

Volume 6, Issue 4 - October 2017

COUNCIL MEETING HIGHLIGHTS

The CMLTA Council convened on June 10, 2017 and September 16, 2017 for regularly scheduled Council meetings. The following are highlights from the meetings:

- Appointed Tarek Brahim, Kathleen Thompson, and Valentin Villatoro to the office of Councilor for a term of January 1, 2018 – December 31, 2020.
- Endorsed the Health Standards Organization/Accreditation Canada to provide accreditation services for the educational MLT training programs in Alberta commencing February 2018.
- Approved revisions to the ED/R Linkage policies.
- Approved revisions to the ED/R Position Description.
- Approved components of an ED/R Succession Preparedness Plan.
- Directed the Legislation Sub-Committee to revise the Operational Finance policies.
- Approved the number of MLT students invited to attend the regularly scheduled meetings of Council from 3 to 4 students.
- Supported attendance at the University of Alberta annual Interprofessional Pathway Launch commencing 2018.
- Attended a parliamentary procedures workshop presented by professional parliamentarians Pat Knoll and Phil Du Plessix.

NOMINATIONS

Council is currently accepting expressions of interest for the following vacant positions:

- 2018 - 2020 Legislation Sub-Committee Member (3 vacancies)
- RMRL (Regulated Members Resource List)

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NOMINATIONS

[click here for details](#)

RECOGNITION OF EXCELLENCE

DEADLINE: December 31, 2017

[Click here for details](#)

The RMRL consists of volunteers appointed by Council to serve on Hearing Tribunals in complaints of unprofessional conduct and on Complaint Review Committees. As a member of a Hearing Tribunal, RMRL members hear evidence and witness testimony from both parties (the Regulated Member and the CMLTA) regarding the charges and alleged unprofessional conduct of an individual. They then render findings of innocence or guilt and appropriate sanctions in the case of a culpable party. All RMRL members must develop a keen understanding of the administrative tribunal community and as such, are encouraged to enroll in educational courses such as principles of administrative law, evidence, effective witnesses, and decision writing. The CMLTA offers expense reimbursement for all educational events that enhance an RMRL member's knowledge of current trends in administrative justice. As this volunteer role requires a significant investment in training and education in the field of administrative law, there is an expectation that members of the RMRL will serve on this committee for many years to hone their knowledge and understanding of leading administrative law practices.

If you are interested, please contact Lori Kmet at registrar@cmlta.org.

REGISTRAR'S REVIEW

The College of Medical Laboratory Technologists of Alberta (CMLTA) has been contacted by our Regulated Members regarding the practice of some employers requesting a copy of a registration and an MLT Practice Permit in advance of each new registration year.

The renewal of a registration and MLT Practice Permit is an annual practice mandated by *Health Professions Act* and *Medical Laboratory Technologists Profession Regulation*. The aforementioned legislation grants the CMLTA the authority to enforce a Continuing Competence Program, collect Regulated Member demographic information, and to collect dues/fees with the renewal of a Regulated Member's professional license to practice. The legislation also provides the CMLTA the authority to define a registration year in Bylaws, which has been defined by CMLTA Council, as January 1 - December 31 of a given year.

The CMLTA opens the online renewal system

September 15 of each year and provides Regulated Members with the option to renew their registration and MLT Practice Permit until December 31 of the calendar year. Although the CMLTA allows individuals 15 weeks to complete this process, it is stressed to Regulated Members that it can take 4-6 weeks to process their documentation and to issue a new registration and MLT Practice Permit, and that individuals must be in possession of a new registration prior to January 1 of the upcoming year. It is also emphasized that Regulated Members must provide evidence of a new registration and MLT Practice Permit to their employers in advance of the upcoming new registration year as it is an offence for an employer to knowingly employ an individual without evidence of an MLT Practice Permit in good standing, and furthermore, it is an offence for an individual to work as an MLT without an appropriate registration and valid MLT Practice Permit.

