

**Mission Statement**

The Alberta College of Medical Diagnostic and Therapeutic Technologists exists so that the public is assured of receiving safe, competent and ethical diagnostic and therapeutic care by regulated and continually advancing professions.

# Registration Change Application: Leaving Practice

Section 1: Member Information			
ACMDTT #	Legal last name	Legal given name(s)	Practice name (If different from legal name)
Gender  <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> X	Telephone	Email	
Section 2: Specialty(s)		Section 3: Registration Change	
<input type="checkbox"/> Radiological <input type="checkbox"/> Radiation Therapy <input type="checkbox"/> Nuclear Medicine <input type="checkbox"/> Magnetic Resonance <input type="checkbox"/> Electroneurophysiology		<b>Current Registration</b> <input type="checkbox"/> General practice permit <input type="checkbox"/> Temporary Practice Permit <input type="checkbox"/> Non-practicing associate	<b>Registration Change</b> <input type="checkbox"/> I hereby resign <input type="checkbox"/> Non-practicing associate  <b>Effective Date</b> <small>The change date must be after your last full working day</small> DD                      MM                      YYYY
Note:			
<ul style="list-style-type: none"> <li>• Please see attached guide for refund policy and reinstatement requirements.</li> <li>• If you are moving to a regulatory College/Association (e.g. Ontario, Saskatchewan, New Brunswick, Nova Scotia) notify the College to send evidence of your professional standing to your new regulator or association prior to resignation.</li> <li>• As per the <i>Health Professions Act (HPA)</i>, you are considered a regulated member for two years following the date of registration change.</li> </ul>			
Section 4: Declaration of Continuing Competence Compliance			
I hereby acknowledge that I am responsible for compliance with the Continuing Competence Program (CCP) for the number of months I have held a full practice permit. (Please refer to the CCP hours chart in section 5 of the guide sheet)			
Applicant's signature _____		Date (DD/MM/YYYY) _____	
Section 5: Declaration of Compliance (check all boxes that apply)			
<input type="checkbox"/> I verify that all statements contained in this application are accurate. <input type="checkbox"/> I understand that I must hold a general or temporary practice permit issued by the College prior to practicing the profession in Alberta. Practice involves not only the clinical and technical aspects of the profession; it also includes, but is not limited to functions of education, management, research, administration and supervision. <input type="checkbox"/> I understand that I cannot use the protected titles (i.e., MRT(R), MRT(NM), ENP) or practice with the title of medical radiation technologist or electroneurophysiology technologist in Alberta, as a non-practicing associate member or if you choose to resign. <input type="checkbox"/> I understand that the qualifications for application into the general register are subject to change without notice and I may not comply with the qualifications in force now or in the future. <input type="checkbox"/> As per section 48(1) of the HPA, a person who meets the requirements of section 46(1) but does not comply with a request under section 46(2) is guilty of an offence. <input type="checkbox"/> I understand that it is unlawful to practice in Alberta without registration from the College. The HPA clearly stipulates that in order to practice the profession, I must be registered with the College, if I do not register prior to practicing, it constitutes an offence, which is up to a fine of \$2,000 for the first offence.			
Applicant's signature _____		Date (DD/MM/YYYY) _____	

## Registration Change Application: Leaving Practice Guide

The *Health Professions Act* (HPA) requires that all persons who are practicing radiological technology, nuclear medicine technology, magnetic resonance technology, radiation therapy and electroneurophysiology technology in Alberta must hold a valid and current registration with the College. The practice involves not only the clinical and technical aspects of the profession; it also includes, but is not limited to, functions of education, management, research and administration.

### Section 1: Member Information

Information you provide is protected as per the College's Privacy Policy available on the College website at [www.acmdtt.com](http://www.acmdtt.com), under the tab titled 'Members'.

#### Legal name vs. Practice name

You must provide your legal first and last name as registered with national, provincial and/or local government. Practice name is the name under which you would be identified by your employer, colleagues and/or patients.

#### Gender

By introducing an 'X' gender designation in our application, we are taking an important step towards advancing equality for all Canadians regardless of gender identity or expression.

### Section 2: Specialty(s)

Indicate the specialty(s) in which you are currently registered.

### Section 3: Registration Change

Indicate your Registration type that you are currently registered as, and the change that you would like. In reference to any remuneration, please consult the Refund policy below.

