



COLLEGE OF
PSYCHOLOGISTS
OF ONTARIO

2022 FAIR REGISTRATION PRACTICES REPORT

#30

COMPLETE

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Page 1: Fair Registration Practices Report 2022

Q1

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

The College of Psychologists of Ontario
 Lesia Mackanyn, Director, Registration lmackanyn@cpo.on.ca

Q2 **No**

Section 1 - During the reporting period (January 1st–December 31st, 2022), please indicate if your organization has introduced any changes in the following areas impacting your registration processes by clicking on each of the appropriate boxes below. Registration requirements either through regulation, by-law or policy.

Q3 **No**

Assessment of qualifications

Q4 **No**

Timelines for registration, decisions and/or responses

Q5 **No**

Registration and assessment fees

2022 Fair Registration Practices Report

Q6 Resources for applicants	Yes, Description of change/improvement that would impact fair registration outcomes: Supervision Resource Manual 2022. The Supervision Resource Manual, 2022 is intended to supplement the College's Registration Guidelines for Supervised Practice Members, providing assistance to both supervisees and supervisors. Prior to finalizing the revisions to the Supervision Resource Manual, the College's Supervision Resource Manual Working Group consulted with the College's Equity, Diversity, and Inclusion (EDI) Working Group for input and circulated a draft version for consultation to members of the College and other interested parties for feedback.
Q7 Changes to internal review or appeal process	No
Q8 Access by applicants to their records	No
Q9 Mutual recognition agreements	No
Q10 Training and resources for staff regarding registration	No
Q11 Relationship with third party service provider(s)	No
Q12 Accreditation of educational programs	No

<p>Q13 Technological or digital improvements</p>	<p>Yes, Description of Change/Improvement that would impact Fair Registration Outcomes: The College initiated use of cybersecurity training through Know4before, which all staff are required to participate in, to prevent inadvertent security breaches. There were regular updates to the College's website for news, and updated resources like registration related forms and FAQ's. During 2022 the College initiated work on upgrading its database management system and its registration application system. Once the upgrades are implemented, the application system will be modernized, and users will benefit from a more streamlined and user friendly application experience.</p>
<p>Q14 Anti-racism and inclusion-based policies and practices</p>	<p>No</p>
<p>Q15 Organizational structure</p>	<p>No</p>
<p>Q16 Contingency or continuity of operations plans</p>	<p>No</p>
<p>Q17 Documentation requirements for registration</p>	<p>No</p>
<p>Q18 English / French language proficiency testing</p>	<p>Yes, Description of Change/Improvement that would impact Fair Registration Outcomes: The College's Registration Committee meets in Plenary Session approximately every other month and regularly reviews registration guidelines and registration related policies. Registration related policies have a review schedule. A review of the College's Language Fluency Policy was initiated in 2022 and the revised policy took effect beginning January 2023. The revised policy includes updated French language tests, inclusion of the general IELTS, and updated language.</p>

Q19

Section 2 – If applicable, please list your organization’s top three accomplishments during the reporting period that relate to fair registration practices.

- 1 **Supervision Resource Manual revision**
 - 2 **Language Fluency Policy revision**
 - 3 **Jurisprudence and Ethics Examination Committee complete item bank review of (to ensure clarity of questions and to ensure principals of equity, diversity, and inclusion are considered).**
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Q20

Section 3 – If applicable, please list the top three risks that impacted your organization’s ability to achieve better registration outcomes for applicants during the reporting period. Please also indicate the measures you have taken to mitigate the impacts of these risks.

- 1 **Risk to the interest of public protection: Pressure to register individuals who do not meet minimum academic requirements. Ensuring that Registration Committee decisions are consistent and supported by reasons. Engaging in the appeals process with the HPARB. Educating prospective applicants about registration requirements on the College’s website via FAQ’s and other information. Answering application related queries from students and prospective applicants via email and phone.**
 - 2 **Risk to access to current resources: To mitigate this risk the College’s Registration Committee regularly reviews information for applicants and new registrants, and for example, identified the need for a revision to the Supervision Resource Manual.**
 - 3 **Risk to services to applicants and membership: The College identified that its database management and registration application systems were outdated. During 2022 the College initiated work on upgrading these systems. Once the upgrades are implemented, the registration application system will be modernized, and users will benefit from a more streamlined and user friendly application experience.**
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Q21

Section 4 – Do you believe that you have a Canadian Experience Requirement (CER)? If so, please describe the applicant competencies that you seek to develop through this requirement in the comment box below CER: work experience or experiential training obtained in Canada.

