



CANADIAN NON-LABOUR MOBILITY APPLICATION GUIDE

For a person applying for registration who has completed an educational program and/or has been employed in a province other than Nova Scotia and to whom Canadian labour mobility provisions are NOT applicable

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INTRODUCTION

The Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP) welcomes your application for registration as a medical imaging and radiation therapy professional (MIRTP) in the discipline of Diagnostic Medical Sonography, Magnetic Resonance Imaging, Nuclear Medicine Technology, Radiation Therapy, or Radiological Technology.

To legally practise medical imaging or radiation therapy in Nova Scotia, you must be registered with the NSCMIRTP. Registering with the regulatory body demonstrates that the individual respects the public's right to safe, competent, and ethical care, and recognizes the NSCMIRTP's role in supporting and monitoring professional practice.

In order to be eligible for a licence, you must meet the requirements for registration set out in the [registration regulations](#) made under the [Medical Imaging and Radiation Therapy Professionals Act](#) (NSCMIRTP Act).

The scope of practice of medical imaging and radiation therapy, as defined under the NSCMIRTP Act, is the application of professional medical imaging technology knowledge, skills, and judgement in the use of ionizing and non-ionizing radiation, magnetic fields, high-frequency sound waves, and other energy forms, in the provision of diagnostic and therapeutic modalities, in collaboration with other health care professionals, to achieve optimal health, wellness, and functional performance. It includes the practice of: (i) diagnostic medical sonography, (ii) magnetic resonance technology, (iii) nuclear medicine technology, (iv) radiological technology, and (v) the practice of any other medical imaging technology discipline set out in the regulations.

The Act recognizes practice includes not only the delivery of clinical services, but also research, education, consultation, management, administration, information technology, regulation, policy, or system development relevant to the foregoing, and other practices as taught in MIRTP programs in Nova Scotia.

Further information about the application and registration process can be found in this application guide.

WHO CAN APPLY?

Any individual who has completed an educational program in medical imaging and radiation therapy (MIRT) in one or more of the specialties of diagnostic medical sonography, magnetic resonance technology, nuclear medicine technology, radiological technology, and radiation therapy within the last five years, or who has practised the profession within the last five years, and now wishes to practise as a medical imaging and radiation therapy professional in Nova Scotia can apply for registration with NSCMIRTP.

Specifically, this application guidebook is for those individuals who:



- Have successfully completed an educational program in medical radiation and imaging technology in Canada in the last five years and have not yet practised in the profession; or
- Are currently practicing in a NSCMIRTP discipline that is not regulated in the province that they are practicing in; or
- Were practicing in a regulated jurisdiction in Canada but are not currently registered with the out-of-province regulatory authority in that province.

This application process applies to you if:

- You are practicing in one of the disciplines listed in the provinces in the table below; or
- You completed an accredited educational program in Canada, but outside Nova Scotia and are not currently practicing.

Current province of practice or province of training	Specialties
Alberta	<ul style="list-style-type: none"> • Diagnostic medical sonography
British Columbia	<ul style="list-style-type: none"> • Radiological technology • Magnetic resonance imaging • Diagnostic medical sonography • Nuclear medicine • Radiation therapy
Manitoba	<ul style="list-style-type: none"> • Radiological technology • Magnetic resonance imaging • Diagnostic medical sonography • Nuclear medicine • Radiation therapy
Newfoundland and Labrador	<ul style="list-style-type: none"> • Radiological technology • Magnetic resonance imaging • Diagnostic medical sonography • Nuclear medicine • Radiation therapy
New Brunswick	<ul style="list-style-type: none"> • Diagnostic medical sonography
Quebec	<ul style="list-style-type: none"> • Radiological technology • Magnetic resonance imaging • Diagnostic medical sonography
Prince Edward Island	<ul style="list-style-type: none"> • Diagnostic medical sonography
Saskatchewan	<ul style="list-style-type: none"> • Diagnostic medical sonography



