



Nova Scotia College of Chiropractors

Board Policy: NSCC Members

Seeking Out-of-Province Registration

*Approved by
the Board of
the NSCC*

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Revised

*Pages
2*

1. Application Process

- a) A chiropractor seeking an “out-of-province registration” must fulfill all of the requirements for “registration” set out in Sections 4(1) or 4(2) of the Regulations and in the NSCC Policy Manual, and must first become either a practicing (full- or part-time active) or a non-practicing (non-practicing or retired) registrant.
- b) Registrants who are not in good standing with the NSCC or those who are practicing under a conditional registration are not eligible for out-of-province registration.
- c) Practicing or non-practicing registrants who are applying for an out-of-province registration must provide the Registrar of the NSCC with:
 - i) Completion of the application form prescribed by the NSCC; and,
 - ii) Evidence of his/her registration status (practicing or non-practicing) in the other jurisdiction.
- d) For registrants, any fees that were prepaid for the calendar year are not refundable and will be used for the remainder of the year. The out-of-province registration fee in the amount of \$500 will only come into effect on the following calendar year and will be due on December 1st prior to each following year.
- e) Once an out-of-province registration is granted, a practicing registrant must return his/her current certificate of registration to the Registrar.

2. Renewal Process

- a) An out-of-province registration will be renewed at the end of each calendar year; there are no time restrictions associated with out-of-province registration.
- b) For renewal, out-of-province practicing registrants must provide the Registrar with the following information:
 - i) Payment of the registration fee in the amount of \$500 payable to the Nova Scotia College of Chiropractors by certified cheque in Canadian funds by December 1st in each year;
 - ii) Evidence of peer assessment if one was conducted in the other jurisdiction during that calendar year;
 - iii) Evidence of completion of continuing education hours attended on that year (out-of-province registrants are required to complete 24 Board approved CE hours for every two year period); and,

- c) Evidence of good standing in the other jurisdiction.
- d) If the above renewal requirements are not met by December 1st in each year, the practicing registrant's out-of-province registration will be suspended on December 31st.
- e) Out-of-province practicing registrants must also provide evidence of professional liability insurance with minimum coverage equivalent to practicing registrants in the province (refer to the NSCC Policy Manual).
- f) Out of province non-practicing registrants must simply provide the Registrar with payment of the registration fee in the amount of \$500.00, payable to the NSCC by certified cheque in Canadian funds by December 1st in each year. If this requirement is not met by that time, the out of province registration will be suspended on December 31st.

3. Restoration of Registration Status

- a) An out-of-province registrant must notify the Registrar of his/her intention to return to the province and restore his/her previous registration status.
- b) Practicing out-of-province registrants who are seeking to restore their practicing NSCC registration must comply with the following:
 - i) Registrants must successfully complete the Board prescribed Jurisprudence Examination. The Examination will be held at a regular schedule of twice yearly, administered by the NSCC Board. Special sittings of the examination may be permitted with appropriate proctor arrangements at an additional fee of \$500.00. Registrants must notify the Registrar's office at least 45 days prior to the date of the jurisprudence examination;
 - ii) Registrants must provide a letter of good standing from the other jurisdiction in which registration to practice chiropractic was held;
 - iii) Registrants must provide evidence of completion of 24 hours of Board-approved Continuing Education during the previous two years (if the information was not provided earlier during the renewal process). Should the registrant be unable to meet the required CE standard, the Board may consider granting conditional registration for a period of one year during which the registrant must complete any remaining portion of this requirement. These CE hours are in addition to required hours of all registrants for every two years of registration;
 - iv) Registrants must provide evidence of completion of a peer assessment if one was conducted in the other jurisdiction. Should an assessment not be conducted, the Board may grant conditional registration for a period of one year during which Peer Assessment can be conducted. Full registration will be subject to successful completion of the Peer Assessment.
- c) Non-practicing out-of-province registrants who are seeking restoration of their non-practicing registration in the province have no additional requirements. However, should non-practicing out-of-province registrants wish to change their registration status to a practicing chiropractor in the province on their return, they must fulfill the requirements set out in Sections 12 and 13 of the Chiropractic Regulations.