, the registrar must notify any complainant of the amendment not fewer than 14 days before the date of the hearing.

Discipline committee or panel

- 177(1) No person may sit on the discipline committee or panel while he or she is a member of the inquiry committee.
- (2) No member of the discipline committee may sit on the panel hearing a matter in which he or she
- (a) was involved in the investigation leading to the citation or was a member of the inquiry committee that recommended the citation, or
 - (b) has had any other prior involvement that would create a reasonable apprehension of bias.

Disciplinary hearings

- 178(1) A respondent may apply to the discipline committee to raise pre-hearing and procedural matters that the committee may address by way of a hearing if it so requires.
- (2) The registrar or the discipline committee must provide information about the date, time and subject matter of the hearing to any person on request.
- (3) The discipline committee must provide notice by registered mail or by personal service to a person who is required to attend a hearing under section 38(6) of the Act.

- (4) The discipline committee must ensure that a discipline hearing is recorded.
- (5) Any person may obtain, at his or her expense, a transcript of any part of the hearing that he or she was entitled to attend, by submitting a request in writing to the registrar.
- (6) In determining the penalty to be imposed on a registrant under section 39(2) of the Act, the discipline committee must, after making a determination on the facts, consider a previous relevant disciplinary decision regarding the registrant, including
 - (a) an order under section 35 of the Act,
 - (b) an undertaking or consent to a reprimand given by the registrant under section 36(1) of the Act,
 - (c) a deemed order under section 37.1 of the Act,
 - (d) a decision under section 39 of the Act,
 - (e) an undertaking by the registrant or a decision of the discipline committee under the Hearing Aid Act, R.S.B.C. 1996, c.186.
- (7) If the discipline committee or panel determines that one or more of the allegations against a respondent in a citation have been proven, the committee must hold a separate hearing as to the appropriate order, unless the respondent agrees otherwise.

Notice of disciplinary decision

- 179(1) In addition to the public notification required under section 39.3 of the Act with respect to any of the actions referred to in section 39.3(1)(a) to (e) of the Act, the registrar must notify
 - (a) all registrants ~~and certified support personnel~~,
 - (b) the regulatory bodies governing the practice of the registrant in every other Canadian jurisdiction,
 - (c) any other governing body of a health profession inside or outside of Canada, and
 - (d) the employer of the registrant, if known and applicable.
- (2) Notification required under subsection (1)(a)
 - (a) must include all information included in the public notification under section 39.3 of the Act, and

- (b) unless otherwise directed by the inquiry committee or the discipline committee, as the case may be, must exclude any information withheld from the public notification under section 39.3(3) or (4) of the Act.
- (3) Unless otherwise directed by the inquiry committee or the discipline committee, as the case may be, notification provided to other regulatory or governing bodies under subsections (1)(b) or (c) may include information that has been withheld from the public notification under section 39.3(3) or (4) of the Act.
- (4) In addition to any notification required under section 39.3(3) of the Act, the board must within a reasonable time after the discipline committee acts under section 39 of the Act, advise every registrant of
- (a) the name of the respondent,
 - (b) the facts of the case,
 - (c) the reasons for the decision, and
 - (d) the disposition of the case, including the nature of any limitation or suspension, and the date it is in effect.

Retention of disciplinary committee and inquiry committee records

- 180(1) Records of the inquiry committee must be retained for not less than 10 years following the conclusion of an investigation and records of the discipline committee must be retained for not less than 10 years following the date a decision is rendered.
- (2) Despite subsection (1), documents setting out decisions and reasons of the inquiry or discipline committee relating to actions taken under sections 32, 32.2, 32.3, 33(6)(c) or (d), 35, 36, 37.1, 38, 39 or 39.1 of the Act must be kept on permanent record at the office of the college.

