



College of Homeopaths of Ontario Registration Policies

Title: Certificates of Registration, Duplicates, Returns and Displays

Category: Administrative
Policy Type: Internal / External
Policy Number: REG AD 12
Status: Final Approval from Council
Revision: June 23, 2014

Note to Readers: In the event of any inconsistency between this document and the legislation that affects homeopathy practice, the legislation governs. The College has the power and authority to implement the applicable acts and regulations under the Regulated Health Professions Act, 1991. The factors outlined in this policy will be considered and every application will be reviewed on a case by case basis. If you have a question on how this policy affects your individual situation please contact the College directly.

It is important to note that College publications may be used by the College or other bodies in determining the interpretation of the provisions within the Homeopathy Act, 2007, its regulations and the College's Bylaws.

Applicable Categories of Registration (unless otherwise noted):

1. Registrant Full Certificate of Registration
2. Registrant Grandparented Certificate of Registration
3. Registrant Inactive Certificate of Registration

Type of Requirement: Term, Condition and/or Limitation for Registrants with Full Certificate of Registration and Grandparented Certificate of Registration.

Applicable CHO Registration Regulation: 4(2), 5.4, 5.5

Policy

1. An original Certificate of Registration is required to be prominently displayed in all places where the Registrant practices homeopathy including any part-time or satellite offices, allowing for Certificates to be mobile with the Registrant.
2. The certificate is only required to be posted when the Registrant is actively practicing at that location, allowing for the Certificate to be mobile with the Registrant.
3. As Inactive Registrants do not have an active practice, they are not required to display their Certificate of Registration.
4. All certificates must be returned to the Office of the Registrar immediately before they expire, the Registrant changes their class of certificate of registration, resigns, is suspended or the Certificate is revoked.
5. The Registrant is responsible for the written declaration of any lost or misplaced Certificate of Registration.

Purpose

The public has the right to be informed about the Registrant's class of Certificate of Registration. It is important that a Registrant displays the Certificate to ensure patients have a clear understanding of the Homeopath's professional status. This disclosure allows informed decision making by patients. In addition,

strict management of Certificates of Registration helps avoid their misuse by unregistered persons including individuals who have never been registered.

Procedure

1. The Certificate of Registration is only required to be posted when the Registrant is actively practising at that location.
2. Registrants can purchase a duplicate copy from the College for a nominal fee.
3. Immediately before the Registrant's change in their class of registration, resignation, or the suspension, revocation or expiry of the Registrant's Certificate of Registration, the Registrant shall return the Certificate of Registration to the Registrar by secure means such as by surface mail.
4. The Registrant is responsible for the written declaration to the College, as soon as possible, notifying of any lost or misplaced Certificate of Registration.

Related Policies, Standards, Guidelines and Regulations

Homeopathy Act, 2007, Ontario Regulation 18/14 Registration [Note: This regulation is not yet in force. It comes into force on the day named by proclamation by the Lieutenant Governor.]

4. (2) An applicant shall be deemed not to have satisfied the registration requirements for a certificate of registration if the applicant makes a false or misleading statement or representation on or in connection with his or her application, and any certificate of registration issued to such an applicant may be revoked by the Registrar.

5.4 The member shall prominently display his or her certificate of registration at any location at which he or she practises the profession.

5.5 Immediately before the member's resignation, or the suspension, revocation or expiry of the member's certificate of registration, the member shall return his or her certificate of registration to the Registrar.