

Policy Category:	Policy Title:	Policy #:
Registration	Conditional Registration Requirements	POL-R-06
Regulation Bylaw Reference:		HPA Reference:
Bylaws: sections 68, 69, 78, 87		
Authorization:	Date Approved:	Last Revised:
CSHBC Board	December 2, 2011	December 4, 2020

PURPOSE

To provide clear and concise language regarding the consequences of a failure to meet the conditions of Conditional registration as set out in section 87 of the CSHBC Bylaws.

SCOPE

Registered Audiologists (Conditional), Registered Hearing Instrument Practitioners (Conditional), and Registered Speech-Language Pathologists (Conditional).

POLICY

Granting of Conditional registration

Conditional registration is granted to applicants that meet the registration requirements set out in **section 82 (hearing instrument practitioners)** and **section 85 (audiologists and speech language pathologists)** of the CSHBC Bylaws, except for the entry-to-practice examination requirement. Following receiving confirmation that their application has been approved, these individuals may use one of the following reserved titles:

- Registered Audiologist (Conditional)
- Registered Hearing Instrument Practitioner (Conditional)
- Registered Speech-Language Pathologist (Conditional)

Conditions of registration -- timeframes & deadlines

Conditional registrants must register for their first attempt at the entry-to practice examination required for Full registration under the CSHBC Bylaws within six months of being granted Conditional registration.

Conditional registration lasts for two years from the date it is granted, unless a conditional registrant fails the entry-to practice examination three times within this period, in which case their registration is cancelled.

Conditional registrants must renew their registration by March 31st of any given year. Former Conditional registrants who miss this deadline may submit a late renewal application by April 30th, for which an additional late renewal fee applies. For information about renewal deadlines and requirements, see *Registration & Certified Practice Renewal Requirements* (POL-R-11).

Limits & conditions

Conditional registrants must work under GENERAL supervision¹. They must not practise as a sole practitioner, supervise or delegate any aspect of their practice, or supervise individuals who are fulfilling conditions or requirements for registration under the CSHBC Bylaws.

See the CSHBC [Supervision](#) standard of practice for further information regarding supervision.

Conditional registrants are ineligible to be nominated or elected as Board Members but may vote in Board elections and general meetings of the College.

Full registration

Upon providing proof of a successful entry-to practice examination result, where the examination was attempted no more than three times and within two years of the date that Conditional registration was granted, CSHBC will register the Conditional registrant in question as a Full registrant.

Proof of passing the entry-to practice examination must be sent to CSHBC directly from the examination administrator.

Cancellation of Conditional registration

Pursuant to CSHBC Bylaw section 87(5), CSHBC must cancel a Conditional registrant's registration if:

- They do not provide proof of passing the entry-to-practice examination within two years of being granted conditional registration; or
- They fail the entry-to-practice examination three times.

Conditional registration is only granted once. If Conditional registration is cancelled or a Conditional registrant fails to renew their registration by March 31st, or submit a late renewal application by April 30th, applicants are no longer eligible to re-apply for Conditional registration and may only apply for Full registration.

Failure to comply with Conditional registration requirements & conditions

If a registrant fails to comply with one or more of the following requirements, limits and conditions of Conditional registration, the matter may be referred to the CSHBC Registration Committee or Inquiry Committee:

- Attempting the entry-to-practice examination more than three times within two years of being granted Conditional registration.
- Practising as a sole practitioner, without the general supervision of a CSHBC registrant.
- Supervising or delegating any aspect of practice.
- Supervising other registrants who are fulfilling conditions or requirements for registration under the CSHBC Bylaws.
- Using their reserved title without qualifying that title with the word "Conditional".

¹ "General supervision" means supervision where the supervisor is accessible to a supervisee, but does not attend in person. General supervision is synonymous with remote supervision. Access may be by telephone, email, or virtually.



CSHBC RELATED DOCUMENTS

Entry to Practice Examination Requirements (POL-R-12)

Registration & Certified Practice Renewal Requirements (POL-R-11)

Supervision (SOP-PRAC-07)