Effect of suspension

- 181(1) During any period of suspension of a license, a registrant must:
- (a) not engage in the practice of the profession;
 - (b) not hold himself or herself out as being a registrant;
 - (c) not hold office in the college;
 - (d) not make appointments for clients or prospective clients;

- (e) not contact or communicate with clients or prospective clients, except for the purposes of
 - (i) advising clients or prospective clients of the fact and duration of the suspension, or
 - (ii) advising a client or prospective client that another registrant will continue to operate in the suspended registrant's place, or
 - (iii) referring the client or prospective client to another registrant in good standing;
 - (f) remove from their premises and the building in which the premises are located, their name and any sign relating to their practice;
 - (g) prominently display, a notice of suspension in a form and in a location approved by the registrar, which states the duration and reasons for the suspension;
 - (h) immediately surrender to the registrar their license;
 - (i) pay any fee or special assessment required by the college when due in order to remain a registrant.
- (2) A registrant who has been suspended is not entitled to a refund of the annual fee for the portion of the suspension or of any special assessment that the registrant has paid.
- (3) No current or former registrant is entitled to any refund of any fine, fee, debt or levy paid to the college solely on the basis that it was paid during or in relation to a period of suspension
- (4) During the period of suspension, a suspended registrant may permit another registrant in good standing to practice within the suspended registrant's office, provided that the suspended registrant
- (a) complies with the provisions of subsection (1), and
 - (b) must not, directly or indirectly, receive any payment in respect of services provided by the other registrant under this subsection.
- (5) Any communication under subsection (1)(d) may be made in writing in a form approved in advance by the registrar, or by employing office staff, an answering service or other telephonic device specifically for this purpose.

Fines

182. The maximum amount of a fine that may be ordered by the discipline committee under section 39(2)(f) of the Act is \$50,000.

Costs

183. The tariffs of costs applicable to sections 33(7), 37.1(1) ~~& and~~ (5), and 39(4) ~~& and~~ (5) of the Act are set out in Schedule B of these bylaws.

Notice of disciplinary action under section 39.1 of Act

184. The discipline committee must notify a registrant not fewer than 14 days before making an order under section 39.1 of the Act.

Schedule “A” – Schedule of Fees

1. For the purposes of this Schedule:

“~~advanced competency certification fee (initial)~~” is the fee that applies to all active registrants who apply for an advanced competency certificate under Part 10;

“~~criminal records check fee~~” is the fee that applies to a criminal records check as required by the *Criminal Records Review Act*;

“~~advanced competency recertification fee~~” is the fee that applies to all active registrants who wish to renew and maintain an advanced competency certificate granted under Part 10;

“~~application fee~~” is a one-time fee that applies to all persons applying to become registrants of the college in any class, including applicants applying under sections 82, 85, and 87.9;

“~~examination fee~~” is a fee that applies to applicants who take a practical examination and applies every time an examination is attempted;

“~~registration fee (active or conditional active)~~” is the fee that applies to all active or conditional active registrants when they are first registered with the college;

“~~reinstatement fee~~” is the fee that applies to all classification of registrants following a lapse of their registration renewal prior to June 30 and the applicable renewal fee must be paid in addition to the reinstatement fee;

“~~renewal fee (active or conditional active registrant)~~” is the annual fee that applies to active and conditional active registrants after their initial or first year of registration with the college;

“~~renewal fee (inactive registrant)~~” is the annual fee that applies to the inactive classification which can be renewed for no more than 3 consecutive years;

“~~renewal fee (retired registrant)~~” is the annual fee that applies to the retired classification which prohibits a registrant from practice but entitles the registrant to be nominated for a position on the College board;

“~~renewal late fee~~” is the annual fee applied to the renewal fee of registrants who renew after the deadline of March 31 but prior to May 1 of the same year.

