

The left side of the slide features a decorative graphic consisting of various colorful abstract shapes, including circles, ovals, and irregular forms in shades of yellow, red, blue, and green, scattered against a dark blue background.

The College of Medical Laboratory Technologists of Alberta

How to Complete the Self-Assessment and Create A Learning Plan

Create 2025 Learning Plan

Self-Assessment

The self-assessment is broken up into two parts. This enables full reflection within the MLTs' current/future professional practice and the standard set out by the CMLTA that represents the minimum level of performance expected of Regulated Members within the CMLTA Standards of Practice. The MLT must answer the reflective questions and select one of the standards of practice they wish to focus on for this.

Answer these fill-in-the-black questions regarding your current employment or, if not yet in the profession, base it on position you want to be a part of.

* What is your current/future professional job title?

* Describe your professional role.
(minimum 50 characters)

* Describe your Practice Setting(s). Eg. laboratory, classroom, research facility, etc)

* Describe your intended service user and their needs.
*NOTE: 'service user' refers to any individual who uses the MLT's services, including patients, clients, students, employees, or any other group.
(minimum 50, max 250 characters)*

* Describe the trends (short and long term), challenges, changes, and/or risks in your practice role/setting/service users that will impact your practice, your competence, and/or learning needs now or in the future.
(minimum 50, max 250 characters)

* Based on my service users, the trends, the challenges, my expertise and interests, what knowledge and skills do I need to stay current in my practice?
(minimum 50, max 250 characters)

1

Complete the Self-Assessment of Practice

Note: Some of these questions have a minimum and maximum number of characters, so the regulated member must provide enough information for the CMLTA staff to understand during an audit.

2

The Regulated Member will go through the Standards of Practice and the Code of Ethics and select ONE in which they would like to focus on for the CCP cycle.

* Select one Standard of Practice you wish to create a learning plan for.


- Code of Ethics
- Communication and Collaboration
- Confidentiality and Record Maintenance
- Consent
- Culturally Safe Practice
- Legislative Responsibility
- Professional Accountability
- Professional Knowledge
- Safety and Quality

Learning Plan

By the end of 2025, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

- 1. Accurately communicate the outcomes of medical laboratory services and document them in the health record in a timely manner.*
- 2. Communicate and collaborate with other health professionals, colleagues, and service users in a manner that facilitates mutual understanding and respect.*
- 3. Ensure all styles of communication are delivered in a way that suits the needs of the intended audience and change communication styles when necessary to account for differences, including but not limited to age, ethnicity, culture, disability, socioeconomic status, gender, and religious and spiritual beliefs, all which may affect which communication style is appropriate.*



Additional information will auto-populate within the Learning Plan section regarding the selected Standard of Practice or Code of Ethics.

Learning Plan

By the end of 2025, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

1. Accurately communicate the outcomes of medical laboratory services and document them in the health record in a timely manner.
2. Communicate and collaborate with other health professionals, colleagues, and service users in a manner that facilitates mutual understanding and respect.
3. Ensure all styles of communication are delivered in a way that suits the needs of the intended audience and change communication when necessary to account for differences, including but not limited to age, ethnicity, culture, disability, socioeconomic status, religious and spiritual beliefs, all which may affect which communication style is appropriate.

* Please provide a reason why you want to learn about this Standard of Practice.

Questions to consider:

- What impact will it have on your professional practice?
- Who will be impacted by this knowledge?

* I hope to accomplish this goal by:

- Attended a professional event
- Attended workplace event/in-service
- Completed Formal Course
- Develop/Revise Subject Matter
- Observe/consult with peer/expert
- Other (must specify)
- Participated in committee/focus group
- Performed and/or reviewed external/internal proficiency samples
- Reviewed subject matter relevant to professional practice
- Share Knowledge/Expertise as Presenter/Lecturer
- Shared knowledge/Expertise as a trainer/mentor/preceptor
- Troubleshoot Equipment/Instrumentation/Process

Submit

Save for later

3

Provide a reason as to why this Standard or Practice or Code of Ethics was selected.

4

Select a maximum of 3 potential Learning Activities

5

Click Submit

NOTE: Once a regulated member clicks submit, the Learning Plan will be saved and locked and cannot be changed

Learning Plan

By the end of 2025, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

- 1. Accurately communicate the outcomes of medical laboratory services and document them in the health record in a timely manner.*
- 2. Communicate and collaborate with other health professionals, colleagues, and service users in a manner that facilitates mutual understanding and respect.*
- 3. Ensure all styles of communication are delivered in a way that suits the needs of the intended audience and change communication styles when necessary to account for differences, including but not limited to age, ethnicity, culture, disability, socioeconomic status, gender, and religious and spiritual beliefs, all which may affect which communication style is appropriate.*

* Please provide a reason why you want to learn about this Standard of Practice.

Questions to consider:

- *What impact will it have on your professional practice?*
- *Who will be impacted by this knowledge?*

There is a new Standard of Practice and Code of Ethics the CMLTA released therefore, I want to review these documents so I know what I am accountable for in my professional practice. I know that if I do not follow these Standards and Codes, I could have a complaint filed against me.

