



Criminal Background Check

FACT SHEET

College of Homeopaths of Ontario

We welcome your comments, questions, concerns, and requests for information.
163 Queen Street East, 4th Floor, Toronto, Ontario M5A 1S1
Toll-Free: 1-844-862-4780 Tel: 416-862-4780 Fax: 416-874-4077

What is a Criminal Background Check?

A criminal background check in Canada is a search of the RCMP database called the National Repository of Criminal Records. The search is based on an individual's name and date of birth. A background check may include a search of a Canadian police service's local records, which may reveal information that has not been reported to the RCMP.*

Why does the College require a Criminal Background Check for registration?

As part of its mandate to protect the public, the College must consider the qualifications of all applicants, including character, and be assured that all Registrants can be expected to practise safely and without endangering the public. For this reason, all Registrants must notify the College of any criminal convictions. And all applicants must disclose any information which should be considered including any previous findings against themselves or any current or pending proceedings against them that would call into question their suitability to practise the profession safely and professionally.

The College acknowledges that the result of a criminal background check does not guarantee that there is no future risk of injury to clients or of unethical conduct. Nevertheless, the College requires the criminal background check as part of its effort to promote the safety and quality of the health care environment. A criminal record check provides official confirmation of information already self-reported by the individual on their application form. Generally, the background check is required only once at the time of application.

Do I need to complete a Vulnerable Sector Search?

For registration purposes, a standard criminal background check based on name and date of birth is the only search required. If the results of the background check indicate "incomplete," then fingerprinting, vulnerable sector verification, or other information may be required. If the results of the background check indicate a "positive" criminal record then the applicant will need to provide full details to the College. The College will notify you if more information is necessary once it has received your original criminal background check. For more information please read policy REG GR 02 Criminal Background Check.

Do I need to notarize my Criminal Background Check?

No. The College requires the original criminal background check report which is generally stamped or sealed by the issuing police office or imprinted with a watermark; notarization is not necessary.

What should the timing be of my Criminal Background Check? Is there a time limit?

The report must show that the search was conducted no more than twelve months before the date that the application form is submitted.

What if I have previous names and/or nicknames?

The College recommends that you declare all legal names, including any previous legal names, to the police when you complete your criminal background check. When the College reviews your application for registration we will be verifying that the birth date and names declared on the application form match the birth date and names on the criminal background check. If the names do not match it could result in delays to the processing of your application. Nicknames and alternate common names are not necessary on the criminal background check.

What do I do if I live outside of Canada?

If you live outside of Canada you may provide the original copy of a criminal background check conducted by the local police department where you practise homeopathy.

What happens if I have a positive criminal record?

The result of a criminal background check is not the only factor in determining registration. If the report indicates a positive finding, the Registrar shall refer the application to the Registration Committee, which will then consider all of the information provided with the application form before making a decision. You will have the opportunity to provide additional information if you wish.

How much will it cost?

The fees for a criminal background check are determined by the police department. Contact your local police service to find out about fees and processing times.

* This information can be found on the Canadian Police Information Centre (CPIC) website: <http://www.cpic-cipc.ca/English/crfactsheet.cfm>