



## CONTINUING COMPETENCE PROGRAM FRAMEWORK

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*Strengthening Occupational Therapy Practice*

Approved May 2015

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# New Framework for College of Occupational Therapists of Nova Scotia (COTNS) Continuing Competence Program (CCP)

## **Purpose of CCP:**

- The purpose of the CCP is to support, monitor and ensure that occupational therapists in Nova Scotia are competent practitioners.

## **Goal of the Program:**

- To demonstrate to the public that occupational therapists in Nova Scotia practice in a safe, ethical, and effective manner.
- To support occupational therapists in Nova Scotia to maintain competence in skills, attitude, knowledge and judgment required for occupational therapy practice.

## **Guiding Principles:**

The CCP is built on a solid foundation of beliefs and guiding principles as follows:

- Public protection is the priority for CCP.
- All COTNS registrants will participate in the CCP.
- Demonstrating competence is the responsibility of all COTNS registrants.
- The CCP will support registrants in understanding, applying and demonstrating the Essential Competencies of Practice.
- The CCP is designed to be dynamic, flexible and accessible for use by all registrants.
- Confidentiality will be maintained to the extent possible within the legislative mandate (such as the Occupational Therapists Act (OT Act) and other related provincial legislation).
- The CCP is designed to reflect quality, fairness and fiscal responsibility.
- The CCP will reflect the diversity of the profession and be meaningful for registrants at every stage of their professional development.

## **Standards of Practice:**

COTNS sets minimum standards of practice that registered occupational therapists are required to meet. These standards ensure the public is provided with safe and ethical practice by competent therapists.

In Nova Scotia, the standards of practice for occupational therapists are guided by the following documents:

- Code of Ethics
- Essential Competencies of Practice for Occupational Therapists in Canada - 3rd Edition (ACOTRO, 2011)

## **Authority and Mandate:**

The board of COTNS, as the regulatory authority for occupational therapists in Nova Scotia, under the OT Act, is responsible for establishing continuing-competency requirements [Section 6 (3)(b) and a peer-assessment program [s.6 (3)(e); s.64 (2)- (3)].

All COTNS registrants are required to maintain continuing competence requirements as mandated under s.17 A (1) and every registrant whose standards of practice are the subject of an assessment shall co-operate fully with the Peer Assessment Committee and assessors [s. 64 (6)].

Under s. 64 (2)-(3), the Board shall establish a Peer Assessment Committee and authorize the Peer Assessment Committee to develop and administer a Peer Assessment Program.

## **Continuing Competence Program Components:**

The CCP has three components:

### **a) Competence Maintenance:**

This is the supportive component of the Continuing Competency Program. This component describes the basic activities required by all registrants to demonstrate that they are engaging in reflective practice and complying with regulatory requirements.

### **b) Competence Review:**

This is the evaluative component of the Continuing Competency Program. It is designed to assess registrants' skills, knowledge and judgment required for occupational therapy practice and identify the registrants who require to improve their practice.

