



## FACT SHEET

### REGULATORY HISTORY

One of the main roles of the College of Occupational Therapists of Manitoba (COTM) is to protect the public. Before granting registration to an applicant, COTM needs to ensure that there are no reasons why you should not be allowed to practise occupational therapy in Manitoba. We also determine if there should be any restrictions on your registration. One of the ways we do this is by reviewing your regulatory history.

#### **How will you check my regulatory history?**

You must ask each of the regulatory organizations that you have been registered with in the past 10 years to complete a Regulatory History Form on your behalf. Each regulatory organization must send the form directly to COTM.

Your previous regulatory organization will tell us if:

- there are any conditions or restrictions on your registration (or license) to practise occupational therapy in their jurisdiction
- you were subject to any disciplinary action while in that jurisdiction
- there is any reason why you would not be able to be registered in their jurisdiction at the present time

You will also be asked to answer several questions on the Application for Registration Form. These questions inquire about your regulatory history as an OT or in other professions. You must answer these questions truthfully. It is an offense to withhold or falsify any information on your application form.

#### **Do I need to contact all of my past regulatory organizations if I am applying under the Labour Mobility Support Agreement (LMSA)?**

No. If you are applying under the LMSA, your past regulatory history report will be included as part of the LMSA package. You will only need to have your current regulatory organization(s) send a Regulatory History Report.

The Labour Mobility Support Agreement can be found on our website at [cotm.ca](http://cotm.ca).

**Can I send the regulatory history forms with my application package?**

No. All regulatory history forms must be sent directly to COTM by the organization filling in the form on your behalf.

**Is there a cost for having this done?**

The fee for providing a regulatory history report varies. You should contact your past regulatory organizations to see what they charge for providing this service.

There is no cost for having a Regulatory History Form completed by COTM when you are leaving Manitoba to work in another jurisdiction.

**What will happen if I have a disciplinary record?**

You will be contacted by COTM. You will be asked to provide more information regarding the nature and timing of the offense and how the issue has been managed or resolved.

**Will I be allowed to practise occupational therapy in Manitoba if I have had previous disciplinary action?**

That will depend on your circumstances. Consideration will be given to the nature and timing of the offense, the remedial action taken and subsequent behaviors. Decisions as to the outcome of your application for registration will be determined by the COTM Board of Assessors as provided for in *The Occupational Therapists Act*.

**Occupational therapy is not regulated in my country. How should I proceed?**

You should provide any registration, license, or membership you may have as an occupational therapist in your country. COTM will confirm that there is no OT regulatory organization in your country. We will deal with your application on the basis of the information that is provided.

For more information, please contact COTM at (204) 957-1214 or by email at [registration@cotm.ca](mailto:registration@cotm.ca)

This publication is provided for general information. For more specific information see  
*The Occupational Therapists Act and Regulation*.

COTM publications are available on our website at [www.cotm.ca](http://www.cotm.ca)