Schedule “B” – Tariff of Costs

INVESTIGATION TARIFF

1. For the purposes of assessing costs under this tariff, qualifying expenses incurred by the college from the time

- (a) the registrar receives a complaint in writing under section 32(1) of the Act, or
- (b) the inquiry committee initiates an investigation of a matter on its own motion under section 33(4) of the Act,

until the time the inquiry committee directs the registrar to issue a citation or otherwise disposes of the complaint under section 33(6) of the Act are deemed to be expenses incurred for the investigation of the complaint or matter.

| <i>Expense</i> | <i>Rate of indemnity</i> |
|---|--------------------------------|
| Legal representation for the purposes of the investigation | Up to 50% of actual legal fees |
| Other reasonable and necessary professional services contracted for the purposes of the investigation, including per diems paid to the members of the inquiry committee | 100% of actual fees |
| Other reasonable and necessary disbursement incurred for the purposes of the investigation, including disbursements incurred by legal counsel | 100% of actual disbursements |

DISCIPLINARY HEARING TARIFF

2. For the purposes of calculating costs under this tariff, qualifying expenses incurred from the time that the inquiry committee directs the registrar to issue a citation under section 36(6)(d) of the Act until

- (a) the inquiry committee accepts a written proposal for consent under sections 37.1(2) or (5) of the Act,
- (b) the discipline committee dismisses the matter under section 39(1) of the Act, or
- (c) the discipline committee issues an order under section 39(2) of the Act,

are deemed to be expenses for the purposes of preparing for and conducting the hearing.

| Expense | Rate of indemnity |
|--|--------------------------------|
| Legal representation for the purposes preparing for and conducting the hearing | Up to 50% of actual legal fees |
| Reasonable and necessary expert witness fees for the purposes of preparing for and conducting the hearing | 100% of actual fees |
| Other reasonable and necessary professional services contracted for the purposes of preparing for and conducting the hearing, including per diems paid to the members of the inquiry committee or discipline committee | 100% of actual fees |
| Other reasonable and necessary disbursement incurred for the purposes of preparing for and conducting the hearing, including disbursements incurred by legal counsel | 100% of actual disbursements |

Schedule "C" - Fees for Information Requests

1. For an applicant other than a commercial applicant:

| | |
|---|--|
| (a) for locating and retrieving a record | \$7.50 per 1/4 hour; |
| (b) for producing or reproducing a document (such as, but not limited to, a certificate, wallet ID card. Does not apply for a name change due to marital status.) | \$25 per document, |
| (c) for producing a record from a machine readable record | \$16.50 per minute for cost of use of central mainframe processor and all locally attached devices plus \$7.50 per 1/4 hour for developing a computer program to produce the record, |
| (d) for preparing a record for disclosure and handling a record | \$15 per 1/4 hour; |
| (e) for shipping copies | actual costs of shipping by method chosen by applicant, |
| (f) for making photocopies and computer printouts | \$1.00 per page; |
| (g) for making or copying compact disks | \$10.00 per disk |
| (h) for making or copying photographs (colour or black and white) | \$5.00 to produce a negative \$12.00 each for 16" x 20" \$9.00 each for 11" x 14" \$4.00 each for 8" x 10" \$3.00 each for 5" x 7", |
| (i) for making photographic print of textual, graphic or cartographic records | \$12.50 each, 8" x 10" black and white) |
| (j) for making hard copy laser or dot matrix print, black and white | \$1.00 per page |
| (k) for making hard copy laser or dot matrix print, colour | \$2.00 per page |
| (l) for duplicating an audio cassette | \$10.00 plus \$7.00 per 1/4 hour |
| (m) for duplicating a video cassette (1/4" or 8-mm) or a DVD | \$11.00 per 60 minute cassette plus \$7.00 per 1/4 hour of recording |

| | |
|--|---|
| | \$20.00 per 120 minute cassette or DVD plus \$7.00 per 1/4 hour of recording |
|--|---|

~~2. For a commercial applicant:~~

| | |
|---------------------------------------|---|
| (a) for each service listed in item 1 | the actual cost of providing that service |
|---------------------------------------|---|

~~3. Where a service is not listed in item 1, the registrar may set the fee for providing that service, but that fee may not exceed the actual cost of providing that service.~~

Schedules D.1 to D.3—Support Personnel

DRAFTING NOTE: The College's work on these schedules (and Part 12) continues. Once the revised versions have been approved by the Board, they will be added to the bylaws.

