



College of Homeopaths of Ontario
163 Queen Street East, 4th Floor, Toronto, Ontario, M5A 1S1
TEL 416-862-4780 OR 1-844-862-4780
FAX 416-874-4077
www.collegeofhomeopaths.on.ca

Refresher Program Factsheet – Registration

Please note that it is recommended that the CHO review your completed pre-assessment file or application for registration in its entirety prior to completing the Refresher Program in order to determine if the Refresher Program is right for you. Upon completed review of your pre-assessment file or application CHO will provide you with a summary of noted gaps in your education and clinical training against CHO entry-to-practice competencies and registration requirements. The gaps may be covered by successfully completing the CHO Refresher Program or may require to you undergo a broader specified training plan. The CHO will provide you with a personalized specified plan so that you may clearly understand how to fill any gaps between your education and clinical training and the CHO registration requirements.

What is a College of Homeopaths of Ontario Refresher Program?

The Refresher Program is a live, interactive supervised clinical practice program which provides the Registration Committee with a greater assurance of the applicant's knowledge, skill and judgment in a clinical environment. The Refresher Program also focuses on components of practice which are specific to the Ontario healthcare environment including informed consent, record keeping, and privacy and confidentiality. The Refresher Program provides the applicant with an opportunity to clearly demonstrate his/her ability to the supervisor.

The Refresher Program is structured and evaluated to ensure demonstration of the *College of Homeopaths of Ontario (CHO or the College) Entry-to-Practice Competency Profile for Homeopaths Practising in Ontario* and the Ontario Regulation 18/14, Registration requirements.

Why do I need to take a Refresher Program?

In the case of entry into the profession, the successful completion of a Refresher Program may be necessary if:

1. There is a gap between the College's registration requirements and the applicant's experience at the time of application.
2. The Registrar has doubts, on reasonable grounds, about whether the applicant fulfils the registration requirements.
3. It has been a lengthy period of time since the applicant last practiced the profession of homeopathy.
4. The applicant does not clearly or sufficiently demonstrate the required knowledge, skill and judgment, education or training, or recent clinical practice experience so that the Registration Committee may determine eligibility for registration.

In other words, the degree of disparity between the applicant's experience at the time of application against the registration requirements, may trigger the requirement to complete a CHO approved Refresher Program.

Disclaimer: It is important to note that taking a CHO approved Refresher Program does not guarantee that the applicant can successfully complete the Individual Assessment process or satisfy the registration process. Applicants must successfully complete the Refresher Program and all other registration requirements to be considered for entry into the College.

How does the program work?

The applicant may take their letter of referral to the program provider of their choice. The program administrator will provide information and guidance to ensure each applicant understands the program requirements.

What is expected of the applicant?

Applicants will be required to undergo supervised clinical practice including taking a specified number of live initial and follow-up visits with a variety of patients. Applicants will report to the clinical supervisor to discuss the cases,

ensure full and accurate patient records, complete case analysis demonstrating the CHO entry-to-practice competencies, and submit reports or undergo testing required by the program provider.

How long will the program be?

Most refreshment requirements can be completed within three (3) months or less on a very part-time/casual basis (i.e. 5 to 10 hours per week). Talk to the Refresher Program administrator to determine the pace that's right for you.

The Registration Committee or Registrar will specify the minimum number of initial patient visits and follow-up visits required during the clinical refreshment program.

The required number of cases to be completed within the Refresher Program will depend on all relevant factors from the applicant's application including the number of years out of practice, recent practice experience and continuing education and professional development activities, or any other factor identified by the Registration Committee or Registrar. These factors can affect an individual's retention of knowledge and skills.

Who offers a CHO approved Refresher Program?

Providers include:

Canadian College of Homeopathic Medicine, 1881 Yonge St #500, Toronto, ON M4S 3C4

Phone: (416) 966-2350; Website: www.homeopathycanada.com

Is the Refresher Program in-person?

Yes. A portion of the supervision process must include an in-person component. In-person may mean physically in the same place, but can also mean by telephone or an interactive web-based electronic mode of communication. Talk to the Refresher Program provider to determine the method of supervision that's right for you. Keep in mind that some providers only offer in clinic training.

What are the specific content requirements of the Refresher Program?

- The program must include a minimum of eight (8) initial patient visits and eight (8) follow-up visits. The program will build in flexibility to accommodate variation based on the College of Homeopaths of Ontario's (CHO or the College) review of each individual's unique situation.
- The program will be progressive in nature with the applicant's successful completion of a minimum of five (5) cases resulting in the demonstration of the specific competencies. Program Supplier is expected to evaluate the applicant against the CHO competency profile, and monitor the applicant for progressive improvement of knowledge, skill and judgment.
- The program is educational in nature and is an interactive supervised clinical practice experience which evaluates the participant's knowledge, skill and judgment in a clinical environment.
- The program influences and evaluates the applicant's case-taking and analysis approach to patient care to ensure the CHO attitudinal, Ontario-specific, and general clinical competencies are understood and incorporated into practice.
- The program incorporates components of practice which are specific to the Ontario health-care environment including informed consent, record keeping, and privacy and confidentiality.
- The manner of instruction, monitoring and supervision required will be at the discretion of the Supplier, nevertheless, the program must be structured, comprehensive, supervised and evaluated.
- Instruction and evaluation must be delivered in a transparent, objective, impartial and fair manner.
- Program providers will require applicants to observe patients, provide primary care to patients and submit case analysis reports. Resource and course materials will also be made available to assist applicants in their study.