No,

Other (please specify):

The College does not consider its period of Authorized Supervised Practice to be a Canadian experience requirement, as the period of supervised practice is undertaken only once a certificate of registration (membership) has been issued. Further, the College does require a period of supervised post-master's work experience for those applying for the Psychological Associate title, however the work experience does not need to be completed in Canada. For reference, the Core Competencies for professional practice in Ontario are available in the College's Registration Guidelines, detailing each competency and how it is evaluated: https://cpo.on.ca/cpo_resources/registration-guidelines-appendix-d-core-competencies-required-for-the-professional-practice-of-psychology/

Q22

QUANTITATIVE SECTION The following quantitative information is collected for the purpose of discerning statistical changes and trends related to a regulator's membership, application volumes, licensure/certification results, and appeals year over year. **Languages** Indicate the languages in which you make available application materials and information about the application process.

English ,

French

Q23

Membership Data Demographics Data As of December 31, 2022, please indicate the number of members in each gender category identified below and the number of total members.

Total Male	950
Total Female	2967
Total Non-binary	5
Gender not provided	0
Overall Total	3922

Q24

In relation to your members: Do you collect race-based data?

Other (please specify):

No, but in April 2022, under the auspices of the College's Equity Diversity and Inclusion (EDI) Working Group, the College distributed a voluntary and anonymous survey to the membership. The survey was an effort to gather information on the diversity of the College membership such as race/ethnic/cultural background, religious affiliation, sexual orientation, gender identities, disability. The College received 1171 responses, approximately 25% of its membership at the time. The EDI Working Group plans to undertake to survey the membership again in the future, incorporating the lessons learned from the initial responses.

2022 Fair Registration Practices Report

Q25 **No**

Do you collect other identity-based or demographics data?

Q26 **No**

Do you plan to collect race-based data in the future?

Q27		
Class of License/Certificate Data As of December 31, of the reporting year, please indicate the number of members under each class or license category as applicable.	Full/Independent Practice	3922
	Provisional/Limited License/Certificate	269
	Emergency License/Certificate	0
	All other classes	0
	Overall Total	4191

Q28

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

Ontario	2370
Other Canadian Provinces and Territories	737
USA	614
Other Countries	201
Multiple and/or Unspecified Jurisdiction	0
Total	3922

Q29

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

1	U.K. 37
2	India 26
3	S. Africa 21
4	Iran 13
5	France 12
6	Australia 10
7	Russia 10
8	Poland 9
9	Israel 7
10	Germany 5
11	Belgium 3
12	China 3

Q30

Applications Data Demographics Data Indicate the number of applicants who filed an application between January 1 and December 31 of the reporting year, in each applicable category.

Total Male	0
Total Female	0
Total Non-binary	0
Gender not provided	0
Overall Total	0

Q31

In relation to the applications, you received: Do you collect race-based data?

No

Q32

Do you collect other identity-based or demographics data?

No

Q33

Category of Applicants Number of applicants who voluntarily or involuntarily (through inactive and lapsed applications) withdrew from the application process between January 1 and December 31, 2022:

Our application system is not able to accurately track this data

2022 Fair Registration Practices Report

Q34

Please indicate the total number of applicants from Ontario who filed an application between January 1 and December 31, 2022 for the following categories as applicable.

Number of Applicants	111
Number of Applicants Licensed/Certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	0
Average Time to Process Application in Weeks from Receipt of all Required Documents	4

Q35

Please indicate the total number of applicants from Canadian provinces and territories (excluding Ontario) who filed an application between January 1 and December 31, 2022 for each of the following categories as applicable.

Number of applicants	20
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	0
Average Time to Process Application in Weeks from Receipt of all Required Documents	4

Q36

Please indicate the total number of certificate-to-certificate (labour mobility) applicants who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.

Number of applicants	94
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	0
Average Time to Process Application in Weeks from Receipt of all Required Documents	2

2022 Fair Registration Practices Report

Q37	Number of applicants	47
Please indicate the total number of applicants from international jurisdictions (not including USA) who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.	Number of applicants fully licensed/certified	0
	Average Time to Process Application in Weeks from First Point of Applicant Contact	0
	Average Time to Process Application in Weeks from Receipt of all Required Documents	4

Q38	Number of applicants	25
Please indicate the total number of applicants from multiple and/or jurisdictions not specified who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.	Number of applicants fully licensed/certified	0
	Average Time to Process Application in Weeks from First Point of Applicant Contact	0
	Average Time to Process Application in Weeks from Receipt of all Required Documents	4

Q39	Number of applicants	131
Please indicate the total number of applicants from accredited Canadian post-secondary institutions who filed an application between January 1 and December 31, 2022 for each of the categories as applicable.	Number of applicants fully licensed/certified	0
	Average Time to Process Application in Weeks from First Point of Applicant Contact	0
	Average Time to Process Application in Weeks from Receipt of all Required Documents	4

Q40	Respondent skipped this question	
Please indicate the total number of applicants who re-registered after withdrawing from the application process between January 1 and December 31, 2022 for each of the categories as applicable.		

