

Fair Registration Practices Report

Psychologists, Psychological Associates (2019)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

Index

1. [Qualitative Information](#)
2. [Quantitative Information](#)
3. [Submission](#)

1. Qualitative Information

a) Requirements for registration, including acceptable alternatives

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

b) Assessment of qualifications

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

c) Provision of timely decisions, responses, and reasons

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

d) Fees

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

e) Timelines

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

f) Policies, procedures and/or processes, including by-laws

i. Describe any improvements / changes implemented in the last year.

In late 2019, the College's Registration Committee completed its work on revising the following: 1) Guidelines for Completing the Declaration of Competence; and 2) Guidelines for Retraining for Supervised Practice Members (including proposal and evaluation forms). It's anticipated that the revised guidelines and forms will be posted to the College's website in early 2020.

ii. Describe the impact of the improvements / changes on applicants.

Revisions to the guidelines will improve candidates' understanding of the College's requirements for declaring areas

of practice and client groups, and for proposing retraining.

Revisions to the forms will make it easier for candidates (and their supervisors) to fill out the forms correctly, with a clear understanding of the College's expectations for what specific information must be included in them. Improvements to the format of the forms will result in fewer forms being returned for being completed incorrectly or with information missing.

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

Improved communication with candidates regarding requirements. Increased efficiency in processing forms.

g) Resources for applicants

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

h) Review or appeal processes

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

i) Access to applicant records

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

j) Training and resources for registration staff, Council, and committee members

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

k) Mutual recognition agreements

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

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

No changes this year

l) Other (include as many items as applicable)

i. Describe any improvements / changes implemented in the last year.

1) In May 2019, the College changed from paper/fillable pdf based registration application forms to on-line application forms.

2) In late 2019, the College began work on updating and redesigning its website, it's anticipated that this work will be completed later in 2020.

ii. Describe the impact of the improvements / changes on applicants.

1) The on-line application form requires applicants to log-in to an application portal, it is more convenient for applicants as the form itself is easier to fill out, allows for electronic submission and payment, and permits applicants to upload some of the required documents. The on-line system also includes a tracking and messaging system so that applicants can track their progress, check to see if any required documentation is outstanding, and message with the College regarding any application related questions.

2) It's anticipated that the improvements to the College's website will make it easier for applicants to navigate the site, find the appropriate resources and correct application form, and understand the application process and requirements.

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

- 1) It's anticipated that the improvements to the application process will assist College staff in processing applications more efficiently, and communicate with applicants in a more effective and timely manner.
- 2) Improvements to the website will result in staff spending less time devoted to assisting applicants in navigating the website.

Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year

There were no changes to enabling legislation and/or regulations in the last year, however in the last year there was an amendment made to Regulation O.Reg. 74/15 to correct an error to Section 23 (1). The correction was approved on March 7, 2019, and published on June 10, 2019.

<https://www.ontario.ca/laws/regulation/R19183>

[BACK TO INDEX](#)

2. Quantitative Information

a) Languages

Indicate the languages in which application information materials were available in the reporting year.

Language	Yes/No
English	Yes
French	Yes

Other (please specify)

Additional comments:

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	0
Female	0
None of the above	0

Additional comments:

The College of Psychologists does not require individuals to identify their gender on application forms.

c) Gender of members

Indicate the number of members in each category as applicable. Select the option that best corresponds to the

terminology used by your organization.

Gender	Number of Members
Male	1009
Female	2779
None of the above	1

Additional comments:

For this question, "Member" refers to a member of the College of Psychologists of Ontario who held a "regular" certificate authorizing autonomous practice (psychologist or psychological associate) on December 31, 2019.

d) Jurisdiction where applicants obtained their initial education

Indicate the number of applicants by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Argentina 1		
			France 3		
			India 7		
			Indonesia 1		
			Iran 4		
			Ireland 2		
			Jamaica 2		
			Kenya 1		
			Netherlands 2		
134	26	44	S. Africa 7	0	252
			Turkey 1		
			U.K. 8		
			Spain 3		
			Mexico 1		
			New Zealand 1		
			Pakistan 2		
			Poland 1		
			Russia 1		
			Total 48		

