

**SUPPLEMENTAL POLICIES TO THE FAIR REGISTRATION PRACTICES ACT
AND REGULATIONS**

**Department of Jobs, Growth and Rural Development
Government of Newfoundland and Labrador**

It is recommended that the original statutes and regulations be consulted for all purposes of interpretation and application.

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1. Introduction

The [Fair Registration Practices Act](#) (the Act) received Royal assent in November 2022 and was proclaimed on August 25, 2025. The purpose of the Act is to ensure registration practices for scheduled regulated professions are transparent, timely and fair.

The Act does not include amendments to profession-specific legislation. It recognizes the public protection mandate of regulatory bodies and their institutional autonomy.

1.1 Purpose

The purpose of these policies is to help ensure that regulatory bodies and all individuals applying to be licensed to practice in selected regulated professions are governed by fair registration practices. Fair registration practices promote transparency, timeliness, and fairness. These policies supplement the Fair Registration Practices Act and its Regulations and form part of the framework of Foreign Qualification Recognition and Labour Mobility in Newfoundland and Labrador.

In the event of inconsistencies between these policies and the Act or regulations, the Act takes precedence in the interpretation or resolution of such conflict and then the regulations.

1.2 Objectives

The broad objectives of these policies are to facilitate the objectives of the Act, which include the movement of skilled individuals from abroad and within Canada and to establish an open, efficient and stable domestic labour market while at the same time not inhibiting the regulatory bodies of regulated professions from fulfilling their mandates to protect the public. The regulatory bodies' mandates are outlined in their respective governing legislations (e.g., the [Registered Nurses Act, 2008](#)). Policies stemming from the Act aim to support the following objectives:

- Clarifying the reporting process required of regulatory bodies under the Act and its Regulations.
- Clarifying Ministerial powers.
- Enabling improvements to credential recognition for internationally educated professionals.
- Supporting professionals trained elsewhere in Canada and other countries to gain licensure to work in Newfoundland and Labrador.

1.3 Application and Scope

The governing principles outlined in these policies apply to the regulatory bodies as listed in Schedule A of the Act. Regulatory bodies may establish additional internal policies, guidelines, or procedures that are consistent with the framework to supplement the governing principles contained in this document.

In matters of interpretation and application of the Act for a specific profession, it is also recommended that the original statutes and regulations be consulted.

List of Regulatory Bodies under the Fair Registration Practices Act

Professional Engineers and Geoscientists of Newfoundland and Labrador
Association of Early Childhood Educators of Newfoundland and Labrador
Teachers' Certification Committee
Newfoundland and Labrador College of Nurses
College of Physicians and Surgeons of Newfoundland and Labrador
Newfoundland and Labrador Council of Health Professionals
Newfoundland and Labrador College of Social Workers
College of Pharmacy of Newfoundland and Labrador
Newfoundland and Labrador Psychology Board
Newfoundland and Labrador Paramedicine Regulation
Motor Registration Division
Provincial Apprenticeship and Certification Board

These policies apply to regulatory bodies for all applicants including internationally educated and labour mobility applicants, as defined in the regulations as follows:

“Internationally educated” (IE) means an applicant who:

- gained the relevant academic qualifications for the regulated profession outside of Canada, and,
- who, at the time the applicant applies to a regulatory body to be registered in the regulated profession, is not registered with a body that regulates the same profession in a province or territory in Canada.

“labour mobility applicant” (LM) means an applicant who, at the time the applicant applies to a regulatory body to be registered in the regulated profession, is registered with a body that regulates the same profession in a province or territory in Canada other than the province.

1.4 Policy Administration

To identify and implement any revisions or interpretive notes that may be necessary, these policies will be reviewed on an ongoing basis.

2. Policies

2.1 Labour Mobility Applicants and the Canadian Free Trade Agreement

These policies align with the [Labour Mobility Implementation Act](#), which assures that the rules governing Chapter 7 (Labour Mobility) of the [Canadian Free Trade Agreement \(CFTA\)](#) shall be followed for labour mobility applicants. Labour Mobility provisions of the CFTA state that certified workers have to be recognized as qualified to work by a regulatory body in another province or territory which regulates that occupation, without having to go through significant additional training, work experience, examination or assessment, unless an [exception](#) has been posted.