Schedule E – Code of Ethics

Introduction

~~This Code of Ethics of the College of Speech and Hearing Health Professionals of BC is a general guide to provide registrants with the college's expectations of ethical conduct. It outlines professional standards to allow for the proper discharge of services provided by audiologists, hearing instrument practitioners and speech language pathologists to their clients and to protect the integrity of the professions.~~

~~This Code should be construed as a general guide and not a denial of the existence of other duties equally imperative or other rights not specifically mentioned. Any act or omission by a registrant that is in violation of the spirit and purpose of this Code may be found to be unethical conduct.~~

Principle One

~~A registrant must provide professional services and conduct research with integrity and reliability, and ensure that the dignity, individuality and rights of the client are safeguarded.~~

Principle Two

~~A registrant must make the welfare of a client the registrant's primary concern.~~

- (1) ~~A registrant must not attempt to provide assessment/diagnostic or treatment services for which they have not been adequately prepared, nor may they misrepresent their training or competence.~~
- (2) ~~A registrant must not provide unnecessary or futile services including administering unnecessary assessment/diagnostic tests, accepting persons for treatment if benefit cannot reasonably be expected to accrue, and continuing treatment if benefit cannot reasonably be expected.~~
- (3) ~~A registrant must be professionally responsible for all treatment and services rendered by the registrant or by other personnel, including students who are under the supervision~~

~~of the registrant. A registrant must not delegate any service requiring professional competence to unqualified personnel.~~

~~(4) A registrant must utilize every available resource by initiating appropriate referrals to other professionals whose knowledge may contribute to the diagnosis, assessment and/or treatment of those served.~~

Principle Three

~~A registrant must maintain the confidentiality and privacy of the information and records of those receiving services or involved in research, as required by either the Personal Information Protection Act or the Freedom of Information and Protection of Privacy Act, which ever may apply.~~

~~(1) A registrant must not reveal any information regarding a client's condition or any professional services performed for a client to any person other than the client without the consent of the client or his/her legal guardian/representative, unless required to do so by law or the college.~~

~~(2) A registrant must not allow case material, case records, or audio-visual material to be used in teaching or mass media communication in a way that permits identification of a client, without the written consent of the client or his/her legal guardian/representative.~~

Principle Four

~~A registrant must provide accurate information about the nature and management of communicative disorders and about the services provided and products offered.~~

~~(1) A registrant must provide accurate information regarding the nature and treatment of the client's communication disorder and the possible effects of professional services and products that the registrant has provided or proposes to provide to the client or the research being proposed or conducted.~~

~~(2) A registrant may make a statement of prognosis, but must not guarantee results, mislead or misinform persons served or studied.~~

~~(3) A registrant must conduct and report product related research only according to accepted standards of research practice.~~

- (4) A registrant must conduct teaching and/or research activities without invasion of privacy or failure to inform the client fully about the nature and possible effects of the activities. All persons must be afforded free choice of participation.
- (5) A registrant must maintain documentation of professional activities that include but are not limited to the nature, extent, duration and outcome of services provided.

Principle Five

A registrant must recognize and accept his/her responsibilities to the public and the profession, and must do everything within the registrant's means to provide for the enhancement and development of the profession.

- (1) A registrant should assist in the education of the public regarding speech, language, hearing problems and other matters falling within their professional competence.
- (2) A registrant should establish harmonious relations with registrants of other professions, endeavoring to inform other professions of the services and products that can be rendered by registrants of the speech and hearing health professions and, in turn, should seek information from registrants of related professions.
- (3) A registrant should seek to advance services for individuals with communication disabilities and assist in establishing and maintaining high professional standards for such programs.
- (4) A registrant must not misrepresent any information relating to the practice of the professions of speech-language pathology, audiology or hearing aid dispensing, or regarding the provision of such services or products to individual clients or the general public.

Principle Six

A registrant must avoid activities that constitute a conflict of interest. Should a registrant identify himself/herself to be in such a conflict, the registrant is responsible for the prompt resolution of the conflict.

