

## REGISTRATION POLICY

# Change of Scope/Return to Practice

## Purpose

This policy outlines the expectations of registrants who wish to change the focus or scope of their practice, or who wish to re-enter practice after a period of absence, and the process undertaken by the College in assessing a registrant's practice to determine what, if any, additional retraining, assessment or other steps need to be taken by the registrant in order to engage in a new focus or scope of practice.

## Background

The College recognizes that registrants may change the focus of their practice over time. This policy applies to registrants who wish to change their clinical practice to an area that the registrant has not practised for a consecutive period of three years or more or has practised less than eight weeks per year in the preceding three years. The College has interpreted this to mean not less than 960 hours over the past three years.

Sections 2-8 and 2-9(1)(a) of the College Bylaws under the Health Professions Act set out the expectations of a former registrant who wishes to return to clinical practice after a period of absence.

Sections 2-9(1)(b) and 2-9(1)(c) of the College Bylaws under the *Health Professions Act* set out the expectations of registrants who wish to change the focus or scope of their clinical practice

The College Bylaws state as follows:

### Currency in Practice

2-8 A registrant is deemed current for clinical practice when the registrant has practised within the scope of their certified training and recent experience, excluding research, teaching, administration or medical regulation, for at least 24 weeks in the preceding three years to the satisfaction of the College.

### Re-entry to or change in focus or scope of practice

- 2-9 (1) A registrant
- (a) who is not current in clinical practice under section 2-8, must,
    - (i) notify the registrar in writing,
    - (ii) undergo a review and assessment of skill, knowledge and competency as determined by the registrar,

- (iii) provide a written report acceptable to the registrar of successful completion of such review and assessment, and
    - (iv) undergo retraining as specified by the registrar, if any.
  - (b) who wishes to change the focus or scope of his or her clinical practice to an area in which the registrant has practised less than 24 weeks in the preceding three years, must, prior to applying for registration or changing the focus of his or her clinical practice,
    - (i) notify the registrar in writing,
    - (ii) undergo a review and assessment of skill, knowledge and competency as determined by the registrar,
    - (iii) provide a written report acceptable to the registrar of successful completion of such review and assessment, and
    - (iv) undergo retraining as specified by the registrar, if any, or
  - (c) who wishes to change the focus or scope of his or her clinical practice to an area in which the registrant has not previously practised or demonstrated competence to the satisfaction of the College, must, prior to changing the focus or scope of his or her practice,
    - (i) notify the registrar in writing,
    - (ii) meet the post-graduate training requirements for registration in the area in which the registrant wishes to practise,
    - (iii) undergo a review and assessment of skill, knowledge and competency as determined by the registrar,
    - (iv) provide a written report acceptable to the registrar of successful completion of such review and assessment, and
    - (v) undergo retraining as specified by the registrar, if any.
- (2) A registrant may request that the board review any decision made under sections 2-9(1)(a), (b) or (c), by filing a written request for review with the registrar within 30 days of the registrar's original decision.

## Policy

### Registrant expectations

1. Prior to changing the focus or scope of their clinical practice, or resuming practice, registrants are required to notify the College, in accordance with the Bylaws, of their desire to
  - a. change the focus or scope of their clinical practice, or
  - b. return to practice after a period of absence of three years or more (or has practised less than 24 weeks in the preceding three years).

2. Registrants must only practise in the areas of medicine or podiatric surgery in which they have the appropriate training, experience and are current in practice.<sup>iii</sup>
3. Registrants must not change their scope of practice until the registrant has received approval from the registrar.
4. If uncertain about whether they are required to report an intention to change the focus or scope of their clinical practice, registrants should contact the registration department of the College for advice.

### **College review process**

5. Upon receipt of notice from a registrant of an intention to return to practice or to change the focus or scope of their clinical practice, the registrar will review the request, engage in an assessment of the individual registrant, and determine what, if any, retraining or other requirements are appropriate in the circumstances.
6. Decisions about training or other requirements will be informed by a number of factors and may include a review of the registrant's knowledge and competency including the registrant's current scope of practice, the duration of the practice, the nature of the proposed change, the registrant's current level of training and experience, and the registrant's continuing professional development.
7. If required, the review and assessment of the registrant's skill, knowledge, and competency may be conducted in a variety of ways including written examinations, simulations, structured oral interviews, clinical encounters, and observed performance in practice settings.
8. Following the review and assessment, the registrar may require the registrant to undergo retraining or additional training that may include a period of supervision and/or training in an academic setting and may take a variety of forms including directed self-study, traineeship with identified preceptors, formal residency or supervised practice. The degree of supervision in practice may be high (including working within the practice of another registrant under clinical supervision) or moderate (including practising within one's own practice with periodic visits by a supervisor to review charts and cases).
9. If the change in the focus or scope of practice is a change to practice area in which the registrant has not previously practised or demonstrated competence, the registrant must meet the registration and licensure requirements for the area in which the registrant wishes to practise and may be required to meet the BC Medical Quality Initiative privileging dictionary requirements for that area of practice.
10. Upon receipt of a written report, acceptable to the registrar, of the successful completion of any retraining or additional training, the registrant may change the scope of the registrant's practice or allow them to return to practice.

11. The costs related to the assessment, review, supervision, retraining, additional training and the report of the same to the registrar are to be borne by the registrant.

### **Appealing a decision made under 2-9(1)(a), (b), (c) or 2-9(3)**

Pursuant to section 2-9(2) of the College Bylaws, a registrant may request a review of the registrar's decision by submitting their request in writing to the Board within 30 days of receiving the registrar's original decision.

**Effective July 20, 2021**

**Revised November 28, 2022**

---

<sup>i</sup> Section 2-2(3) of the Bylaws under the Health Professions Act sets out that a registrant must practise within the scope of his or her training and recent experience and must not engage in clinical practice that he or she is not competent to perform, and failure to comply with this requirement may result in a finding of unprofessional conduct.

<sup>ii</sup> Section 2-8 of the Bylaws under the Health Professions Act sets out that a registrant is deemed current for clinical practice if they have practiced within the scope of their certified training and recent experience for at least 24 weeks in the preceding three years.