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

The data in this section refers to the total number of Supervised Practice applications (Application form and fee submitted) received from January 1, 2019 to December 31, 2019.

e) Jurisdiction where applicants who became registered members obtained their initial education

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
102	58	39	Argentina 1	0	219
			Australia 2		
			Bangladesh 1		
			China 1		
			Germany 1		
			Hong Kong 1		
			India 4		
			Iran 3		
			Ireland 1		
			Lebanon 1		
			Mexico 1		
			U.K. 3		
			Total 20		

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

For this question, "Member" refers to applicants who were issued with a certificate authorizing Supervised Practice (psychologist or psychological associate) during the period of January 1, 2019 to December 31, 2019.

f) Jurisdiction where members were initially trained

Indicate the total number of registered members by jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
2370	657	579	Argentina 3	0	3781
			Australia 12		
			Belgium 3		
			Brazil 1		
			China 3		
			Denmark 1		
			France 10		
			Germany 4		
			Hong Kong 1		
			Hungary 2		
			India 14		
			Iran 10		
			Ireland 2		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Israel 6		
			Italy 1		
			Jamaica 3		
			Netherlands 3		
			New Zealand 3		
			Norway 1		
			Philippines 2		
			Poland 10		
			Romania 1		
			Russia 11		
			S. Africa 18		
			Korea 1		
			Spain 2		
			Swaziland 2		
			Switzerland 1		
			Turkey 1		
			U.K. 35		
			Venezuela 2		
			Virgin Islands, U.S. 1		
			Serbia 3		
			Pakistan 2		
			Total 175		

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

For this question, "Member" refers to a member of the College of Psychologists of Ontario who held a "regular" certificate authorizing autonomous practice (psychologist or psychological associate) on December 31, 2019.

g) Applications processed

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
New applications received	134	26	44	48	0	252
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	0	0	0	0	0	0
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	0
Applicants who met all requirements and were authorized to become members but did not become members	25	1	8	13	0	47
Applicants who became FULLY registered members	99	65	33	21	0	218
Applicants who were authorized to receive an alternative class of licence³ but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence³	102	58	39	20	0	219

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
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¹ An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

Additional comments:

Question # 1 in this section refers to the total number of Supervised Practice applications (psychologist or psychological associate) (application form and application fee submitted) received from January 1, to December 31, 2019.

Question # 2 in this section is not tracked/recorded.

Question #3 in this section is not tracked/recorded.

Question # 4 in this section refers to the total number of Supervised Practice applications (psychologist or psychological associate) (application form and application fee submitted) received from January 1 to December 31, 2019, where applicants were issued with a "Statement of Eligibility", but who did not request to have a certificate authorizing Supervised Practice issued to them.

Question # 5 in this section refers to the number of members who were issued with a certificate authorizing Autonomous Practice (psychologist or psychological associate) during the period of January 1 to December 31, 2019 .

Question # 6 in this section is the same as Question #4.

Question # 7 in this section refers to applicants who were issued with a certificate authorizing Supervised Practice (psychologist or psychological associate) during the period of January 1, to December 31, 2019.

h) Classes of certificate/license

Indicate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	Certificate of registration for a psychologist authorizing autonomous practice	<p>Description (a)</p> <p>A member holding this certificate has met all of the requirements for registration as a psychologist and may practice autonomously in Ontario (e.g. without supervision) as a psychologist within his/her declared areas of competence.</p>
b)	Certificate of registration for a psychologist authorizing interim autonomous practice	<p>Description (b)</p> <p>A member holding this certificate is registered to practice as a psychologist in another</p>

