

APPENDICES

Practice Review Committee

Winter 2016 Consultations

The Engineering and Geoscience Professions Act



The Association of Professional
Engineers and Geoscientists of Alberta

Appendix 1 – Existing Legislation – Practice Review Board

The following text is quoted from the legislation and has not been modified to match APEGA's writing style.

Engineering and Geoscience Professions Act

Definitions

1 In this Act,

(t) "Practice Review Board" means the Practice Review Board established under section 15;

Practice Review Board

15(1) There is hereby established a board called the Practice Review Board consisting of not less than 5 members as follows:

(a) the Council shall appoint not less than 4 professional members who have a combination of knowledge and experience suitable for determining the academic qualifications and experience necessary for a person to continue to engage in the practice of the profession of engineering or geoscience;

(b) the Minister shall appoint one member of the public nominated by the Council.

(2) If the Council fails, within a reasonable period of time after being requested to do so by the Minister, to make a nomination for the purposes of subsection (1)(b), the Minister may appoint a member of the public to the Practice Review Board without the Council's nomination.

(3) The Minister may pay to the member of the Board appointed under subsection (1)(b) travelling and living expenses incurred by that member for the member's attendance at a hearing of the Board while away from the member's usual place of residence and fees in an amount prescribed by the Minister.

(4) The Minister may, after consultation with the Council, revoke the appointment under subsection (1)(b) of a member of the public.

(5) The powers, duties and operations of the Board under this Act, the regulations and the bylaws are not affected by

(a) the fact that no member of the public is appointed as a member of the Board pursuant to subsection (1)(b),

(b) the revocation under subsection (4) of the appointment of a member of the public, or

(c) the resignation as a member of the Board of a member of the public.

(6) The failure of a member of the public appointed under subsection (1)(b) to attend a meeting of the Board shall not be construed to affect or restrict the Board from exercising at that meeting any powers or performing any duties under this Act, the regulations or the bylaws.

Powers of the Practice Review Board

16(1) The Practice Review Board

(a) shall, on its own initiative or at the request of the Council, inquire into

(i) the assessment of existing and the development of new educational standards and experience requirements that are conditions precedent to obtaining and continuing registration under this Act,

(ii) the evaluation of desirable standards of competence of professional members, licensees, permit holders and certificate holders generally,

(iii) the practice of the profession by professional members, licensees, permit holders or certificate holders generally, and

(iv) any other matter that the Council from time to time considers necessary or appropriate in connection with the exercise of its powers and the performance of its duties in relation to competence in the practice of the profession under this Act and the regulations, and

(b) may conduct a review of the practice of a professional member, licensee, permit holder or certificate holder in accordance with this Act and the regulations.

(2) The Board shall report to and advise the Council with respect to any matter dealt with by it pursuant to subsection (1).

(3) A person requested to appear at an inquiry under this section by the Board is entitled to be represented by counsel.

(4) The Board may, after a review under this section with respect to an individual practitioner, make any order that the Discipline Committee may make under section 63 or 64.

(5) The provisions of Part 5 with respect to an investigation by the Investigative Committee apply to a review of an individual practitioner by the Practice Review Board.

(6) The Board may at any time during an inquiry or review under this section recommend to the Investigative Committee that the inquiry or review be conducted by the Investigative Committee pursuant to Part 5.

(7) On receiving a recommendation under subsection (6), the Investigative Committee may proceed with an investigation under Part 5 as if the recommendation were a written complaint.

(8) After each inquiry under this section, the Board shall make a written report to the Council on the inquiry and may make any recommendations to the Council that the Board considers appropriate in connection with the matter inquired into, with reasons for the recommendations.

(9) The Council may, if it considers it to be in the public interest to do so, direct that the whole or any portion of an inquiry by the Board under this section shall be held in camera.

Appeal to Appeal Board

17 A professional member, licensee, permit holder or certificate holder who is the subject of a hearing or a review by the Practice Review Board may appeal any decision or order of the Board to the Appeal Board as if it were a decision or order of the Discipline Committee under Part 5.

Evidence

58(1) Evidence may be given before the Discipline Committee in any manner that the Committee considers appropriate, and the Committee is not bound by the rules of law respecting evidence applicable to judicial proceedings.

(2) For the purposes of an investigation, hearing or review under this Act, any member of the Appeal Board, the Discipline Committee or the Practice Review Board is conferred with the power of a commissioner for oaths under the *Notaries and Commissioners Act*.

General Regulations

Part 2 Continuing Professional Development Program

Education program established

16(1) The Council establishes the Continuing Professional Development Program of the Association as the compulsory continuing education program for professional members and licensees.

(2) The Practice Review Board shall administer the Continuing Professional Development Program.

Mandatory compliance

17 A professional member or licensee shall comply with the requirements of the Continuing Professional Development Program as it applies to that person's practice of engineering or geoscience, as the case may be.