Yukon, Northwest Territories, Nunavut	<ul style="list-style-type: none"> • Radiological technology • Magnetic resonance imaging • Diagnostic medical sonography • Nuclear medicine • Radiation therapy
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STEPS AND TIMELINES IN THE APPLICATION AND REGISTRATION PROCESS

The first step is to create an online profile in **the NSCMIRTP registrant and applicant online portal**, gather the documents you need to support your online application, then complete and submit your application. It is suggested that you start the application process approximately one month before you complete your MIRT approved educational program or move to NS. When you have submitted your initial application, NSCMIRTP will contact you if any additional information is required. NSCMIRTP will communicate with you by email.

Below is an overview of the steps in the process:

Step	Activity
1	Review the information about the application process and documents you are required to provide.
2	Complete your application, upload all the required documents, pay the application fee, and submit your application to NSCMIRTP for assessment.
3	Complete the NSCMIRTP Legislation Learning Package (jurisprudence course) - access will be available immediately after you submit your application.
4	NSCMIRTP will review your application.
5	NSCMIRTP will notify you regarding the status of your application. If required, NSCMIRTP will email you to request any outstanding documents.
6	After you have completed all the requirements for registration, NSCMIRTP will register you, and applicable annual fees will be charged. You will receive an email confirming that you are registered. Your name and licence information will be posted on the public registry.
7	If licensed under a New Grad provisional licence, you can work as a graduate MRT or DMS with conditions as outlined in the letter of acknowledgement.
8	If licensed as a New Grad provisional licence, you will need to write the next sitting of the CAMRT or Sonography Canada examination(s).
9	If licensed as a New Grad, provide evidence of passing the CAMRT or Sonography Canada examination(s). [*Note: if you fail the national exam, your new grad licence will expire, and you are not eligible to practise or receive a licence until such time as you successfully pass the

	national entry to practise exam.]
10	Upon providing proof of passing the exam, licence is switched from New Grad to Full Active with no restrictions. Inform your employer that you are legally authorized to practise the profession at the full scope. Start using the protected title “Medical Imaging and Radiation Therapy Professional” and the term or abbreviation appropriate to your specialty (e.g., MRT or DMS and review your accountabilities as a regulated professional.

For a visual flowchart of steps, see [APPENDIX A – VISUAL FLOWCHART FOR STANDARD REGISTRATION](#) (page 16) for the Standard Registration Pathway, and [APPENDIX B – VISUAL FLOWCHART FOR CANADIAN EDUCATED NEW GRAD](#) (page 17) for the Canadian Educated New Grad.

REGISTRATION REQUIREMENTS

For your application to be complete, you are required to complete all steps of the online application process, provide all the required documentation, and pay the one-time initial application fee of \$100.00 by Visa, Mastercard, American Express, or Cheque through the secure registration platform.

If you do not have all the required documents when you start your application online, you may begin the application process and return to complete it later. Please note your application will not be processed until all the information is submitted and you have paid the application fee. NSCMIRTP will communicate with you by email during the application process.

The registration requirements are set out in the registration regulation made under the NSCMIRTP Act, and can be found [here](#). The online application process prompts you to provide all the documents required to demonstrate that you meet the requirements for registration.

When you have submitted your complete application, NSCMIRTP will review it and determine whether you meet all the requirements as set out in the registration regulation. You can expect the final approval process to take between one to seven business days once you have provided all required documentation.

If you do not meet all the requirements for registration or are asking for special consideration, your application will be reviewed by the Credentials Committee of the NSCMIRTP. In this case, it may take between one to four months to process your application.

REQUIRED DOCUMENTS

The registration platform accepts PDFs or JPEGs. You are not required to submit the original documents to the NSCMIRTP. The NSCMIRTP will contact you if original documents are required for authentication and validation. You will be prompted to upload the documents listed below:



1. Education

The NSCMIRTP requires proof that you have successfully completed your medical imaging or radiation therapy program in the specialty for which you are applying. You can start the application process before you have completed your program. The NSCMIRTP will validate with your program director that you have successfully completed your program, or you can provide proof by uploading a copy of your certificate, diploma, degree, or a copy of your academic transcript from your program if available at the time of your application.

