

## Restoration or Reactivation of Licence

<b>SECTION</b>	<b>Registration</b>		
<b>APPLICABLE LEGISLATION</b>	<b>Medical Practitioners Regulations - Section 8</b>		
<b>Approved by :</b>	<b>Approval Date</b>	<b>Reviewer</b>	<b>Review Date</b>
<b>SLT</b>	<b>Sept 2017</b>	<b>Associate Registrar</b>	<b>Sept 2019</b>

### POLICY STATEMENT

Physicians will not be required to provide a completed application to the College of Physicians and Surgeons of Nova Scotia (College) when restoring or reactivating their licence if it is within 12 months of the expiration of their licence. Physicians will be required to provide additional documentation at the discretion of the Registrar, depending upon their circumstance.

**For physicians who have voluntarily relinquished their Nova Scotia licence**, the licence may be restored on payment of the current annual licence fee, plus any other requirements at the discretion of the Registrar.

**For physicians who have allowed their Nova Scotia licence to expire** without notifying the College in writing, the licence may be restored on payment of the current annual licence fee, the late fee and the restoration fee, plus any other requirements at the discretion of the Registrar.

If a physician wishes to restore or reactivate their Nova Scotia licence after 12 months have passed since the licence was last active, the physician must complete the application process for a new licence. The physician will be required to complete a new application form, pay the fees and provide required documentation. Consideration will be given for original or notarized documents previously provided to the College, such as medical degree and specialty certificates.

### Temporary Licence for Locums

If a physician has held a Temporary Licence with the College within the previous 12 months and wishes to provide additional locum services, the physician may be eligible to reactivate their Temporary Licence by paying the monthly licence fee, plus any other requirements at the discretion of the Registrar.

If 12 months or more have passed since the physician last **completed** an application form for a licence in Nova Scotia, a new application form will be required.

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If more than one year has passed since a physician last held an active locum licence in Nova Scotia, he/she will need to reapply for a licence.

### Scope of practice

It is every physician's professional responsibility to practice only within a scope for which they are appropriately trained and competent. The College is mandated to ensure that physicians practice in a competent manner within their chosen area. For information on scope of practice please refer to [Guidance to Physicians Contemplating a Change in Clinical Scope of Practice](#).

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**FOR OFFICE USE ONLY:**

Please complete the following checklist to determine who should be notified when a new policy has been developed or an existing policy has been revised or retired:

- Does/should the policy reside on the CPSNS website? If so, notify the Communications Officer.
- Does the policy effect other departments? If so, notify the following departments:
  - Administration
  - Professional Conduct
  - IT
  - Physician Performance
  - Registration
  - Registrar’s Office
- Does the policy effect external stakeholders? If so, list those who need to be notified.
  - Canadian Medical Protective Association
  - Doctors Nova Scotia
  - Nova Scotia Department of Health and Wellness
  - Nova Scotia Health Authority
  - Royal College of Physicians and Surgeons of Nova Scotia
  - College of Family Physicians of Canada
  - Federation of Medical Regulatory Authorities of Canada
  - CPSNS Legal Counsel
  - Other:

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