The CMLTA instituted an escalating dues/fees structure to encourage Regulated Members to choose to renew their registration and MLT Practice Permit early. The CMLTA has streamlined the renewal process by making it an online process since 2009 and adopted the practice of emailing new registration and MLT Practice Permits to Regulated Members to avoid mail delays due to Canada Post. The CMLTA also conveys all renewal information and requirements to Regulated Members in advance of the September 15 opening of the online renewal system so individuals can make an informed decision about the time they choose to renew and understand the implications if they choose not to renew early.

As the CMLTA provides Regulated Members with ample notice and time to renew each year, the office closes over the holiday season for approximately a ten-day period dependent upon the statutory holidays. In light of the office closure, some employers have stipulated a mid-December deadline for employees to provide evidence of licensure (e.g. email copy of registration and MLT Practice Permit). The CMLTA supports any employer policy or practice that encourages early renewal and mitigates the risk to patient safety due to staff shortages directly related to individuals that have not renewed and that cannot enter the workplace. The CMLTA, employers, and Regulated Members have an obligation to ensure patient safety and public protection is paramount in all actions and practices.

2018 DUES NOTICE

September 15-October 31, 2017: \$450 (early bird discount)

November 1-30, 2017: \$500 (regular dues)

December 1-31, 2017: \$625 (regular dues + processing fee)

CCP CONVERSATIONS

CCP - Back to Basics

Just as class is back in session for all students alike, the 2018 registration and annual practice permit renewal season is upon us once again. This is a great opportunity for new Regulated Members to familiarize themselves with the basics of the Continuing Competence Program (CCP) and for all other Regulated Members to refresh their CCP knowledge.

The CCP is based on legislation developed by Alberta Health and accordingly, the CMLTA must abide by the established parameters. The *Health Professions Act*, or more specifically, the *Medical Laboratory Technologists Profession Regulation*, stipulates that Regulated Members must take a proactive approach to learning as opposed to a retrospective method.

Keeping in line with legislation, the CMLTA CCP is based on an annual Self-Assessment of Practice and the development of a minimum of three Learning Objectives each year to be completed over the course of the registration year. The Self-Assessment of Practice enables MLTs to recognize specific learning needs, establish a Learning Plan to maintain or develop competence, and ultimately self-direct a learning path to remain current in the profession. Rather than simply capitalizing on learning activities that present throughout the year, the CCP requires Regulated Members to first complete the Self-Assessment of Practice to determine their specific learning needs and then pursue the appropriate learning activities.

The CMLTA *Standards of Practice* (Standards) have been adapted into the MLT Competency Profile, which is the basis of the annual Self-Assessment of Practice. The Standards set out professional practice standards for all MLTs in Alberta. They apply to all Regulated Members at all times and in all facets of practice.

Because they are both foundational and mandatory, the Standards are easily adapted as a tool for assessing competence in all professional practice settings.

Enabling Competency

The Standards include a discrete set of requirements for: (1) professional accountability; (2) knowledge-based learning; and (3) professional roles. Each of these include statements, referred to as Enabling Competencies, that relate to the practical application of each specific standard in the workplace.

Self-Assessment of Practice

The Self-Assessment of Practice uses a self-reflection technique to ultimately highlight professional practice strengths and weaknesses and establish an annual Learning Plan to maintain and expand professional competence.

The Self-Assessment of Practice must be completed before learning activities are selected. This allows an individual to seek out specific learning opportunities to meet their needs, as opposed to participating in learning activities simply because they are convenient.

Completing the Self-Assessment of Practice

Step 1: Read the Enabling Competencies and think about how each one applies to your professional practice. This will assist you when it is time to develop a Learning Plan.

Step 2: Select the practice statement that most accurately describes your abilities and circumstances for each Enabling Competency.

Learning Objectives

Learning Objectives are Enabling Competencies an individual has identified through the Self-Assessment of Practice as Developmental/Advancing/Expanding (DEV). Select at least three, and no more than six, to include as Learning Objectives on a Learning Plan. The same Enabling Competencies may be used as Learning Objectives for consecutive renewal years, provided they are identified on the Self-Assessment of Practice and there is a different learning focus from previous years.