Evidence Required:

- An official transcript from the Canadian accredited program, or
- Picture of degree/diploma, or
- Original letter sent from institution of study (program director or registrar office) verifying completion.

2. Entry to practice exam

The NSCMIRTP also requires proof that you have successfully completed the examination(s) approved by the College Board (the CAMRT or Sonography Canada examination(s)), or that you have registered to write the exam prior to issuing a licence of registration.

The National Entrance to Practice Exam is a mandatory requirement of registration with the NSCMIRTP. The examination assures that all individuals entering the profession of medical imaging or radiation therapy have met a minimum standard in the written application of academic knowledge and professional behavior. This exam is administered by either the Canadian Association of Medical Radiation Technology (CAMRT) or Sonography Canada.

If you have not yet passed the national entry to practice exam, you are eligible to license provisionally with a New Graduate licence. If you are applying as a New Grad, you must upload a signed [letter of acknowledgement](#). If you write your exam in Nova Scotia, the CAMRT or Sonography Canada will provide NSCMIRTP with examination results when available, or you may submit evidence from the CAMRT or Sonography Canada confirming that you have successfully completed the examination(s)

If licensed as a New Grad, upon receiving confirmation of passing the national exam, your provisional licence will be switched to a full active licence, and new grad supervision requirements will be removed.

Document(s) to be provided:

- A copy of your exam result or certificate is **required** as evidence that you have successfully



completed the exam. If you have not yet written the exam, provide proof that you are registered to write the next sitting of the national exam (i.e., confirmation letter from CAMRT or Sonography Canada).

- New Grad Letter of Acknowledgement - **Required if applicable.**

3. Proof of Identity

Your full name (as it appears on government issued ID) must be provided on your application along with the preferred name used in practice, if different. Both names will appear on the NSCMIRTP's public registry, but all documents from NSCMIRTP will be issued in your name as it appears on government issued ID.

Document(s) to be provided - **Required:**

- Government-issued photo ID. This can be uploaded as a photo with your application.

You must list all names that you have practised under. If any of the documents in your application were issued under a previous name, you must include an official document (such as a marriage certificate) that verifies your name change.

4. Eligibility to work in Canada

To be employed as a medical imaging or radiation therapy professional in Nova Scotia, you must have legal authorization to work in Canada. Only Canadian citizens, permanent residents of Canada, and individuals with Canadian work permits have the right to work in Canada.

Document(s) to be provided - **Required:**

- Official documentation can be a copy of any of the following: Canadian birth certificate, Canadian passport, proof of landed immigrant resident status, or copy of a valid work permit.

5. Demonstration of good conduct

The NSCMIRTP has an obligation to protect the public and needs to be satisfied that applicants do not pose a danger to patients and families. At the time of initial application, you must provide a **vulnerable sector check (VSC)**. Note that a VSC is more in depth than, and includes, a criminal record check – thus a separate criminal record check is not required. Some police departments require a form from the regulators to conduct the VSC. You can access the form [here](#). Additionally, at time of application, you are asked to fill out a list of self-disclosures, including:

- Any disciplinary finding as an MIRTP or in another profession in any Canadian province.
- Conviction of a criminal, drug, or traffic offense, **excluding** minor traffic offenses such as



parking or speeding.

- Any finding of liability in a civil proceeding.
- If you are currently under criminal investigation or have a pending criminal or civil court date.

If you answer yes to any of the declarations, the NSCMIRTP will ask you to send more information, such as a transcript of the criminal record. Your eligibility for licensing will depend on the nature, timing, and severity of the issue. The NSCMIRTP will review all information submitted to determine eligibility for licensing and, if applicable, to determine if conditions should be imposed on your licence.

6. Currency

When practicing medical imaging and radiation therapy it is important to maintain your skills and keep up to date with changes in practice. Applicants require active practice that meets [currency requirements](#).

