



NAME	Criminal Background Check Policy		
TYPE	Registration		
STATUS	Final	VERSION	3
DATE APPROVED	January 14, 2013	DATE REVISED	October 27, 2021

Intent

The Registration Regulation stipulates that an applicant for a certificate of registration with the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario (the College) must provide the Registrar with the results of a criminal background check with their completed application form. The intent of the criminal background check is to provide a full picture of the applicant's current and previous interactions with the criminal law system, as this may be relevant to the applicant's suitability to practise. The College is aware that not all interactions will be relevant. But it is important for the College to have this information so that it can make an informed decision on registration.

This policy defines the information required of applicants and the process that the Registration Committee follows in review of an applicant's report.

Policy

1. All applicants for registration with the College must submit with their application form a Criminal Record Check Report (the Report) using the database of the Canadian Police Information Centre (CPIC) operated by the RCMP. For registration purposes, the College requires a name-based criminal record check. The College will also accept vulnerable sector checks. Criminal record checks conducted by commercial vendors are not acceptable.
2. The search must have been conducted no more than six (6) months before the date of application.
3. The name appearing on the Report must match the name appearing on the registration application. The Report must also indicate that a search was completed on all names the applicant is currently using and all previous names. The date of birth that appears on the Report will be used to verify if it is of the applicant.
4. If the Report indicates a criminal record, the applicant must submit a detailed explanation of the circumstances that led to such a record.
5. The cost of obtaining the Report will be borne by the applicant.

Review of Applications with Positive Criminal Record Reports

The Registrar will review the results of the criminal record check to determine whether there are any concerns about the applicant's suitability to practice (i.e., if the applicant's previous conduct affords reasonable grounds for the belief that the applicant will not practise traditional Chinese medicine in a safe and professional manner). If the Registrar has reasonable doubts about the applicant's suitability to practice, the application will be referred to the Registration Committee for review.



For information on how to obtain a CPIC criminal background check, applicants are asked to contact their local police department or the Royal Canadian Mounted Police (RCMP).

Relevant links:

1. Ontario Provincial Police <http://www.opp.ca/>
2. RCMP Criminal Record Check <https://www.rcmp-grc.gc.ca/en/criminal-record-checks>

Legislative Provisions

O. Reg. 27/13: Registration under Traditional Chinese Medicine Act, 2006, S.O. 2006, c. 27

Requirements for issuance of certificate of registration, any class

4. (1) An applicant must satisfy the following requirements for the issuance of a certificate of registration of any class:

1. The applicant must, at the time of application, provide written details about any of the following that relate to the applicant, and where any of the following change with respect to the applicant after submitting the application but before the issuance of a certificate, the applicant must immediately provide written details with respect to the change:
 - i. A finding of guilt for any of the following:
 - A. A criminal offence.
 - B. An offence resulting in either a fine greater than \$1,000.00 or any form of custody or detention. (...)
2. The applicant must, at the time of application, provide the Registrar with the results of a criminal background check.
3. The applicant's previous conduct must afford reasonable grounds for the belief that he or she will practise the profession in a safe and professional manner.