



COTNS
POLICIES & PROCEDURES

DATE APPROVED: October 15, 2009

DATE REVIEWED: November 2012

CATEGORY: REGISTRATION

AUTHORITY: OT Act 19 (1). Registration Regulation 27(b)

POLICY TITLE: LANGUAGE POLICY

PREAMBLE:

Effective communication is one of the key essential competencies of practice in occupational therapy and is critical for the delivery of safe and effective, quality care. For these reasons the College believes that applicants must provide persuasive, objective evidence of language fluency in English or French.

POLICY:

To be eligible for registration all applicants must provide evidence of English fluency in accordance with the COTNS policy.

PROCEDURE:

1. All Canadian occupational therapy education programs provide instruction in either English or French or a combination, therefore Canadian educated applicants may produce a Canadian transcript from an accredited occupational therapy program as evidence of fluency.

In order to demonstrate fluency an applicant who did not attain their education from a Canadian Occupational Therapy program shall:

1. Provide verification in the form of a signed letter sent directly from the from the educational institution where his/her occupational therapy program was completed to the College as a hardcopy original document, fax or PDF that the language of instruction and clinical placement was English or French; or
2. Provide evidence, directly from the language testing agency to the College, as a hard-copy original document or a fax, that she or he has achieved the minimum score indicated below on one of the College approved language fluency tests (indicated in the following table).

Table 1 – ACCEPTED TESTS and MINIMUM SCORES*:

Test	Details	Minimum Score
1. Test of English as a Foreign Language (TOEFL) http://www.ets.org/toefl	Speaking	26
	Listening	22
	Reading	22
	Writing	22
	Overall score	92
2. International English Language Testing System – Academic (IELTS-AC) http://www.ielts.org	Speaking	7.5
	Listening	7.0
	Reading	7.0
	Writing	6.5
	Overall score	7.0
3. CanTEST http://www.cantest.uottawa.ca/	Speaking	4.5
	Listening	4.5
	Reading	4.5
	Writing	4.0
	Overall score	---
4. TESTCan http://www.testcan.uottawa.ca/	Speaking	4.5
	Listening	4.5
	Reading	4.5
	Writing	4.0
	Overall score	---

POSSIBLE OUTCOMES

1. An applicant who can provide sufficient evidence of fluency will be deemed to have met the Language Fluency requirement.
2. An applicant who cannot provide sufficient evidence of fluency will:
 - a) Be notified that he/she cannot be registered until he/she has met this requirement; or
 - b) If he/she has met all other requirements, under exceptional circumstances may be granted a temporary exemption from the requirement and have Terms, Conditions, and/or Limitations (TCLs) placed on the Certificate. This decision is at the discretion of the Credentials Committee.