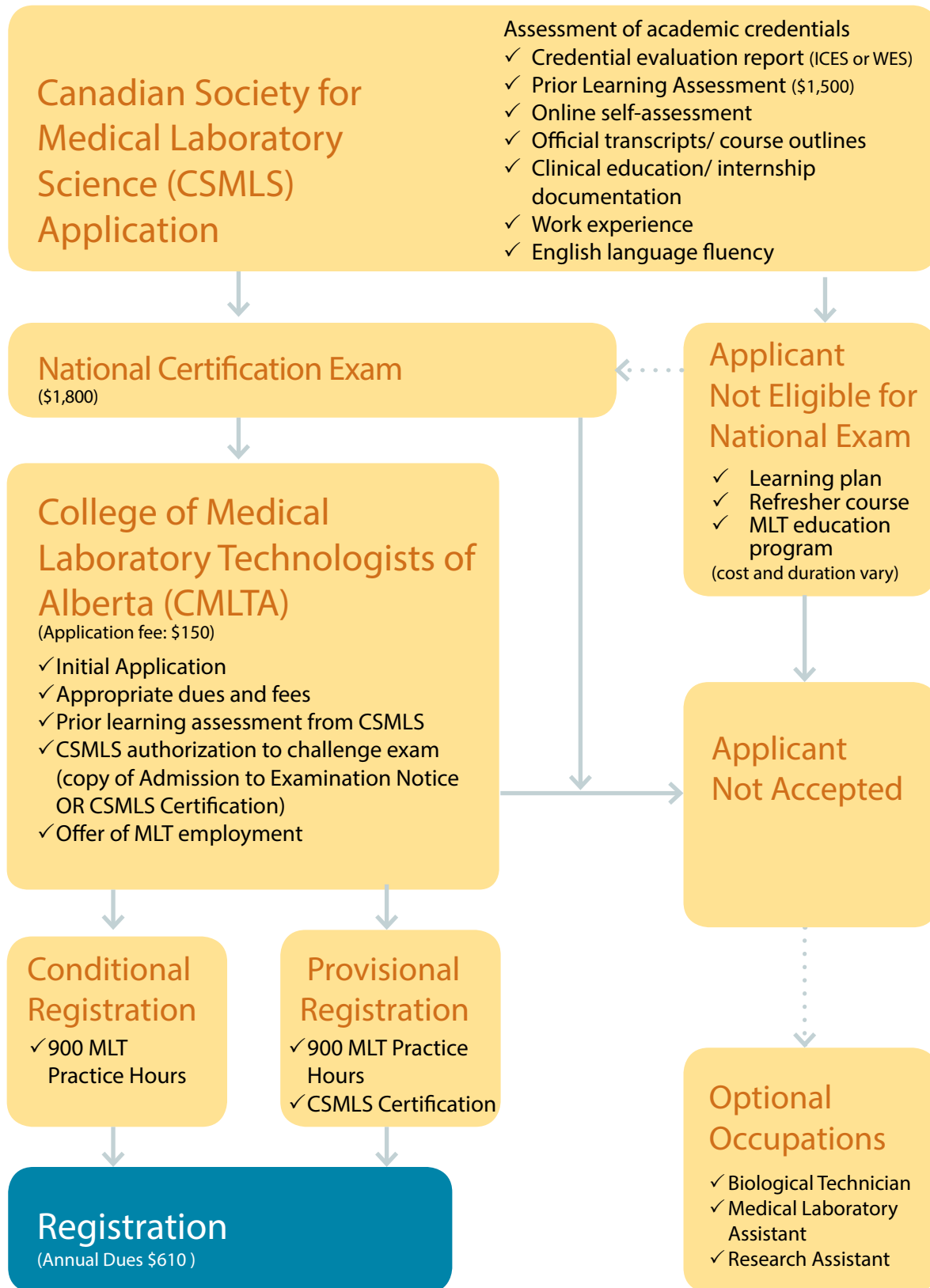


Medical Laboratory Tecchnologist

Registration Process



Medical Laboratory Technologist

Registration Process

Description of Occupation

Medical Laboratory Technologists (MLTs) work in private laboratories, community health clinics, public health facilities, university research laboratories and specialty laboratories. MLTs perform a variety of laboratory tests and procedures to assist physicians and other healthcare professionals in diagnosing, monitoring, treating and preventing disease.

