



Notice of Referral

Policy 10.2

Section:	Registration		
Approved By:	Registration Committee	Public:	Yes
Approved Date:	August 18, 2009	Review Schedule:	Every 3 Years
Effective Date:	August 18, 2009	Last Reviewed:	
Amended Date(s):	September 7, 2022 December 12, 2024	Next Review Date:	June 2026

Legislative Requirements

In accordance with the Health Professions Procedural Code (the Code), being Schedule 2 to the *Regulated Health Professions Act, 1991*, if the Registrar refers an application to the Registration Committee, the Registrar must provide the applicant with notice of the statutory grounds for the referral and their right to make submissions to the Committee.

Policy

An applicant who has been referred to the Registration Committee will be provided with written notice of the referral that informs them of:

- the statutory grounds for the referral (being the grounds on which the Registrar referred the application to the Registration Committee)¹
- their right to make written submissions to the Registration Committee within 30 days of the date of the notice letter (unless the Registrar has specified a longer submission period, as they may do in certain circumstances)

An applicant's written notice of referral is sent by email to the email address they provide as part of the application process.

¹ For more information, please consult Registration Policy 10.1, Registration and Referrals to the Registration Committee or O. Reg. 31/24: Registration, which is available online, here: <https://www.ontario.ca/laws/regulation/240031>.