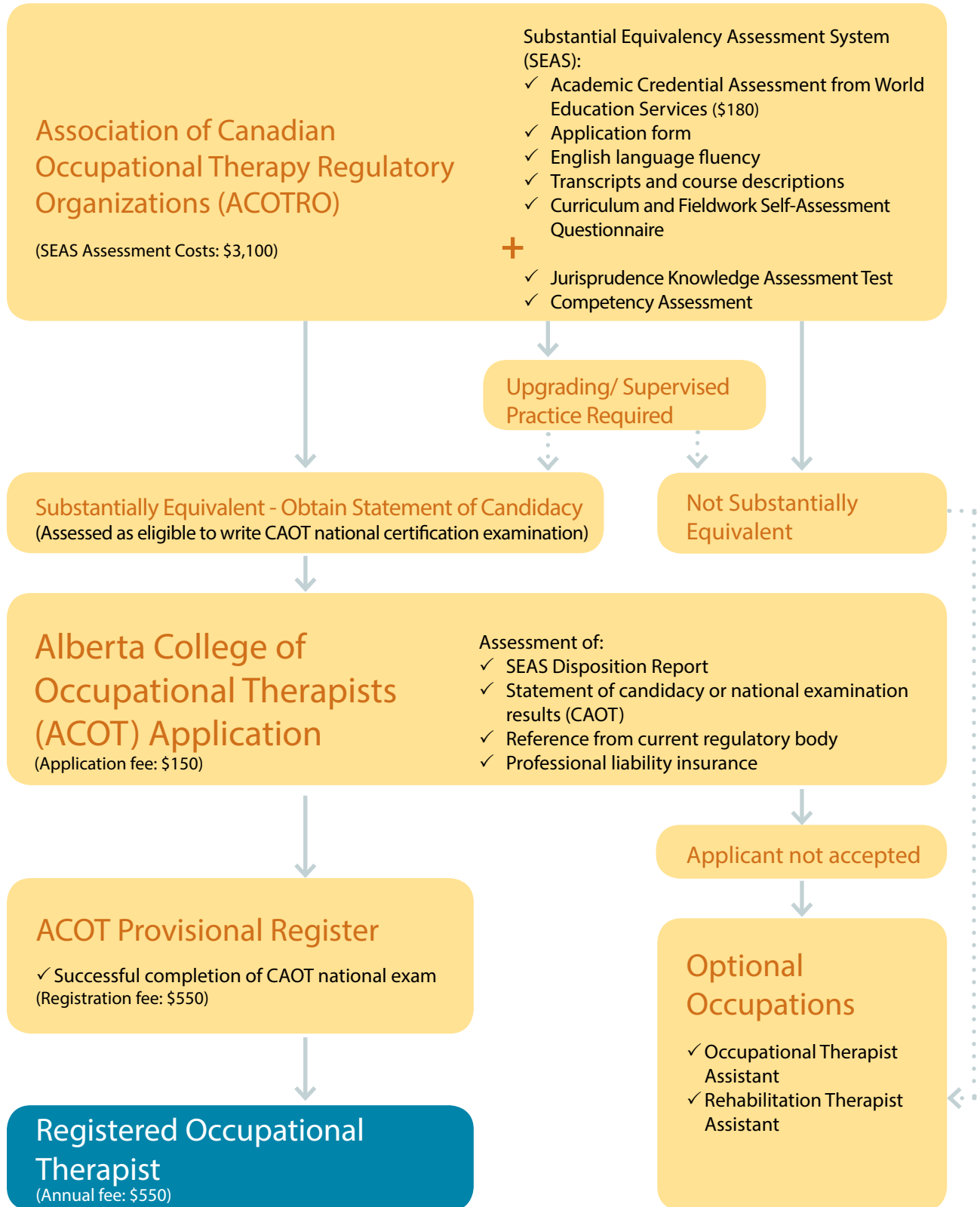


# Occupational Therapist

## Registration Process



## **Occupational Therapist Registration Process**

### **Description of Occupation**

Occupational Therapists work with people whose ability to function in everyday life is impacted by physical illness or injury, developmental problems, the aging process, mental illness or emotional problems.

Occupational Therapists work with their clients to evaluate their level of functioning in areas of self-care, work, study, volunteerism and leisure, and to set therapy goals. They then develop intervention programs, monitor progress, evaluate outcomes and modify and discontinue programs as needed.

