



COLLEGE OF CHIROPODISTS OF ONTARIO

Regulating Chiropodists and Podiatrists in Ontario

Policy: Registration Examination Failures

Date Created: December 2023

Review Dates:

Approved By: Registration Committee

Purpose of the Policy:

The College of Chiropodists of Ontario (“College”) issues certificates of registration to those who meet the qualifications set out in its Registration Regulation, made under the *Chiropody Act, 1991*.

The Registration Regulation states that, among other things, an applicant must successfully complete the College’s set of approved examinations. These examinations are: the written examination, the OSCE (clinical) examination and the jurisprudence examination.

The written examination and the OSCE examination test an applicant’s clinical competence. It is in the public interest that an applicant demonstrate the knowledge, skill and judgement to practice chiropody by receiving a passing grade for these examinations. Where an applicant attempts an examination multiple times, there is a reasonable concern that the applicant does not have the knowledge, skill and judgment to practice chiropody but has instead learned how to pass the examination. The written examination draws from a limited bank of questions and the OSCE examination contains a limited number of stations and scenarios that can test clinical competence.

Accordingly, to allow an applicant to attempt the examinations multiple times, after having failed each time, without additional training puts the public at risk. Therefore, where an applicant fails an examination twice, the Registration Committee shall determine whether additional training or experience is required of the applicant before allowing the applicant to take the examination again. It is in the public interest to ensure applicants who attempt the examination have sufficient training such that they can demonstrate the knowledge, skill and judgement to practice chiropody.

Authority for the Policy:

Section 6 of the Examinations Regulation, made under the *Chiropractic Act, 1991*, provides:

6. (1) Where an applicant fails the examinations conducted by the College and is eligible to try the supplemental examinations, the College shall notify the applicant of his or her eligibility and shall notify every eligible applicant of the time and place fixed for the supplemental examinations. O. Reg. 679/93, s. 6 (1).

(2) Where an applicant fails the supplemental examinations conducted by the College, he or she is not entitled to try further supplemental examinations but is eligible to try the examinations the following year. O. Reg. 679/93, s. 6 (2).

(3) Despite subsection (2), the Registration Committee may require an applicant who has failed the supplemental examinations to submit proof of remediation and upgrading in accordance with policy guidelines issued by the Committee before the applicant may be readmitted to the examination process. O. Reg. 679/93, s. 6 (3).

Accordingly, the Registration Committee has the authority under subsection 6(3) of the Examinations Regulation to require applicants who failed the examinations twice to complete additional remediation and upgrading before attempting the examination again.

Furthermore, on April 17, 2023, Council of the College approved regulatory amendments for submission to the Ministry of Health, which amendments required that an applicant who failed any registration examination three times must obtain additional education, upgrading and/or remediation, as appropriate to the examination failure, before proceeding with further examination attempts. This Registration Examination Failures Policy fills this regulatory gap prior to the coming into force of such amendments.

Procedure following Failure of Supplemental Examinations:

An applicant who has failed the supplemental examinations and who would like to attempt the examination again must meet the requirements set out by a panel of the Registration Committee.

The Registration Committee can require any one or combination of the following:

- (a) graduation from an approved educational program;
- (b) completion of remedial training; and/or
- (c) completion of upgrading.

An applicant must submit proof, in the form and timeframe required, that the applicant has met the requirements that were ordered by a panel of the Registration Committee.

References:

[O. Reg. 830/93: Registration Regulation](#)

[O. Reg. 679/93: Examinations Regulation](#)

Related Policies: None

Review of Policy: This policy will be reviewed every two years.