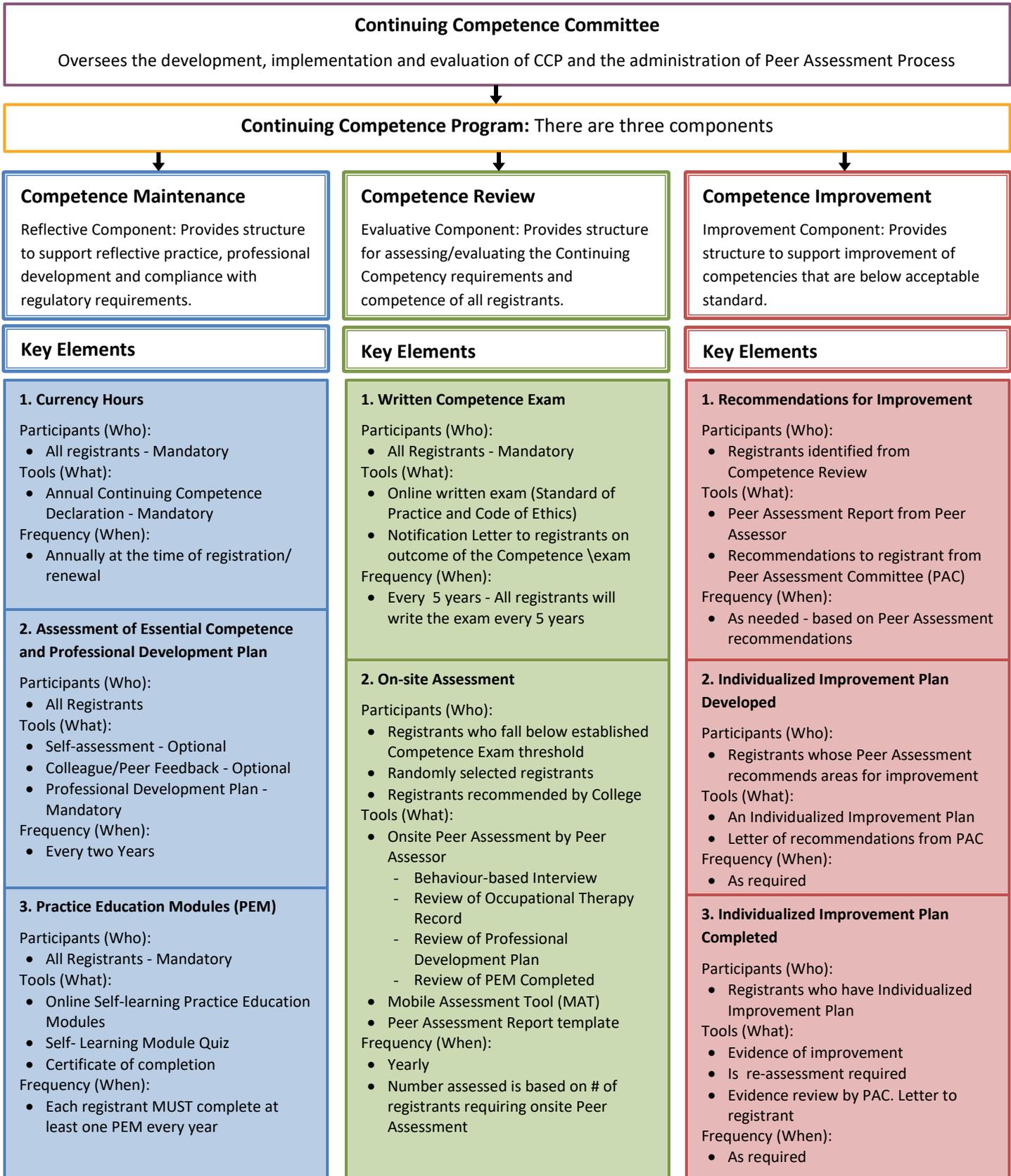
This component involves two -step review:

- i) Assessment of skills, knowledge and judgment of all registrants using written exam
- ii) Onsite assessment of registrants by an assessor. Designed for registrants who require further assessment following the written exam or registrants recommended by the College.

### **c) Competence Improvement:**

This component is the improvement component of the Continuing Competence Program. It is designed to improve competencies of registrants identified through Competence Review as having competence level below acceptable standards. The Peer Assessment Committee makes improvement recommendations based on results from Competence Review.

