

## 2021 Fair Registration Practices Report

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### Q1

Please indicate which regulator you are and your main point of contact should we require follow up.

OACETT - Carol Warner, C.Tech., Deputy Registrar at cwarner@oacett.org

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### Q2

No

Section 1 - During the reporting period (January 1st– December 31st, 2021), please indicate if your organization has introduced any changes in the following areas impacting your registration processes by clicking on each of the appropriate boxes below. Registration requirements either through regulation, by-law or policy.

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### Q3

No

New or consolidated class of certificates or licenses

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### Q4

No

Assessment of qualifications

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### Q5

Timelines for registration, decisions and/or responses

Yes,

Description of change/improvement that would impact fair registration outcomes:

Timelines for decisions were extended briefly while transitioning to a new system.

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### Q6

No

Registration and assessment fees

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### Q7

No

Resources for applicants

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<b>Q8</b> Changes to internal review or appeal process	<b>No</b>
<b>Q9</b> Access by applicants to their records	<b>No</b>
<b>Q10</b> Mutual recognition agreements	<b>No</b>
<b>Q11</b> Training and resources for staff regarding registration	<b>Yes,</b> Description of change/improvement that would impact fair registration outcomes: We transitioned to the new database in February 2021. Staff received training and instructional videos were created for staff to ensure a smooth transition.
<b>Q12</b> Relationship with third party service provider(s)	<b>No</b>
<b>Q13</b> Accreditation of educational programs	<b>Yes,</b> Description of Change/Improvement that would impact Fair Registration Outcomes: We do not accredit college programs but we do accept programs accredited by Technology Accreditation Canada.
<b>Q14</b> Technological or digital improvements	<b>Yes,</b> Description of Change/Improvement that would impact Fair Registration Outcomes: In February, we transitioned to a Microsoft Dynamics 365 solution
<b>Q15</b> Anti-racism and inclusion-based policies and practices	<b>Yes,</b> Description of Change/Improvement that would impact Fair Registration Outcomes: The IETO Board completed the following: Human Rights 101, AODA Unconscious Bias and FARPACTA (Module 2)
<b>Q16</b> Organizational structure	<b>No</b>

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**Q17**

Contingency or continuity of operations plans

**No,**

Description of Change/Improvement that would impact Fair Registration Outcomes:

We do not have a formal plan, but we were able to continue to work remotely with minimal disruption. We will be creating operational plans in the future.

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**Q18**

Documentation requirements for registration

**No**

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**Q19**

English / French language proficiency testing

**No**

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**Q20**

Section 2 – If applicable, please list your organization's top three accomplishments during the reporting period that relate to fair registration practices.

1

**Continued to accommodate students in allowing them to write the PPE using the virtual proctor without paying the additional costs, and which OACETT absorbed.**

2

**Was able to meet our decision timelines after conversion to a new system was complete and stable.**

3

**Introduction of a self-serve member portal that provides details on information and documents received, status of application submission, outstanding requirements etc.**

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**Q21**

Section 3 – If applicable, please list the top three risks that impacted your organization's ability to achieve better registration outcomes for applicants during the reporting period. Please also indicate the measures you have taken to mitigate the impacts of these risks.

1

**Lower number of regular and student applicants due to financial strains. MITIGATION: Waived all late payment fees and offered payment deferrals.**

2

**Challenges for members to transition to a new database and portal. MITIGATION - Timely communication to membership to inform changes. -**

3

**Members unable to pay membership dues on time. MITIGATION - Waived reinstatement application fees.**

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**Q22**

**No**

Section 4 – Do you believe that you have a Canadian Experience Requirement (CER)? If so, please describe the applicant competencies that you seek to develop through this requirement in the comment box below CER: work experience or experiential training obtained in Canada.

**Q23**

**English**

QUANTITATIVE SECTION The following quantitative information is collected for the purpose of discerning statistical changes and trends related to a regulator’s membership, application volumes, licensure/certification results, and appeals year over year. Languages Indicate the languages in which you make available application materials and information about the application process.

**Q24**

Membership Data Demographics Data As of December 31, 2021, please indicate the number of members in each gender category identified below and the number of total members.

Total Male	<b>20394</b>
Total Female	<b>2256</b>
Total Non-binary	<b>1</b>
Gender not provided	<b>4</b>
Overall Total	<b>22655</b>

**Q25**

**No**

In relation to your members: Do you collect race-based data?

**Q26**

Do you collect other identity-based or demographics data?

**Yes,**  
Other (please specify):  
Gender, citizenship, country of education

**Q27**

**No**

Do you plan to collect race-based data in the future?

**Q28**

Class of License/Certificate Data As of December 31, of the reporting year, please indicate the number of members under each class or license category as applicable.

Full/Independent Practice	<b>17550</b>
All other classes	<b>5105</b>
Overall Total	<b>22655</b>

**Q29**

Jurisdiction where members were initially trained As of December 31, of the reporting year, please indicate the membership type and total number of registered members for each category listed below.

