

## **CMA INACTIVE REGISTRATION CATEGORY**

In agreement with the *Health Professions Act (HPA, section 33, 132)*, the College of Midwives of Alberta (CMA) shall establish a register for non-practicing members. An applicant may apply for this register, if all the following conditions are met:

1. The applicant must be registered with the CMA as a General Registrant
2. The applicant must not be in default of any fee or other amount owing to the CMA
3. The applicant must inform the CMA of any information that is required

This register will apply to registrants that are on a leave of absence, have left the province, have retired or have decided to work in another capacity (example: research, administrative).

Currently we have registrants that are on a leave of absence (parental leave, study leave, medical leave), have left the province, registrants that have retired and or are working in another capacity.

### What changes when a General Registrant moves to the Inactive register?

A registrant in the inactive register:

- Is not permitted to practice midwifery in Alberta
- Is not required to maintain professional liability insurance
- Is not required to maintain the competence assessment components (Certificates in NRP, CPR, FHS and Obstetrical Emergency Skills are not required to be updated until the registrant wishes to return to practice).
- Is not subject to active practice requirements
- May use the protected title: “Midwife (inactive)” “RM (inactive)” “Registered Midwife (inactive)”

### What remains the same when a General registrant moves to the Inactive register?

A registrant in the inactive register:

- Must renew their inactive registration each year during renewal period from November to December
- Is listed on the CMA Register as registered in the Inactive category with the status: “leave of absence”, “retired”, “left the province”, “working in another capacity”
- Has access to vote in CMA Council elections and may also serve as a Council member and or Committee member
- Has access to the CMA Portal, CMA newsletter and updates

As an inactive registrant, the following midwifery-related activities are permitted:

- Research
- Work as a contractor at the CMA

- Work in an administrative role in maternity/midwifery care

Inactive registrants must not provide care that is in the scope of midwifery practice. If they wish to practice midwifery and provide midwifery care, they must change their registration and move to the General register.

A registrant may maintain an Inactive registration for a maximum period of 2 years. If a registrant exceeds the 2 years period as inactive and decides to return to practice, a Registration Committee review will be required.

## CHANGING REGISTRATION CATEGORIES

Registrants are required to submit an application to the CMA to change their registration if they will not be practicing midwifery in Alberta or to resume midwifery practice in Alberta.

Applications for change of registration category may be submitted at any time during the year, however, processing times vary depending on the type of class change, and if the application is received during renewal period from November to December.

These changes will apply as of January 2022.

### Types of Registration Changes

1. General to Inactive register
2. Inactive to General register
3. Inactive to General Register requiring a CMA Registration Committee review

Application for a change of registration should be requested through the CMA portal and the completed form submitted through email to [admin@albertamidwives.org](mailto:admin@albertamidwives.org).

After submitting your application, you will receive an email acknowledging receipt of your application within 3 business days.

Registration changes to the General register during renewal period from November to December may require additional time for the CMA to process. Please submit your application as early as possible to allow sufficient time for processing.

#### 1. General to Inactive register

Registrants in the General register who wish to change to the Inactive category of registration should:

- Request a change of registration through the CMA portal,
- Submit an application form to the CMA by email to [admin@albertamidwives.org](mailto:admin@albertamidwives.org) before the effective date of the change

- Renew their inactive registration during renewal period – November to December and pay the inactive registration fee of \$200 CAD. If a registrant decides to return to practice within this 1 year renewal period, CMA will issue a \$200 CAD credit for their practice permit fees.

Once the CMA processes the change, the following occurs:

- Public Register information is updated. Registrants are not permitted to practice midwifery in Alberta while in the Inactive category of registration.
- Registration change is confirmed by email to the registrant
- Midwifery stakeholders are notified (AAM, AHS, HIROC)
- Registration fees are re-calculated and a credit is issued to the registrant, if applicable

## 2. Inactive to General register

Registrants in the Inactive category who wish to return to practice and change to the General Register should:

- Request a change of registration through the CMA portal
- Pay the \$60 CAD fee
- Submit an application form to the CMA by email to [admin@albertamidwives.org](mailto:admin@albertamidwives.org) before the effective date of the change
- Meet the CMA Continuing Competence Requirements
- Hold current NRP, CPR, FHS, Obstetrical Emergency certificates uploaded to your CMA profile. These should be in accordance with the CMA's Continuing Competence Program Policy
- Payment of practice permit fee for the months practicing by cheque or e-transfer to [info@albertamidwives.org](mailto:info@albertamidwives.org)
- Evidence of professional liability insurance. The effective date of the registration change is contingent on the effective date of the professional liability insurance.
- Evidence of a current Police Information Check.

Once all requirements for reinstatement of a General registration have been met, the following occurs:

- The registrant is notified by email of the change and approval to the General register. Practicing midwifery in Alberta is not permitted until the registrant has been notified by the CMA of this approval.
- Public Register information is updated
- Midwifery Stakeholders are notified (AAM, AHS, HIROC)

## 3. Non-practicing to General register requiring a CMA Registration Committee review

If it is determined that a registrant does not meet all requirements for reinstatement of a General registration, a CMA Registration Committee review will be required and the processing time may take longer.

In this case, the registrant will receive a written notification from the CMA outlining the reasons for this review. The registrant will also be invited to make any additional submissions to the Committee within 30 days of the date of the initial notification.

CMA Registration Committee will make a decision based on the registrant's application and submissions within 30 days.

Note: an additional \$250 CAD fee for the Registration Committee's review will be required.