#### Refund Policy

Registrants who provide a completed [Registration Change Application: Leaving Practice](#) form by **June 30** may be eligible for a refund, as provided in the table below:

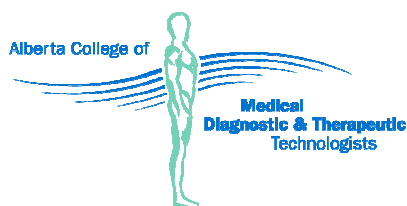
General to Resignation/Associate	
January 1 – June 30	\$225 refund
July 1 – December 31	No refund

#### Returning to general register in the future

You will have to meet all registration requirements in place when you apply for general register to practice in Alberta.

These include:

- Completed General Registration Application
- Appropriate fees
- Original copy of the Criminal Record Check
- Evidence of your diploma/degree in your specialty, if you have not previously provided this to the College
- Evidence of CAMRT or CBRET certification in your specialty, if you have not previously provided this to the College
- You will also be required to have completed a minimum of 800 hours of practice in the five-year window previous to the date your completed application is received at the College. Work hours in your profession from outside Alberta may be used towards meeting this requirement. Practice involves not only the clinical and technical aspects of the profession; it also includes, but is not limited to functions of education, management, research, administration and supervision.
- Complete the Regulation Education Module (REM) (This only applies to registrants who have resigned)



After you have provided a completed application to the College, the College will email you the website and login information to access the online REM.

**If you are resigning because you have ceased practice or intend to practice outside Alberta, please know:**

- If you plan to practice in another jurisdiction, you may email, fax or mail the College your request to send evidence of your professional standing to your new regulator or association. There is no fee for this service.
- Once the College processes your request for resignation, your authority to practice the profession in Alberta ceases immediately.

**If you are changing from a general practice permit to a non-practicing associate registration, please know:**

- Associate members are not allowed to practice any aspect of the profession. This means that associate members are not allowed to perform any clinical and technical aspects of the profession; as well as functions of education, management, research and administration.
- If you are renewing or changing to associate registration you will need to apply for enhanced practice and/or additional authorization at the time you reinstate your practice permit.
- Associate members are not permitted to use protected professional titles. This means that once you cease being a regulated member, you may not legally use your protected title (i.e., MRT(R), MRT(NM), ENP) or practice with the title of medical radiation technologist or electroneurophysiology technologist in Alberta.
- When you reinstate your practice permit in the future you will be required to have 800 hours of professional practice in your primary specialty within the five-year window previous to the date your application to return to practice is received at the College. 160 hours of practice is required in the same timeframe for secondary or subsequent registration.
- Associate members are not required to meet continuing competence requirements. If you have been selected to participate in a continuing competence audit and have not yet met your audit requirements, you will be required to do so at the time you apply to reinstate your practice permit.

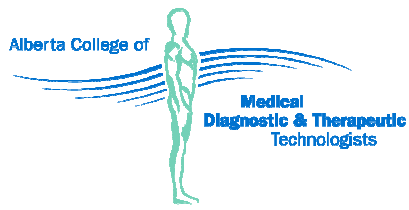
**Section 4: Declaration of Continuing Competence Compliance**

Your signature means that you had complied with the Continuing Competence Program (CCP), including your self-assessment of practice, your personal learning plan and your appropriate hours of learning activities, during the time that you have held a general practice permit.

Those members who have not held a general practice permit for an entire CCP cycle are required to complete learning for those months, or part thereof, in which they held a general permit. For a breakdown of required hours, please see the following chart.

**Breakdown of minimum CCP hours required**

First Month of Registration	Months with Full Practice Permit	Total Required Hours	First Month of Registration	Months with Full Practice Permit	Total Required Hours
September	12	24	March	6	12
October	11	22	April	5	10
November	10	20	May	4	8
December	9	18	June	3	6
January	8	16	July	2	4
February	7	14	August	1	2



### **Section 5: Declaration of Compliance**

You must sign and date the declaration section of the form in order to complete your application. Your signature means that you have read, understand and agree to all statements you have checked in this section.

#### **After your application is submitted to the College:**

The College will attempt to process your application within four business days of receiving the completed application form. The College will send you an email to confirm your resignation.

*It is unlawful to practice the profession in Alberta without a valid practice permit issued by the College.*