

**GOVERNANCE PROCESSES**

<b>Policy Title</b>	<b>Policy Number</b>
Re-Entry to Practice	BOA-6
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<b>Responsible Authority</b>	<b>Date of Revisions</b>
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(Board of Assessors)	<b>Page(s)</b>
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**Purpose:** This policy outlines the requirements for re-entry to practice as a Medical Laboratory Technologist (MLT)

**Definitions:**

**Practice Hour:** An actual hour of MLT practice

**Active General Certificate to Practice:** Provided to registrants who have satisfied the College that they have successfully challenged the Canadian Society for Medical Laboratory Science (CSMLS) certification examination and are actively practicing as a MLT and with the exception of new graduates, have the minimum 1200 practice hours in the previous 5 years.

**Active Limited Certificate to Practice:** Provided to registrants who have satisfied the College that they have successfully challenged the CSMLS subject certification examination in one of the following areas; Cytology or Clinical Genetics and are actively practicing as a MLT and with the exception of new graduates, have the minimum 1200 practice hours in the previous 5 years.

**Conditional Certificate to Practice:** Provided to re-entry applicants who have passed the CSMLS certification examination but have not practiced for a minimum of 1200 hours, in the immediately preceding five-year period. These registrants are subject to a requirement of direct on-site supervised practice by a MLT holding a valid Certificate to Practice.

Note: All MLTs must be registered with the CMLTM prior to commencing employment.

The Board of Assessors will review each case on an individual basis and render a decision as to the re-entry requirements.

Individuals who held a certificate to practice under the grandfathering clause are not eligible for re-entry to practice.

Re-entry to practice is available for two types of applicants:

**1. An MLT who have been non-practicing or on the inactive roster for less than five years will be considered according to the following criteria:**

- the applicant is a former registrant of the CMLTM,
- the applicant has been non practicing as an MLT for less than five years,
- the applicant has a minimum of 1200 MLT practice hours in the previous 5 years.

If the above apply, the applicant is eligible to apply for Active General or Active Limited Registration and must meet all the requirements specified for Active General or Active Limited Registration.

**2. An MLT who has been non-practicing or on the inactive roster for more than five years and/or has less than the minimum 1200 practice hours as an MLT will be considered according to the following criteria:**

- the applicant possesses the required MLT education acceptable to the CMLTM,
- the applicant has written and passed the CSMLS certification examination,
- the applicant intends to work in Manitoba, but lacks the required minimum 1200 practice hours as an MLT in the previous five years,

If the above apply, the applicant is eligible to apply for Conditional Registration and must meet all requirements for Conditional Registration as well as the additional requirements below, before being eligible to upgrade to Active Registration.

- the applicant will be required to successfully complete a course of studies as established and required by the Board of Assessors
- the applicant will be required to complete a minimum of 500 supervised MLT practice hours.  
Note: Additional hours may be required if deemed necessary.

**A Conditional Certificate to Practice is valid for 9 months.** Therefore an applicant has nine months from the date of issue of the Conditional license to complete the required MLT supervised practice hours and successfully complete all required courses. Prior to the expiry date stated on the Conditional license, the member must ensure that following information is provided to the Registrar

- The employer's written attestation that the registrant has completed the required supervised practice hours and successfully met any employer initial competency requirements
- The registrant must submit copies of transcripts indicating successful completion of all required refresher education courses.

At the request of the applicant and at their discretion, the Board of Assessors may extend the period of the Conditional registration.

## **Re-entry to Practice as a Medical Laboratory Technologist**

### **Refresher Courses**

The Board of Assessors maintains lists of approved refresher courses in:

- Medical Laboratory Science

- Clinical Genetics
- Diagnostic Cytology

The Board of Assessors will also consider courses offered by Universities, Colleges and other Institutions which include an evaluation component and are relevant to the practice of medical laboratory science. These courses must be pre-approved by the Board of Assessors prior to enrolment in the course

The Board of Assessors will review the list of approved refresher courses on an annual basis to ensure that the approved lists are current.

Completion of refresher courses must be within three years preceding date of application. One or more courses may be taken to achieve the required number of hours.

The number of refresher hours required will depend on the number of years the applicant has not practiced as an MLT.

The following chart outlines the course hours and supervised practice requirements of this policy.

<b>Number of years away from MLT practice</b>	<b>Minimum number of refresher course hours required</b>	<b>Number of hours of supervised practice</b>
> 6	90	900
> 5 to 6	60	900
0-5	0	0