Obtaining Registration in Alberta

To be employed as an MLT in Alberta, you must first register with the College of Medical Laboratory Technologists of Alberta (the CMLTA).

Before you can register with the CMLTA you must have your credentials assessed by the Canadian Society for Medical Laboratory Science (CSMLS) through a Prior Learning Assessment (PLA) and be deemed eligible to challenge the CSMLS national certification examination. (See "Requirements" below)

Once you successfully fulfill the CSMLS requirements, you will be eligible to write the National Certification Examination. After you have registered and have received your Admission to Examination Notice (from the CSMLS), you can then apply to the CMLTA for registration and an MLT Practice Permit by submitting the following:

- MLT Initial Application Form
- Appropriate dues and fees
- CSMLS Prior Learning Assessment
- copy of CSMLS Admission to Examination Notice

OR

- CSMLS certification (if the exam has been successfully challenged).

The CMLTA will review your submitted documentation and you may be granted a Provisional or Conditional MLT Practice Permit with a one (1) year expiry. Prior to the expiry of a Provisional Practice Permit, you are required to obtain 900 MLT practice hours and submit a copy of your CSMLS certification. Prior to the expiry of a Conditional Practice Permit, you are required to obtain 900 MLT practice hours. Once these documents have been processed by the CMLTA, your status will be upgraded from provisional or conditional to full-standing MLT status.

If you are not eligible, you must complete other requirements (see "Other Requirements") before you can challenge the exam.

Links to Application Forms and other resources are at the end of this document.

Residency Requirement

The CMLTA does not have residency requirements. The CSMLS encourages applicants to start the application process offshore.

Requirements

Internationally educated MLTs must meet the following requirements:

1. *Academic Credentials*

The first step in verifying your academic credentials is to have them evaluated by either:

- International Credential Evaluation Service (ICES) – the ICES comprehensive evaluation
- OR
- World Education Services (WES) – the WES course-by-course (detailed) evaluation.

Then, you must submit the following to the Canadian Society for Medical Laboratory Science (CSMLS) and request a Prior Learning Assessment (PLA) to establish Canadian equivalency:

- Results from your credential evaluation (forwarded directly from ICES or WES)
- PLA Application
- PLA Fee
- Completed on-line Self-Assessment
- Official transcripts and course outlines/ syllabus of studies for MLT education (sent directly from your educational institution to CSMLS)
- Clinical education/ practical internship documentation (sent directly from your educational institution/ laboratory to CSMLS)
- Official transcripts and course outlines for all other academic and continuing education courses (sent directly from your educational institutions to CSMLS).

2. *Work Experience*

The following must be submitted to CSMLS in order to verify your work experience:

- Information on professional development courses, seminars and/or workshops you have attended that relate to MLT education
- A detailed outline of your former job duties and tests performed, written by each employer you have worked for in a laboratory setting (sent directly from the employer to CSMLS)
- Proof of your professional certification and status with any professional associations you have been affiliated with (sent directly from the associations to CSMLS)
- Personal Competency Rating Booklet, filled out by you. This booklet will help you compare your MLT experience to the experience required for MLTs in Canada, and will also show the CSMLS assessment team what kind of knowledge and experience you have.

Note:

Within one (1) year of receipt of a Provisional MLT Practice Permit, you are required to complete 900 MLT practice hours.

3. **English Language**

When submitting documents to the CSMLS for your PLA, you must provide proof of your language proficiency if you were educated in a language other than English or French.

The CSMLS accepts the following language tests:

- Test of English as a Foreign Language (TOEFL)
- International English Language Testing System (IELTS)
- CanTEST Second Language Institute
- Michigan English Language Assessment Battery (MELAB).

Note:

Test results must be forwarded directly from the issuing institution to the CSMLS.