Unlike previous versions of the CCP, there is no need to create specific statements to act as Learning Objectives. Enabling Competencies identified as DEV

are automatically converted into Learning Objectives when they are added to a new Learning Plan.

Please check out the [CCP section](#) of the website for more information on the completion of a Self-Assessment of Practice and the development of a Learning Plan or to view the newly developed CCP video.

GOVERNANCE TRAINING MODULES

As a key initiative on the 2017-2019 CMLTA strategic plan, a series of five governance training modules have been developed. The videos provide valuable information not only to CMLTA Councillors, but to Regulated Members as well.

If you are interested in viewing, the modules are located on our website at <http://cmlta.org/home/about/governancetrainingtools/> and contain a comprehensive review of CMLTA's:

1. Health Regulatory College Governance
2. Council's Governance and Policy Role
3. Council's Relationship with Administration
4. Expectations of Councilors
5. Councilor's Code of Conduct

Review of these modules can serve as a Learning Activity for a Learning Objective on your new Learning Plan.

CCP COMPLIANCE AUDIT NOTICES

CCP Compliance Audit notices will be emailed the second week in January. Please ensure your contact information with the CMLTA is up to date.

ACCREDITATION FOR MLT EDUCATIONAL PROGRAMS UPDATE

The Allied Health Program Accreditation Working Group has selected Health Standards Organization and its affiliate Accreditation Canada to deliver accreditation services for medical laboratory technology education programs in Canada. Click [here](#) to read the announcement.

PROFESSIONAL DISCIPLINE AND CONDUCT CONSIDERATIONS

Regulation Pro Blog - "[Not Ungovernable](#)" by Rebecca Durcan of Steinecke Maciura LeBlanc

CMLTA CHRISTMAS OFFICE CLOSURE

The CMLTA office will be closed December 25, 2017 - January 1, 2018.

A WESTERN MLT ASSOCIATION?

If you are interested in creating a western Canadian MLT association, please contact donna_o'neill@bcit.ca

RECOGNITION OF EXCELLENCE

Don't work for recognition, but do work worthy of recognition. - H. Jackson Brown, Jr.

This program provides peer recognition of MLTs who epitomize professional practice; who advance the profession; and who demonstrate to others the CMLTA's Standards of Practice and Code of Ethics.

To view the Recognition of Excellence parameters or to nominate a deserving MLT, please click [here](#).

AWARD RECIPIENTS

Recognition of Excellence: The CMLTA recognizes Pauline Tomlin as the recipient of the 2016 CMLTA Recognition of Excellence award.

Student Endowment Award: The CMLTA recognizes the following recipients of the CMLTA Student Endowment Award:

- Brent Bailey, SAIT MLT program

The CMLTA Student Endowment Fund has been established to financially assist students with their education in the medical laboratory field. The CMLTA supports an endowment fund at the Northern Alberta Institute of Technology, the Southern Alberta Institute of Technology, and the University of Alberta. The

interest from these invested endowment funds are administered by each of the institutions respectively.

The CMLTA welcomes all feedback and encourages Regulated Members to provide recommendations for continuous improvements to the mandated programs and services offered by the CMLTA. Regulated Member feedback is important to CMLTA Council and any opportunity to implement your suggestions is a win-win! Please send your comments/feedback to info@cmlta.org.

The College of Medical Laboratory Technologists of Alberta (CMLTA) is a recognized leader in the regulation and governance of medical laboratory services. As a trusted partner in healthcare regulation, the CMLTA acknowledges self-regulation is a privilege and endeavors to enhance public protection and patient safety, promote high standards for professional practice, and contribute to the overall wellness of Albertans. The CMLTA protects the public by regulating Medical Laboratory Technologists (MLTs) and fostering excellence in professional practice.

The Commentator e-newsletter is the CMLTA's primary communication vehicle and is distributed February, May, and October. It provides MLTs and the public with current and timely information about CMLTA programs, services, and topics relevant to MLTs and which may have an impact on the healthcare continuum.

You are receiving this email as you are a Regulated Member of the CMLTA in 2017.
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All Regulated Members are responsible for receiving The Commentator and being aware of its contents.

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