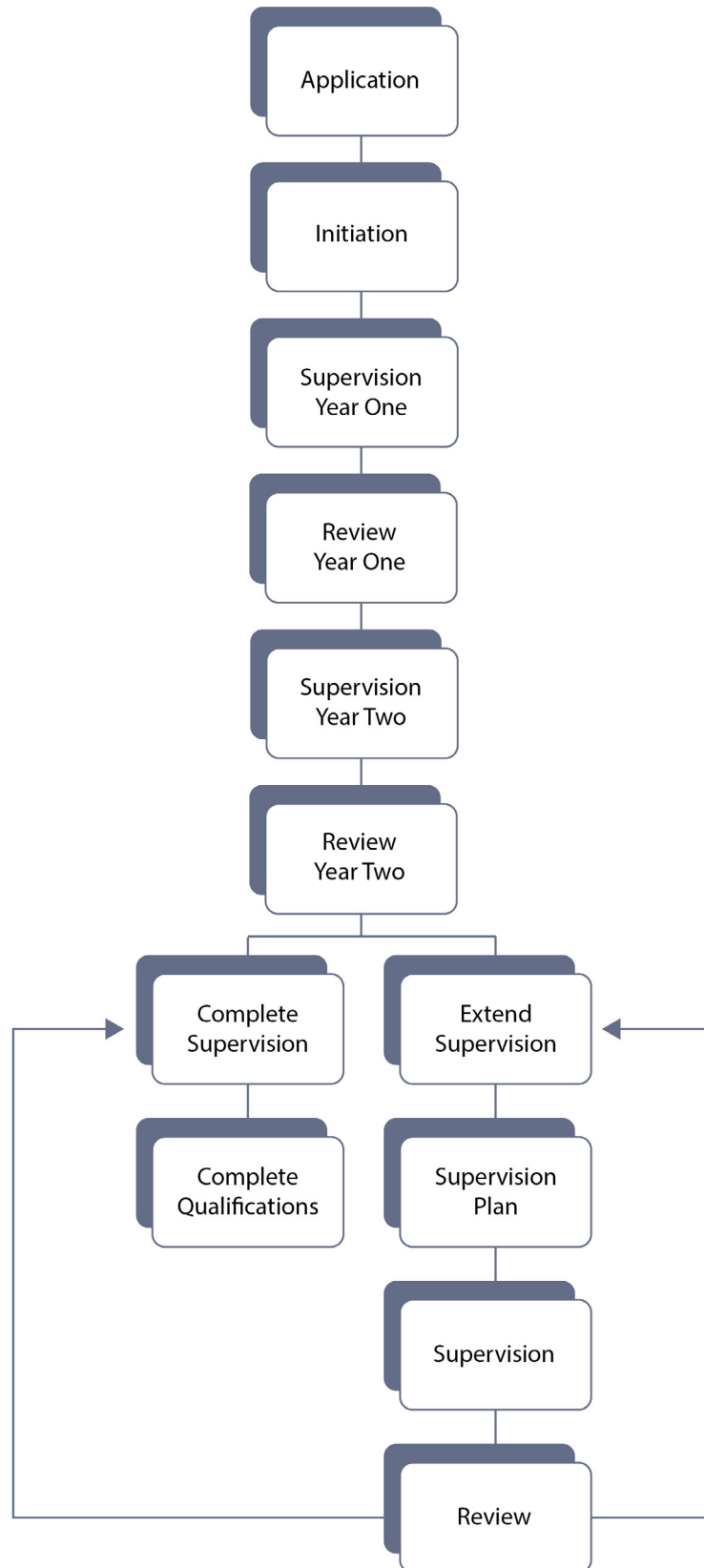


School Clinician Certification Process



Application

- Clinicians apply for Provisional Clinician's Certificate through the [Professional Certification Unit](#).
- Applications with supporting documentation should be completed by early July in order to have the application process completed by September.
- Clinicians must have a Provisional Clinician's Certificate to begin supervision.
- Audiologists, occupational therapists, physiotherapists, social workers, and speech-language pathologists must have their provisional registration in place with their professional regulatory college to start work.