Q41

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

Q38: – The data provided is for U.S.A educated applicants who applied for supervised practice (psychologist or psychological associate)

Q39: - All applications received from Canadian educated applicants were from accredited degree-granting institutions in Canada.

Q40 – The College’s current application system does not track this information.

Q42

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

1	India 11
2	U.K 9
3	Lebanon 5
4	Pakistan 4
5	S. Africa 4
6	Iran 4
7	China 3
8	Netherlands 3
9	Australia 2
10	Brazil 2
11	Austria 1
12	Chile 1

Q43

Processing Time As of December 31, 2022, how many full licenses/certificates did your organization issue?

The College issued 224 certificates authorizing autonomous practice for either psychologist or psychological associate in 2022.

Q44

Respondent skipped this question

Please indicate the total number of applicants who received full licensure/certification between January 1 and December 31, 2022, according to the following timelines.

Q45

Age of Active Applications As of December 31, 2022 what were the total number of active applications in your case inventory?

n/a

Q46

Respondent skipped this question

Please provide a breakdown (and total) of active applications according to the length of time (age) that they have been open.

Q47

Other Licenses/Certificates of Registration Processed Please indicate the number of applicants who were issued an alternative class of license* that your organization processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.* An alternative class of license/certificate enables the holder to practice with limitations, but additional requirements must be met for the member to be fully licensed/certified.

Ontario	75
Other Canadian Provinces and Territories	14
USA	21
Other International	23
Multiple and/or Unspecified Jurisdictions	0
TOTAL	133

Q48

Respondent skipped this question

Other Licenses/Certificates of Registration Processed Please indicate the number of applications, If applicable, who were issued an emergency license/certificate that your organization processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q49

Other Licenses/Certificates of Registration Processed Please indicate the number of Provisional license/certificate or alternative class of license/certificate holders who were fully licensed/certified by your organization which were processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	19
Other Canadian Provinces and Territories	64
USA	21
Other International	7
Multiple and/or Unspecified Jurisdictions	0
TOTAL	111

2022 Fair Registration Practices Report

Q50		12
	Ontario	12
	Other Canadian Provinces	3
	USA	8
	OtherCountries	17
	Multiple and/or Unspecified Countries	0
	TOTAL	40

Number of Reviews and Appeals Processed State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2022). For applicants who were subject to an internal review or who were referred to a statutory committee of your governing council, such as a Registration Committee. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q51		2
	Ontario	2
	Other Canadian Provinces	2
	USA	4
	OtherCountries	4
	Multiple and/or Unspecified Countries	0
	TOTAL	12

State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2022). For applicants who initiated an appeal of a registration decision. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q52		1
	Ontario	1
	Other Canadian Provinces	1
	USA	4
	OtherCountries	3
	Multiple and/or Unspecified Countries	0
	TOTAL	9

State the number of reviews and appeals heard in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q53		0
	TOTAL	0

State the number of registration decisions changed following an appeal and/or review that your organization processed in the reporting year (January 1-December 31, 2022). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Q54		
	List the top three reason for appeals (by percentage) of a registration decision	
1		100% in 2022. Applicant disagrees with College's (Registration Committee's) assessment of their academic degree program .

Q55

List the top five reasons (by percentage) for not Issuing a License/Certification to Internationally Trained Individuals

1 **Academic credentials**

Q56

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

1 **Academic credentials**

Q57

Please provide any additional comments you may have:

For Q27: "Full/Independent Practice" refers to members who held a certificate authorizing Autonomous Practice (psychologist or psychological associate) "Provisional/Limited License/Certificate refers to members who held a certificate authorizing either Supervised Practice or Interim Autonomous Practice (psychologist or psychological associate).

For Q28 & Q29: Membership/Members refers to members who held a certificate authorizing Autonomous Practice (psychologist or psychological associate).

For Q30, Q31, & Q32: The College does not collect gender, race-based, or identity-based data of applicants.

For Q44: The period of authorized supervised practice is no less than 12 months, and up to 24 months. There were no supervised practice applicants who received full licensure (autonomous practice) in less than 12 months.

For Q44-Q46: The College's current application system cannot accurately track this information.

For Q47: Refers to Supervised Practice certificates issued.

For Q49: Refers to Interim Autonomous Practice certificates issued.

For Q50: Refers to the number of applications that were referred to the Registration Committee for a review of their academic credentials.

For Q51-53: Refers to applicants who initiated an appeal of a Registration Committee decision with the Health Professions Appeal and Review Board (HPARB).