Exemption

18(1) Notwithstanding section 17, a professional member or licensee who files with the Association a declaration in writing stating that that person is not actively engaged in the practice of a profession is exempt from the requirements of this Part.

(2) An exemption under this section is only effective for one year from the date the declaration is received by the Association but may be renewed for additional yearly periods.

(3) A professional member or licensee shall not engage in the practice of a profession while an exemption under this section is in effect.

(4) A professional member or licensee who has filed a declaration under subsection (1) must immediately notify the Association in writing if that person intends to resume the practice of the profession.

(5) The Practice Review Board may require a professional member or licensee who has notified the Association under subsection (4) to comply with any conditions that the Board may set prior to allowing that person to resume the practice of the profession.

Written records

19 A professional member or licensee must

- (a) maintain a written record of activities undertaken in accordance with the Continuing Professional Development Program, and

(b) produce the record under clause (a) on the request of the Practice Review Board.

Striking from register

19.1 The Council may direct the Registrar to strike from the register of professional members or licensees the name of a person who fails to comply with a notice that is served on the professional member or licensee and direct the professional member or licensee to comply with section 19 within 30 days after the date of service of the notice.

Proof of compliance

20(1) On the request of the Practice Review Board, a professional member or licensee must satisfy the Board that that person is complying with the requirements of the Continuing Professional Development Program.

(2) Where a professional member or licensee fails to satisfy the Practice Review Board under subsection (1), the Board may

(a) conduct a review of the practice of that person in accordance with the Act and this Regulation, and

(b) at any time during a review recommend to the Investigative Committee that the review be conducted by the Investigative Committee under Part 5 of the Act as if the recommendation were a written complaint.

Part 3 Practice Review Board

Constitution

21(1) The Council shall appoint not fewer than 2 professional engineers and one professional geoscientist as members of the Practice Review Board.

(2) The Council shall designate one of the professional members as chair.

(3) The Registrar or the Registrar's designate shall serve as Secretary to the Practice Review Board.

(4) The chair and professional members must be appointed for a 3-year term, and may be reappointed.

(5) A quorum of the Practice Review Board is 4 of its members.

(6) Where a vacancy occurs in the Practice Review Board, other than with respect to the member of the public appointed under section 15(1)(b) of the Act, the Council shall appoint a professional member to the position for the unexpired portion of the term.

(7) In appointing professional members to the Practice Review Board under this section, the Council

(a) shall not appoint a professional member unless the professional member has at least 10 years of experience in the practice of the profession, and

(b) shall appoint professional members so that the membership will represent a combination of academic qualifications and experience such that the Practice Review Board can effectively review and assess registration requirements and procedures and disciplinary procedures in order to ensure the continuing competency of members of the Association, and advise the Council on those matters.

Items considered

22(1) The Practice Review Board shall meet at least twice each year, and more frequently if the chair considers it necessary, to consider

- (a) items referred to the Board by the Council, the Board of Examiners or the Discipline Committee,
- (b) reports from the Registrar submitted under subsection (2),
- (c) items that have come to the attention of the Board from other sources and that reflect a need to review the procedures of the Association with respect to registration, discipline or maintenance of professional competency, and
- (d) any other items that may be considered by the Board pursuant to the Act.

(2) The Registrar shall submit at each regular meeting of the Practice Review Board a report setting out

- (a) the number and nature of appeals and complaints relating to rulings of the Board of Examiners, and
- (b) the number and nature of complaints dealt with under Part 5 of the Act and the disposition of the complaints, with special emphasis on cases reflecting on the competency of members of the Association.

Investigation by Practice Review Board

23(1) If the Practice Review Board undertakes a review of the practice of a professional member, licensee, permit holder or certificate holder, it shall proceed with the review in accordance with this section.

(2) The Board shall appoint a person to conduct an initial review and report to the Board with respect to the substance of the conclusions on which the Board based its decision to commence an investigation.

(3) If, on receipt of the report, the Board decides that further investigation is not warranted, the Board shall discontinue the review and report its decision to the Council, along with any recommendations the Board considers appropriate.

(4) If, on receipt of the report, the Board decides that investigation of a specific practice is necessary, it shall

- (a) issue notice of investigation to the professional member, licensee, permit holder or certificate holder if it is of the opinion that the matter to be investigated relates to matters other than to unskilled practice of the profession or unprofessional conduct, and proceed with its investigation in the same manner as provided for in a discipline investigation, or
- (b) lodge an appropriate complaint with the Investigative Committee if it is of the opinion that further investigation may lead to a finding of unskilled practice of the profession or unprofessional conduct.

Report to Council

24 Following each meeting, the Practice Review Board shall report through its chair to the Council and may make any recommendations as to changes in procedures regarding registration, discipline or maintenance of competency that the Board considers appropriate.