Initiation

- Employer and Clinician should determine a clinical supervisor for the School Clinician Certificate supervision period together, within the first week of employment.
- The Clinical Supervisor must be of the same discipline and have a permanent school clinician certificate.
- The Clinical Supervisor may be the same as the mentor/supervisor for the professional regulatory college.
- The Clinician is responsible for contacting the Clinical Supervisor to initiate the supervision process, within the first two weeks of employment.
- The [Clinical Supervisor Declaration-Change form](#) (Appendix A) must be submitted to the Student Services Unit (SSUInfo@gov.mb.ca) and approval received from the Coordinator, Student Services Unit, before the supervision process can begin.
- If a change of clinical supervisor is needed for any reason, the initiation process should be repeated, including submission of the Clinical Supervisor Declaration-Change form.
- Decision to accept direct supervision hours from the previous clinical supervisor is at the discretion of the new clinical supervisor. Factors to consider include the reason for a change in clinical supervisor, and documentation and information available about the clinician's clinical competency from the previous clinical supervisor.

Supervision Year One

- The Clinical Supervisor and Clinician will engage in supervision activities to accrue 50% (recommended) or more of the minimum required supervision hours.

Review Year One

- The Clinical Supervisor and Clinician will engage in a collaborative assessment process to determine current competency and establish goals for the upcoming year of supervision.
- A [School Clinician Supervision Report](#) (Appendix E) must be completed by the Clinical Supervisor and Clinician after 180 days of employment.
- The School Clinician Supervision report must be signed by the Clinician, Clinical Supervisor, and Administrative Supervisor, and reviewed by the Superintendent.
- The report must be submitted after 365 calendar days from the issue date on the Clinician's provisional school clinician certificate to the Professional Certification Unit (certification@gov.mb.ca).

Supervision Year Two

- The Clinical Supervisor and Clinician will engage in supervision activities to accrue the remaining required supervision hours.

Review Year Two

- The Clinical Supervisor and Clinician will engage in a collaborative assessment process to determine current competency and decide if all requirements for the School Clinician Certificate have been met or if the supervision process should be extended.

Complete Supervision

- A [School Clinician Supervision Report](#) (Appendix E) must be completed by the Clinical Supervisor and Clinician after 360 days of employment.
- The report must be signed by the Clinician, Clinical Supervisor, and Administrative Supervisor, and reviewed by the Superintendent.
- The report must be submitted after 730 calendar days from the issue date on the Clinician's provisional school clinician certificate.
- Employer must submit [Employer Recommendation for Extension of Provisional or Permanent School Clinician Certification form](#) (Appendix G) recommending permanent certification to the Professional Certification Unit (certification@gov.mb.ca).

Extend Supervision

- The Clinical Supervisor and Clinician will engage in a collaborative assessment process to determine the length of the supervision extension and establish goals for the upcoming period of supervision.
- A [School Clinician Supervision Report](#) (Appendix E) must be completed by the Clinical Supervisor and Clinician after 360 days of employment (and at the end of the extension).
- The report must be signed by the Clinician, Clinical Supervisor, and Student Services Administrator, and reviewed by the Superintendent.
- The report must be submitted after 730 calendar days from the issue date on the Clinician's provisional school clinician certificate (and at the end of the extension) to the Professional Certification Unit (certification@gov.mb.ca).
- The Clinical Supervisor and Clinician will engage in supervision activities to address the goals established.
- The Clinical Supervisor and Clinician will engage in a collaborative assessment process to determine current competency and decide if all requirements for the School Clinician Certificate have been met or if the supervision process should be extended.
- If the supervision process needs to be extended beyond three years from the issue date on the Clinician's provisional certificate, the Employer must submit an [Employer Recommendation for Extension of Provisional or Permanent School Clinician Certification form](#) (Appendix G) recommending an extension to the Professional Certification Unit (certification@gov.mb.ca).
- Provisional certification may be extended for up to three additional years. No further extensions will be considered.

Complete Qualifications

- Clinicians must meet the [Permanent School Clinician Certification Qualifications](#) required by the Professional Certification Unit to complete the process for receiving their Permanent School Clinician Certification.