

Returning to Active Practice

Approved by: Registration Committee

Date: July 22, 2016

Policy

The following rules apply when a member who holds an Inactive Certificate of Registration wishes to return to active practice and be re-issued a Certificate of Registration in the Registered Psychotherapist category:

1. An application must be made to the Registrar.
2. The member must pay any outstanding fees owing to the College under the By-laws.
3. The member must provide the College with any information it has required of the member.
4. The member must,
 - a. satisfy a panel of the Registration Committee that he or she possesses the current knowledge, skill and judgement relating to the practice of psychotherapy that would be expected of a member holding a Registered Psychotherapist certificate of registration, or
 - b. have successfully completed such additional upgrading activities as are determined to be necessary by a panel of the Registration Committee.

Applications will be considered on a case-by-case basis; however, Inactive members will be deemed to have satisfied requirement 4 above, provided:

- the member's practice will be substantially as it was prior to entering the Inactive category of membership, e.g. similar clientele, practice setting and/or employer, roles and responsibilities;
- the member has completed at least 750 currency hours in the three year period immediately prior to submitting an application to return to active RP status; and
- there are no other factors which would require further review.

Application transfers from the Inactive category of registration to the Registered Psychotherapist category will be referred to a panel of the Registration Committee where:

- the member has not completed 750 currency hours in the three year period immediately prior to submitting an application to return to active RP status;
- the member expects to significantly change the nature of his or her practice, e.g. clientele, practice setting and/or employer, roles and responsibilities; or
- factors exist that warrant further review.

Inactive members referred to panel will be required to demonstrate that they possess the current knowledge, skill and judgement expected of a Registered Psychotherapist in their anticipated area(s) of practice. They will have 30 days to provide evidence of competency, upon receipt of the notice of referral.

The following are possible outcomes from the panel's review:

- the panel may direct that a Certificate of Registration in the Registered Psychotherapist category be issued where the panel is satisfied that the information the member has provided is sufficient;

- the panel may require the Inactive member to provide more information, in a manner approved by the panel, e.g. a self-assessment learning plan;
- an Inactive member may be required to successfully complete upgrading activities prior to transferring to the RP category, where the information the member has provided is insufficient for the panel to give its approval;
- the panel may direct that specified terms, conditions and limitations be imposed on the member's Certificate of Registration in the Registered Psychotherapist category;
- the panel may refuse the member's transfer to the Registered Psychotherapist category.

The name of all members reinstated to active practice in the Registered Psychotherapist category will be referred to the Quality Assurance Committee, for further possible action.

The following criteria may be used by the College to determine which outcome is most appropriate:

- time since last practice;
- nature and intensity of last practice;
- quality and quantity of efforts to maintain currency while not practising; and
- the applicant's re-entry plan.

An Inactive member is not authorized to resume practice until his or her application for transfer to the Registered Psychotherapist category has been approved in writing, and the member has paid the transfer fee and pro-rated registration fee for that category.