- This requirement is also met if you have graduated from an approved MIRT program in the past 5 years.
- Current/Recent employer information must be entered on the application form. If deemed necessary, the NSCMIRTP's Registrar may request a letter or record of employment from an employer in the past 5 years stating your period of employment as an MIRTTP and the hours you worked each year.

7. Proof of Professional Liability Insurance (PLI)

In accordance with PLI Policy, each applicant must present evidence they carry personal liability insurance. Each policy must contain limits of a minimum of \$2,000,000 per claim/\$5,000,000 aggregate.

- This proof can be in the form of a copy of an insurance card/policy. Confirmation of PLI will be required upon annual renewal of registration. A registrant shall at any time, upon request of the Registrar, provide proof of personal liability in the form of a copy of insurance card and/or policy within 14 calendar days of request. Applicants can purchase the policy through a private provider or through membership with CAMRT, Sonography Canada, or OAMRS.

FEES

There are two fees in the registration process – the initial application fee and the annual registration fee. The initial application fee is a one-time fee of \$100.00 and is paid at the time you submit your application.

Payment of the registration fee is the final step to become registered, if your application meets all



the requirements set out in the registration regulation. There is an annual fee of \$450. Annual registration runs from Jan 1st to Dec 31st each year. Renewals open Oct 1st each year and are due by Nov 1st each year. Those registering Jan 1st to April 30th will pay full fees of \$450. Those registering May 1st to Dec 31st will pay a prorated fee of \$225. Registrants who are registered in more than one discipline pay only one annual fee.

Payment may be made by cheque, credit card, or money order, payable to the NSCMIRTP in Canadian funds. During the annual renewal process, you can choose to have subsequent NSCMIRTP dues collected via payroll deduction. This option is only available to NSHA or IWK permanent and term employees.

The fees are set by the NSCMIRTP Board and are non-refundable.

REGISTRANT & APPLICANT ONLINE PORTAL

It is recommended that you use a computer and a scanner to complete your online application rather than a mobile device. It is also recommended that you use Google Chrome as your browser when completing your online application.

To start your online application, you must create an account in the Registrant and Applicant portal by clicking on the “Apply now” button at this [link](#). Once you have submitted your initial application, you will be able to return to it using the Registrant “Login” button from the NSCMIRTP website.

After selecting apply, read the instructions, and then check the box stating that you are ready to proceed. Please follow these steps for your registration:

1. Create your account

- Enter an email address that you monitor regularly. All correspondence from NSCMIRTP will be sent via email. This email address will also serve as your username. If you are using a work email as your primary email, please ensure you also included a non-work email as a secondary email, as if you are on leave etc. from work, your primary email becomes non-accessible.
- Choose a password and enter it.

2. Registration details

- Choose your primary discipline of practice. This is the discipline you practise the majority of your hours in.
- Choose your secondary discipline (if applicable). This is only required if you are licensing in two disciplines.



- Application category:
 - Choose **Out of Province Applicant (New Graduate)** if you have recently graduated from a Canadian institution in another province and are applying for the first time.
 - Choose **Out of Province (non-licensed)** if your last province of MRT/DMS employment was in a non-licensed province or territory, or you are no longer currently licensed in your last province of work.

3. Demographics

These questions ask about your aboriginal status and if you identify as member of a visible minority. The data will be used by the Department of Health and Wellness in efforts to work towards achieving greater diversity of the healthcare workforce. The questions in this section are optional. If you prefer not to answer, simply select "Prefer Not To Answer" and proceed to the next section.

4. Registrant's data

Enter your name, date of birth, gender, address, phone number, and professional liability insurance (PLI) policy number.

Your full legal name must be provided on your application. If you have a preferred name used in practice, please fill this in. Both names will appear on the NSCMIRTP's public registry, but all documents from NSCMIRTP will be issued in your legal name.

