



COTNS
POLICIES & PROCEDURES

DATE APPROVED: DRAFT January 2010

DATE FOR REVIEW: April 2014 – new credentialing process for international applicants will be established

CATEGORY: REGISTRATION

AUTHORITY: OT Act 6(2)(j)
Registration Regulation 27(c)

POLICY TITLE: Education and Fieldwork

Principle:

Successful completion of an approved occupational therapy program provides evidence that applicants possess the required competencies to provide the public with safe, effective and ethical care.

Policy:

1. the applicant must be a graduate of a school of occupational therapy from an accredited Canadian university that meets the standards considered acceptable by the Board **or**
2. Demonstrate that their education has been deemed to allow access to the Canadian Association of Occupational Therapists (CAOT) National Occupational Therapy Certification Examination (NOTCE) **and**
3. that the applicant has completed a minimum of 1000 hours of fieldwork or clinical practicum during their educational program.

An applicant for registration may satisfy the educational standard by:

Canadian Trained Occupational Therapists:

1. Providing a final official transcript, stating that the degree has been granted, sent to the College directly from a Canadian university approved by the College ; or
2. Providing, prior to official graduation, a letter of confirmation from the Head of the Canadian Occupational Therapy program sent directly to the College by hard-copy, fax or electronically as a signed PDF document, stating that the applicant has successfully completed the occupational therapy program and will be allowed to graduate.

The applicant must also arrange for a final official transcript to be sent

from the school in the same format and manner as indicated above.

The final official transcript must be received by the College within 30 days of convocation.

3. Arranging for confirmation of education to be sent directly from an occupational therapy regulatory body by hard-copy, fax or electronically as a PDF document, if applying under the *Labour Mobility Support Agreement*.

Internationally Trained Occupational Therapists:

1. Providing a final official transcript, stating that the degree has been granted, sent to the College directly from the university **and**
2. Providing the College with a Statement of Candidacy to sit the CAOT National Occupational Therapy Certification Examination; **or**
3. Arranging for confirmation of education to be sent directly from a Canadian occupational therapy regulatory body by hard-copy, fax or electronically as a PDF document, if applying under the Labour Mobility Support Agreement.

Possible Outcomes:

1. An applicant who provides evidence acceptable to the Board of having successfully completed a Canadian accredited occupational therapy program will be deemed to have met the Education requirement; **or**
2. An applicant who provides evidence acceptable to the Board of having successfully completed an International occupational therapy program and have provided a Statement of Candidacy to write the National Occupational Therapy Examination will be deemed to have met the Education requirement; **or**
3. The applicant who is applying under the Labour Mobility Support Agreement will be deemed to have met the Education requirement.
4. An applicant who is unable to provide evidence that they have successfully completed a Canadian accredited occupational therapy program will be deemed not to have met the Education requirement **or**
5. An applicant who is unable to provide evidence of successful completion of an International occupational therapy program or is unable to provide a Statement of Candidacy to write the National Occupational Therapy Examination will be deemed to have not met the Education requirement

