

Registration Committee

2021 Annual Report

Introduction: Role of the Committee

The Registration Committee supports CNO's commitment to the public that individuals entering the profession have the competence and character to practise safely.

Applicants, who do not meet a registration requirement, are referred to the Registration Committee ("the Committee") by the Registrar¹ or can request to have their application reviewed by the Committee.² They may make written submissions to support their application. Once the Committee has reviewed all information, the Committee may do any of the following:

- direct the Registrar to issue a certificate of registration;
- direct the Registrar to issue a certificate of registration if the applicant successfully completes an examination set or approved by the panel;
- direct the Registrar to issue a certificate of registration if the applicant successfully completes additional training as specified by the panel;
- direct the Registrar to impose specified terms, conditions or limitations (TCLs) on a certificate of registration of the applicant and specifying a limitation on the applicant's right to apply under subsection 19(1); or
- direct the Registrar to refuse to issue a certificate of registration.³

Where an applicant is not yet eligible for registration, the Committee may determine whether the applicant's evidence meets a specific requirement.

¹ The *Regulated Health Professions Act, 1991 (RHPA)* refers to the "Registrar". In Section 1 of the *Nursing Act, 1991*, it states that the "Executive Director and CEO is the Registrar".

² Ontario Regulation 275/94, made under the *Nursing Act, 1991* (as amended). Amendments to Ont. Reg. 275/94 came into effect on January 1, 2013.³ *RHPA, Health Professions Procedural Code*, s. 18(2).

³ *RHPA, Health Professions Procedural Code*, s. 18(2).



Executive Summary

In 2021, the Committee held a total of 24 meetings. The Committee sat as two panels with each panel meeting on either a monthly or bimonthly basis to review applications. The full Committee met for:

- orientation in May 2021; and
- to review and make policy decisions about the evidence of practice requirement. This included new initiatives around developing a supervised practice experience option for applicants and accepting additional nursing education programs with varying amounts of clinical practicum hours.

In September 2021, the Committee began using a Consent Agenda specifically for language proficiency matters. Before each meeting, the assigned panel members review each application and propose a disposition (e.g., met, discussion required). A list of applications is prepared for all matters where all panel members agree that the applicant has met the requirement. At the meeting, a motion is passed with no further discussion for all matters listed on the Consent Agenda. The remainder of the meeting focusses on matters requiring discussion and reasons.

As seen in Table 1, the Committee reviewed 2,716 applications. Of these applications, the Committee determined that an applicant met a registration requirement in 2,503 matters, as seen in Table 2. After the Committee's review, some applicants became eligible for registration if all other registration requirements were met.

As seen in Table 3, the Committee's decisions also included the following:

- directing eight independent medical assessments to determine if an applicant had a health condition that could impact their ability to practise nursing safely;
- directing four⁴ applicants to meet with a regulatory expert to discuss conduct/practice concerns and to review relevant standards, prior to becoming eligible for registration;
- registering two⁵ applicants subject to an undertaking, which reflects an agreement between the applicant and CNO to ensure safe practice and public protection; and
- directing one applicant to be registered with TCLs placed on their certificate of registration in relation to a character, conduct or health matter. Generally, such TCLs end once a member has complied with the specific requirement or the member requests removal or variance of the TCL.

⁴ See breakdown of "Other" in Table 3.

⁵ See breakdown of "Other" in Table 3.



In 2021, the total number of applicants who were directed by the Committee to be registered with TCLs decreased from previous years given a process change around the Committee’s review of applications for applicants who did not hold the appropriate authorization under the *Immigration & Refugee Act* to practise nursing in Ontario (i.e., restricted work permit for a specific type of employment or place outside Ontario). In December 2020, the Committee approved a policy, which was implemented in January 2021, authorizing such applicants to register once they agree to be registered subject to a TCL that they cannot practise as a nurse in Ontario until proper immigration authorization documents are provided. The TCL is removed once the documentation is submitted. These applicants no longer experience delays associated with waiting for Committee review.

One requirement that the Committee often considers is whether an applicant has demonstrated language proficiency in English or French, within the past two years.

As outlined above, changes in processes enabled the Committee to review an increased volume of language proficiency-related matters in 2021, which represented 95.6%⁶ of the total matters reviewed for 2021.

Reviews or Hearings by the Health Professions Appeal and Review Board (“the Board”)

The Board can review decisions of the Committee. In 2021, three appeals were in process with the Board, as seen in Table 4. In each of these cases, the Committee had refused to register the applicant as they had not met one or more of the following non-exemptible registration requirements:

- Nursing education requirement
- Registration examination requirement

Of the matters in process during 2021⁷, one matter was withdrawn by the Applicants prior to a Board Decision.

As of December 31, 2021, and the College was awaiting decisions on two matters.

⁶ This percentage is based on the total number of language proficiency matters reviewed as viewed in Tables 2 and 3 – 2485 met, 26 not met, and 85 defer for information.

