

 <p>Prince Edward Island College of Physiotherapy</p> <p>POLICIES & PROCEDURES</p>	<p>POLICY TITLE:</p> <p>Physiotherapist Resident License</p>
	<p>DATE CREATED: August 2019</p>
<p>CATEGORY: Registration</p>	<p>DATE APPROVED:</p>
<p>AUTHORITY: Regulated Health Professions Act and Physiotherapists Regulations</p>	<p>DATE REVISED: March 3, 2022</p>

PURPOSE

The Physiotherapists Regulations allow registration on the Physiotherapist Residents Register to a person who has not yet completed all requirements for unrestricted practice of physiotherapy under certain terms and conditions, including supervision and using the title “Physiotherapist Resident”.

DEFINITIONS

Alternate Plan: The PEICPT final competency examination for licensure in substitute of the PCE – Clinical Component

PCE: Physiotherapy Competency Exam administered by the Canadian Alliance of Physiotherapy Regulators (CAPR) which includes a Written Component (PCE-W) and a Clinical Component (PCE-C)

Physiotherapist Resident: a member who has completed all other requirements for registration on the General Register of the PEI College of Physiotherapy, but not yet successfully completed the final competency examination.

Supervising Physiotherapist: a member in good standing on the General Register of the Prince Edward Island College of Physiotherapy, who has minimum 3 years of experience working in Canada with no restrictions, who agrees to assess and monitor the actions of a Physiotherapist Resident and has completed the Supervisory Agreement (Appendix A). Selection criteria is outlined in the *Framework for Entry to Practice Supervision by Physiotherapy Regulators in Canada*.

PROCESS

The application to be a Physiotherapist Resident is completed online through the HMS portal. In order to be registered on the Physiotherapist Residents Register, the applicant must provide evidence that they have:

- successfully completed a credentialed university physiotherapy program as defined in section 12 of the *Physiotherapist Regulations* and is qualified in all other respects, and
- successfully completed the Written Component (PCE-W) and documentation has been received by the Registrar, and
- Successfully completed a jurisprudence test, and
- Completed the necessary registration requirements through the College’s online HMS portal, and
- paid the appropriate licensing fee once advised to do so by the Registrar.

The applicant will be then be notified by the registrar, provided their registration certificate and license #, and be listed on the public website.

The Physiotherapist Resident license shall expire on the date determined by the Registrar or, within 15 days of the results of the Alternate Plan being made available to the applicant, whichever is sooner. A Physiotherapist Resident licence may be extended where the applicant has been unsuccessful in their attempt to pass the Alternate Plan but has registered to take the next offering of the exam. The Physiotherapy Resident is limited to two attempts of the Alternate Plan, if two failed attempts occur, the license will be revoked with no further opportunity to pursue a general register Physiotherapy license or work as a Physiotherapy Resident.

The PEICPT does not accept applications from individuals who have failed the PCE-C three times.

TERMS OF PHYSIOTHERAPIST RESIDENT LICENSE

A Physiotherapist Resident shall only practice under the supervision of a Physiotherapist in good standing, who has 3 years of experience working as a physiotherapist in Canada without restrictions. The Supervisory Agreement (appendix A) must be completed and signed by the Physiotherapist Resident, and their supervising physiotherapist(s). A copy of this form is to be returned to the registrar, and the original kept by the supervising physiotherapist.

In accordance to the *Framework for Entry to Practice Supervision by Physiotherapy Regulators in Canada*, the requirements for supervision vary with the needs of the Physiotherapist Resident involved. This includes the duration of supervision and supervision approach. The supervisor is required to monitor the activities of the resident and must be on site to directly or indirectly monitor the activities of the resident until the initial evaluation is completed. Afterwards, the supervisor is expected to consider the individual needs of the resident and provide the necessary level of supervision to ensure safe delivery of physiotherapy services and protection of the public. The supervising physiotherapist must be immediately available either in-person or by phone during all times the physiotherapist resident is providing physiotherapy services to the public.

