



College of Traditional Chinese Medicine  
Practitioners and Acupuncturists of Ontario

Ordre des praticiens en médecine traditionnelle  
chinoise et des acupuncteurs de l'Ontario

# APPLICATION FOR TITLE VARIATION GUIDELINE

Modified Date: November 2021



# APPLICATION FOR TITLE VARIATION GUIDELINE

**For CTCMPAO members registered in the General Class who are authorized to use the title Acupuncturist and who wish to apply to acquire the Traditional Chinese Medicine Practitioner title and the R. TCMP designation.**

## Background

CTCMPAO members registered in the General Class are authorized to use certain titles and designations. These titles and designations are:

- Traditional Chinese Medicine Practitioner (R. TCMP); and
- Acupuncturist (R. Ac).

It is important to note that these titles are only authorized to members of the College. Individuals not registered with the College cannot use these titles.

Members authorized to use both the Traditional Chinese Medicine Practitioner and Acupuncturist titles practise within a wider scope which includes TCM herbal medicine.

Members authorized to use the Acupuncturist title only are excluded from providing TCM herbal treatments. This is due to the fact that these members have not demonstrated their competency in herbology.

Members who are authorized to use the Acupuncturist title and who wish to also use the title Traditional Chinese Medicine Practitioner must meet several conditions (please see the requirements section below). This is to ensure that they have the competencies needed to practise within the broader scope in a safe and competent manner. The process is called a variation and is in accordance with s. 19 of the *Health Professions Procedural Code* (the Code). The application is called the Application for Title Variation.

This guideline was developed to provide information about the Application for Title Variation process and requirements. The guideline applies specifically to R. Acs who wish to apply to acquire the Traditional Chinese Medicine Practitioner title and the R. TCMP designation.

## Requirements

If you are authorized to use the Acupuncturist title and wish to apply to use the titles of Traditional Chinese Medicine Practitioner and Acupuncturist, you will be asked to fulfil all of the following requirements:

- Meet the education requirement (e.g., have graduated from a full-time traditional Chinese medicine program which consisted of at least four years of full-time education or education that is of equivalent duration);
- Complete a program of clinical experience [e.g., complete a program of clinical experience that is structured, comprehensive, supervised and evaluated and consists of at least 45 weeks of



clinical experience involving at least 500 hours of direct patient contact within the full scope of TCM including herbal medicine. If you completed a program of clinical training in acupuncture only, you must complete an additional 250 hours of (supervised) direct patient contact involving herbal medicine].

- Pass the Pan-Canadian TCM Practitioners Examination;
- Complete the Safety Program Test for R. TCMPs; and
- Meet the currency requirement. You will meet the currency requirement if;
  - You completed your TCM education within 12 months of your Application for Variation;
  - You had completed 500 patient visits (which involved at least 250 patient visits in herbal medicine) within three years before your Application for Variation (for example, if you practised in another jurisdiction or if you practised in Ontario as a Student member).
  - You completed your TCM education within five years and passed the Pan-Canadian TCM Practitioners Examination within 12 months of your Application for Variation (the 12-month period begins on the date the applicant was notified they had passed the examination).

### Application

To acquire the Traditional Chinese Medicine Practitioner title, you will first need to complete and submit the [Application for Title Variation Form](#). You may submit the form together with any supporting documentation and the \$50.00 application fee by mail, fax or email.

### Application Review

Once received, College staff will review your application and supporting documentation. We will contact you to confirm whether your submission is complete or to let you know that you need to submit additional information or documentation. Your application will be valid for up to 12 months from the date of signing the application. Therefore, it will be important to provide any outstanding information quickly so that your application does not become stale. If the required information is not provided in time, your application could expire and you would need to re-apply.

If your submission meets all of the requirements outlined above, the Registration Committee will authorize the Registrar to modify your title. You will receive a confirmation letter and a new certificate of registration. The College's Public Register will also be updated to reflect that you are now authorized to use the Traditional Chinese Medicine Practitioner and Acupuncturist titles and designations. This process may take up to four weeks to complete.

### Note

**You are not authorized to practise in the area of TCM herbal medicine or use the Traditional Chinese Medicine Practitioner title or the R. TCMP designation, until after you have received a confirmation from the College that your title has been modified.**

### Review by the Registration Committee

If your Application for Title Variation does not meet all of the requirements listed above, it will be referred to the Registration Committee for consideration under section [19\(1\)](#) of the Code. You will receive a notice of the referral. You will also have an opportunity to make written submissions to the Registration Committee.



After considering the application and the submission(s), a panel of the Registration Committee will make a decision whether it is in the public interest to approve the request for title variation. For example, in some cases, when the applicant does not meet the currency requirement mentioned above, the panel may consider whether the member should be required to complete some patient visits in the area of TCM herbal medicine under the supervision of another member of the College. This is to ensure that the member has the current skills to practise the expanded scope in a safe and competent manner. If any information in your submission is unclear, the panel may also request that you provide clarification or additional information.

If the panel approves your request for title variation, you will receive a confirmation letter and a new certificate of registration. The College's Public Register will also be updated to reflect that you are now authorized to use the Traditional Chinese Medicine Practitioner and Acupuncturist. If the panel makes a decision that does not result in the title variation, you will receive written reasons for the decision. The decision can be appealed to the Health Professions Appeal and Review Board.

The Registration Committee reviews may take two to four months to complete.

### Questions

If you have any questions about the Application for Title Variation process, please, contact CTCMPAO Registration staff by:

- Telephone: 416.238.7359
- Toll-free: 1.866.624.8483
- Email: [registration@ctcmpao.on.ca](mailto:registration@ctcmpao.on.ca)





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