



The 2017 registration and MLT Practice Permit renewal season commences September 15, 2016.

The registration and MLT Practice Permit renewal process can be accessed using the secure login on the CMLTA website: www.cmlta.org. In preparation for the 2017 online renewal period, the login will be unavailable September 1-14, 2016.

New for 2017:

- Version 4 of the Continuing Competence Program (CCP) is effective with the development of new 2017 Learning Plans (as announced in *The Commentator* issues and in an email sent May 24, 2016). 2016 Learning Plans will be completed using version 3 Guidelines as this was in effect when 2016 Learning Plans were initially created. The new CCP is based on the Standards of Practice which translates each standard into an Enabling Competency. Regulated Members must complete a Self-Assessment of Practice by rating all Enabling Competencies using two Self-Assessment of Practice Statements as opposed to the five-point rating scale used in version 3. For more information, please refer to the CCP section of CMLTA.org.

Reminders:

- MLT Practice Permits and official tax receipts will be emailed from mail-service@rsmart.ca. Please ensure this address is added to your safe/approved senders list.
- To ensure timeliness, fairness, and to meet fiduciary responsibilities, the CMLTA uses electronic means (email) as the primary source for all communication. All Regulated Members are responsible for receiving,

- **The CMLTA office will be closed December 26, 2016 to January 2, 2017.**

Legislated Deadline for Registration and MLT Practice Permit Renewal

Individuals working without a 2017 registration and MLT Practice Permit after December 31, 2016 are in contravention of the *Health Professions Act* (HPA) and shall be subject to sanctions under the HPA. In this circumstance, the CMLTA sends notification to the employer after January 1, 2017 indicating the individual must cease working as an MLT immediately until they are in possession of a valid registration and MLT Practice Permit and provide evidence of such to their employer. Individuals practicing on or after January 1, 2017, without a 2017 registration and MLT Practice Permit are subject to an additional \$500 charge as endorsed by CMLTA Council and may also be subject to a complaint of unprofessional conduct, including discipline sanctions.

Recent Graduates with Provisional MLT Practice Permits

Please remember to email, fax, or mail a copy of the CSMLS Statement of Examination Results or CSMLS Certificate and a copy of diploma/degree to the CMLTA to be upgraded to a full-standing Practice Permit. Official sealed transcripts stating MLT diploma/degree awarded sent directly from the educational institution to the CMLTA will be accepted in lieu of diploma/degree.

2017 MLT Renewal Dues:

- September 15 - October 31, 2016: \$520 PAY EARLY AND SAVE!
- November 1 - November 30, 2016: \$570
- December 1 - 31, 2016: \$695
- After December 31, 2016 an additional \$500 charge may be applied
- CSMLS Membership Fees (optional): \$172 ([Click here](#) for benefits of CSMLS membership)

Online payment may only be made by VISA or MasterCard, or Interac from the following financial institutions: TD, BMO, RBC, and Scotiabank. The emailed purchase receipt is only confirmation of payment; it may take an additional **four to six weeks** for a renewal to be processed and MLT Practice Permit and official tax receipt to be emailed. Those choosing to renew mid-December, should not expect a 2017 registration and MLT Practice Permit by December

Retiring/Moving Out of Province/Leave of Absence

Pursuant to the HPA, MLTs are required to notify the CMLTA immediately of any changes in employment status resulting in the non-renewal of a registration and MLT Practice Permit for 2017. Please submit a *Notice of Non-Practice* form which is available on the CMLTA website or by contacting info@cmlta.org.

Renewal Questions

Direct all questions to info@cmlta.org or consult the website: www.cmlta.org.

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