5. Volunteer questions

Choose if you are interested in being contacted about volunteer opportunities with NSCMIRTP. This will not obligate you to volunteer. It will simply identify those who may have an interest so we can reach out with volunteer opportunities.

6. Citizenship status

Choose among Canadian citizen, Permanent resident, or Work visa.

7. Language proficiency

The NSCMIRTP registration regulation requires that applicants are able to speak and write English with reasonable fluency. You will be required to answer the questions below:

- Your Primary Language (at home).
- Your MIRTTP Training Language.



If neither of these is English, you may be required to provide proof of English proficiency. Please see Language Policy [here](#).

8. Basic MIRTP education

Enter your Institution, Education Category, Education Level, Year Completed, Province, and Country. This is where you received your education to become a MIRTP.

9. Other education

Enter information in this field if you have additional education other than MIRTP. You can add more by clicking “Other Education” button. This may include additional certifications such as Mammography, MSK Ultrasound, Dosimetry, 2nd disciplines, or higher education such as a Master’s degree.

10. National exam

- “Have you written the national exam?”
- If you answer “Yes” to this question, you will need to enter “Number of attempts” and “Date of written.”
- If your answer is “No,” you will need to enter “Date to be written.” If you are applying for licences in two disciplines, enter the date of the discipline you first wrote the exam in.

11. Professional registrations (other than NSCMIRTP)

Complete the attached Registration/Licensure Data Verification Form to support your status or registration with a regulatory/licensing organization other than the NSCMIRTP. This means only regulatory bodies, including [NBAMRT](#), [SAMRT](#), [ACMDTT](#), [CMIRTO](#), [OTIMROEPMQ](#). It does not include associations such as NLAMRT, CAMRT, Sonography Canada, MAMRT, etc.

12. Employment

You will need to enter the past 5 years of work history, including:

- Initial MIRTP Employment Year
- Initial MIRTP Employment Province
- Your current employment status
- Have you ever been employed in the practice of MIRTP in any jurisdiction at any time in the past? If “Yes,” please provide details of your past MIRTP employment.
- Have you recently been offered a position as an MIRTP in Nova Scotia? If your answer is



“Yes,” please complete the Pending Employment section. Please note once you begin this job, you should update this information to reflect current employment.

13. Currency

You will be required to attest to meeting NSCMIRTP requirements as outlined in [NSCMIRTP Currency Policy](#). This attestation will be in the form of declaring hours worked for the past 5 years.

14. Declaration and disclosure of information

You are required to answer the following questions. If your answer is YES to any of the following questions, you MUST provide details in the text area provided.

- Have you been the subject of a finding by any regulatory body for professional misconduct, conduct unbecoming, incompetence, incapacity, or lack of fitness to practise, or any similar finding, in Nova Scotia or in any other jurisdiction within Canada or outside Canada that you have not previously disclosed to NSCMIRTP?
- Have you been convicted or found guilty of an offense in any jurisdiction in Canada under the Criminal Code, the Controlled Drugs and Substances Act (formerly the Narcotics Control Act) or the Food and Drugs Act for which a pardon has not been granted that you have not previously disclosed to NSCMIRTP?
- Have you been convicted or found guilty of an offense under a criminal or penal statute of a jurisdiction outside of Canada for which a pardon has not been granted that you have not previously disclosed to NSCMIRTP?
- Are criminal charges pending or outstanding against you, whether in Nova Scotia or in any other jurisdiction within Canada or outside Canada?
- Are you the subject of any current proceeding by a professional regulatory body in relation to professional misconduct, conduct unbecoming, incompetence, incapacity, or lack of fitness to practise, or any similar finding, whether in Nova Scotia or in any other jurisdiction within Canada or outside Canada?
- Have you been denied registration by a professional regulatory body, whether in Nova Scotia or in any other jurisdiction within Canada or outside Canada?
- Have you been terminated, or forced to resign from employment as a health professional for incompetence, unprofessional behaviour, incapacity or lack of fitness to practise, or any similar reason, whether in Nova Scotia or in any other jurisdiction within Canada or outside Canada that you have not previously disclosed to NSCMIRTP?
- Are you listed on any child abuse registry or adult abuse registry, whether in Nova Scotia or in any other jurisdiction within Canada or outside Canada?