⁷ Including matters filed before January 1, 2021, but resolved in 2021.



Committee members:

June to December 2021

(Current Committee)

- Diane Thompson, Public Member, Chair
- Andrea Arkell, PM
- Brock Cooper, NP
- Carrie Heer, NP
- Fidelia Osime, PM
- Judy Petersen, PM
- Linda Bishop, RPN
- Priscilla Ankamah, RN
- Raj Kaur, RPN

January to May 2021

(2020-2021 Committee)

- Judy Petersen, Public Member, Chair
- Andrea Vidovic, RN
- Bill Irwin, PM
- Carrie Heer, NP
- Connie Manning, RPN
- Diane Thompson, PM
- Karen Goldenberg, PM
- Linda Bishop, RPN

Staff contacts

- Suzanne Vogler, Manager, Entry to Practice
- Tracy Bardell, Team Lead, Entry to Practice



STATISTICAL TABLES

Table 1. Registration Committee decisions

	2017		2018		2019		2020		2021	
	#	%	#	%	#	%	#	%	#	%
Requirement Met	437	69.5	750	81.5	1,269	82.0	1,062	86.7	2,503	92.2
Other Decisions	192	30.5	170	18.5	278	18.0	163	13.3	213	7.8
Total	629	100	920	100	1,547	100	1,225	100	2,716	100

Table 2. Registration Committee decisions: Requirement met

Requirement Met	2017		2018		2019		2020		2021	
	#	%	#	%	#	%	#	%	#	%
Language Proficiency	426	97.5	744	99.2	1,265	99.7	1,051	99.0	2,485	99.3
Health/Conduct	8	1.8	5	0.7	4	0.3	10	0.9	17	0.67
Evidence of Practice	1	0.2	1	0.1	0	0.0	1	0.1	1	0.03
Nursing Education	2	0.5	0	0.0	0	0.0	0	0.0	0	0.0
Nursing Exam	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Total	437	100	750	100	1,269	100	1,062	100	2,503	100

Table 3. Registration Committee decisions: Other decisions

Other Decisions	2017		2018		2019		2020		2021	
	#	%	#	%	#	%	#	%	#	%
Refuse registration	90	46.9	83	48.8	111	39.9	5	3.1	0	0.0
Directed to complete further study or an approved exam	11	5.7	4	2.3	0	0.0	0	0.0	0	0.0
Impose terms, conditions or limitations	22	11.5	17	10.0	21	7.5	25	15.3	1	0.5
Modify terms, conditions or limitations	0	0.0	1	0.6	0	0.0	0	0.0	0	0.0
Complete independent medical assessments	3	1.6	11	6.5	6	2.2	4	2.5	8	3.7
Language Proficiency – Requirement not met	12	6.2	16	9.4	55	19.8	14	8.6	26	12.2
Nursing Education – Requirement not met	10	5.2	2	1.2	6	2.2	3	1.8	1	0.5
Health/Conduct – Requirement not met	0	0.0	0	0.0	0	0.0	3	1.8	2	0.9
Evidence of Practice - Requirement not met	1	0.5	0	0.0	2	0.7	1	0.6	0	0.0
Other	43	22.4	36	21.2	77	27.7	108	66.3	175 ⁸	82.2
Total	192	100	170	100	170	100	278	100	213	100

⁸ The “Other” category includes:

- 108 applications deferred by the Registration Committee for additional information or further review (2 Nursing Education; 19 Character, Conduct and health; 2 Registration Exam; 85 language proficiency);
- 4 applications deferred by the Registration Committee to enable the applicant to meet with a regulatory expert;
- 2 applications where the applicant was registered subject to an undertaking/agreement;
- 9 applications where the applicant was granted an annulment for one or more exam attempts; and
- 52 applications where the applicant did not meet the Registration Exam requirement. Instead of refusing, the Registration Committee decided to keep the applicant’s application open until January 2022, at which time the applicant will become eligible for unlimited attempts on the new RPN registration exam.



Table 4. Reviews or hearings by the Health Professions Appeal and Review Board⁹

	2017		2018		2019		2020		2021	
	#	%	#	%	#	%	#	%	#	%
Decision confirmed by the Board	11	61.1	24	29.3	6	35.3	6	54.5	0	0
Review withdrawn by applicant	0	0	31	37.8	0	0	2	18.2	1	33.33
Application returned by the Board for Registration Committee review	1	5.6	7	8.5	1	5.9	1	9.1	0	0
CNO opted to return the application to Committee	1	5.6	4	4.9	1	5.9	1	9.1	0	0
Awaiting Board Decision	4	22.2	12	14.6	8	47.0	1	9.1	2	66.67
Matters closed – No jurisdiction or Abandoned	1	5.6	-	-	1	5	0	0	0	0
Total	18	100	78	100	17	100	11	100	3	100

⁹ A dash “-” indicates that data was not available or collected for that year.