



NAME	Non-Satisfactory Assessment Policy		
TYPE	Quality Assurance – Peer and Practice Assessment		
STATUS	Final	VERSION	1
DATE APPROVED	3 November 2017	DATE REVISED	

Policy Statement

If the Quality Assurance (QA) Committee is of the opinion that a member's knowledge, skills or judgement is not satisfactory, it shall take action to ensure that the member practises competently and the public is protected.

Procedure

1. If the QA Committee is of the opinion that the member's knowledge, skills or judgement are not satisfactory, the member shall be notified of the Committee's opinion and the remedial actions it is considering, and be provided with 14 days to make written submissions of the contrary.
2. If, after considering the written submissions made by the member, the QA Committee is still of the opinion that the member's knowledge, skills or judgement are not satisfactory, the Committee may make one or more of the following decisions:
 - a. Require that the member participate in specified continuing education or remediation programs (SCERP);
 - b. Direct the Registrar to impose terms, conditions or limitations for a specified period on the member's Certificate of Registration; and/or
 - c. Require that the member be re-assessed after a specified period.
3. The QA Committee shall provide its decision to the member within 7 days. It shall include a specified period for which the member is to report back to the Committee and/or complete a requirement.
4. If the member has not successfully completed an order or reported back to the QA Committee by the specified period, the Committee shall notify the member of their intention to take action and provide the member with 14 days to make a written submission.
5. After reviewing the member's submissions, the QA Committee may make one or more of the following decisions:
 - a. Provide the member with an extension to complete the order and report back to the Committee;
 - b. Require the member to participate in a SCERP;
 - c. Direct the Registrar to impose terms, conditions or limitations for a specified period on the member's Certificate of Registration; and/or
 - d. Disclose the name of the member and allegations to the Inquiries, Complaints and Reports Committee in accordance with the Member Referral to the Inquiries, Complaints and Reports Committee Policy.
6. The QA Committee shall provide its decision to the member within 7 days.

Legislative Context

Section 80 to 83 of the Health Professions Procedural Code, Schedule 2 to the Regulated Health Professions Act, 1991.

Quality Assurance Program Regulation (O. Reg 28/13) of the Traditional Chinese Medicine Act, 2006