* I hope to accomplish this goal by:

- Attended a professional event
- Attended workplace event/in-service
- Completed Formal Course
- Develop/Revise Subject Matter
- Observe/consult with peer/expert
- Other (must specify)
- Participated in committee/focus group
- Performed and/or reviewed external/internal proficiency samples
- Reviewed subject matter relevant to professional practice
- Share Knowledge/Expertise as Presenter/Lecturer
- Shared knowledge/Expertise as a trainer/mentor/preceptor
- Troubleshoot Equipment/Instrumentation/Process

Creating A Learning Plan Example

Continuing Competence Program

Name: Natasha Kasongo
Registration number: 1111111
Continuing Competence Program Cycle: 2024-09-15 – 2025-12-31

The CMLTA Standards of Practice sets out the specific requirements of the CMLTA CCP that a Regulated Member must complete on an annual basis, which include:

1. Self-Assessment
2. Learning Plan
3. Activity Log

The CCP evolves from time to time in response to regulatory, legal, and ethical expectations. The current version of the CCP may be viewed or downloaded [here](#) or on the CMLTA website, or a copy may be requested from the CMLTA office.

Self-Assessment

The self-assessment is broken up into two parts. This enables full reflection within the MLTs' current/anticipated professional practice, the CMLTA Standards of Practice and the Code of Ethics that represents the minimum level of performance expected of Regulated Members. The MLT must answer the reflective questions and select ONE of the Practice Standards/Code of Ethics they wish to focus on for this year.

Answer these fill-in-the-black questions regarding your current employment or, if not yet in the profession, base it on the position you want to be a part of.

What is your current/anticipated job title?

Medical Laboratory Technologist I

Describe your professional role.

(____min-____max characters)

As a Medical Laboratory Technologist I work with a variety of patient samples (blood, urine, CSF) and conduct laboratory tests on them in hematology, chemistry, and coagulation.

Describe your Practice Setting(s). Eg. laboratory, classroom, research facility, etc)

(____min-____max characters)

I currently work in the hospital laboratory setting.

Describe your intended service user and their needs.

(____min-____max characters)

NOTE: 'service user' refers to any individual who uses the MLT's services, including patients, clients, students, employees, or any other group.

I provide laboratory test results to patients in the hospital and individuals who come in from the community to get routine/stat laboratory tests done. I also communicate critical results to doctors/nurses so they to accurately diagnose and treat patients.

Describe the trends (short and long term), challenges, changes, and/or risks in your practice role/setting/service users that will impact your practice, your competence, and/or learning needs now or in the future.

(____min-____max characters)

In the laboratory, we are going to be getting a new analyzer which will be a challenge to adjust to and become confident with. It is always important to improve turnaround time in the lab, therefore that would also be interesting to investigate ways to do that. Proper safety in the lab is risk associated with my current practice.

Based on my service users, the trends, the challenges, my expertise and interests, what knowledge and skills do I need to stay current in my practice?

(____min-____max characters)

I need to gain additional knowledge regarding safety in my laboratory setting. I deal with many hazardous chemicals, and I need to understand how to safely handle the chemicals so I do not injure myself, my colleagues, patients, and the public.

Select one Practice Standard or the Code of Ethics you wish to create a learning plan for:

Note: The Standard of Practice chosen cannot be changed and must be met by the end of the Continuing Competence Program Cycle

Code of Ethics

Practice Standard of Practice

1. Professional Accountability
2. Legislative Responsibility
3. Confidentiality and Record Maintenance
4. Professional Knowledge
5. Safety and Quality
6. Consent
7. Communication and Collaboration
8. Culturally Safe Practice

Legislative Standard of Practice

9. Continuing Competence Program
10. Ensuring Professional Boundaries and Prevention of Sexual Abuse and Sexual Misconduct
11. Preventing Female Genital Mutilation

X

X

X

NOTE: Legislated Standards are standards that the Government of Alberta specifically mandates through the Health Professions Act. Their format is different from the Standards of Practice to meet the requirements of the Government of Alberta. These Standards are fundamental to any Learning Objective and cannot be selected for use in a Learning Plan.

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Learning Plan

By the end of 2025, I will advance my current knowledge, skill, attitude, and judgments related to:

Legislative Responsibility

MLTs must:

- Comply with all legislation that is relevant to the profession, including, but not limited to, the Health Professions Act, Medical Laboratory Technologists Regulation, Health Information Act, and privacy legislation. Practice in accordance with the Standards of Practice and Code of Ethics.
- Identify themselves using one of the legislated protected titles, Medical Laboratory Technologist or M.L.T., when working directly with patients in the provision of medical laboratory services.
- Only practice as a Medical Laboratory Technologist when holding an active practice permit.

Please provide a reason why you want to learn about this Standard of Practice.

(___min ___max characters)

NOTE: Because I have to is not a sufficient reason as to why this Standard of Practice was chosen. Please consider questions such as:

What impact will it have on your professional practice?

Who will be impacted by this knowledge?

This learning activity will increase my awareness of what is expected of me as a part of a Regulated Profession. Learning more about legislation and other CMLTA documents will help ensure patient and public safety. I hope to not only use this knowledge but also help educate other MLTs who may not be aware of the standards they must uphold as a MLT in Alberta.

I hope to accomplish this goal by:

(Select 1-3 activities)

- Review Subject matter relevant to the area of professional practice
- Complete Course
- Attend workplace event/in-service
- Attend a professional event
- Observe and/or consult with peer/expert
- Share knowledge and/or expertise as trainer/mentor/preceptor
- Share knowledge and/or expertise as presenter/lecturer
- Troubleshoot equipment/instrumentation/process
- Perform and/or review external/internal proficiency samples
- Participate in committee/focus group relevant to areas of professional practice
- Develop and/or revise subject matter
- Other

