

## Certificates of Professional Conduct – Requirements for Licensure in Nova Scotia

<b>SECTION</b>	<b>Registration</b>		
<b>APPLICABLE LEGISLATION</b>	<b>Medical Practitioners Regulations pursuant to the <i>Medical Act</i> – Section 16 (3) and subsequent sections for all classes of licence</b>		
<b>Approved by :</b> Registration Committee Executive Committee	<b>Approval Date</b> June 16, 2017, June 26, 2017	<b>Reviewer</b> Associate Registrar	<b>Review Date</b> June 2019

### POLICY

All applicants for registration, whether currently or previously registered or licensed in another jurisdiction, must provide a Certificate(s) of Professional Conduct to the College of Physicians and Surgeons of Nova Scotia (College) from any other jurisdiction.

All members, at the time of annual licence renewal, are required to disclose any practice outside of Nova Scotia that has taken place since the last renewal and are required to provide a Certificate of Professional Conduct from all jurisdictions in which he or she has practised.

The College will only accept original, currently dated Certificates of Professional Conduct. Information available via a licensing authority's website is not accepted.

It is the physician's responsibility to inform the College if, at any time within the previous twelve (12) month period:

- he or she becomes subject to a complaint or disciplinary action outside of Nova Scotia; or
- his or her hospital privileges have been altered in any way; or
- he or she has been a named Defendant in civil litigation regarding their medical practice, subject to criminal charges or charges under the *Controlled Drug and Substances Act*

Failure to do so may be viewed by the College as professional misconduct.

### Information required by the College

A Certificate of Professional Conduct must include the following information:

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1. Name and address of the physician (office address only);
2. Registration number;
3. Registration history;
4. Medical Identification Number for Canada (MINC);
5. Degree, medical school and year of graduation;
6. Other qualifications;
7. The classification or status of the licence;
8. Specialty qualifications registered with the College; and
9. Complaint and disciplinary history
10. Conditions
11. Practice or Competency Assessment for the purpose of licensure

Information regarding complaints and disciplinary information against physicians shall include dates and particulars of any:

- Hearing Committee decisions;
- Findings of professional misconduct or conduct unbecoming;
- Findings of incompetence or impairment;
- Suspensions or revocations of licensure;
- Terms, conditions or limitations of licensure;
- Consensual reprimands;
- Recent cautions (within the last three years);
- Complaints resulting in dispositions other than Caution if, in the opinion of the Registrar, there is a pattern of complaints;
- Open complaint(s)