

For each Advanced Competency Certificate that you wish to acquire, you must:

1. Identify a supervisor and secure their signature on the Notice of Intent and Application form, indicating assent to supervise the Program of Study & Training.

### **Who May Supervise a Program of Study & Training**

An individual may supervise a registrant during their Program of Study & Training to become eligible for an Advanced Competency Certificate if:

- a. the individual is a full regulated or restricted purpose regulated registrant of the College who:
  - i) holds a valid Certificate of Practice,
  - ii) holds a valid Advanced Competency Certificate for that specialized health care service, and
  - iii) has been approved by the Registrar.

OR

- b. the individual is of another regulated health profession who is legally permitted and competent to perform the service and has been approved by the Registrar.
2. Submit Notice of Intent and Application Form to pursue Advanced Competency Certification to the CASLPM Office.
  3. Upon receipt of the Notice of Intent and Application Form, the Registrar will confirm that the supervisor is approved. You will receive written indication that you may proceed with the program of study and training; a Program of Study and Training form will be provided to you at that time.
  4. Satisfy any pre-requisites, as indicated by the Program of Study and Training form, under the supervision of the approved supervisor.

All study and training components documented in support of the advanced competency certification must be completed no more than three (3) years prior to applying for the advanced competency certificate.

Once you have completed the program of study and training, then you must:

5. Submit a completed Program of Study and Training Summary Form, and any other evidence that may be required.
6. Pay the Advanced Competency Certification fee, as indicated in the Annual Practice Fees section of CASLPM's website.

The Advanced Competency certificate must be renewed every three years, and remains valid providing you maintain a valid Certificate of Practice.