Occupational Therapists adapt all manner of environments (schools, homes and workplaces) to help people successfully participate in meaningful activities.

Occupational Therapists are often managers or administrators within the health or education sectors. They teach in academic institutions and conduct research focused on components of engagement in daily occupations.

### **Obtaining Registration in Alberta**

You must be registered and licensed with the Alberta College of Occupational Therapists (ACOT) in order to use any of the restricted titles: registered occupational therapist, occupational therapist, or provisional occupational therapist.

Before you can apply to ACOT, you must first apply to the Association of Canadian Occupational Therapy Regulatory Organizations (ACOTRO) for a Substantial Equivalency Assessment. Once deemed substantially equivalent by ACOTRO, you may apply to ACOT to continue the registration process.

Contact information, links to the Application for Registration and other resources can be found at the end of this document.

### **Residency Requirement**

You should begin the credential assessment part of the application process before you arrive in Alberta, and before you apply to ACOTRO or ACOT. However, you will have to be either a permanent resident or a landed immigrant of Canada to complete your registration.

### **Registration Process**

#### **1. Substantial Equivalency Assessment System (SEAS)**

The Substantial Equivalency Assessment System is the process ACOTRO will use to evaluate the extent to which your educational qualifications and competencies are substantially equivalent to those of a Canadian-educated occupational therapist with a bachelor's degree or an entry-level master's degree in Occupational Therapy. Your education does not need to be identical to that of a Canadian-educated occupational therapist, but it needs to be equivalent in some essential ways. This is a four- (4) step process that considers:

1. your Academic Credential Assessment,
2. your Profession-Specific Credential Assessment,
3. the results of your Jurisprudence Knowledge Assessment Test, and
4. the results of your Competency Assessment.

You will need to submit the following documents:

- Academic Credential Assessment completed by World Education Services
- SEAS Application Form and Supplemental Applicant Information Form
- Government-issued identification and proof of name change (if the name on your documents is not the same as your current name)
- Proof of your English language fluency by submitting a language test score on one of the following language tests, if you were educated in a language other than English:
  - The Test of English as a Foreign Language, Internet-based TOEFL (TOEFL iBT)
  - International English Language Testing System, Academic Module (IELTS AC)
  - The Canadian Test of English for Scholars and Trainees (TEST-CAN)
- Original transcripts, sent directly to ACOTRO from the issuing educational institution
- Official course and curriculum descriptions sent directly to ACOTRO by your educational institution(s).
- A Curriculum and Fieldwork Self-Assessment Questionnaire, including details of at least 1,000 hours of fieldwork

You will also need to complete the following assessments:

- Jurisprudence Knowledge Assessment Test – a multiple choice, open-book test on Canadian legislation, ethics and standards of practice for occupational therapy practice in Canada. A score of 73% is required to pass the exam. The exam may be attempted a total of three (3) times.
- Competency Assessment – a six- (6) hour, in-person evaluation of competencies gained through education and previous experience.

The SEAS Determination Committee members will review your results on each of the SEAS components and make a determination of equivalency based on your overall performance. The Committee will submit a report to ACOTRO. ACOTRO will send the decision, in the form of the SEAS Disposition Report, to you and to ACOT. The possible outcomes are:

- Substantial equivalency has been met;
- Substantial equivalency has not been met; or
- Substantial equivalency has not been met but opportunities exist for upgrading. Substantial equivalency may be granted when the applicant provides evidence that the recommended upgrading and/or supervised practice have been successfully completed.

## **2. Examinations**

To be added to the ACOT General Register, you must first write and pass the National Occupational Therapy Certification Exam (NOTCE). The NOTCE is administered by the Canadian Association of Occupational Therapists (CAOT). Once you have successfully completed SEAS, ACOTRO will give you a statement of candidacy to write the NOTCE. ACOT will send confirmation to CAOT that you are eligible for the exam.

The NOTCE is held twice a year in the months of July and November at locations across Canada. The NOTCE is in multiple-choice format. The exam consists of approximately 40 case studies with 200 related questions. You must answer approximately 70% of the questions correctly to pass the NOTCE.

### 3. **Regulatory History**

You must provide ACOT with a regulatory history from each jurisdiction in which you have held a license to practice Occupational Therapy. Each regulatory body must send this history form directly to ACOT.

