

## CRTO IEHP Assessment Procedure

### Background

The CRTO Internationally Educated Healthcare Professional (IEHP) Assessment process provides a pathway to registration for candidates who have not graduated from an approved Respiratory Therapy program. The IEHP Assessment offers candidates an opportunity to demonstrate whether or not they possess the requisite entry-to-practice (ETP) competencies to provide safe, effective, and ethical patient care. These ETP competencies are listed in the [National Competency Framework, \(NCF\) Part I – ETP](#). The IEHP Assessment process consists of three phases, which are outlined below.

The CRTO is pleased to make its IEHP Assessment available to all member organizations of the National Alliance of Respiratory Therapy Regulatory Bodies (NARTRB). This document is intended to outline the assessment process and clarify the roles and responsibilities of the CRTO, the referring regulatory body, and the candidate at each stage. Additional information can be found on the CRTO website, on the webpage entitled [Applicants Educated Outside of Canada](#).

### Phase One – Educational Review

The purpose of this phase is to determine if the candidate’s education is substantially similar to an accredited Canadian RT program.

IEHP Candidate applies to your regulatory body & a determination is made to refer them to the CRTO’s IEHP ETP Assessment.

All application information received by the referring regulatory body is sent to the CRTO. This should include, at a minimum, the candidate's name, mailing address, email, education information (i.e., WES evaluation) & citizenship information.\*

The CRTO will provide the candidate with a link to our [Application for Registration Guide for Applicants Educated outside Canada](#).

The candidate is required to pay the CRTO a \$500 assessment fee for the Educational Review & the Behavioural Descriptive Interview . They must also submit any additional documents, and complete our [Education Program Review Worksheet](#).

The CRTO will conduct the Educational Review and, if approved, the CRTO will inform the candidate that they are eligible to undergo the Behavioural Descriptive Interview.

\*on page 11 of the [Application for Registration Guide for Applicants Educated outside Canada](#), you will

find an Application Checklist that outlines the information the CRTO requires to begin the assessment process. We ask that the referring regulator provide the CRTO with all the listed documents they have received from the candidate. You may refer to the CRTO's [Application for Registration Document Requirements Policy](#) for further information. The CRTO will contact the candidate directly for any missing documentation, as required, and to request that they complete the [Education Program Review Worksheet](#).

### Phase Two - Behavioural Descriptive Interview (BDI)

The structured interview is used to compare applicants' knowledge, skills, and experience, acquired through both education and employment, against the competencies listed in the NCF. Interviews are administered by two trained RT Assessors and currently is being conducted via videoconference.

Once the BDI is completed, an Interim Report of gaps identified in the Educational Review & the BDI is sent from the CRTO to the referring regulatory body, who will then follow up with the candidate.

At this time, the CRTO requires the candidate to meet with CRTO staff to discuss the results and determine if they wish to continue to the third phase and final phase of the assessment.\*

The purpose of this meeting is to provide the candidate with a clear understanding of the likelihood of being successful during the Clinical Skills Assessment (CSA).

Based on this information, the candidate will need to either exit the assessment process or elect to continue to the CSA.

\*CRTO staff are happy to assist the referring regulatory body with the post BDI meeting with the candidate.

### Phase Three – Clinical Skills Assessment (CSA)

At this stage in the assessment process, candidates are asked to demonstrate their clinical skills in a simulated environment at Toronto’s [St. Michael’s Hospital \(Allan Waters Family Simulation Centre - Li Ka Shing International Healthcare Education Centre\)](#). The CSA is conducted on a single day and consists of a series of clinical scenarios, each designed to measure whether applicants can demonstrate specific clinical competencies at an ETP level. The CSA consists of four parts:

1. **Process Orientation**
2. **Clinical Orientation**
3. **Clinical Skills Stations**
4. **Integrated Clinical Scenarios**

The candidate is required to pay the CRTO a \$5,000.00 CSA fee. Once the fee is processed, CRTO staff will contact the simulation centre to book a date for the assessment.

Approx. 1 - 2 weeks prior to the scheduled CSA, CRTO staff will meet with the candidate via videoconference to complete a **Process Orientation**.\*

On the day of their CSA, the candidate is provided with a **Clinical Orientation** designed to familiarize them with the simulation space and equipment.

The candidate is required to complete 4 **Clinical Skills Stations** and 2 **Integrated Clinical Scenarios**.\*\*

Once the CSA has been completed, a Final Report that summarizes the CSA results will be sent from the CRTO to the referring regulatory body.

\*the Process Orientation is intended to provide the candidate with an overview of the CSA (i.e., schedule for the day, roles of the Assessors, important things to remember, etc.).

\*\*A complete outline of the CSA can be found in the CRTO’s [Clinical Skills Assessment \(CSA\) Applicant Guide](#).