

## CERTIFICATE OF GOOD STANDING (CGS) AND LETTER OF STANDING (LoS) POLICY

This policy outlines the rules for issuing and receiving CGSs and LoSs. The table below outlines the differences between a CGS and an LoS.

| Certificate of Good Standing (CGS)  | Letter of Standing (LoS)  |
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| <ul style="list-style-type: none"> <li>○ Is the document used by one registration authority indicates to another that a health practitioner is legally registered and permitted to practice without restriction. CGSs are vital documents when health practitioners wish to work in a new jurisdiction in which they are not already registered.</li> </ul> | <ul style="list-style-type: none"> <li>○ Is the document issued by a registration body in instances where it is not possible to issue a CGS because there is an investigation or proceeding, at present in progress or contemplated in relation to the fitness to practise (including health, competence and conduct) of the health practitioner, or their practise is restricted in some way.</li> </ul> |
| <ul style="list-style-type: none"> <li>○ The intention of this document is to show there is no legal impediment to current registration, and a health practitioner can reasonably be regarded as safe to practice, within the context of the licensing law in the country of the registration body issuing the CGS</li> </ul>                               | <ul style="list-style-type: none"> <li>○ This document will contain the minimum detail, and the health practitioner concerned will be responsible for providing any outstanding information required by the recipient of the letter</li> </ul>  |

The Department may only grant a Certificate of Good Standing in respect of a practitioner if the practitioner:

1. Has not had or does not currently have restrictions placed on their practice by the Department as a result of a concern about the conduct, competence or health of the practitioner
2. Is not currently or is not about to be subject to a review, investigation, or hearing about the conduct, competence or health of the practitioner
3. Has provided the required information and paid any required fees to the Department.

The Department will only send CGSs and LoSs directly to other registration bodies – i.e. the Department will not provide these documents directly to practitioners.

In cases where Practitioners request a CGS but are only eligible for LoSs, the Supreme Council for Health contacts the Practitioners to confirm that they want an LoS sent to an organization.

### Incoming CGSs and LoSs

All Applicants for registration are required to provide a Certificate of Good Standing for every active registration they have held within the past 5 years. All Applicants for restoration to the register are required to provide the same, unless their break in registration at the MOH is shorter than that 5-year period.

The Department will only receive a Certificate of Good Standing or a Letter of Standing directly from a registration body – i.e. the Department will not accept these documents directly from Applicants.

### When CGSs and LoSs are not Available

On rare occasions, an Applicant will be unable to provide a CGS because there is no registration authority that produces CGSs in the jurisdiction in which they worked. If there is no body issuing CGSs for a jurisdiction, the Applicant may ask an employer to complete the *Employer Reference Form*. In these cases, staff are required to confirm that no registration authority exists in that jurisdiction. If an Applicant arranges for an *Employer Reference Form* instead of a CGS for a jurisdiction with a known registration

authority that issues CGSs, the *Employer Reference Form* is rejected, and the Applicant is required to arrange for a CGS to be sent to the Supreme Council for Health from the appropriate body.

### **When CGSs are Requested from Practitioner in Public Setting Not Regulated by the Supreme Council for Health**

The MLD receives requests for CGS from practitioners working at HMC or in other public settings not currently regulated by the MOH. These practitioners require a CGS to work or train in another jurisdiction.

Practitioners exempted from Supreme Council for Health regulation can request a CGS. They must arrange for their Medical Director to send an Employer Reference Form to the MOH indicating if they are aware of any proceedings or of any act or omissions that might raise questions about the practitioner's conduct, health or performance.

This form must be sent directly to the Supreme Council for Health from the Employer, and only originals will be accepted.