



New Brunswick Association of Medical Radiation Technologists
Association des technologues en radiation médicale du Nouveau Brunswick

DOCUMENT TYPE	POLICY	DOCUMENT FILE NAME	NBAMRT_POL_Temp-Emerg-Reg_2020-03-26
TITLE	AUTHOR	DATE PREPARED	REVISION #
Temporary Emergency Registration	C. Power	2020-03-20	v1
	APPROVER	DATE APPROVED	EFFECTIVE DATE
	Executive	2020-03-25	2020-03-26
		NEXT REVISION DATE	(+2 to 4 years)

1. PURPOSE

This policy has been created to help expedite NBAMRT registration processing during a declared state of emergency.

2. POLICY:

Applicants seeking registration during a ‘government declared’ state of emergency may be granted a temporary emergency certificate of registration in order to practice as a Medical Radiation Technologist in New Brunswick for the period of time as specified in Section 3.

3. RATIONALE:

Due to the high risk of missing and/or lack of required personnel during a state of emergency declared by the government, including such declaration in lieu of a pandemic, applicants for registration that meet the minimum requirements outlined in this policy may be granted a temporary emergency certificate of registration at no cost for a period of six (6) weeks.

4. PROCEDURE:

For each category below, applicants must submit required documentation to the NBAMRT Registrar:

1. New Applicants (transfer from regulated province/territory):
 - 1.1. Temporary Emergency Registration Application Form; and
 - 1.2. Request of Certificate-to-Certificate Recognition under the Canadian Free Trade Agreement (CFTA)

2. New Applicants (transfer from unregulated province/territory):
 - 2.1. Temporary Emergency Registration Application Form;
 - 2.2. Evidence of minimum required hours of practice during the preceding five (5) years of practice;
 - 2.3. Evidence of citizenship;
 - 2.4. Evidence of education/certification; and



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- 2.5. Self-Declaration Form pending evidence of valid criminal record verification within the last three (3) month.
3. Non-practice Registrants of the NBAMRT (seeking to change status to full-practice):
 - 3.1. Temporary Emergency Registration Application Form; and
 - 3.2. Evidence of minimum required hours of practice during the preceding five (5) years of practice.
4. Senior Registrants and/or Retired past Registrants:
 - 4.1. Temporary Emergency Registration Application Form;
 - 4.2. Evidence of minimum required hours of practice during the preceding five (5) years of practice;
and
 - 4.3. Self-Declaration Form pending evidence of valid criminal record verification within the last three (3) month.

5. REGISTRAR:

Upon reviewing applications, the Registrar:

- 1.1. may provide a temporary emergency certificate of registration to applicants who have met the minimum requirements for a term duration of six (6) weeks. Term may be extended and will be determined on a case-by-case basis;
- 1.2. may provide recommendations and/or request additional information/requirements based on submission if needed;
- 1.3. is to waive application and registration fees;
- 1.4. may, in the interest of public protection:
 - 1.4.1. enforce specific restrictions/provisions;
 - 1.4.2. deny registration if full credentialing assessment is deemed necessary; and
 - 1.4.3. deny registration should the minimum requirements are not met.

**Other: there may be circumstances in which other applicants may be considered and/or additional documentation/evidence may be required by the Registrar.*

6. APPEALS

Should the applicant wish to appeal the decision made by the Registrar, he/she may send the request for an appeal in writing to the NBAMRT Admissions Committee. The Applicant shall include the reasoning for his/her request to appeal the Registrars decision along with all supporting documentation.

7. POLICY OWNER

The authority for this policy is the Process Owner, the NBAMRT Executive.



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8. DEFINITIONS

DAR:	Document Amendment Request
Document:	A policy, procedure, job aid, requirements & guidance or program overview, supporting the processes that constitute NBAMRT's Quality Management System.
Record:	Retained information (regardless of form or medium) created or received by NBAMRT as a result of a QMS process that provides evidence of business decisions and/or transactions.
Effective date:	The date on which the provisions of a Document take effect.
Process Owner:	An individual held accountable and responsible for the workings and improvement of one of the organization's defined processes and its related sub processes.
JA:	Job Aid (templates for consistency)
NBMART:	New Brunswick Association of Medical Radiation Technologists
POL:	Policy
SOP:	Standard Operating Procedure

9. RELATED POLICIES

- TBD

10. CORRESPONDING SOPs

- TBD – Relevant Standard Operating Procedures

11. REFERENCES

- TBD

12. REVISION HISTORY

REVISION	DATE	DESCRIPTION OF CHANGES	REQUESTED BY
v1	2020-03-20	Initial draft	C. Power
v1	2020-03-26	Final draft approved	C. Power

Revision numbering starts at v1 for the initial release and increments by 1 for each and every approved revision.