

## AA-29 Re-Activation of a Certificate of Practice

<b>Policy Section:</b> Administration of the Act	<b>Policy Number:</b> AA-29	<b>Approved By:</b> CEO/Registrar
<b>Regular Policy Review Frequency:</b> Every three years	<b>Date Approved:</b> September 28, 2023	<b>Date Reviewed/Revised:</b>

### Purpose:

To state the policy for re-activating a certificate of practice.

### Policy:

1. A person is eligible to apply to re-activate a certificate of practice if earlier in the same calendar year, their certificate of practice was:
  - i. Interim suspended by the Complaints Investigation Committee (CIC), or
  - ii. Cancelled by the CEO/Registrar in accordance with section 51 of *The Regulated Health Professions Act* (RHPA), or
  - iii. Voluntarily surrendered by the individual to the CIC.
2. A person is not eligible to re-activate a certificate of practice and must instead apply for a reinstatement of their certificate of practice if:
  - i. They held a certificate of practice in a previous calendar year, or
  - ii. They no longer have a certificate of practice for reasons other than those included in section 1 of this policy.
3. To be eligible for re-activation of a certificate of practice, a person must
  - i. Submit a complete application for re-activation and pay the application processing fee,
  - ii. Satisfy all registration requirements in the RHPA and College General Regulations,
  - iii. Satisfy any other specific requirements as indicated by the CEO/Registrar or CIC, as the case may be.

An application to re-activate a certificate of practice will be approved, subject to any conditions and in accordance with the RHPA, once the above requirements are met.