



The 2018 Registration and MLT Practice Permit Renewal Season Commences September 15, 2017.

The registration and MLT Practice Permit renewal process can be accessed using the secure Member login on the CMLTA website: www.cmlta.org. In preparation for the annual renewal season, the Member login is unavailable September 1-14, 2017; however the public domain of the CMLTA website will remain accessible.

New for 2018:

- MLT registration dues reduced by \$70.
- A key initiative on the 2017-2019 CMLTA strategic plan was to develop an online Continuing Competence Program (CCP) resource. This initiative has been completed and two videos have been developed. They can be viewed on the website under the CCP section: <http://cmlta.org/home/continuing-competence-program/>

Reminders:

- After submitting payment, you will receive an internet purchase receipt from info@cmlta.org and a separate email from mail-service@rsmart.ca containing your renewal documents. Once the CMLTA has reviewed and approved your renewal, you will receive an MLT Practice Permit and official tax receipt from mail-service@rsmart.ca. Please add both email addresses to your safe 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, reviewing, and where necessary; responding to all communications from the CMLTA.

- **The CMLTA office will be closed December 25, 2017 to January 1, 2018.**
- Please allow **4-6 weeks** to process your renewal documents and receive your new 2018 registration and MLT Practice Permit.

Legislated Deadline for Registration and MLT Practice Permit Renewal

Individuals working without a 2018 registration and MLT Practice Permit after December 31, 2017 are in contravention of the *Health Professions Act* (HPA) and shall be subject to sanctions under the HPA. Individuals practicing on or after January 1, 2018, without a 2018 registration and MLT Practice Permit are subject to an additional \$500 payment and may also be subject to a complaint of unprofessional conduct, including discipline sanctions.

In this circumstance, the CMLTA sends notification to the employer after January 1, 2018 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.

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 MLT 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.

2018 MLT Renewal Dues:

- September 15 - October 31, 2017: \$450 PAY EARLY AND SAVE!
- November 1 - November 30, 2017: \$500
- December 1 - 31, 2017: \$625
- After December 31, 2017: An additional \$500 payment may be applied

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 **4-6 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 2018 registration and MLT Practice Permit by December 31, 2017.

For the 2018 renewal season, the CMLTA will no longer provide the option to pay CSMLS annual membership fees with the payment of CMLTA registration

dues. Regulated Members will need to contact the CSMLS directly for the payment and renewal of [CSMLS memberships](#).

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 2018. Please submit a *Notice of Non-Practice* form which is available on the CMLTA website or by contacting info@cmlta.org.

*If an individual is employed as an MLT and is NOT providing professional services, but is on a paid leave and receiving employer benefits (e.g. sick leave, parental leave, long term disability), registration is still mandatory and an MLT Practice Permit is required as the payment of benefits is contingent upon MLT employment.

Renewal Questions

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

[forward to a friend](#)

Copyright © 2017 College of Medical Laboratory Technologists of Alberta, All rights reserved.

[unsubscribe from this list](#) | [update subscription preferences](#)