# Quality Assurance Program

# Introduction

The Quality Assurance (QA) Program is one of the key components of the regulation of the profession of medical radiation and imaging technology in the public interest. The practice of the profession is constantly changing. Registrants' professional roles, responsibilities, and accountabilities differ today from those of yesterday, and will evolve even more in the future. The purpose of the QA Program is to assure the quality of the profession's practice and promote continuing evaluation, competence, and improvement among registrants to ensure safe, effective, and ethical patient outcomes.

In the Standards of Practice and the QA Program, "registrants" refers to all registrants of the CMRITO; that is, registrants in all of the five specialties: radiography, radiation therapy, nuclear medicine, magnetic resonance and diagnostic medical sonography. Similarly, "profession" refers to the profession of medical radiation and imaging technology, which includes all of the five specialties: radiography, radiation therapy, nuclear medicine, magnetic resonance and diagnostic medical sonography.

## What is the CMRITO Quality Assurance Program?

As regulated health professionals, CMRITO registrants are required to maintain competence in their current area(s) of practice and continually improve their competence to respond to changes in practice environments, advances in technology, and the evolving health care environment.

The goal of the CMRITO QA Program is to assure the public of the quality of practice of medical radiation and imaging technology by maintaining registrants' performance at a level that meets the profession's Standards of Practice and by promoting continuing competence and improvement.

**The CMRITO QA Program:**

• complies with the legislative requirement[1] of the *Regulated Health Professions Act* (RHPA) that the CMRITO establish and maintain a QA program

• is consistent with the CMRITO's mandate to regulate the profession to protect the public interest

• encourages registrants to take accountability for their continuing competence and quality improvement in a changing environment

• provides an opportunity for registrants to control and direct their own continuing education and professional development

---

[1]The requirements for the CMRITO QA Program are set out in the Health Professions Procedural Code, Schedule 2 of the *Regulated Health Professions Act* (RHPA) and the quality assurance regulation (O. Reg. 375/12) made under the *Medical Radiation and Imaging Technology Act* (MRIT Act).

The QA Program also provides a method for demonstrating compliance with the CMRITO Practice Standard 8, Continuing Competence, which states:

"Registrants must have, maintain and apply the necessary knowledge, skills and judgement to ensure safe, effective and ethical outcomes for the patient. Registrants must maintain competence in their current area of practice and must refrain from acting if not competent. Registrants must obtain and maintain the necessary knowledge, skills and judgement to respond to changes in practice environments, advances in technology and other emerging issues. Registrants must participate in the College's Quality Assurance Program as part of maintaining and improving their competence."

## QA Program overview

The RHPA requires that the QA Program have the following components:

1. Continuing education or professional development designed to

    a. promote continuing competence and continuing quality improvement among registrants

    b. address changes in practice environments

    c. incorporate standards of practice, advances in technology, changes made to entry to practice competencies and other relevant issues at the discretion of the Council

2. Self, peer and practice assessments

3. A mechanism for the CMRITO to monitor registrants' participation in and compliance with the program

4. The collection, analysis and dissemination of information

The CMRITO QA Program is based on the understanding that registrants come into the CMRITO with appropriate skills and knowledge acquired through approved educational programs and that these initial competencies are maintained through lifelong learning and adherence to the Standards of Practice. The QA Program is based on the principles of adult education, which allows registrants to choose development activities based on their individual learning needs and style, resources available, and acknowledges that learning comes from engaging in a variety of activities.

# Elements of the CMRITO QA Program:

1. QA Declaration

2. QA ePortfolio

3. Peer and Practice Assessment

## QA Declaration

The QA Declaration is completed each year when registrants renew their registration. Every registrant must confirm that they understand and are compliant with the requirements of the QA Program. There are two QA declarations:

1. I understand that to be in compliance with the Quality Assurance Program each calendar year (January 1 to December 31), I must:

    a. complete a self-assessment and at least 25 hours of continuing education or professional development activities

    b. keep a record of my self-assessment and completed activities using the CMRITO QA ePortfolio

2. I am in compliance with the CMRITO Quality Assurance Program.

## QA ePortfolio

Each year, all CMRITO registrants are required to complete the QA ePortfolio. The QA year runs from January 1 to December 31. The QA ePortfolio includes the following components:

**1. QA Profile**
The QA Profile provides an overview of an individual's practice. It allows registrants to reflect on their practice in the context of the scope of practice and authorized acts of the profession. It also helps to identify any recent or expected changes to their work environment, new procedures, equipment, or practice related legislation that may affect their practice from year to year. This helps registrants reflect on the type of continuing education they may need to plan for that year.

