

Fair Registration Practices Report

Architects (2017)

The answers seen below were submitted to the OFC by the regulated professions.

This Fair Registration Practices Report was produced as required by:

- the Fair Access to Regulated Professions and Compulsory Trades Act (FARPACTA) s. 20 and 23(1), for regulated professions named in Schedule 1 of FARPACTA
- the Health Professions Procedural Code set out in Schedule 2 of the Regulated Health Professions Act (RHPA) s. 22.7 (1) and 22.9(1), for health colleges.

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1. Qualitative Information

a) Requirements for registration, including acceptable alternatives

i. Describe any improvements / changes implemented in the last year.

OAA Admission Course has been traditionally offered at the OAA annual Conference. Understanding that all Interns cannot take time away from work and family during this time, the OAA offered the OAA Admission Course over the course of 4 consecutive Saturdays in the fall of 2016.

In addition to this alternative, the OAA has launched an online OAA Admission Course in conjunction with the University of Toronto School of Continuing Studies.

ii. Describe the impact of the improvements / changes on applicants.

The introduction of the online OAA Admission Course further assists applicants with accessibility to mandatory licensing requirements.

iii. Describe the impact of the improvements / changes on your organization.

This alternative medium for completing this mandatory requirement for licensure, demonstrated to all applicants that the OAA is continually working to make the licensing requirements more easily accessible.

b) Assessment of qualifications

i. Describe any improvements / changes implemented in the last year.

The OAA has worked diligently throughout 2017 to implement an online Experience Record Book for applicants to record their mandatory experience hours.

ii. Describe the impact of the improvements / changes on applicants.

It will facilitate data entry and gaining Experience Supervisor and Mentor signatures. Convenient for the applicants

without the necessity of sending hard copies via the postal system.

iii. Describe the impact of the improvements / changes on your organization.

One of the many OAA initiatives to make the licensing requirements more accessible to applicants and an added incentive is the green initiative.

c) Provision of timely decisions, responses, and reasons

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

d) Fees

i. Describe any improvements / changes implemented in the last year.

Fees were increased by the OAA Council and approved by the Membership at the Annual General Meeting. The increase was set at 2.1%.

ii. Describe the impact of the improvements / changes on applicants.

Fees are all paid online. It took a few years to perfect this online system which includes a method of allowing members to make changes without having to complete additional paperwork or send a separate notice.

iii. Describe the impact of the improvements / changes on your organization.

There are no internal efficiencies at this time as each change has to be reviewed by a person.

e) Timelines

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

f) Policies, procedures and/or processes, including by-laws

i. Describe any improvements / changes implemented in the last year.

The OAA adopted a Seat on its Council for Licensed Technologists OAA.

The OAA Council received a report on the Consortium Model pursuant to a Member's Motion at the Annual General Meeting in 2016. The Report was received and no additional action was taken.

ii. Describe the impact of the improvements / changes on applicants.

The first Licensed Technologist OAA was elected in the Fall of 2017 to sit on Council commencing January 1, 2018.

iii. Describe the impact of the improvements / changes on your organization.

The OAA's goal is to be more inclusive and transparent. It has been important to have a Non-Voting Intern Seat on Council as this individual can ask questions and raise issues. It is also important to have Licensed Technologist OAA voting seat; the first non-architect class of voting Members to be included in the decision making process at the Council level.

g) Resources for applicants

i. Describe any improvements / changes implemented in the last year.

Online OAA Admission Course, a mandatory requirement for licensure.

ii. Describe the impact of the improvements / changes on applicants.

Easier access and greater convenience.

iii. Describe the impact of the improvements / changes on your organization.

The OAA endeavours to make the mandatory licensing requirements more accessible.

h) Review or appeal processes

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

i) Access to applicant records

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

j) Training and resources for registration staff, Council, and committee members

i. Describe any improvements / changes implemented in the last year.

All staff attended the RAC training. Staff who had done part 1 attended part 2 and new staff who had not participated in the training attended both.

Each training for new Councillors and Committee Members included reminders or presentations related to our legal obligations including but not limited to the *Architects Act*, the *Ontario Human Rights Code* and the *Fair Access to Regulated Professions and Compulsory Trades Act*.

ii. Describe the impact of the improvements / changes on applicants.

Training of Committee Members will ensure a fair and transparent process for applicants.

iii. Describe the impact of the improvements / changes on your organization.

Training of Committee Members will ensure that statutory processes via Committees are transparent and fair.

k) Mutual recognition agreements

i. Describe any improvements / changes implemented in the last year.

No changes this year

ii. Describe the impact of the improvements / changes on applicants.

No changes this year

iii. Describe the impact of the improvements / changes on your organization.

No changes this year

l) Other (include as many items as applicable)

i. Describe any improvements / changes implemented in the last year.