# Appendix A: Continuing Competence Program (CCP) Structure

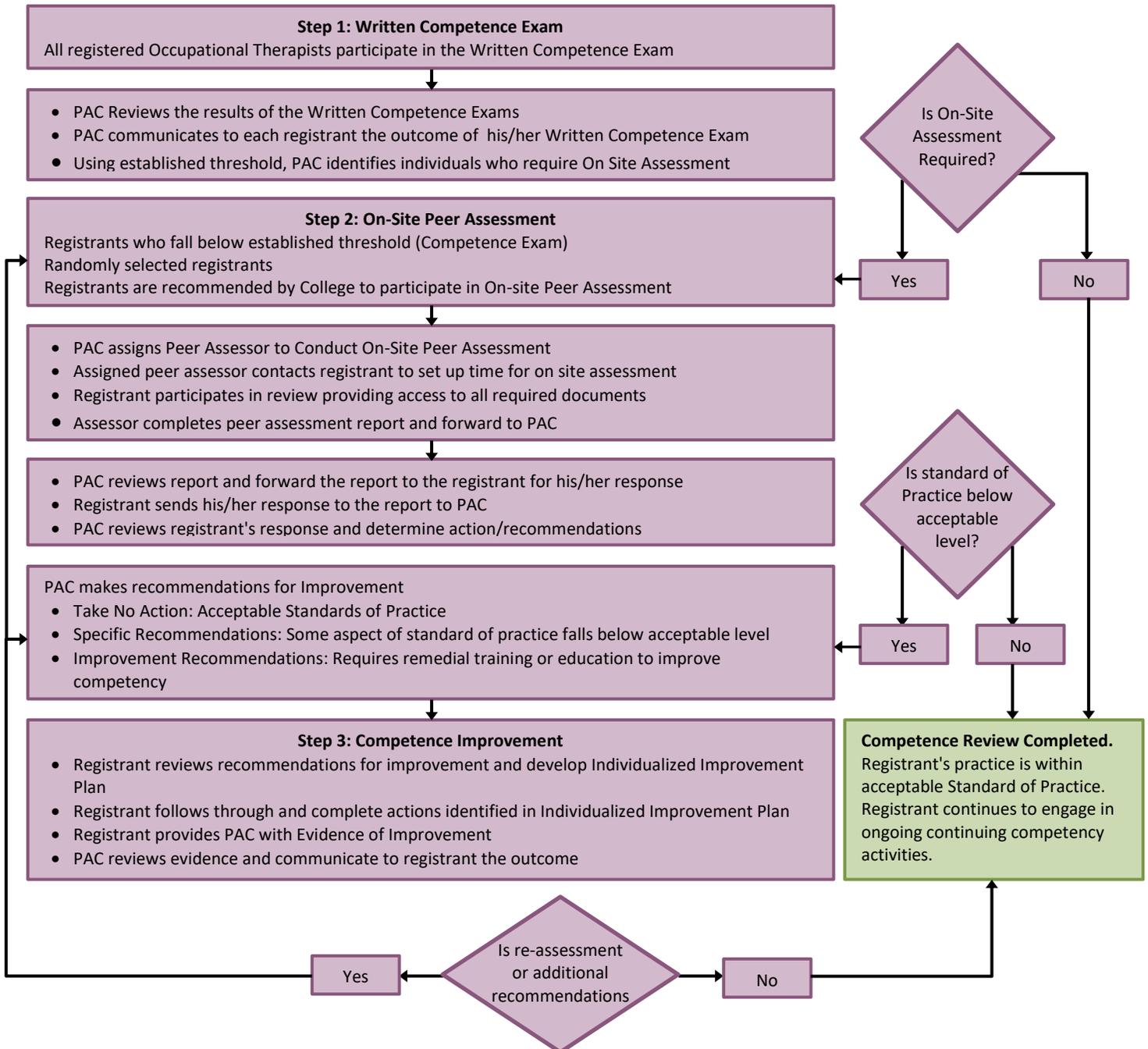


## Appendix B: Competence Review and Competence Improvement Flowchart

### Peer Assessment Committee (PAC) Oversees Competence Review and Competence Improvement

Function of the Peer Assessment Committee (PAC)

- In consultation with the College coordinate the implementation of the Written Competence Exam
- Reviews the results of the Written Competence Exams
- Communicates to each registrant/registrant the outcome of the his/her Written Competence Exam
- Using established threshold, PAC identifies individuals who require On Site Assessment
- Recruits and coordinates training for Peer Assessors
- Assigns Peer Assessors to conduct On Site Assessment
- Communicates with registrants the outcome of the On Site Assessment including recommendations for improvement



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