

POLICY ON CESSATION OF PRACTICE

Registrants are required to officially notify the College of Midwives of BC (CMBC), using the prescribed form, when they plan to temporarily cease practice or to resign from registration.

A. TEMPORARY CESSATION OF PRACTICE AND NON-PRACTISING REGISTRATION

Registrant

- submits completed *Application for Non-Practising* form to CMBC before the intended date of status change (registration fee adjustment applies if the registration status is changed during a registration year)
- must not stop liability insurance coverage until the effective date of their change to non-practising registration
- does not practice midwifery, any restricted activities or otherwise, when not registered in an active practicing class of registration
- must ensure the responsibility for all original retained records of clinical care are securely transferred to another registered midwife who is practicing midwifery in BC, and retain documentation of the transfer¹
- informs CMBC of where client records will be stored and how they can be accessed
- informs MABC and the Home Birth Supplies Program Lead
- as a Non-practising Registrant, may use the title “Non-practising Midwife”, “Registered Midwife – Non-practising”, or “RM (Non-practising)”
- may allow NRP, CPR and emergency skills to lapse during non-practising period²
- must consider implications of ability to meet conditions and requirements established to ensure competency and currency of skills
- may have status changed back to General, Temporary, Temporary (limited scope) or Conditional (return to practice) registration once liability coverage is in place and all relevant continuing competency requirements are met. Refer to section C - *Return to Practice from Non-practising Status* for details.

CMBC

- allow NRP, CPR and emergency skills certification or completion requirement to lapse until Registrant returns to practice
- informs Registrant of fee adjustments
- updates Register
- informs MABC, the Home Birth Supplies Program Lead and other agencies of status change
- considers implications to Quality Assurance program
- continues to communicate with Registrant (e.g. notices, updates to the Registrant’s Handbook)

¹ Refer to *Policy on Records and Record Keeping and Guide for Record Keeping, Storage and Retention*

² Refer to *Leave of Absence Requirements for Continuing Competency in NRP, CPR and Emergency Skills Policy*

B. RESIGNATION

Registrant

- submits completed *Resignation* form to CMBC with all required documents
- must not cancel liability insurance coverage until the effective date of their resignation
- must ensure that all original retained records of clinical care are securely transferred to another registered midwife who is practicing midwifery in BC and retain documentation of the transfer³
- informs CMBC of where client records will be stored and how they can be accessed
- does not practice midwifery, any restricted activities or otherwise, after resignation
- does not use titles: “midwife”, “registered midwife”, “RM”
- if resigning during a registration year, Registrant is eligible for a refund of an appropriate portion of the registration fee
- must reapply as per section 61 of the *Bylaws for College of Midwives of British Columbia* and meet all continuing competency requirements for reinstatement of registration

CMBC

- updates Register
- informs MABC and other agencies of resignation
- refunds eligible registration fee
- maintains former Registrant’s records on file

C. RETURN TO PRACTICE FROM NON-PRACTISING STATUS

Registrant

- submits completed *Application for Return to Practice* form to CMBC notifying of exact date of return to practice
- is responsible for submitting fees as required including a fee adjustment to make up the full registration fee if returning during a registration year
- must submit proof of current NRP, CPR and emergency skills certification or completion and any other continuing competency requirements to the CMBC where applicable
- must provide proof of compliance of the conditions and requirements established to ensure competency and currency of skills

CMBC

- reviews proof of current NRP, CPR and emergency skills certification or completion and any other continuing competency requirements submitted by Registrant
- confirms Registrant’s compliance of the conditions and requirements for competency and currency of skills
- confirms Registrant’s professional liability insurance coverage
- informs MABC and other agencies of return to practice

³ Refer to *Policy on Records and Record Keeping* and *Guide for Record Keeping, Storage and Retention*

DEATH OF A REGISTRANT

In the case of a death of a Registrant CMBC:

- obtains details as necessary
- updates Register
- informs MABC, medical affairs department of the health authorities where privileges held and other agencies
- refunds eligible registration fee to a confirmed beneficiary of Registrant