Bylaws

Part 13 Assessment of Costs for Hearings and Appeals

Content

36 Where the Discipline Committee, Practice Review Board or the Appeal Board orders an investigated person to pay the costs of the hearing, or the costs of the appeal, or both the costs of the hearing and the costs of the appeal, those costs may include all or any of the following costs and expenses:

- (a) any honorarium, payment, or professional fees paid to a person retained to participate in the hearing or appeal;
- (b) costs of any transcripts of evidence taken in the proceedings;
- (c) costs of reproduction of all or any documents including drawings and plans relating to the proceedings;
- (d) witness fees;
- (e) cost of renting rooms, renting recording equipment, or hiring a reporter to take transcript of the evidence;
- (f) fees payable to the solicitor acting on behalf of the Association in the proceedings;
- (g) any other expenses incurred that are attributable to the hearing or an appeal resulting from it.

Appendix 2 – Summary and Analysis Canadian Engineering and Geoscience Associations

This table contains a summary of the research pertaining to practice review boards (PRBs). The relevant legislative provisions that form the basis of this summary are contained in Appendix 2A.

Professional Association	The Association of Professional Engineers and Geoscientists of British Columbia (APEGBC)	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
<p>Authority of the PRB and Practice Reviewers</p>	<p>By means of a practice review process, the details and implementation of which shall be authorized by council, may cause the professional practice of members and licensees to be reviewed.</p> <p>A member, licensee, or certificate holder must, on request, provide the practice review committee with any relevant information, record, document or thing, and may not refuse to comply with such a request on the grounds of confidentiality.</p> <p>On application by the council, the Supreme Court may order that a person produce any record or thing to the practice review committee (among others), if the court is satisfied that it is relevant to and reasonably required for a review of the professional practice of a current member, licensee, or certificate holder.</p>	<p>The PRB may review the practice of a Professional Member, licensee, Permit Holder, or certificate holder.</p> <p>The provisions for an investigation by the Investigative Committee apply to a review of an individual practitioner by the PRB:</p> <ul style="list-style-type: none"> • can require the person being reviewed or any other Member to produce any plans, drawings, detailed drawings, specifications, reports, books, papers, or other documents or records in that person's possession or control • can copy and keep copies of any thing that is produced • can review any other matter regarding the conduct of the investigated person that arises in the course of the review <p>Any member of the PRB is conferred with the power of a commissioner for oaths.</p> <p>If the PRB undertakes a review, it shall appoint a person to conduct an initial review and report to the PRB on the substance of the conclusions on which the PRB based its decision to investigate.</p> <p>Following each meeting, the PRB shall report through its chair to Council and may make any recommendations as to changes in procedures regarding registration, discipline, or maintenance of competency that the PRB considers appropriate.</p>

Professional Association	The Association of Professional Engineers and Geoscientists of British Columbia (APEGBC)	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
		<p>On the request of the PRB, a Professional Member or licensee must satisfy the Board that that person is complying with the requirements of the Continuing Professional Development Program. If a Professional Member or licensee fails to do so, the PRB may conduct a review of the practice of that person.</p>
Inquiries	<p>The practice review committee does not conduct inquiries. APEGBC’s legislation provides only for inquiries by its discipline committee.</p>	<p>The PRB shall, on its own initiative or at the request of Council, inquire into:</p> <ul style="list-style-type: none"> • the assessment of existing and new educational standards and experience requirements that are required to obtain and maintain licensure • the evaluation of desirable standards of competence of Professional Members, licensees, Permit Holders, and certificate holders generally • the practice of the profession by Professional Members, licensees, Permit Holders, or certificate holders generally • any other matter that Council considers necessary or appropriate regarding exercising its powers and the performance of its duties in relation to competence in the practice of the professions <p>After each inquiry, the PRB shall submit a written report to Council on the inquiry and may make any recommendations to Council that the PRB considers appropriate, with reasons.</p>
Orders	<p>The practice review committee can make recommendations to the member, licensee, or certificate holder who was the subject of the review.</p> <p>The practice review committee can recommend further investigation.</p>	<p>The PRB can make any order that the Discipline Committee can make, which includes any order that it considers appropriate in the circumstances.</p> <p>A Professional Member, licensee, Permit Holder, or certificate holder who is the subject of a hearing or a review by the PRB may appeal any decision or order of the PRB to APEGA’s Appeal Board.</p>

