

# Fair Registration Practices Report

## Land Surveyors (2015)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

## Index

1. [Qualitative Information](#)
2. [Quantitative Information](#)
3. [Submission](#)

## 1. Qualitative Information

### a) Requirements for registration, including acceptable alternatives

#### i. Describe any improvements / changes implemented in the last year.

No changes this year

#### ii. Describe the impact of the improvements / changes on applicants.

No changes this year

#### iii. Describe the impact of the improvements / changes on your organization.

No changes this year

### b) Assessment of qualifications

#### i. Describe any improvements / changes implemented in the last year.

We have concluded that the portfolio assisted competency based approach that was developed during our recent MCI projects and that we expected would be used in our academic evaluations did not provide the anticipated benefits. Applicants were very resitive to completing the competency forms and portfolio, preferring to be provided with a list of courses that they needed to complete in order to meet our requirements.

We have made some changes to our evaluation process. The assessor now conducts at least one personal interview with each candidate and provides a copy of the preliminary evaluation to the candidate for comments prior to submitting the final evaluation to the AERC for review and approval.

**ii. Describe the impact of the improvements / changes on applicants.**

Personal contact gives applicants more confidence in their assessments.

**iii. Describe the impact of the improvements / changes on your organization.**

We are experiencing fewer appeals, possibly because applicants are given an opportunity to discuss the preliminary evaluation and provide additional input, either documentary or oral evidence to demonstrate their knowledge.

**c) Provision of timely decisions, responses, and reasons**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**d) Fees**

**i. Describe any improvements / changes implemented in the last year.**

Annual membership fees for all membership categories except for Retired Members were increased effective January 1, 2016. No increase in the fees for evaluations or other application fees.

**ii. Describe the impact of the improvements / changes on applicants.**

No impact on new applicants.

**iii. Describe the impact of the improvements / changes on your organization.**

Some Certificate of Registration members have retired possibly due to the increase in fees. This was anticipated and allowed for in our budgeting process.

**e) Timelines**

**i. Describe any improvements / changes implemented in the last year.**

We are now accepting applications for articles to be processed at every AERC meeting, that is 4 times per year rather than only at the July and January meetings.

**ii. Describe the impact of the improvements / changes on applicants.**

Provides more flexibility for applicants, who now have a maximum of 3 months to have their applications processed rather than 6 months.

**iii. Describe the impact of the improvements / changes on your organization.**

This has put more stress on our staff, as information sessions must be held more often and documents are continually being processed.

**f) Policies, procedures and/or processes, including by-laws**

**i. Describe any improvements / changes implemented in the last year.**

Policies regarding Accessibility, Access to Records, Good Character, Language Requirements and Registration Appeals were approved by AOLS Council and posted on our website.

Two new By-Laws were approved by our membership, raising the annual fees for all categories of membership.

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**g) Resources for applicants**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**h) Review or appeal processes**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**i) Access to applicant records**

**i. Describe any improvements / changes implemented in the last year.**

No changes, but Access to Records policy was codified and approved by Council.

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**j) Training and resources for registration staff, Council, and committee members**

**i. Describe any improvements / changes implemented in the last year.**

A one day seminar in Administrative Law was held on October 27, 2015 for Council and members of our Complaints, Discipline and Registration committees. It

was presented by Four Point Learning, and a description of the topics covered can be found at <http://4pointlearning.ca/4PL/CPD-AdminLaw.pdf> .

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

Council and committee members have a more complete understanding of administrative law principles.

**k) Mutual recognition agreements**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**l) Other (include as many items as applicable)**

**i. Describe any improvements / changes implemented in the last year.**

No changes this year

**ii. Describe the impact of the improvements / changes on applicants.**

No changes this year

**iii. Describe the impact of the improvements / changes on your organization.**

No changes this year

**Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year**

No changes this year

## 2. Quantitative Information

### a) Languages

Indicate the languages in which application information materials were available in the reporting year.

Language	Yes/No
English	Yes
French	No

Other (please specify)

Additional comments:

### b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	45
Female	12
None of the above	0

Additional comments:

### c) Gender of members

Indicate the number of members in each category as applicable. Select the option that best corresponds to the terminology used by your organization.

Gender	Number of Members
Male	570
Female	30
None of the above	0

Additional comments:

### d) Jurisdiction where applicants obtained their initial education

Indicate the number of applicants by the jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Iran 5		

33	5	1	Bulgaria 1 China 2 Australia 1 Egypt 2 Romania 2 Netherlands 1 Nigeria 1 Poland 2 Jamaica 1 Total 18	0	57
----	---	---	---	---	----

<sup>1</sup> Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

**Additional comments:**

**e) Jurisdiction where applicants who became registered members obtained their initial education**

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
8	0	0	Iran 2 Colombia 1 Philippines 1 Total 4	0	12

<sup>1</sup> Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

**Additional comments:**

**f) Jurisdiction where members were initially trained**

Indicate the total number of registered members by jurisdiction where they obtained their initial education<sup>1</sup> in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
0	0	0	n/a 0 Total 0	559	559

<sup>1</sup> Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

**Additional comments:**

This information has not been tracked for members admitted prior to 2011.

**g) Applications processed**

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
<b>New applications received</b>	33	5	1	18	0	<b>57</b>
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	0	0	0	0	0	<b>0</b>
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	<b>0</b>
Applicants who met all requirements and were authorized to become members but did not become members	0	0	0	0	0	<b>0</b>
Applicants who became FULLY registered members	8	0	0	4	0	<b>12</b>
Applicants who were authorized to receive an alternative class of licence <sup>3</sup> but were not issued a licence	0	0	0	0	0	<b>0</b>
Applicants who were issued an alternative class of licence <sup>3</sup>	0	0	0	0	0	<b>0</b>

<sup>1</sup> An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

**Additional comments:**



**h) Classes of certificate/license**

Indicate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	Licence	<p><b>Description (a)</b></p> <p>Exclusive licence required to perform cadastral surveys in Ontario</p>
b)	Certificate of Registration	<p><b>Description (b)</b></p> <p>Non-exclusive membership available in non-cadastral branches of geomatics</p>

Additional comments:

**i) Reviews and appeals processed**

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 <sup>st</sup> to December 31 <sup>st</sup> of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	0	0	0	1	0	1
Applicants who initiated an appeal of a registration decision	0	0	0	1	0	1
Appeals heard	0	0	0	1	0	1
Registration decisions changed following an appeal	0	0	0	0	0	0

Additional comments:

**j) Paid staff**

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	12
Staff involved in appeals process	1
Staff involved in registration process	2

Additional comments:

[BACK TO INDEX](#)

### 3. Submission

I hereby certify that:

Name of individual with authority to sign on behalf of the organization:

W. D. Buck

Title:

Registrar

Date:

2016/02/12

[BACK TO INDEX](#)