- (1) A registrant must not exploit any clinical relationship with a client or others to further his/her own physical, emotional, financial, political or business interests at the expense of

~~the best interest of the client or others, or compromise the honor of the profession or reduce the effectiveness of the services that the registrant provides.~~

(2) ~~Without limiting the generality or scope of section 16, a registrant must not:~~

- ~~(a) use coercion or take advantage of any relationship of trust or dependency to engage in professional misconduct of a sexual nature with a client;~~
- ~~(b) initiate or continue treatment of a client if such treatment is ineffective, unnecessary or no longer indicated;~~
- ~~(c) breach or nullify a professional contractual agreement without cause;~~
- ~~(d) disparage the skill, knowledge, or services of another registrant;~~
- ~~(e) charge fees for services that were not rendered.~~

~~(3) Unless a registrant obtains the consent of the registrant's employer, a registrant who is employed by a public health authority or agency must not~~

- ~~(a) provide or offer to provide private for fee services or products to someone who is a client of the registrant's employer, or~~
- ~~(b) refer someone who is a client of the registrant's employer to another registrant who is also employed by the same employer so that the second registrant may provide private for fee services or products to that client.~~

~~(4) A registrant must not secure or accept referrals or clients by providing, directly or indirectly, any significant incentives, financial or otherwise, to other colleagues, professional or referring sources.~~

Principle Seven

~~A registrant must uphold the dignity of the profession and freely accept the college's self imposed standards.~~

~~(1) A registrant must not violate or attempt to circumvent the Code of Ethics.~~

~~(2) A registrant must not engage in dishonest or illegal conduct that adversely reflects the profession.~~

~~(3) A registrant must notify the Inquiry Committee when the registrant has reason to believe that another registrant of the college has violated the Code of Ethics.~~

~~(4) A registrant has the responsibility to advise and cooperate with the Inquiry Committee during investigations of complaints concerning alleged violations of the Code of Ethics.~~

Schedule C – Recognized Academic Programs

The academic programs of the following institutions are recognized academic programs for the purposes of Part 4 of the bylaws:

Hearing Instrument Practitioner (section 82(1)(a))

Conestoga Community College
Douglas College
George Brown College
Grant MacEwan University
Rosemont College.

Audiologist (section 85(1)(a)(i))

Dalhousie University
University of British Columbia
Université de Montréal
University of Ottawa
Western University

Speech-Language Pathologist (section 85(1)(a)(i))

Dalhousie University
McGill University
McMaster University
Université Laval
Université de Montréal
University of Alberta
University of British Columbia
University of Ottawa
University of Toronto
Western University

Schedule D – Acceptable Academic Program

1. For the purposes of section 85(1)(a)(ii), an academic program must be provided by a degree-granting university and include
 - (a) 135 hours of course work in basic knowledge specific to the applicant's profession, with at least
 - (i) one course in the area of anatomical, physiological and neurological basis of speech, language and hearing functioning,
 - (ii) for an applicant for registration as a full registrant in the profession of audiology, 2 courses in the area of the physical basis and perceptual processes of hearing, and
 - (iii) for an applicant for registration as a full registrant in the profession of speech-language pathology, 2 courses in the area of fundamental information pertaining to the use of speech and language processes,
 - (b) 180 hours in basic knowledge specific to other health professions, with at least
 - (i) 2 courses in the area of basic principles and methods involved in conducting research in human behaviour,
 - (ii) one course in the area of professional practices and issues or administrative organization of audiology or speech-language pathology programs, and
 - (iii) one course in the area of psychological and social aspects of human development, which must provide information from related fields such as psychology or education pertinent to communication disorders, including at least one of
 - (A) theories of learning and behaviour that have application to communication disorders,
 - (B) personality development or abnormal behaviour,
 - (C) development and education of special populations, psychometric evaluation or school psychology, or
 - (D) counselling and interviewing,
 - (c) 405 hours in professional competency, which
 - (i) for an applicant for registration as a full registrant in the profession of audiology, must include