Evaluation

Supervisors are required to assess whether the applicant demonstrates clinical proficiency, professionalism, and the ability to ensure the safety and protection of the patient. The Supervisor will indicate whether the applicant demonstrates or does not demonstrate the following areas/competencies:

Area 1: Ontario attitudinal competencies (1.1, 1.6, 1.7, 1.8, 1.9)

Ontario-based knowledge, skill and judgment clinical case-taking competencies (focus is on proficient process):

Area 2: Initial Intake (2.26)

Area 3: Informed Consent (2.25 a-f)

Area 4: Case-Taking – Consultation (2.28 a-e)

Area 5: Patient Communication and Rapport (2.30)

Area 6: Case Analysis and Repertorization (2.6, 2.8, 2.9, 2.19, 2.21, 2.32, 2.33, 2.34, 2.35 a-d, 2.36)

Area 7: Selection and Dispensing of Medicines (2.37, 2.38 a-c, 2.39 a-e, 2.40) [Note: The focus is on use of the appropriate process for the selection on a remedy.]

Area 8: Case Management and Follow-up (2.43, 2.46)

Area 9: Establishing a therapeutic relationship (2.27)

Area 10: Referrals, as appropriate (2.46)

Area 11: Review and communication of treatment plan (2.41)

Area 12: Record-keeping (2.41, 3.2 and 3.3)

Rating Descriptors

Demonstrated

Demonstration of clinical proficiency 5 out of 8 times (approximately 62.5%) for the stated competencies in each of the 12 areas.

Not-Demonstrated

Clinical proficiency was not demonstrated a minimum of 5 out of 8 times (less than 62.5%) for the stated competencies in each of the 12 areas.

How much does it cost?

The cost of the Refresher Program is \$1,000. The fee is based on eight (8) initial and a minimum of eight (8) follow up cases under supervision. Costs may vary if additional cases are required.

The cost and time commitment of the Refresher Program is not intended to be onerous to the applicant. The price is reasonable for a regulatory refreshment program, and in some cases quite inexpensive compared to the requirements of other regulated health professions.

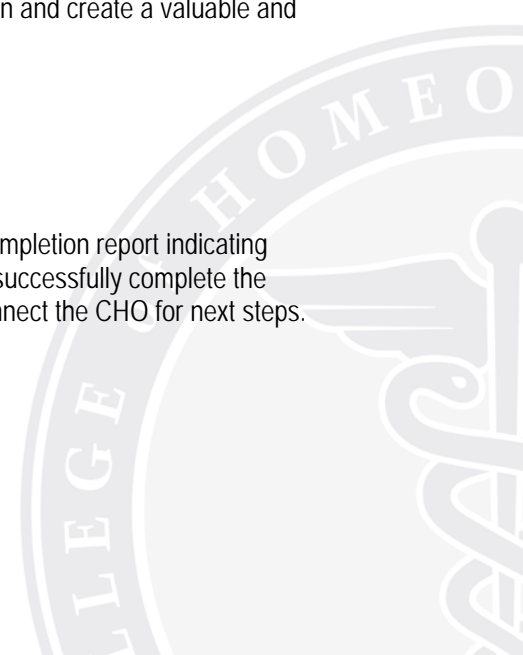
The Refresher Program is a fair, transparent, impartial and objective process in a structured, supervised, comprehensive and evaluated manner – these factors are important to public protection and create a valuable and positive experience for the applicant.

Who pays for the Refresher Program?

It is the applicant's responsibility to pay for the Refresher Program.

How will I know if I have successfully completed the Refresher Program?

The Refresher Program administrator will provide the applicant and the CHO with a completion report indicating status at the end of the program. The report will indicate if the applicant did or did not successfully complete the program. Once you have successfully completed the Refresher Program, you may connect the CHO for next steps.



How does the Refresher Program affect an application with the College?

If the CHO indicates it will register the applicant upon successful completion of a Refresher Program, receipt of the Refresher Program certificate of completion allows the CHO to complete the application review process, provided there are no other outstanding requirements.

If the applicant does not successfully complete the Refresher Program, he/she can retry the program.

If the applicant is not satisfied with the outcome of the Refresher Program, he/she may contact the Registration Coordinator for more information on the options to proceed with registration, as well as information in regards to the appeal process through the Health Professions Appeals and Review Board.