Ontario	<b>18244</b>
Other Canadian Provinces and Territories	<b>591</b>
USA	<b>90</b>
Other Countries	<b>3712</b>
Multiple and/or Unspecified Jurisdiction	<b>18</b>
Total	<b>22655</b>

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**Q30**

Please indicate the total number of registered members for the top 12 international countries or jurisdictions where these individuals obtained their initial education in the profession or trade.

1	<b>India 679</b>
2	<b>Philippines 472</b>
3	<b>England 357</b>
4	<b>Pakistan 210</b>
5	<b>China 104</b>
6	<b>Sri Lanka 97</b>
7	<b>Russia 97</b>
8	<b>USA 90</b>
9	<b>Germany 76</b>
10	<b>Hong Kong 70</b>
11	<b>Ukraine 68</b>
12	<b>Romania 60</b>

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**Q31**

Applications Data Demographics Data Indicate the number of applicants who filed an application between January 1 and December 31 of the reporting year, in each applicable category.

Total Male	<b>808</b>
Total Female	<b>152</b>
Total Non-binary	<b>2</b>
Gender not provided	<b>8</b>
Overall Total	<b>970</b>

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**Q32****No**

In relation to the applications, you received: Do you collect race-based data?

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### Q33

Do you collect other identity-based or demographics data?

Yes,

If yes, please indicate the type: :  
Gender, citizenship, country of education.

### Q34

Category of Applicants Number of applicants who voluntarily or involuntarily (through inactive and lapsed applications) withdrew from the application process between January 1 and December 31, 2021:

159

### Q35

Please indicate the total number of applicants from Ontario who filed an application between January 1 and December 31, 2021 for the following categories as applicable.

Number of Applicants	<b>910</b>
Number of Applicants Licensed/Certified	<b>265</b>
Average Time to Process Application in Weeks from First Point of Applicant Contact	<b>2</b>
Average Time to Process Application in Weeks from Receipt of all Required Documents	<b>4</b>

### Q36

Please indicate the total number of applicants from Canadian provinces and territories (excluding Ontario) who filed an application between January 1 and December 31, 2021 for each of the following categories as applicable.

Number of applicants	<b>21</b>
Number of applicants fully licensed/certified	<b>5</b>
Average Time to Process Application in Weeks from First Point of Applicant Contact	<b>2</b>
Average Time to Process Application in Weeks from Receipt of all Required Documents	<b>4</b>

### Q37

Please indicate the total number of certificate-to-certificate (labour mobility) applicants who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.

Number of applicants	<b>38</b>
Number of applicants fully licensed/certified	<b>38</b>
Average Time to Process Application in Weeks from First Point of Applicant Contact	<b>1</b>
Average Time to Process Application in Weeks from Receipt of all Required Documents	<b>1</b>

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### Q38

Please indicate the total number of applicants from international jurisdictions (not including USA) who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.

Number of applicants	<b>1</b>
Number of applicants fully licensed/certified	<b>1</b>
Average Time to Process Application in Weeks from First Point of Applicant Contact	<b>2</b>
Average Time to Process Application in Weeks from Receipt of all Required Documents	<b>4</b>

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### Q39

Please indicate the total number of applicants from multiple and/or jurisdictions not specified who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.

Number of applicants	<b>0</b>
Number of applicants fully licensed/certified	<b>0</b>
Average Time to Process Application in Weeks from First Point of Applicant Contact	<b>0</b>
Average Time to Process Application in Weeks from Receipt of all Required Documents	<b>0</b>

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### Q40

Please indicate the total number of applicants from accredited Canadian post-secondary institutions who filed an application between January 1 and December 31, 2021 for each of the categories as applicable.

Number of applicants	<b>970</b>
Number of applicants fully licensed/certified	<b>308</b>
Average Time to Process Application in Weeks from First Point of Applicant Contact	<b>2</b>
Average Time to Process Application in Weeks from Receipt of all Required Documents	<b>4</b>

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### Q41

Please indicate the total number of applicants who re-registered after withdrawing from the application process between January 1 and December 31, 2021 for each of the categories as applicable.

Number of applicants	0
Number of applicants fully licensed/certified	0
Average Time to Process Application in Weeks from First Point of Applicant Contact	0
Average Time to Process Application in Weeks from Receipt of all Required Documents	0

### Q42

Please provide any additional comments you may have for questions 33-41.

As we were not allowed to enter anything but numbers in the fields above, where it includes "0" means we do not track that information.

### Q43

Jurisdiction where applicants obtained their initial educationPlease indicate the total number of applicants for the top 12 international countries or jurisdiction where applicants obtained their initial education in the profession or trade.

1	<b>India 26</b>
2	<b>Philippines 14</b>
3	<b>Nigeria 4</b>
4	<b>Iran 3</b>
5	<b>Pakistan 3</b>
6	<b>Brazil 2</b>
7	<b>Jamaica 1</b>
8	<b>Venezuela 1</b>
9	<b>Ukraine 1</b>
10	<b>Ecuador 1</b>
11	<b>Kenya 1</b>
12	<b>Hong Kong 1</b>

### Q44

Processing Time As of December 31, 2021, how many full licenses/certificates did your organization issue?