The Registrar travelled to all the universities of architecture in Ontario to talk to the students about licensure in the Province of Ontario.

The Registrar and staff from her office continued to present to the bridging programs offered for foreign trained architects, in particular the JVS bridging program called iplan.

ii. Describe the impact of the improvements / changes on applicants.

The students were receptive to the information; an informed individual makes an applicant with better understanding of the process.

iii. Describe the impact of the improvements / changes on your organization.

It demonstrates the OAA can reach out to both current and prospective applicants to ensure a transparent and fair process.

Describe any registration-related improvements/changes to your enabling legislation and/or regulations in the last year

The Regulations were amended to include a Licensed Technologist OAA on council and to amend the language related to elections of members to council to include the ability to hold electronic elections and not have to send out paper ballots.

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2. Quantitative Information

a) Languages

Indicate the languages in which application information materials were available in the reporting year.

Language	Yes/No
English	Yes
French	No

Other (please specify)

Additional comments:

Translation of documents is still in progress although any form or document is available upon request in French.

b) Gender of applicants

Indicate the number of applicants in each category as applicable.

Gender	Number of Applicants
Male	149
Female	175
None of the above	0

Additional comments:

c) Gender of members

Indicate the number of members in each category as applicable. Select the option that best corresponds to the terminology used by your organization.

Gender	Number of Members
Male	3037
Female	1095
None of the above	3

Additional comments:

Members can self identify through prefixes: Miss, Ms.,Mrs.,Mr.,Dr.; however, they are not required to do so.

d) Jurisdiction where applicants obtained their initial education

Indicate the number of applicants by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Argentina 1		
			Armenia 1		
			Austria 1		
			Bangladesh 3		
			Belarus 1		
			Brazil 2		
			Bulgaria 1		
			China 2		
			Colombia 3		
			Cuba 1		
			Egypt 12		
			France 2		
			Germany 2		
			Greece 1		
143	35	20	Hong Kong 1	0	324
			Hungary 1		
			India 10		
			Iran 36		
			Iraq 1		
			Italy 1		
			Jordan 3		
			Korea, Republic Of 1		
			Lebanon 4		
			Macedonia, The Former Yugoslav 1		
			Mexico 1		
			Nepal 1		
			Nigeria 1		
			Pakistan 3		
			Philippines 4		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Portugal 1		
			Russia 1		
			S Arabia 2		
			Serbia 1		
			Spain 2		
			Sudan 1		
			Syrian Arab Republic 3		
			Turkey 1		
			United Arab Emirates 2		
			U.K. 8		
			Venezuela 2		
			Total 126		

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

no additional comments.

e) Jurisdiction where applicants who became registered members obtained their initial education

Indicate the number of applicants who became registered members in the reporting year by the jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Algeria 1		
			Bolivia 1		
			China 2		
			Egypt 4		
			France 1		
			India 4		
			Iran 18		
			Iraq 2		
122	64	46	Israel 2	0	283
			Italy 2		
			Japan 1		
			Jordan 1		
			Netherlands 1		
			Pakistan 1		
			Philippines 2		
			Poland 1		
			Romania 3		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Serbia 1		
			Syrian Arab Republic 1		
			Turkey 1		
			U.K. 1		
			Total 51		

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

no additional comments.

f) Jurisdiction where members were initially trained

Indicate the total number of registered members by jurisdiction where they obtained their initial education¹ in the profession or trade.

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Albania 1		
			Algeria 3		
			Argentina 7		
			Armenia 1		
			Australia 7		
			Bangladesh 4		
			Belgium 1		
			Bolivia 1		
			Bosnia And Herzegovina 4		
			Brazil 5		
			Bulgaria 10		
2007	838	597	Chile 1	14	4135
			China 41		
			Colombia 15		
			Croatia 2		
			Cuba 2		
			Czech Republic 4		
			Denmark 1		
			Egypt 48		
			Ethiopia 2		
			France 6		
			Germany 13		
			Greece 1		
			Hong Kong 7		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Hungary 2		
			India 57		
			Indonesia 1		
			Iran 84		
			Iraq 21		
			Ireland 7		
			Israel 6		
			Italy 10		
			Japan 1		
			Jordan 8		
			Kenya 2		
			Korea 2		
			Lebanon 13		
			Macedonia, The Former Yugoslav 4		
			Mexico 8		
			Netherlands 4		
			New Zealand 3		
			Pakistan 10		
			Paraguay 1		
			Peru 2		
			Philippines 18		
			Poland 51		
			Portugal 1		
			Puerto Rico 1		
			Romania 28		
			Russia 12		
			Scotland 8		
			Serbia 9		
			Slovakia 3		
			S. Africa 8		
			Spain 1		
			Sri Lanka 3		
			Switzerland 2		
			Syrian Arab Republic 10		
			Taiwan, Province Of China 2		
			Tunisia 1		
			Turkey 6		
			Ukraine 12		
			United Arab Emirates 1		
			U.K. 50		
			Venezuela 4		
			Viet Nam 2		
			OTHER 12		
			Sweden 1		

Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
			Total 679		

¹ Recognizing that applicants may receive their education in multiple jurisdictions, for the purpose of this question, include only the jurisdiction in which an entry-level degree, diploma or other certification required to practice the profession or trade was obtained.

