

OSPG Policy and Procedures: S. 85 Applications for Designation

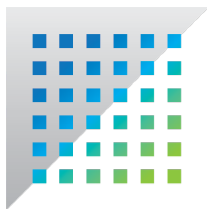
VERSION 1.2

July, 2023



Issued by:

Paul Craven, Superintendent



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Office of the Superintendent
of Professional Governance



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Version Control History

Version #	Date (YYY-MM-DD)	Modification	Approved by
1.0	2022-03-11	Initial version	Paul Craven, Superintendent
1.1	2023-07-28	Change in contact information	Kate Haines, Superintendent



OSPG Policy and Procedures: S. 85 Applications for Designation

Purpose

This document explains the policy and procedures of the Office of the Superintendent of Professional Governance (OSPG) for assessing professional regulators/professions for designation under the *Professional Governance Act* (PGA), and includes the following aspects:

- Expectations and timing considerations for OSPG review and feedback on draft applications
- Intake and processing of applications for timely decisions on whether to proceed to formal designation assessment
- Priority and timing for commencing assessments
- Assessment process expectations
- Conclusions of assessments and next steps

Background

The PGA includes provisions for designation that may bring currently regulated professions under the PGA or may add professions that lack a regulatory framework. The designation process can commence by application of a prospective regulatory body (s. 85) or on initiative of the Superintendent (s. 86). The Superintendent may refuse an application without assessment or may conduct an assessment to determine whether the profession should be designated under the PGA. This policy and procedure document concerns applications for designation.

Organizations wishing to submit a designation application should review and follow the [OSPG Guidance: Application for Designation under the Professional Governance Act](#) when developing their application.

Initial Information Meetings

- Any interested organization may wish to first set up an information meeting with OSPG to learn more about the designation process and/or the expectations and requirements for operating under the PGA.
- Requests can be sent to the OSPG inbox (ospngenquires@gov.bc.ca) and Business Operations

Draft Designation Application Review

- OSPG will work to review draft designation applications or portions of draft designation applications as requested prior to formal submission of designation applications and provide feedback on the information presented, including any gaps.
- Organizations wishing to have their draft designation application reviewed should contact the OSPG through the OSPG inbox (ospngenquires@gov.bc.ca).
- OSPG timing for providing feedback is dependent on staff capacity and existing priorities. The Director will keep applicants informed of timing and progress.



- Verbal and/or written feedback may be provided.

Formal Submission of Designation Application

- Formal submissions of designation applications should be made to the Superintendent at the OSPG inbox (ospgenquires@gov.bc.ca).
- At present, OSPG does not charge a fee for assessments; however it does have authority to do so.

Initial Assessment following Formal Submission

- OSPG will work to carry out an [initial consideration](#) of the designation application to support the Superintendent's decision regarding an assessment within a 60 day timeframe.
- Any delays to this timeframe will be communicated to the applicant, including delays related to existing initial assessments needing to be concluded prior to commencing new initial assessments.
- Following the Superintendent's decision regarding an assessment, applicants will be notified in writing and, if applicable, will also be provided with an indication of when an assessment could commence.

Commencing Designation Assessments Following Decision to Assess

- The order in which designation assessments are commenced may not follow the order in which designation applications are received.
- OSPG's ability to initiate a designation assessment may be based on capacity and the priority in which new designation assessments are opened may be based on strategic factors.
- Capacity examples include the need to conclude current designation assessments first or competing requirements on staff resources related to other operational needs.
- Strategic factor examples include real or imminent risks or challenges related to the practice of a profession or the governance of the profession.
- A designation assessment will commence following the posting of a notice in the Gazette.
- PGA s. 86 (3) outlines the actions that may be taken by the Superintendent in the course of the designation assessment.
- Time it takes to carry out an assessment may be between six to 12 months or longer.
- OSPG staff will keep the applicant informed of the process and timeline and may schedule meetings to collect or discuss additional information required in the course of the designation assessment.

Concluding Designation Assessments

- The designation assessment may conclude with recommendations to the Superintendent on whether the profession should be designated and how it could be regulated.
- A summary of draft recommendations may be published or circulated and input considered prior to final recommendations going to the Superintendent for decision on whether it is in the public interest to designate the profession(s) under the PGA.
- The PGA s. 87 outlines the decision process that must be followed by the Superintendent upon conclusion of a designation assessment.



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- If a decision is made by government to designate a profession under the PGA, the OSPG will work with the applicant on next steps, including timing and process to transition under the PGA.

Questions

- Questions regarding the designation process or this policy and procedures document can be sent to the OSPG inbox (ospgenquires@gov.bc.ca)