4. **Examinations**

If your PLA results show that you are eligible to challenge the National Certification Examination, you must provide the CSMLS with the following documents:

- Non-resident exam application
- Non-resident exam fee
- Copies of valid travel documents (for example, travel itinerary)
- Copy of travel visa (if applicable).

5. **Other Requirements**

If your PLA results do not show that you are eligible to challenge the National Certification Examination, you will fall into one (1) of three (3) categories:

- Not Equivalent – Refresher Gaps. To fulfill the gaps identified in your PLA, you will need to:
 - Complete a learning plan
 - AND
 - Take a refresher course to improve or update your knowledge or skills.
- Not Equivalent – Comprehensive Gap. To fulfill the gaps identified in your PLA, you will need to:
 - Complete a learning plan.
- Not Equivalent – Full-Time Program. If your PLA shows that your education and experience are not enough to challenge the National Certification Examination and you do not fit into either of the above two (2) categories, you will need to:
 - Successfully complete a full-time Canadian Medical Association (CMA) accredited MLT education program.

Once you successfully complete the required steps, you will be able to write the National Certification Examination and continue with the provincial registration process.

Note:

If you are deemed “Not Equivalent” and you feel that submitting additional documents may change your result, you will be given 90 days from the date of your report to submit an Application for Supplemental Documentation along with the required fee.

If you are asked to complete a learning plan, you can ask for help with choosing courses (if necessary). You will have 90 days from the date of your report to submit an application for a custom learning plan along with the required fee.

Payment

Fees are listed in Canadian dollars and are subject to change. Contact the CSMLS and the CMLTA for the most up-to-date fees.

Canadian Society for Medical Laboratory Science (CSMLS) Fees	
Prior Learning Assessment	\$1500
Application for Supplemental Documentation	\$150
Appeal of PLA Outcome	\$150
Application for National Certification Exam (Outside of Canada)	Non-resident: \$1800 Late fee for application postmarked after first exam application deadline: \$155 Exam cancellation fee: \$155
College of Medical Laboratory Technologists of Alberta Fees (as of July 2015)	
MLT Registration Application	Administration fee for first-time registrants: \$150
MLT Annual Dues	\$610

Average Earnings

The overall average earnings for all Medical Laboratory Technologists, according to the Alberta 2013 Wage and Salary survey:

Average hours worked per week	32.8
Average wage per hour	\$39.23
Average salary per year	\$67,321

In Alberta, MLTs work in unionized and non-unionized environments. For information about current collective agreements in the public and not-for-profit sectors, see the [Health Sciences Association of Alberta \(HSAA\)](#) website.

Employment Options

You can also consider working in Alberta in related occupations such as Biological Technician, Medical Laboratory Assistant or Research Assistant.

For more information about additional employment options, go to the following website: [Alberta Learning Information Service \(ALIS\) Occupational Profiles — Medical Laboratory Technologist \(www.alis.alberta.ca/occinfo\)](http://www.alis.alberta.ca/occinfo).

Contact Information

Alberta College of Medical Laboratory Technologists
301-9426 51 Avenue NW
Edmonton, Alberta T6E 5A6
Telephone: 780-435-5452
Toll-Free: 1-800-265-9351
Fax: 780-437-1442
Website: www.cmlta.org

Canadian Society for Medical Laboratory Science (CSMLS)
33 Wellington Street
Hamilton, Ontario L8R 1M7
Telephone: 905-528-8642
Toll-Free: 1-800-263-8277
Fax: 905-528-4968
Website: www.csmls.org

Resources

This information is an overview of the registration process. For the most current information on Medical Laboratory Technologist registration, visit the CMLTA's website at www.cmlta.org or the CSMLS' website at www.csmls.org.

Application Process and Package(s):

[CSMLS Application For Prior Learning Assessment](#)
[CSMLS Competency Profile](#)
[CSMLS Personal Competency Rating Booklet](#)
[ACMLT Registration Form](#)

Academic Credentials and Work Experience:

[Prior Learning Assessment Information Handbook](#)

Examination:

[CSMLS National Certification Examination](#)

Fees:

[CSMLS Prior Learning Assessment](#)
[CSMLS National Certification Examination](#)