



## Max Rady College of Medicine Policy

<b>Policy Name:</b>	Adult Criminal Records , Child Abuse Registry, Adult Abuse Registry and Basic Life Support (BLS) For Health Care Providers (HCP) Information Specific to the Time of Admission and Annual Re-Registration
<b>Application/ Scope:</b>	Applicants to the MD Degree Program, Undergraduate Medical Education Students and to the MPAS Program
<b>Approved (Date):</b>	April, 2017
<b>Review Date:</b>	January, 2021
<b>Revised (Date):</b>	January, 2017
<b>Approved By:</b>	College Executive Council

### 1. **POLICY STATEMENTS**

**The Max Rady College of Medicine requires that all applicants accepted to the College's medical education programs:**

- 1.1 Must submit and be cleared on a formal *Criminal Records Check* (including vulnerable sector screening) by the time of their initial registration and prior to each subsequent annual re-registration.
  - The original documents must be verified by UGME Enrolment Services after which they will be returned to the learner.
  - Criminal Records Checks can be obtained from your local law enforcement agency or from the Winnipeg Police Service, 245 Smith Street., Winnipeg or: <http://www.winnipeg.ca/police/pr/pic.stm#pic>
  
- 1.2 Must submit and be cleared on a formal *Child Abuse Registry Check* by the time of their initial registration and prior to each subsequent annual re-registration.
  - Child Abuse Registry Checks can be completed at the Educational Programs Office, 260 Brodie Centre during regular business hours. Students must bring two pieces of government-issued identification to complete the application.
  - UGME Enrolment Services will receive the original documents directly from the respective government offices.
  
- 1.3 Must submit and be cleared on a formal *Adult Abuse Registry Check* by the time of their initial registration and prior to each subsequent annual re-registration.
  - Adult Abuse Registry Checks can be completed at the Educational Programs Office, 260 Brodie Centre during regular business hours. Students must bring two pieces of government-issued identification to complete the application.
  - UGME Enrolment Services will receive the original documents directly from the respective government offices.

1.4 Must complete a recent Basic Life Support (BLS) for Health Care Providers (HCP) course and submit proof of course completion by the time of their initial registration and prior to each subsequent annual re-registration.

- Session information for University of Manitoba course offerings can be found online at: <http://umanitoba.ca/faculties/kinrec/bsal/programs/certifications/cpr/> Sessions conducted outside of the University of Manitoba will be accepted as long as it is a Basic Life Support (BLS) for Health Care Providers (HCP) Course acceptable to the Heart & Stroke Foundation.

1.5 Must immediately advise the Associate Dean, UGME and Director MPAS if charged with or convicted of any offence under the *Criminal Code*, *Controlled Drugs and Substances Act* or *Food and Drugs Act* at any time during the learner's registration in the Max Rady College of Medicine's educational programs. If the learner is charged with or convicted of such an offence while not actively registered, the Associate Dean, UGME or Director of MPAS must be advised at the time of annual re-registration. Where a charge or conviction is disclosed, the Associate Dean may refer the matter to Faculty's Professionalism Subcommittee on Admissions and Progression, which will determine the appropriate course of action. Failure to disclose a criminal charge or conviction in a timely manner, or at all, may lead to citation for breach of professionalism and ramifications may include expulsion from the educational program.

**Please be advised of the following pertinent information.**

1.6 Adult criminal convictions or pending charges will not necessarily preclude admission or re-registration. If a conviction is disclosed, the decision on how that will affect the candidate will be made by the Faculty's Professionalism Subcommittee on Admissions and Progression. This Committee will consist of the following: the Associate Dean, Professionalism and Diversity as Chairperson; the Associate Dean, Postgraduate Medical Education; the Executive Director of the Joint Operating Division or designate; the Registrar of the College of Physicians and Surgeons of Manitoba or designate; and a student representative. The Committee may determine that a candidate is eligible for admission, eligible for admission under specified conditions, or ineligible for admission; the Committee may similarly determine the parameters for continued registration or dismissal. However, applicants to a medical education program, or those currently enrolled who have adult criminal convictions which indicate they may pose a threat to the safety and well-being of children and others will be denied admission or continued registration.

1.7 Candidates are not required to disclose records under *The Youth Criminal Justice Act*.

1.8 Candidates for admission who appear on the Child Abuse Registry or Adult Abuse Registry as an offender will be denied admission, and registered learners who subsequently are added will be withdrawn from the medical education program

1.9 The formal checks are the property of the learner and will be returned to the learner.

2.0 The College of Physicians and Surgeons of Manitoba has requirements for registration that include a criminal record check suitable to the College; such requirements are independent from the Max Rady College of Medicine. College requirements can be accessed on their website: <http://www.cpsm.mb.ca>. The Max Rady College of Medicine, University of Manitoba cannot be held responsible for future changes in legislation which may affect requirements for registration and licensure to practice medicine in Manitoba.

2.1 Notwithstanding requirements identified in A. 3, **any** changes in a learner's criminal record status, Child Abuse Registry status or Adult Abuse Registry status as an offender while in the College's medical education programs **must be reported** to the Associate Dean, UGME, who will then consult with the Faculty committee described above.

## 2. **POLICY CONTACT**

Please contact Administrator, Enrolment with questions respecting this policy.