17,550



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<b>Q45</b>	0 – less than 3 months	<b>0</b>
Please indicate the total number of applicants who received full licensure/certification between January 1 and December 31, 2021, according to the following timelines.	3 months – less than 6 months	<b>0</b>
	6 months – less than 12 months	<b>0</b>
	12 months – less than 18 months	<b>0</b>
	18 months – less than 24 months	<b>0</b>
	24 months and greater	<b>0</b>

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<b>Q46</b>	Age of Active Applications As of December 31, 2021 what were the total number of active applications in your case inventory?
Do not track	

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<b>Q47</b>	0 – less than 3 months	<b>0</b>
Please provide a breakdown (and total) of active applications according to the length of time (age) that they have been open.	3 months – less than 6 months	<b>0</b>
	6 months – less than 12 months	<b>0</b>
	12 months – less than 18 months	<b>0</b>
	18 months – less than 24 months	<b>0</b>
	24 months and greater	<b>0</b>
	TOTAL	<b>0</b>

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<b>Q48</b>	Ontario	<b>0</b>
Other Licenses/Certificates of Registration Processed Please indicate the number of applicants who were issued an alternative class of license* that your organization processed in the reporting year (January 1- December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.* An alternative class of license/certificate enables the holder to practice with limitations, but additional requirements must be met for the member to be fully licensed/certified.	Other Canadian Provinces and Territories	<b>0</b>
	Certificate to Certificate (Labour Mobility)	<b>0</b>
	USA	<b>0</b>
	Other International	<b>0</b>
	Multiple and/or Unspecified Jurisdictions	<b>0</b>
	TOTAL	<b>0</b>

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<b>Q49</b>	Ontario	<b>0</b>
Other Licenses/Certificates of Registration Processed Please indicate the number of applications, If applicable, who were issued an emergency license/certificate that your organization processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces and Territories	<b>0</b>
	Certificate to Certificate (Labour Mobility)	<b>0</b>
	USA	<b>0</b>
	Other International	<b>0</b>
	Multiple and/or Unspecified Jurisdictions	<b>0</b>
	TOTAL	<b>0</b>

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<b>Q50</b>	Ontario	<b>0</b>
Other Licenses/Certificates of Registration Processed Please indicate the number of Provisional license/certificate or alternative class of license/certificate holders who were fully licensed/certified by your organization which were processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces and Territories	<b>0</b>
	Certificate to Certificate (Labour Mobility)	<b>0</b>
	USA	<b>0</b>
	Other International	<b>0</b>
	Multiple and/or Unspecified Jurisdictions	<b>0</b>
	TOTAL	<b>0</b>

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<b>Q51</b>	Ontario	<b>0</b>
Number of Reviews and Appeals Processed State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2021). For applicants who were subject to an internal review or who were referred to a statutory committee of your governing council, such as a Registration Committee. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces	<b>0</b>
	USA	<b>0</b>
	Other Countries	<b>0</b>
	Multiple and/or Unspecified Countries	<b>0</b>
	TOTAL	<b>0</b>

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<b>Q52</b>	Ontario	<b>0</b>
State the number of reviews and appeals that your organization processed in the reporting year (January 1-December 31, 2021). For applicants who initiated an appeal of a registration decision. Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.	Other Canadian Provinces	<b>0</b>
	USA	<b>0</b>
	Other Countries	<b>1</b>
	Multiple and/or Unspecified Countries	<b>0</b>
	TOTAL	<b>1</b>

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## 2021 Fair Registration Practices Report

### Q53

State the number of reviews and appeals heard in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
USA	0
OtherCountries	1
Multiple and/or Unspecified Countries	0
<b>TOTAL</b>	<b>1</b>

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### Q54

State the number of registration decisions changed following an appeal and/or review that your organization processed in the reporting year (January 1-December 31, 2021). Enter the data by the jurisdiction where applicants were initially trained in the profession, i.e. before they were granted use of the protected title or professional designation in Ontario.

Ontario	0
Other Canadian Provinces	0
USA	0
OtherCountries	0
Multiple and/or Unspecified Countries	0
<b>TOTAL</b>	<b>0</b>

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### Q55

List the top three reason for appeals (by percentage) of a registration decision

1 **Credit for academics - 100%**

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### Q56

List the top five reasons (by percentage) for not Issuing a License/Certification to Internationally Trained Individuals

1 **Academic equivalency did not reach certification minimum - 100%**

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### Q57

List the top Five Reasons (by percentage) for not Issuing a License/Certification to Canadian Graduates

1 **Not applicable**

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### Q58

Please provide any additional comments you may have:

Questions 45 to 50 show "0" as we are not allowed to enter text. The actual response is "do not track" for questions 45 -47 and "not applicable" for the questions related to other licenses as we do not issue these.

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