Policy: **Re-Entry to Practice**

**Policy Number:** 1.4

**Policy Type:** Registration

**Date Approved:** Nov. 8, 2018

**Date Implemented:** Apr 10, 2019

1. **Currency of Practice**
   
   This policy is pursuant to Section 14 (2) (h) of the Medical Laboratory Technologists Act, 1995 and Section 17 of the Saskatchewan Society of Medical Laboratory Technologists (SSMLT) Regulatory Bylaws.
   
   The required knowledge, skills, and judgment used by Medical Laboratory Technologists (MLTs) changes rapidly. The SSMLT must ensure individuals possess and demonstrate the necessary competencies for the current work environment with the advancements in laboratory techniques, technologies, equipment and methodologies. As a regulatory body, SSMLT’s mandate is to ensure public protection and patient safety.

2. **Evidence: Currency of Practice**
   
   MLTs must provide evidence of currency of practice to be eligible for a Practicing Licence. Currency of practice is validated with the submission of the required Continuing Professional Education and Practice Hours as follows:

   2.1 **Continuing Professional Education (CPE)**
   
   To obtain and maintain a Practicing License in medical laboratory technology, MLTs must obtain at least 30 hours of Continuing Professional Education in the previous five years. Refer to the policy: [SSMLT Continuing Professional Education Policy](#)

   2.2 **Practice Hours (PH)**
   
   To obtain and maintain a Practicing License in medical laboratory technology, Medical Laboratory Technologists (MLTs) must work at least 1200 eligible practice hours as a MLT in the previous five years. Refer to the policy: [SSMLT Practice Hours Policy](#)

   Should a member or a new applicant not demonstrate currency of practice they are considered as Re-entry to practice.

3. **Re-entry to Practice Categories**
   
   Applicants or members may be deemed re-entry to practice under one of the following categories:

   3.1 **Membership lapsed**
   
   Former practicing MLTs that membership has lapsed for 5 years or less

   3.2 **Not Practiced**
   
   Former practicing MLTs that have not practiced for more than 5 years

   3.3 **IEMLT Applicants not eligible for Practicing Licence**
   
   Applicants that meet all registration criteria but do not possess the required CPE and/or PH for a licence.

   3.4 **Practicing members not eligible for renewal**
   
   SSMLT practicing members that do not have the required CPE and/or PH for renewal.

4. **Membership lapsed- Timeframe | 5 years or less**
   
   Applicants that are former practicing CSMLS certified MLTs in Canada that meet all other registration criteria and have practiced within the previous 5 years or less. To be eligible for a Practicing Licence they must fulfill the following requirements:

   - Submit evidence of at least 30 hours of CPE within the previous 5 years as outlined above; and
   - Submit evidence of at least 1200 PH within the previous 5 years as outlined above
5. **Not Practiced - Timeframe | 5-10 years**

This applies to applicants that are former practicing CSMLS certified MLTs in Canada or those CSMLS Certified IEMLTs that fall in section 7.2 of this Policy and meet all other registration criteria but have not practiced for more than 5 years (5 years plus a day), but less than 10 years.

5.1 To be eligible for a **Temporary Licence - working under supervision** limited to the discipline(s) refreshed, they must fulfil the following requirements:

- Complete a refresher course(s) totaling of at least 60 hours and approved by SSMLT in the discipline(s) they wish to practice

Upon receipt by SSMLT office of the successful completion of the above requirements a Temporary Licence working under supervision limited to the discipline(s) refreshed may be issued.

5.2 To be eligible for a **Practicing Licence** limited to the discipline(s) refreshed, they must fulfill the following requirements:

- Complete a minimum of 480 direct supervised practice hours by a licensed Practicing MLT as evidence of safe practice

Upon receipt by SSMLT office of Verification of Supervision form directly from the employer/supervisor a Practicing Licence limited to the discipline(s) refreshed may be issued.

6. **Not Practiced - Timeframe | 10 years or more**

This applies to applicants that are former practicing CSMLS certified MLTs in Canada or those CSMLS certified IEMLTs that fall into Section 7.2 of this Policy and meet all other registration criteria required for membership but have not practiced for 10 years (10 years plus a day) or more.

6.1 To be eligible for a **Temporary Licence - working under supervision** limited to the discipline(s) refreshed, they must fulfil the following requirements:

- Complete a refresher course(s) totaling at least 90 hours and approved by SSMLT in the discipline(s) they wish to practice

Upon receipt by SSMLT office of the successful completion of the above requirements a Temporary Licence working under supervision limited to the discipline(s) refreshed may be issued.

6.2 To be eligible for a **Practicing Licence** limited to the discipline(s) refreshed, they must fulfill the following requirements:

- Complete a minimum of 700 direct supervised practice hours by a licensed Practicing MLT

Upon receipt by SSMLT office of Verification of Supervision form directly from the employer/supervisor a Practicing Licence limited to the discipline(s) refreshed may be issued.

7. **IEMLT Applicants not eligible for a Licence**

This applies to applicants that are CSMLS certified and meet all other registration criteria required for membership, but do not have the required CPE and/or PH.

7.1 Should the applicant meet the PH requirements but not the CPE requirements, to be eligible for a Practicing Licence, they must fulfill the following requirements:

- Submit the required CPE

Upon receipt by SSMLT office of the required CPE, a Practicing License may be issued.

7.2 Should the applicant meet the CPE requirements but not the PH requirements, to be eligible for a Licence, they must fulfill the requirements outlined in Section 5 (not practiced in 5-10 years) or Section 6 (not practiced in 10 year or more.)
8. Practicing member not eligible for renewal
This applies to members that do not have the required Continuing Professional Education or Practice Hours for renewal. They may be issued a Temporary Licence- working under supervision until they fulfill the following requirements for a Practicing Licence:

• When CPE is deficient, submit or complete the required CPE
• When PH are deficient, complete a minimum of 480 direct supervised practice hours by a licensed Practicing MLT or the number of hours required to reach the required PH, whichever is less.

Upon receipt by SSMLT office of evidence of the required CPE and/or PH, a practicing licence may be issued.

9. Expanding Scope of a Licence- limited to a discipline(s)
Applicants working under a licence limited to a discipline(s) may expand the scope of this licence to include additional discipline(s) after they have completed the following:

• Successful completion of an approved refresher course(s) for that discipline(s). Submit documentation of refresher course to SSMLT office to receive authorization to work under direct supervision in the additional disciplines(s) that have been refreshed.
• Successfully complete a minimum of 480 direct supervised practice hours by a licensed Practicing MLT in each additional discipline(s)

Upon receipt by SSMLT office of Verification of Supervision form for additional practice discipline(s) directly from the employer/supervisor, the licence may be upgraded to full practicing or practicing limited to the specific discipline(s) or area(s) that have been refreshed.

10. SSMLT review
If cases arise which do not fall within the scope of this policy, the Professional Practices committee will review each case on an individual basis and render a decision on the requirements for returning to practice.