2.2 Annual Reporting

Regulatory bodies shall submit an annual report to the Department of Jobs, Growth and Rural Development (JGRD). The contents of this report shall include the list of indicators outlined in Appendix “A.” This report may be part of a larger annual report that regulatory bodies submit to a government department that governs their professions as it would be a best practice to submit this report to both JGRD and the governing department.¹

JGRD shall review the submitted report to determine if the information provided demonstrates compliance with the Act and its regulations. If this report is not compliant, the regulating body shall be required to demonstrate compliance in a manner and timeframe prescribed through communication from JGRD.

2.3 Report on Review of Registration Practices by Regulatory Bodies

Regulatory bodies shall submit to JGRD the results of a review of their registration practices, including the internal review process (i.e., appeals process) **every three years**. The contents of this report shall include the following:

- an analysis of the extent to which the requirements for registration are necessary for, or relevant to, the practice of the regulated profession (initial applicants and appeals) (If relevant to the regulator, this would include a description of any application deferral process and measures to ensure its fairness, transparency and timeliness.);
- the efficiency and timeliness of decision making (initial applicants and appeals);
- the reasonableness of the registration fee charged by the regulatory body;
- any measures undertaken by the regulatory body to ensure that the assessment by a third-party assessor has been conducted in a transparent, timely and fair manner (if applicable).

(Some examples of measures may include, but are not limited to,

- whether the regulatory body has read the outcome of each decision of the assessor, and whether the assessor has provided reasonable evidence for their decisions in a timeframe that enables the regulatory body to respond to the applicant within the timeframe stipulated in the regulations;
- whether the regulatory body participated in governance and review of the third-party assessor to ensure the decision process is transparent, timely and fair.)

¹ The [Access to Information and Protection of Privacy Act, 2015](#) (Act) applies to public bodies within the Province of Newfoundland and Labrador. In particular, subsection 5(1) provides that the Act applies to all records in the custody of or under the control of a public body. For the purposes of the Act, a record includes any information contained in correspondence, reports and other documents and recorded information received by a public body from an outside organization or individual. A request for information shall be addressed in accordance with the requirements of the Act.

It would be a best practice to submit this report to both JGRD and the government department that governs their professions, but it is only required to be sent to JGRD.

JGRD shall review the submitted report to determine if the information provided is compliant with this Act and its regulations. If this report is not compliant, the regulatory body shall be required to demonstrate compliance in a manner and timeframe prescribed through communication from JGRD.

2.4 Notification of Practice Changes

Regulatory bodies shall notify the minister of a proposed change to its practices for the assessment of qualifications or any conditions of registration no later than three business days after the regulatory body approves the proposed change. This requirement may not be applicable to those regulators that currently follow a Cabinet approval process.

2.5 Expedited Process

In circumstances where an applicant reports delays in the registration process to the Minister, the Minister may request a response and may request the regulatory body to expedite the process.

Appendix “A”

List of Annual Reporting Indicators

The following indicators (1-19) are required to be reported **annually** by the regulatory body. Indicators 3-19 refer to applicant decisions and does not include renewals as defined in section 2(2) of the Regulations.

Duty to Provide Information

1. Does your organization have clear and concise information for applicants to understand and commence the registration/licensure process?

(Please refer to section 5 of the Act)

- a. registration practices
- b. internal review (appeal) processes
- c. usual amount of time for the registration process
- d. requirements for registration
- e. any alternative means of meeting the requirements
- f. any navigation supports provided to applicant with respect to the registration process
- g. registration fees

If your response is “no,” please provide reasons or explanations.

2. **Qualifications for Registration**

Is your organization in compliance with the following subsections of section 6 of the Act?

Does your organization ensure that:

- (a) the requirements for registration are necessary for, or relevant to, the practice of the regulated profession; and
- (b) the criteria used in an assessment of qualifications is necessary to assess the competence in the practice of the regulated profession.

Does your organization make information publicly available respecting:

- (a) the documents that are required to accompany an application for registration as proof of the applicant's qualifications; and
- (b) any alternative proof of the applicant's qualifications that may be acceptable to the regulatory body if an applicant cannot obtain the documents referred to in paragraph (a) for reasons beyond the applicant's control.

If your response is “no,” please provide reasons or explanations.