- Have you been found liable in any civil proceedings?

15. Supporting documents

Upload required files. If you are missing a required file, it will not save the application. To save your application in this situation, please upload a blank or duplicate file. This will allow the saving of your application, and missing documents can be uploaded later.

16. Payment of fees

The initial application fee is \$100.00. You can choose to pay by credit card (Visa, Mastercard, American Express), by cheque, or by money order.

17. Acknowledgement

Check the box for your declaration:

I certify and solemnly declare that the contents of this Registration Application, including the Declaration and Disclosure of Information and all documents in support of this Registration Application, are true, correct, and complete. I understand and agree that any false or misleading statement in this Registration Application, including within the Declaration and Disclosure of Information, may constitute professional misconduct and may result in disciplinary action by the NSCMIRTP.

CANADIAN EDUCATED NEW GRAD

Applicants that have recently graduated from an accredited Canadian program who are waiting to write the national entry to practice exams, or are awaiting results, are eligible for a provisional licence. Applicants should follow the same process as listed above with the following modifications:

- When asked to upload evidence of passing the national entry to practice exam, upload evidence of registration to write the national exam instead.
- Upload signed [letter of acknowledgement](#) for supervision requirement.
- When asked for evidence of graduating from an accredited program, if you have not yet received your diploma or transcript has not yet been updated to reflect completion, we will also accept a letter from the director or dean of your program stating that all components of the program have been successfully completed.
- For Proof of Liability Insurance, you have the option of purchasing private insurance or purchasing it through the national association.
 - For CAMRT: you would select a temporary practise membership for Nova Scotia. You



can do this by completing the form available on their website under ‘Membership,’ then ‘Categories and Dues,’ and then selecting ‘Temporary Practice.’

- For Sonography Canada: they do not have an automated process for new grads seeking PLI. You need to contact them directly and explain that you are seeking new grad conditional licensing in Nova Scotia, have registered for the next exam, but have not yet written it, and need PLI.

Once exam results are made available, those that have passed should upload their exam result to the registration profile. Once received, your licence will be switched over to a full practice licence. Please Note: If you fail the entry to practice exam, your provisional licence is revoked, and you are no longer able to practise as an MIRTTP in Nova Scotia until such time as you have passed the entry to practice exam.

MAINTAINING OR REGAINING YOUR REGISTRATION

To maintain registration, individuals must be compliant with the [Continuing Professional Development \(CPD\) program](#) and are subject to an audit every two years. Details of the full CPD Program, with a list of approved activities as well as the audit process can be found [here](#).