## 2. Self-Assessment

The Self-Assessment is based on the CMRITO's Standards of Practice. Each year, registrants are required to assess their individual practice against a minimum of two of the eight Practice Standards and their related Indicators. Completing this self-assessment annually helps registrants identify opportunities to enhance their knowledge of the Practice Standards and their Indicators.

## 3. Record of Continuing Education and Professional Development (CE&PD)

Registrants are required to complete and record at least 25 hours of CE&PD activities annually. These learning activities may include professional readings, seminars, webinars, conferences, courses, learning from other professionals (e.g. attendance at rounds, tutorials and staff meetings), training on new equipment, applications, procedures or software, writing and delivering presentations, courses or clinical teaching, research, writing a professional journal article or paper, and others. Registrants must reflect on what they learned from each activity and explain how they have applied this learning in their practice.

The QA ePortfolio automatically stores all registrant QA records for the past five years. Registrants can also download copies of their QA ePortfolios if they wish to retain their records for longer.

> *Did you know? CMRITO has a free app. The 'QuickQA' app is available on both the* Google Play Store *and the* Apple App Store*. Registrants can use it to record their learning activities on the go, prior to uploading them to the QA ePortfolio.*

## Peer and Practice Assessment

Peer and Practice Assessments are completed by means of an Individual Practice Assessment (IPA). They help identify areas of strength as well as areas that may require awareness, learning, and improvement. An IPA may be assigned to registrants by the QA Committee as required. The assessment process is aimed at providing feedback regarding a registrant's performance in their practice setting.

An IPA involves a peer assessor observing and/or interviewing a registrant regarding the specific areas of their practice which may not be meeting the CMRITO Standards of Practice. A report of the assessment is prepared by the assessor and provided to the QA Committee and the registrant.

## Monitoring participation and compliance

CMRITO is required to have a mechanism to monitor registrants' participation in and compliance with the QA Program.

The QA Committee monitors registrants' participation and compliance in the QA Program. For example, using reports generated by the QA ePortfolio tool, the QA Committee analyzes de-identified statistical data about participation and compliance with the QA Program.

## QA Assessments

Each year, the CMRITO conducts assessments on QA ePortfolios of selected registrants. The number of registrants required to submit their QA ePortfolio for assessment in any given year is set by the CMRITO Council. Registrants that are selected for assessment through a random selection process are notified by email and alerts are placed on their CMRITO profile and their QA ePortfolio dashboard.

Outside the general selection process, individual registrants may be required to submit their QA records or to undergo a peer and practice assessment by the QA Committee.

Registrants must co-operate with the QA Committee and any assessor appointed by the QA Committee. Failure to co-operate with the College and failure to comply with a requirement of the QA Committee and the QA Program are considered acts of professional misconduct.

## The QA Committee

The QA Committee is one of the CMRITO's statutory committees and is comprised of members of the CMRITO Council (both professional and public members) and CMRITO registrants who have been appointed to the Committee. Members of the QA Committee are required to keep all information about registrants' QA records confidential except under certain circumstances set out in the legislation.

The role of the QA Committee is to administer the QA Program in accordance with the RHPA, the QA regulation and any other applicable law. The QA Committee can require registrants to submit their QA ePortfolio to the CMRITO for assessment. In most cases, the QA Committee is satisfied with registrants' QA records in their QA ePortfolio. However, after assessing a registrant's QA ePortfolio, the QA Committee can require a member to complete or revise their QA records, complete one or more Specified Continuing Education or Remediation Programs (SCERPs), complete a peer and practice assessment, or refer a registrant to the Inquiries, Complaints and Reports Committee for investigation of allegations of misconduct, incompetence, or incapacity.

# Ensuring Competence

Registrants in all practice settings demonstrate their commitment to continually improve their practice of the profession by engaging in continuing education and professional development activities, and by participating in the CMRITO QA Program. These actions help to assure the public that CMRITO registrants are competent now and in the future.

If you have any questions about the CMRITO QA Program, or your responsibilities under the QA Program, please contact the QA Team at 416.975.4353, 1.800.563.5847, or qa@cmrito.org.