Additional comments:

'other' is Yugoslavia - 12 - no dropdown.
 unknown - 14

g) Applications processed

Indicate the number of applications your organization processed in the reporting year:

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
New applications received	143	35	20	126	0	324
Applicants actively pursuing licensing (applicants who had some contact with your organization in the reporting year)	804	157	79	548	0	1588
Inactive applicants (applicants who had no contact with your organization in the reporting year)	0	0	0	0	0	0
Applicants who met all requirements and were authorized to become members but did not become members	0	0	0	0	0	0
Applicants who became FULLY registered members	122	64	46	51	0	283
Applicants who were authorized to receive an alternative class of licence³ but were not issued a licence	0	0	0	0	0	0
Applicants who were issued an alternative class of licence³	6	0	0	1	0	7

¹ An alternative class of licence enables its holder to practice with limitations, but additional requirements must be met in order for the member to be fully licensed.

Additional comments:

h) Classes of certificate/license

Indicate and provide a description of the classes of certificate/license offered by your organization.

You must specify and describe at least one class of certificate/license (on line a) in order for this step to be complete.

#	Certification	Description
a)	Architect	Description (a)
		<p>The Architects Act, R.S.O. 1990, c. A.26, s. 1 states as follows:</p> <p style="text-align: center;">Definitions</p> <p style="text-align: center;">1. In this Act,</p> <p style="padding-left: 40px;">"architect" means the holder of a licence, a certificate of practice or a temporary licence; ("architecte")...</p> <p style="padding-left: 40px;">"licence" means a licence to engage in the practice of architecture issued under this Act; ("permis")...</p> <p style="padding-left: 40px;">"practice of architecture" means,</p> <ol style="list-style-type: none"> 1. the preparation or provision of a design to govern the construction, enlargement or alteration of a building, 2. evaluating, advising on or reporting on the construction, enlargement or alteration of a building, or 3. a general review of the construction, enlargement or alteration of a building; ("exercice de la profession d'architecte")
b)	Licensed Technologist OAA	Description (b)
		<p>The Licensed Technologist OAA has a licence with terms, conditions and limitations that include the following:</p> <p style="padding-left: 40px;">... prepare and provide a design for, or perform general review of or evaluate, advise or report on the construction, enlargement or alteration of a building</p>

that:

...as constructed enlarged or altered, is not more than four storeys in height and not more than 600 square metres in gross area and is used or intended for one or more of the following occupancies:

- i Residential;
- ii Business;
- iii Personal services;
- iv Mercantile;
- v Industrial;
- vi a restaurant designed to accommodate not more than 100 persons consuming food or drink;

...The Licensed Technologist OAA shall use the designation "Licensed Technologist OAA" ...but may not use the title "architect. The Licensed Technologist OAA is permitted to use the abbreviated title of "Lic.Tech.OAA".

Additional comments:

i) Reviews and appeals processed

State the number of reviews and appeals your organization processed in the reporting year (use only whole numbers; do not enter commas or decimals).

Jurisdiction where applicants were initially trained in the profession (before they were granted use of the protected title or professional designation in Ontario)

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Applications that were subject to an internal review or that were referred to a statutory committee of your governing council, such as a Registration Committee	0	0	0	5	0	5
Applicants who initiated an appeal of a registration decision	0	0	0	0	0	0
Appeals heard	0	0	0	0	0	0

from January 1 st to December 31 st of the reporting year	Ontario	Other Canadian Provinces	USA	Other International	Unknown	Total
Registration decisions changed following an appeal	0	0	0	0	0	0

Additional comments:

j) Paid staff

In the table below, enter the number of paid staff employed by your organization in the categories shown, on December 31 of the reporting year.

When providing information for each of the categories in this section, you may want to use decimals if you count your staff using half units. For example, one full-time employee and one part-time employee might be equivalent to 1.5 employees.

You can enter decimals to the tenths position only. For example, you can enter 1.5 or 7.5 but not 1.55 or 7.52.

Category	Staff
Total staff employed by the regulatory body	28
Staff involved in appeals process	2
Staff involved in registration process	6

Additional comments:

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3. Submission

I hereby certify that:

Name of individual with authority to sign on behalf of the organization:

Nedra Brown

Title:

Registrar

Date:

2018/02/12

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