- (A) hearing measurement,
 - (B) audiological assessment,
 - (C) electrophysiological and other diagnostic measurements,
 - (D) basic and advanced concepts in amplification (systems, selection, fitting, verification and validation),
 - (E) implantable hearing devices,
 - (F) calibration and maintenance of instruments,
 - (G) auditory and vestibular disorders involving both peripheral and central pathways of hearing,
 - (H) assessment and management of tinnitus, including hyperacusis,
 - (I) paediatric audiology,
 - (J) habilitation and rehabilitation procedures applied to children, adults, the elderly and specific populations, such as developmental delay and occupational hearing loss, and
 - (K) professional practice issues specific to audiology, and
- (ii) for an applicant for registration as a full registrant in the profession of speech-language pathology, must include
- (A) articulation or phonological disorders,
 - (B) preschool or school-aged language development and literacy,
 - (C) developmental language disorders,
 - (D) acquired language disorders,
 - (E) cognitive communication disorders,
 - (F) voice disorders,
 - (G) resonance disorders or structurally related disorders, such as cleft lip and palate,
 - (H) fluency disorders,
 - (I) neurologically based speech disorders,
 - (J) augmentative and alternative communication,
 - (K) dysphagia, and
 - (L) professional practice issues specific to speech-language pathology,

(d) 45 hours in professional competency in relation to all communication disorders, which

- (i) for an applicant for registration as a full registrant in the profession of audiology, must include speech and language development, delays and disorders, such as screening or identification programs and procedures for speech, language and hearing problems throughout the lifespan; potential impact of hearing loss on speech and language acquisition, and
- (ii) for an applicant for registration as a full registrant in the profession of speech-language pathology, must include development of normal hearing; hearing disorders and related speech-language disorders, such as symptoms of hearing disorders, including associated speech, language and voice profiles; screening procedures and basic audiometric testing; application of audiometric information to the speech-language assessment; modification in speech and language procedures to accommodate varying degrees of hearing loss; approaches to habilitation and rehabilitation of speech and language of the hearing impaired; use, care and maintenance of hearing aids, assistive listening devices, and amplification systems,

(e) 350 hours of supervised clinical practicum components, which

- (i) for an applicant for registration as a full registrant in the profession of audiology, must include,
 - (A) a minimum of 300 hours of direct client contact or simulation, including,
 - (I) a minimum of 50 hours with children,
 - (II) a minimum of 50 hours with adults,
 - (III) a minimum of 100 hours of assessment,
 - (IV) a minimum of 50 hours of intervention, and
 - (V) clinical practicum components on the topics of hearing measurement; audiological assessment; electrophysiological and other diagnostic measurements; amplification (systems, selection, fitting, verification and validation); and implantable hearing devices, and

- (B) 20 hours of direct client contact or simulation, which must include exposure to speech-language pathology assessment, intervention and/or prevention activities.
- (ii) for an applicant for registration as a full registrant in the profession of speech-language pathology, must include,
- (A) a minimum of 300 hours of direct client contact or simulation, including
- (I) a minimum of 50 hours with children,
 - (II) a minimum of 50 hours with adults,
 - (III) a minimum of 50 hours of assessment,
 - (IV) a minimum of 100 hours of intervention, and
 - (V) a variety of clinical practicum components on the topics of articulation or phonological disorders; preschool or school-aged language development and literacy; developmental language disorders; acquired language disorders; cognitive communication disorders; voice disorders; resonance disorders or structurally related disorders, such as cleft lip and palate; fluency disorders; neurologically based speech disorders; augmentative and alternative communication; dysphagia; prevention and identification activities, and
- (B) 20 hours of direct client contact or simulation, which must include exposure to audiology assessment, intervention, and/or prevention activities.

2. No more than 50 hours of the 350 hours of supervised clinical practicum required under subsection (1)(e)(i) may be completed in simulation.
3. No more than 50 hours of the 350 hours of supervised clinical practicum required under subsection (1)(e)(ii) may be completed in simulation.