If you have worked in a jurisdiction with no regulatory body or are a new graduate, you must provide a minimum of two (2) professional letters of reference to verify your good character and reputation.

### 4. **Professional Liability Insurance**

The Health Professions Act requires all registered Occupational Therapists to hold a minimum of five (5) million dollars professional liability insurance. Regulated members are required to ensure liability insurance protection on all professional activities meet the College requirements.

## **Registration**

Once all your documents and information have been approved, you will be able to register on the Provisional Register. Placement on the Provisional Register will occur while you are waiting to write the CAOT National Certification Exam. You may only be on the Provisional Register for up to one (1) year until you have passed the CAOT National Certification Exam. Once you have met all the requirements and successfully completed the CAOT National Certification Exam, you will be transferred to the General Register.

## **Payment**

The following fees may apply to internationally trained applicants. All fees are in Canadian dollars and are subject to change. Please see the ACOT, ACOTRO and CAOT websites for the most up-to-date fees.

<b>ACOTRO Fees</b>	
SEAS Initial Application Fee	\$200
SEAS Second Installment Fee (Profession-Specific Credential Assessment)	\$1,100
SEAS Third Installment Fee (Competency Assessment)	\$1,800
English language tests	Amount varies depending on provider
<b>CAOT Fees</b>	
NOTCE Exam Fees	\$555
<b>World Education Services</b>	
WES Academic Credential Report	\$180

<b>ACOT Fees</b>	
Application fee	\$150
General register permit	Annual Fee \$550 (Prorated see "Resources")
Provisional register permit	Annual Fee \$550 (Prorated see "Resources")
Professional liability insurance	Amount varies depending on provider

### **Average Earnings**

The overall average earnings for Occupational Therapists, according to the Alberta 2013 Wage and Salary survey:

Average hours worked per week	31.6
Average wage per hour	\$43.58
Average salary per year	\$71,450

Occupational Therapists who work in the public health system are covered under the union agreement with the Health Sciences Association of Alberta (HSAA). See "Resources" for more information.

### **Employment Options**

Applicants can also consider working in Alberta in related occupations such as Occupational Therapist Assistant or Rehabilitation Therapist Assistant.

For more information about additional employment opportunities, see the following: [Alberta Learning Information Service \(ALIS\) Occupational Profiles – Occupational Therapist. \(www.alis.gov.ab.ca/occinfo\)](http://www.alis.gov.ab.ca/occinfo).

### **Contact Information**

Alberta College of Occupational Therapists (ACOT)  
 300, 10436 – 81 Avenue  
 Edmonton, Alberta T6E 1X6  
 Phone: 780-436-8381  
 Toll-Free (in Alberta): 1-800-561-5429  
 Fax: 780-434 -0658  
 Email: [info@acot.ca](mailto:info@acot.ca)  
 Website: [www.acot.ca](http://www.acot.ca)

Canadian Association of Occupational Therapists (CAOT)  
 100-34 Colonnade Rd  
 Ottawa, Ontario K2E 7J6  
 Phone: 613-523-2268  
 Toll-Free (in Canada and the continental US): 1-800-434-2268  
 Fax: 613-523-2552  
 Website: [www.caot.ca](http://www.caot.ca)

## Resources

This information is an overview of the registration process. For the most current information on Occupational Therapist registration, visit the ACOT website at [www.acot.ca](http://www.acot.ca).

Application Process for ACOT:

- [Registration Requirements](#)
- [Professional Titles, Fees and Insurance](#)

Academic Credentials:

- [World Education Services Canada](#)

Association of Canadian Occupational Therapy Regulatory Organizations (ACOTRO):

- [Substantial Equivalency Assessment System](#)
- [Initial Application and Academic Credential Assessment](#)
- [Profession-Specific Credential Assessment](#)
- [Jurisprudence Knowledge Assessment Test](#)
- [Competency Assessment](#)
- [Fees](#)

English Language:

- [The Test of English as a Foreign Language, Internet-based TOEFL \(TOEFL iBT\)](#)
- [International English Language Testing System, Academic Module \(IELTS AC\)](#)
- [The Canadian Test of English for Scholars and Trainees \(TEST-CAN\)](#)

National Occupational Therapy Certification Examination:

- [National Certification Examination Resources](#)
- [Exam Dates and Deadlines](#)
- [Exam Fee Schedule for CAOT](#)

Average Earnings:

- [HSAA Agreements](#)