The supervisor and resident must meet on a regular basis to review the performance of the resident, and a record of these discussions is to be kept by the supervising physiotherapist. The meeting can be formal or informal, but should include the resident's understanding of relevant legislation, code of ethics, practice standards, scope of practice, consent, safety, confidentiality, professional conduct and performance, communication, documentation, use of support personnel and fees/billing. The supervisor must complete a Provisional Practice Monitoring Tool (Appendix B) every 12 weeks (or sooner if there are concerns) and submit it to the Registrar via email. This tool can also be found on the PEICPT website.

A Physiotherapist Resident Members holding a physiotherapist resident license are eligible to practice reserved activities as per subsection 18(1) of the Physiotherapist Regulations, which include:

- a) communicating to the person or the person's personal representative a diagnosis identifying a disease or disorder associated with physical dysfunction, injury or pain as the cause of symptoms of the person in circumstances in which it is reasonably foreseeable that the person or the person's personal representative will rely on the diagnosis;
- (b) administering oxygen by inhalation, where prescribed by a medical practitioner or nurse practitioner;
- (c) putting an instrument beyond the larynx in the provision of tracheal suctioning;
- (d) applying sound and electrical energy in the provision of treatment;
- (e) administering a drug prescribed by a medical practitioner or nurse practitioner, topically.

The Supervisor must also be actively practicing the same reserved activity. The supervisor must agree to monitoring those tasks as part of the supervision agreement.

Physiotherapist Residents are **NOT** authorized under any circumstances to perform the following reserved activities provided in subsection 19(1) of the Physiotherapists Regulations:

- a) putting an instrument or finger beyond the labia majora or anal verge to assess or rehabilitate pelvic musculature in relation to incontinence or pain disorders;
- (b) performing a procedure on tissue below the dermis in the form of dry needling in the treatment of pain and movement impairment;
- (c) moving the joints of the spine beyond the individual's usual physiological range of motion using a fast, low amplitude thrust in the treatment of neuro-musculo-skeletal pain and dysfunction.



APPENDIX A Supervisory Agreement

The Prince Edward Island College of Physiotherapy (PEICPT) allows a graduate from a credentialed university degree program in Physiotherapy to be engaged in direct patient clinical care as a Physiotherapist Resident if:

1. They are under the supervision of a licensed Physiotherapist of the PEICPT
2. They have met all other requirements on PEI for licensure but have not successfully completed the Alternate Plan for Licensure for the PEICPT.

As a Supervisor, I agree to provide supervision of the Physiotherapy Resident identified below in accordance with the **Framework for Entry to Practice Supervision by Physiotherapy Regulators in Canada**, during the applicable period they are working on PEI. I also agree to complete all components of the **provisional practice monitoring tool** as outlined, and submit them to the PEICPT when required.

We both further agree to notify the PEICPT if this agreement is terminated for any reason, or if a new Supervisor needs to be assigned/added.

*Signature of Supervising Physiotherapist: _____

Type/print name of PT Supervisor: _____

License number: _____ Date (D/M/Y) _____

Signature of Physiotherapy Resident: _____

Type/print name of PT Resident: _____

License number _____ Date (D/M/Y) _____

Facilit(ies) of Employment: _____

Address(es): _____ Telephone number: _____

Initial Date of Employment: _____

(Original copies to be kept by Supervising Physiotherapist)

PLEASE MAIL A COPY OF THIS FORM TO THE PEICPT, OR EMAIL IT TO contact@peicpt.com

P.O. Box 20078 Charlottetown Prince Edward Island Canada C1A 9E3

* Supervisor must have a minimum number of 3 years of experience in independent practice in Canada



APPENDIX B
Provisional Practice Monitoring Tool

Name of PT Resident: _____ License #: _____

Date: _____

Supervisors Name: _____ License #: _____

Telephone #: _____ Email: _____

It is the responsibility of the Supervisor to immediately (within one business day) report to the College if the Resident has performed any act of professional misconduct, or of incompetence, or if the Physiotherapist Resident appears incapacitated.

The following documents are available on the College website www.peicpt.com to help you to complete the Provisional Practice Monitoring Tool.

