



## DID YOU KNOW..?

### THERE ARE FAQs TO HELP YOU WITH REGISTRATION RENEWAL

DATED August 2014

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The FAQs below are available online to help answer your questions over the registration renewal period (August 5 to October 1). Please consult our [Home page \(click here\)](#) anytime for the information below.

If you have any further questions regarding your registration renewal, please do not hesitate to contact:

Technical difficulties: Baron French at [bfrench@caslpo.com](mailto:bfrench@caslpo.com), x 216  
Any other inquiries: Camille Prashad at [cprashad@caslpo.com](mailto:cprashad@caslpo.com) x213 or  
Carol Bock at [cbock@caslpo.com](mailto:cbock@caslpo.com) x227

#### FAQS ABOUT RENEWING YOUR REGISTRATION

1. I AM CURRENTLY ON MATERNITY LEAVE. SHOULD I CHANGE MY STATUS TO NON-PRACTISING?

If you select Non-Practising at renewal, you may not be able to practise when you have completed your maternity leave. Selecting the Non-Practising category at renewal time means you are not practising from October 1, 2014 to September 30, 2015. Therefore, you would only be able to return to work before September 30<sup>th</sup>, 2015 if you changed your status back to General Member during the October 1, 2014 to September 30, 2015 year. You would then incur the cost of changing your status (\$100), as well as the cost of making up the difference between Non-Practising fee and General Member fee (\$700 - \$350 = \$350) which would be \$350. These fees (\$100 + \$350) would be applied regardless of when in the registration year you changed your status back to General, as there is no pro-ration of fees.

Therefore, it is not recommended to select Non-Practising, if you are planning to return to practise before the end of the upcoming registration year (Oct 1, 2014 to Sept 30, 2015).

2. I AM PLANNING TO GO ON MATERNITY LEAVE DURING THIS REGISTRATION YEAR, SHOULD I CHANGE MY STATUS TO NON-PRACTISING?

See question #1

3. WHAT EMAIL ADDRESS SHOULD I PROVIDE THE COLLEGE WITH?

You may designate any email address to the College. However, keep in mind that we use email as our primary communication tool. In order to receive important

information from us, you must provide an email address for which you have consistent access. If you leave your job, or are on a leave whereby you do not have access to your work email, you must update us within 30 days with an email address where you can be reached.

#### 4. WHAT DO I NEED TO KNOW IF I WANT TO CHANGE MY STATUS FROM NON-PRACTISING TO GENERAL?

In order to change your status back to General, you must meet the "currency requirements". That is, you must have provided 750 hours of patient care or related work (see question #7 regarding these categories) in audiology or speech-language pathology during the three years immediately preceding the date we receive your application for the General certificate of registration (as well as the applicable fees). At renewal time, this would be the 3 previous registration periods.

If you have not been practising for the immediate previous 3 years, or you do not have the 750 hours of patient care or related work (see question #7 regarding these categories), the Registration Committee will consider your case and may require you to successfully complete further education and/or training.

#### 5. CAN I GET A REFUND IF I CHANGE MY STATUS OR LEAVE THE COUNTRY FOR PART OF THE YEAR?

There is no pro-ration of fees, or refund of fees for partial year registration. Consequently, there is no reduction in fees when a member changes their status, or resigns from the College mid-registration year.

#### 6. I AM PLANNING TO RETIRE THIS YEAR, SHOULD I SELECT THIS CATEGORY AT RENEWAL?

If you select Non-Practising at renewal, you will not be able to practise as of October 1, 2014. Consequently, you should not change your status until you know the exact date at which you will no longer be practising.

Many members may retire from their employment but may wish to perform some facet of work in their field. It is advisable to consider carefully the activities you may wish to be engaged in before you retire from the College.

Regardless of when in the registration year you retire (once we are beyond the renewal period), there is no pro-rated refund available to you.

#### 7. WHAT ARE "PATIENT CARE" OR "RELATED WORK" HOURS?

**Patient Care** includes direct care and supervision of direct care.

Direct patient/client care is defined as professional activities on behalf of a client and includes:

- Assessment of the hearing, communication or swallowing abilities and needs of the client.
- Recommending, developing or implementing a treatment and/or management program based on the client's abilities and needs.
- Counseling and consulting with the families /caregivers and/or other parties or individuals directly associated with the client.

- Other client management activities such as discharge, referrals, follow-up, report writing, case conferences.
- Conducting research in speech-language pathology or audiology that involves the assessment or management of patients with communication disorders.

Supervision of direct patient/client care includes:

- Overseeing and evaluating the clinical work of speech-language pathologists or audiologists (e.g. conducts performance evaluations or case reviews, assesses written reports, monitors professional standards).
- Determining, on professional grounds whether an individual client should receive or be discharged from speech-language pathology or audiology services.
- Supervising research in speech-language pathology or audiology that involves the assessment or management of clients with communication disorders.

**Related Work** includes:

- Making decisions on the organization and delivery of clinical services in speech-language pathology or audiology.
- Educating speech-language pathologists or audiologists concerning services or products that may be employed in the assessment or management of patients with communication disorders.
- The administration for professional organizations where the member sets or maintains professional standards of practice for speech-language pathologists or audiologists.

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If you have any questions or comments, please feel free to contact us at [caslpo@caslpo.com](mailto:caslpo@caslpo.com) or phone us at 416-975-5347 or 1-800-993-9459.