Statistics on Application Decisions

3. Number of applicants (by gender, if available) who submitted complete applications in the reporting year, by the applicant types listed below. (Reporting year refers to either the fiscal or calendar year depending on what the regulatory body normally uses for reporting.) (Note: In the event that an applicant applied in one year and was not approved or denied until the next year, the application would only add to the count once in the first year).
 - internationally educated
 - labour mobility
 - other applicants
4. Number of applicants (by gender, if available) registered in the reporting year, by the applicant types listed below.
 - internationally educated
 - labour mobility
 - other applicants
5. Number of applicants (by gender, if available) fully licensed in the reporting year, by the applicant types listed below. (For some regulatory bodies, the terms licensed and registered are interchangeable. In those cases, the data for 4 would be the same as the data for 5, and thus 5 is not applicable. For regulatory bodies where the terms have different meanings, data for 5 are required). (Note: applicants granted provisional and restricted licenses are counted in 6 and 7 below.)
 - internationally educated
 - labour mobility
 - other applicants
- 5a. Country where education was obtained by the applicants identified in 4 and/or 5.
 - internationally educated
 - labour mobility
 - other applicants
6. Number of applicants (by gender, if available) provisionally licensed (i.e., licensed for a short period and/or requiring supervision), in the reporting year, by the applicant types listed below.
 - internationally educated
 - labour mobility
 - other applicants
7. Number of applicants (by gender, if available) licensed with restrictions (i.e., the license allows limited scope of practice) in the reporting year, by the applicant types listed below.
 - internationally educated
 - labour mobility
 - other applicants

8. Number of applicants (by gender, if available) denied in the reporting year, by the applicant types listed below.
 - internationally educated
 - labour mobility
 - other applicants
9. Number of applicants (by gender, if available) in the reporting year, that were neither approved nor denied. Report this by the applicant types listed below. (For example, scenarios may include: applications that were received in one year and a decision was made in the next year based on timing of the application AND applications to which the regulator has responded with further applicant instructions necessary for a decision in line with the regulator's licensing Act and regulatory requirements.)
 - internationally educated
 - labour mobility
 - other applicants

Timeliness of Application Process

10. Average number of business days for an application to be approved or denied with written reasons provided (if applicable) starting from the date a complete application is received, by the applicant types listed below.
 - internationally educated
 - labour mobility
 - other applicants
11. For applications taking significantly longer than the average service standards for a decision, please list the reasons for the delays and any mitigation measures taken, if the measures were possible. Please respond for each category, as applicable.
 - internationally educated
 - labour mobility
 - other applicants

Internal Review (Appeals) Process

12. Number of applicants (by gender, if available) who submitted complete applications for an internal review (appeal) process in the reporting year, by the applicant types listed below. (This refers to situations where the initial application was rejected, and the client has formally appealed this decision through the internal review process.)
 - internationally educated
 - labour mobility
 - other applicants
13. Number of applicants (by gender, if available) registered after an internal review (appeal) process in the reporting year, by the applicant types listed below.
 - internationally educated
 - labour mobility
 - other applicants

- 14.** Number of applicants (by gender, if available) fully licensed after an internal review (appeal) process in the reporting year, by the applicant types listed below. (For some regulatory bodies, the terms licensed and registered are interchangeable. In those cases, the data for 13 would be the same as the data for 14, and thus 14 is not applicable. For regulatory bodies where the terms have different meanings, data for 14 are required). (Note: applicants granted provisional and restricted licenses are counted in 15 and 16 below.)
- internationally educated
 - labour mobility
 - other applicants
- 15.** Number of applicants (by gender, if available) provisionally licensed (i.e., licensed for a short period and/or requiring supervision), after an internal review (appeal) process in the reporting year, by the applicant types listed below.
- internationally educated
 - labour mobility
 - other applicants
- 16.** Number of applicants (by gender, if available) licensed with restrictions (i.e., the license allows limited scope of practice) after an internal review (appeal) process in the reporting year, by the applicant types listed below.
- internationally educated
 - labour mobility
 - other applicants
- 17.** Number of applicants (by gender, if available) denied registration/licensure after an internal review (appeal) process in the reporting year, by the applicant types listed below.
- internationally educated
 - labour mobility
 - other applicants

Timeliness of Application Process

- 18.** Average number of business days for an application to be approved or denied with written reasons provided (if applicable) through the internal review (appeal) process starting from the date a complete application is received (for the internal review process), by the applicant types listed below.
- internationally educated
 - labour mobility
 - other applicants
- 19.** For applications taking significantly longer than the average service standards for an internal review (appeals) decision, please list the reasons for the delays and any mitigation measures taken, if the measures were possible. Please respond for each category, as applicable.
- internationally educated
 - labour mobility
 - other applicants

Collaboration on Program Development

- 20.** Please describe any reasonable steps that have been taken to collaborate with education providers and employers to identify opportunities to develop programs that may assist unsuccessful applicants in obtaining registration in your regulatory body.