



Letter of Professional Standing – Request Form

Please send the completed and signed request form to the Registration Department by email to admin@cmo.on.ca or by mail to:

21 St Clair Avenue East, Suite 303, Toronto, ON M4T 1L9.

SECTION A – Member Requesting the Letter of Professional Standing (Defined in Section C)

Midwife Name		Registration #	
I would like a copy of the Letter of Professional Standing emailed to me for my own information and records. <input type="checkbox"/> Yes <input type="checkbox"/> No			

SECTION B – Person to Receive the Letter by Email or Secure Electronic Transfer

Recipient Name			
Recipient Title			
Organization Name			
Organization Address			
City/Province/Postal Code			
Telephone		Email	

SECTION C – Information Provided in the Letter of Professional Standing

Information included in the Letter of Professional Standing, includes information available on the College's public register – www.cmo.on.ca – Find a Midwife. The content of the public register is determined by [section 23 of the Health Professions Procedural Code](#) (the Code), which is schedule 2 to the *Regulated Health Professions Act, 1991* (the RHPA) and Article 14 of the [College's General By-Law](#). It includes the following information:

General & Registration Information:

- Member's name and College registration number
- Date of initial registration
- Class and status of current certificate of registration held by the member
- Details of any terms, conditions and limitations on the certificate that are currently in effect
- Details of any suspension or revocation, including the reason for the suspension or revocation
- Date of resignation, if applicable
- Current and Past Practice Information
- Current Hospital/Birth Centre Privileges
- Registration History with the College of Midwives of Ontario
- Health Profession Corporation Information, if applicable
- Registration History with Other Regulators, if applicable and known



Professional Conduct Information:

- Details about any current proceedings and findings of professional misconduct, incompetence or incapacity
- Details of any oral caution and specified continuing education or remedial program (SCERP) resulting from an investigation
- Details about any acknowledgement and undertaking in effect
- Interim orders in effect

Other Information (if known to the College)¹:

- Non-College information such as negligence and malpractice
- Details about any existing charges (or subsequent finding of guilt) for an offence
- Details of any existing conditions or restrictions (such as bail conditions) imposed by a court or other lawful authority

Not Included:

- Information on open investigations unless there is compelling public interest to do so in accordance with s. 36(1)(g) of the *Regulated Health Professions Act, 1991*.
- Complaints history unless the Letter is being sent to a body that governs a profession inside or outside of Ontario in accordance with s. 36(1)(c) of the [Regulated Health Professions Act, 1991](#).

¹Including any information that is outlined in article 14.02 of the College's [General By-law](#).

SECTION D – Consent to Release of Information

While consent is not required to release information that is publicly available on the College's public register, the College has the ability to disclose additional information pursuant to Section 36(1) of the *Regulated Health Professions Act, 1991 (RHPA)*. Under s. 36(1)(j) of the *RHPA*, the written consent of the person to whom the information relates provides the College with the authority to provide information that is not publicly available.

I, _____ have read **SECTION C – Information provided**
(name of member)

in the Letter of Professional Standing above and hereby consent to the College of Midwives of Ontario ("the College") releasing the information listed in that section to

_____. I further acknowledge that
(name of organization receiving Letter of Professional Standing)

the College has the ability to disclose this information pursuant to Section 36(1) of the *Regulated Health Professions Act, 1991*.

Signature		Date	
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SECTION E – Processing Information

- Regular Delivery (within **15** business days from receipt of payment): Include a fee of **\$40**
- Expedited Service (within **5** business days from receipt of payment): Include a fee of **\$60**
- Payment can be made by Cheque or Credit Card. Members will be advised when an invoice is available for payment by Credit Card through the Member Portal. **Please do not enter credit card details on this form.**
- A Letter of Professional Standing **cannot be processed and issued without a completed request form and receipt of payment.**