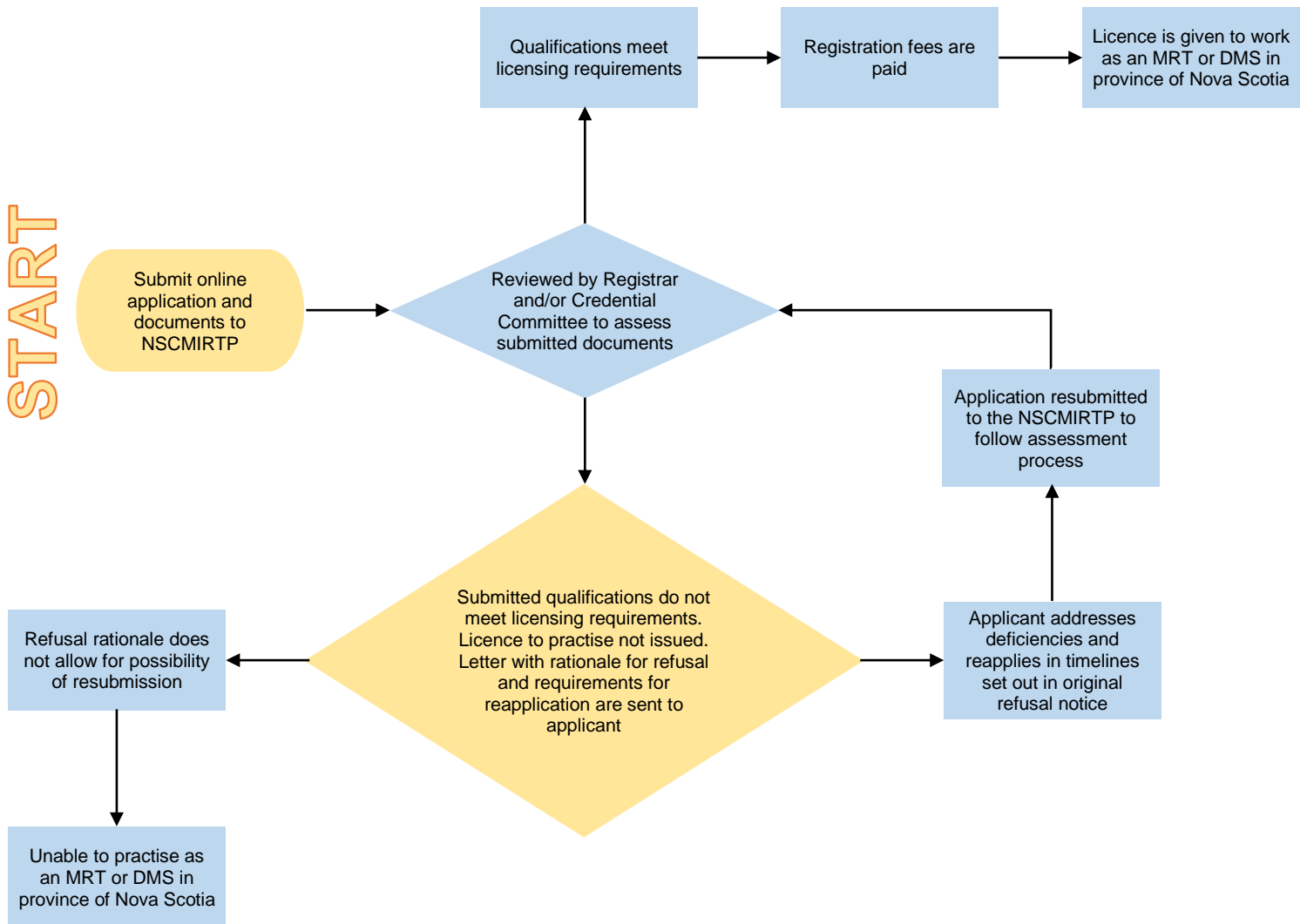
It is also a condition of registration that you provide the College with details of any of the following that relates to you and that occurs or arises after your registration:

- A finding of guilt for any offence, including any criminal offence and any offence related to the regulation of the practice of the profession. Offences relate to findings of guilt made by a court that are typically punishable by a fine or jail term.
- A finding of professional misconduct, incompetency, or incapacity, in Nova Scotia in relation to another health profession or in another jurisdiction in relation to the profession or another health profession.
- An investigation or a proceeding involving an allegation of professional misconduct, incompetency, or incapacity, in Nova Scotia in relation to another profession or in another jurisdiction in relation to the profession or another health profession.
- Being terminated or forced to resign from employment as a health professional for incompetence, unprofessional behavior, incapacity or lack of fitness to practise, or any similar reason, whether in Nova Scotia or in any other jurisdiction within Canada or outside Canada that you have not previously disclosed to the NSCMIRTTP.

In addition, registrants must maintain professional liability insurance and meet currency requirements in accordance with the College policy. Information related to these requirements can be found on the NSCMIRTTP [website](#).



APPENDIX A – VISUAL FLOWCHART FOR STANDARD REGISTRATION



APPENDIX B – VISUAL FLOWCHART FOR CANADIAN EDUCATED NEW GRAD