- Physiotherapist Regulations
- Code of Ethics
- Standards for Practice
- College Policies
- Position Statements

Please return to this form to the Registrar via email at contact@peicpt.com

Or mail to:

Prince Edward Island College of Physiotherapy

ATTENTION: Registrar

PO Box 20078

Charlottetown, PE C1A 9E3

The topics below were chosen as key areas to be monitored as the College is aware that these are important areas where physiotherapists are more likely to encounter problems. Please consider the Physiotherapist Resident's overall performance throughout the entire Provisional Practice period. Circle the number which best corresponds with your impression of the Resident's practice for each question. Each section will provide hints on possible ways to monitor that area.

1. Legislation Related to Practice. The Resident can discuss relevant legislation and its implications for their practice. Such legislation (dependent on the practice setting) may include the *Regulated Health Professions Act, Physiotherapy Regulations, Child Protection Act, Health Information Act, etc.*

Strongly Disagree Strongly Agree

1 2 3 4 5

Describe or comment on any issues raised or concerns in this area:

2. Adherence to Ethical Practice Standards. The Resident abides by the Code of Ethics for Physiotherapists; recognizes and understands the issues related to confidentiality and privacy; respects patient rights and boundaries; demonstrates honesty and openness with patients and seeks advice related to ethical practice.

Strongly Disagree Strongly Agree

1 2 3 4 5

Describe or comment on any issues raised or concerns in this area:

3. Scope of Practice. The Resident can describe the scope of practice of physiotherapy and demonstrates an understanding of implications related to scope of practice within the clinical environment.

Strongly Disagree Strongly Agree

1 2 3 4 5

Describe or comment on any issues raised or concerns in this area:

4. **Consent.** The Resident can recognize and describe the responsibilities related to issues concerning consent. The Resident provides sufficient information to ensure that the client is aware of the nature of the proposed interventions, options risks and benefits. There is documented evidence that the Resident allows the patient to make free and independent decisions, obtains consent and understands the implications related to practice within the clinical environment.

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

5. **Safety.** The Resident demonstrates safe use of equipment and modalities. The Resident maintains a caseload that can be managed safely and effectively. There have been no incidents related to safety or complaints.

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

6. Confidentiality/Privacy. The Resident understands and complies with the professional standards and statutes and regulations related to retention, disclosure and release of information and records. The Resident demonstrates an understanding of matters concerning client confidentiality and privacy.

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

7. Boundaries and Professional Conduct. The Resident maintains professional, therapeutic relationships with clients. There is recognition and adherence to personal and physical boundaries. The Resident interacts professionally and appropriately with clients, families and other professional and support staff. Clients are treated with dignity and sensitivity with respect to cultural differences. There have been no complaints or incidents related to the Resident's professional conduct.

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

8. Communication. Apart from Consent and Boundary issues, the Resident generally demonstrates an ability to communicate effectively with client and others, including observing non-verbal cues, obtaining feedback and identifying communication barriers.

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

9. Record Keeping. The Resident adheres to the standards related to maintaining client records. Audited records are comprehensive, timely and signed by Resident.

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

10. Use of Support Personnel (if applicable). The Resident assigns a portion of the treatment plan to support personnel or others in accordance with the College's Standards. The Resident ensures that the support personnel are competent to carry out the assigned duties, are fully informed and supervised. ***This item may be assessed through observation, chart audits, case reviews with the Resident and input from other staff.***

Strongly Disagree

Strongly Agree

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Describe or comment on any issues raised or concerns in this area:

11. Billing and Financial Reporting (if applicable). The Resident demonstrates knowledge of and adherence to billing requirements. The Resident maintains and submits timely, accurate and objective information about the client's assessment, treatment plan, intervention and discharge plans. The Resident has full knowledge of how their billing number is used and avoids fraudulent practices related to billing. ***This item may be assessed through chart and financial audits, discussions with the Resident, and input from other team members.***

Strongly Disagree

Strongly Agree

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4

5

Describe or comment on any issues raised or concerns in this area:

Additional Comments:

Signature of Supervisor: _____ Date: _____