		<p>Canadian jurisdiction and is authorized to practice in Ontario, without supervision, for a period of up to 12 months, within his/her declared areas of competence.</p> <p>This permits the individual seeking an Ontario Certificate of registration for a psychologist authorizing autonomous practice, to practice the profession in Ontario while he/she prepares to write the College's Jurisprudence and Ethics Examination (JEE). Successful completion of the JEE is a non-exemptible requirement of registration.</p>
c)	Certificate of registration for a psychologist authorizing supervised practice	<p style="text-align: center;">Description (c)</p> <p>A member holding this certificate has met the education, good character and language fluency requirements of registration and has secured two members of the College as supervisors and an Ontario work setting. A holder of this certificate must practice within his or her declared areas of competence and only under the supervision of the College approved supervisors as he/she prepares to qualify for a certificate of registration for a psychologist authorizing autonomous practice. This certificate expires 12 months after the date on which it was issued.</p>
d)	Certificate of registration for a psychological associate authorizing autonomous practice	<p style="text-align: center;">Description (d)</p> <p>A member holding this certificate has met all of the requirements of registration as a psychological associate and may practice autonomously in Ontario (e.g. without supervision) as a psychological associate within his/her declared areas of competence.</p>
e)	Certificate of registration for a psychological associate authorizing interim autonomous practice	<p style="text-align: center;">Description (e)</p> <p>A member holding this certificate is registered to practice as a psychological associate in another Canadian jurisdiction and is authorized to practice in Ontario, without supervision, for a period of up to 12 months, within his/her declared areas of competence.</p> <p>This permits the individual seeking an Ontario Certificate of registration for a psychological associate authorizing autonomous practice, to practice the profession in Ontario while he/she prepares to write the College's Jurisprudence and Ethics Examination (JEE). Successful completion of the JEE is a non-exemptible requirement of registration.</p>

f)	Certificate of registration for a psychological associate authorizing supervised practice	<p style="text-align: center;">Description (f)</p> <p>A member holding this certificate has met the education, supervised work experience, good character and language fluency requirements of registration and has secured two members of the College as supervisors and an Ontario work setting. A holder of this certificate must practice within his/her declared areas of competence and only under the supervision of the College approved supervisors as he/she prepares to qualify for a Certificate of registration for a psychological associate authorizing autonomous practice. This certificate expires 12 months after the date on which it was issued.</p>
g)	Academic certificate of registration	<p style="text-align: center;">Description (g)</p> <p>A member holding this certificate must occupy a full-time or regular academic position on the faculty of an Ontario university. A member holding this certificate may not provide intervention, assessment or consultation services to individual clients, groups of clients, organizations and may not supervise persons in providing those services.</p>
h)	Inactive certificate of registration	<p style="text-align: center;">Description (h)</p> <p>A member holding this certificate has ceased to practice on a temporary basis, up to two years, for the purpose of a sabbatical, parental or other leave. A member holding this certificate may not practise the profession or supervise others in the practice of the profession.</p>
i)	Retired certificate of registration	<p style="text-align: center;">Description (i)</p> <p>A member holding this certificate has ceased to practice on a permanent basis but wishes to maintain membership with the College. A member holding this certificate may not practise the profession or supervise others in the practice of the profession.</p>

Additional comments:

i) Reviews and appeals processed

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	26	16	10	21	0	73
Applicants who initiated an appeal of a registration decision	1	5	5	3	0	14
Appeals heard	0	3	3	1	0	7
Registration decisions changed following an appeal	0	0	0	0	0	0

Additional comments:

Applications subject to an internal review are those applications (psychologist or psychological associate) where the Registrar has made a referral of the application to the Registration Committee in cases where there is a doubt, on reasonable grounds, about whether the applicant fulfils the registration requirements.

Appeals of Registration Committee decisions are handled by the Health Professions Appeal and Review Board (HPARB).

j) Paid staff

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	21
Staff involved in appeals process	2
Staff involved in registration process	5

Additional comments:

Number of paid staff employed by the College of Psychologists on December 31, 2019.

I hereby certify that:

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

Lesia Mackanyyn

Title:

Director, Registration

Date:

2020/02/28

[BACK TO INDEX](#)
