



College of Respiratory
Therapists of Ontario

Ordre des thérapeutes
respiratoires de l'Ontario

COUNCIL MEETING HIGHLIGHTS

December 2023

At the December 1, 2023, Council meeting, the following Council members were nominated and acclaimed to the **Executive Committee**:

Lindsay Martinek, RRT (Chair)
Kim Morris – Public Member (Vice-Chair)
Jeff Dionne, RRT
Jody Saarvala, RRT
Derek Clark – Public Member

Of the selected Executive Committee members, **Lindsay Martinek** was re-elected to the position of **Council President**, and **Kim Morris** was re-elected as **Council Vice-President**.

The Executive Committee acts on behalf of the CRTO Council and is accountable to Council for the decisions and actions it takes. It has all the powers of Council between Council meetings except for making, amending, or revoking by-laws or regulations. We thank all Council members for their contribution to regulating the Respiratory Therapy profession in the public interest. To learn more about Council and Committees, click [HERE](#).

The following items were reviewed and approved at the December Council meeting:

Revised Draft CRTO By-Law 3: Membership

The CRTO drafted revisions to By-Law 3: Membership to enable the new [Emergency Class of Registration](#), in particular, to enshrine in the By-laws:

- The application fee that will apply to applicants for an Emergency Certificate of Registration; and
- The initial registration and (if applicable) renewal fees for issuing an Emergency Certificate of Registration.

Council reviewed and approved the revised draft By-Law 3 for a 60-day [consultation](#). Once all the feedback is received, the revised draft By-Law will return to the March 1, 2024, Council meeting for review and final approval.

Governance Initiatives

In the last year, the CRTO undertook several initiatives to ensure that Council and Committee members possess the requisite competencies to fulfil their respective roles effectively. This included developing the following documents:

- **Council and Committee Competency Profile**; and
- **CRTO Council Evaluation Framework**

These two documents were reviewed and subsequently approved by Council and will be posted on the CRTO website in the upcoming weeks.



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Financial Statements and Investment Portfolio

Council reviewed and approved the CRTO's Interim Financial Statements for March 1, 2023 – October 31, 2023, as well as the CRTO's Investment Portfolio as of October 31, 2023.

Entry-to-Practice Clinical Skills Assessment Fee for Internationally Educated Health Professionals (IEHPs)

IEHPs who undergo the CRTO's Entry-to-Practice Assessment are required to pay fees for each phase of the assessment process. These fees are set on a cost-recovery basis. In order to address the rising costs of running the assessment program, especially the Clinical Skills Assessment (CSA) stage, Council approved to increase the CSA fee from \$4,250 to \$5,000. The increase will come into effect on March 1, 2024.

Revised Emergency Registration Policy

The Emergency Registration Policy has been revised to ensure that it aligns with the recent amendments to the *Registration Regulation* (Ontario Regulation 596/94, Part VIII), specifically the new Emergency Class of Registration. Under section 63.1 of the regulation, the Emergency Certificates of Registration can only be issued if the government has requested the CRTO to initiate registrations under the Emergency Class or the CRTO Council has determined that there are emergency circumstances and that it is in the public interest to issue Emergency Certificates of Registration. The revised policy includes the criteria under which Council would open the Emergency Class. After reviewing the consultation feedback, Council approved the revised policy. The policy will be posted on the CRTO website in the upcoming weeks.

Draft Vulnerable Sector Checks Policy

As part of its mandate of regulating the profession in the public interest, the CRTO must ensure that applicants' past and present conduct afford reasonable grounds for belief that they will practice respiratory therapy with decency, integrity, and honesty and in accordance with the law. To this end, the CRTO drafted the Vulnerable Sector Check Policy, which will be used as part of the CRTO's review of applicants' suitability to practice. Council approved the draft policy for consultation, which will be posted on the CRTO website in January 2024. The policy (and the consultation feedback) will be presented to Council for final approval at the March 1, 2024, meeting.

Revised Draft Registration and Use of Title Professional Practice Guideline (PPG)

The Registration and Use of Title PPG provides guidance with respect to the different classes of registration, protected titles and the requirements of maintaining one's registration with the CRTO. The protected title and registration requirement provisions assure that anyone identifying themselves as a Respiratory Therapist is authorized to practice, and as such, meets certain registration requirements and is professionally accountable for providing safe, competent and ethical care. Previously revised in 2020, the Registration and Use of Title PPG has been reviewed and updated with references to the new Emergency Class and the "As of Right" exemption. Council approved the revised draft PPG for consultation, which will be posted on the CRTO website in January 2024. The PPG (and consultation feedback) will be presented to Council for final approval at the March 1, 2024, meeting.



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Revised Unauthorized Use of Title and Holding Out Policy

The Unauthorized Use of Title and Holding Out Policy outlines the criteria the Registrar may consider when determining an appropriate regulatory response when the CRTO receives information about a person's unauthorized use of a restricted title, designation, or holding themselves out as qualified to practise in Ontario as a Respiratory Therapist (RT). The policy helps to ensure that the public receives safe and competent respiratory therapy care from persons who are authorized and qualified to practice the profession in Ontario. Previously updated in May 2022, the Unauthorized Use of Title and Holding Out Policy has been reviewed and revised to ensure that it is consistent with the recent regulatory amendments. Several other changes were made to the policy to clarify some of the language and the scope of the policy. Council approved the revised policy. The policy will be posted on the CRTO website in the upcoming weeks.

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