



Section:	Operational	Section Number:	III	Page 1 of 1
Subject:	Delegation to Registrar	Issued:	October 2013	
		Revised:	September 2018	
Distribution:	All Employees & Members	Approved:	Transitional Council December 2013 September 2018 December 2020	

PREAMBLE

In accordance with *The Midwifery Act*, the council may delegate to the registrar the power to do all or any of the following:

- a. register persons as members;
- b. issue licences to members;
- c. issue restricted licences to members.

GUIDELINES

1) The council delegates to the registrar, the power to register members and issue licences in accordance with *The Regulatory Bylaws*, in the following categories:

- **Student**
- **Full Practising (Initial)**
 - in circumstances where the applicant has successfully completed a recognized Canadian midwifery education program; or
 - where the applicant has successfully completed an approved assessment process; or
 - where the applicant is registered as a midwife in good standing pursuant to the legislation of another province or territory of Canada and holds the equivalent of an unrestricted licence in Saskatchewan.
- **Full Practising (Renewal)**
 - in circumstances where the applicant has met all regulatory bylaw requirement for licence renewal **OR** has not met all regulatory requirements and has provided a plan approved by the registrar to meet the requirements (i.e. Continuing Competence Requirements or Out-of-Hospital Birth)
- **Restricted (Initial & Renewal)**
 - in circumstances where the applicant does not meet the requirements for full practising membership and licensure
- **Transition from Restricted to Full Practising**
 - in circumstances where restricted member has successfully met the requirements stated on the approved supervision plan

ACCOUNTABILITY AND REPORTING

- 1) The registrar shall report activity related to delegated responsibilities under the "Core Functions" section of the Executive Director/Registrar Report to the Transitional Council at their regularly scheduled meetings.
- 2) The registrar shall use professional discretion with respect to applications for all membership and licensure that are questionable, unusually complex in nature or are significantly deficient. In such cases, the Transitional Council Executive Committee shall be consulted.
- 3) Report shall include the following information:

Full Practising Category

- Number of applications received
- Level of complexity of each application received
- Number of applicants registered
- Number of licences issued
- Employment details for each registrant

Restricted Category

- Number of applications received
- Level of complexity of each application received
- Summary of supervision plan requirements
- Number of applicants registered
- Number of licences issued
- Employment details for each registrant

Transition from Restricted to Full Practising Category

- Number of applications received
- Level of complexity of each application received
- Summary of supervision plan requirements completed
- Number of applicants registered
- Number of licences issued
- Employment details for each registrant

Student Category

- Number of applications received
- Level of complexity of each application received
- Number of applicants registered
- Number of licences issued
- Numbers and placement location of students completing clinical placements in Saskatchewan