Professional Association	The Association of Professional Engineers and Geoscientists of British Columbia (APEGBC)	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
		<p>The PRB may at any time during an inquiry or review recommend to the Investigative Committee that the Investigative Committee conduct the inquiry or review.</p>
Notes	<p>If the association receives a complaint, the registrar must designate a member to review it, or refer it to the practice review committee or conduct review committee*, or close the complaint file and give reasons for closure.</p> <p>After a review, the member designated to review the complaint, the practice committee, or the conduct committee*, if it considers that it is warranted, must submit a report to the investigation committee recommending further investigation, with reasons for the recommendation.</p> <p>After its investigation, the investigation committee (or its subcommittee) can refer the matter for review to the practice review committee or conduct review committee.*</p> <p>*Amendments made to the Act in 2012 included references to the conduct review committee, but its creation is optional, and it does not appear such a committee has been created.</p>	<p>Provisions of the <i>ASET Regulations</i> related to the authority of members of the ASET PRB and provisions of the P.Tech Regulation related to the authority of the Joint PRB are more extensive. The ASET PRB and the P.Tech Joint PRB can:</p> <ul style="list-style-type: none"> • conduct a practice visit by entering and inspecting any place where the regulated member works • interview a regulated member about the member’s work in the profession • observe the regulated member working • interview or survey clients, co-workers, the regulated member’s employer or the regulated member about the regulated member’s work • review documents and examine substances and things that: <ul style="list-style-type: none"> (i) are owned by or under the control of the regulated member, and (ii) are related to the work in the profession • assess the safety and condition of equipment and technology used by the regulated member <p>No member of the ASET PRB or P. Tech Joint PRB may enter a private dwelling except with the consent of the occupant of the dwelling.</p>

Professional Association	Ordre des Ingénieurs du Québec (OIQ)
<p>Authority of the PRB and Practice Reviewers</p>	<p>At the request of the board of directors, or on its own initiative, the professional inspection committee or a committee member inspects the professional competence of a member. The committee or a committee member may be assisted by inspectors or experts appointed by the committee. The inspectors must be members.</p> <p>A professional inspection covers the records, books, and registers kept by a member of OIQ in the practice of his or her profession. It also covers the documents or reports in which the member collaborated in the records, books, and registers kept by his colleagues or by his employer as well as any property entrusted to him by a client.</p> <p>A professional inspection committee or a member, inspector, or expert of such a committee, or the person responsible for professional inspections appointed under the <i>Professional Code</i> may, in the performance of their duties, examine a record kept by a professional, require the production of any document, make a copy of such a record or document, and require any information.</p> <p>It is forbidden to hinder in any way a member of the committee, the person responsible for professional inspection, an inspector or an expert in the performance of their duties, to mislead by concealment or false declarations, refuse to furnish any information or document relating to an inspection carried out, or to refuse to let the person take copy of such a document. It is forbidden for a professional to urge a person holding information about the professional not to cooperate or not to authorize that person, when so requested, to disclose information about the professional.</p> <p>No search may be carried out on behalf of a professional order unless authorized by a warrant. Only the secretary of the order (association), a syndic, an inspector of the professional inspection committee, or an investigator charged with investigating cases of unlawful practice or unauthorized use of a title may, if specifically designated by name in each case by the board of directors or the executive committee, apply for a search warrant on behalf of the order.</p> <p>In carrying out a special inquiry into the competence of an engineer, the committee may order the engineer, his employer, his representative, or his employee to give it access to the records, books, registers, and any property entrusted to the engineer by a client. The committee may request a person to swear a declaration relative to an inquiry.</p>

Professional Association	Ordre des Ingénieurs du Québec (OIQ)
Inquiries	The <i>Regulation respecting the professional inspection committee of the Ordre des ingénieurs du Québec</i> contains provisions for special inquiries into the professional competence of an engineer that may be initiated by the committee following a professional inspection. These special inquiries are not similar to inquiries that can be initiated by APEGA's Practice Review Board. Based on the findings of the inspection, or in response to a complaint, a special investigation (inquiry) can be conducted in respect of a member.
Orders	The professional inspection committee can make recommendations to the board of directors. It may, with reasons, recommend to the board of directors that it requires a member of the order to successfully complete a period of refresher training or a refresher course, or both, or it may recommend that any other requirement, determined by regulation, be imposed. The committee may also recommend to the board that it restrict or suspend the right of the member concerned to engage in professional activities until he or she has met the requirements or fulfilled the conditions imposed. Before making any such a recommendation, the committee must allow the engineer to be heard. The recommendations of the committee are made by a majority of its members within 60 days of the date of the end of the hearing.
Notes	<i>There is no PRB but a professional inspection committee supervises professional practice.</i>

Appendix 2A – Canadian Engineering and Geoscience Associations

The tables below reference legislation of engineering and geoscience constituent associations in Canada regarding practice review boards (PRBs) or their equivalent. Only British Columbia and Quebec have committees similar in nature to APEGA’s PRB.

Professional Association	The Association of Professional Engineers and Geoscientists of British Columbia (APEGBC)	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
<p>Authority of PRB and Practice Reviewers</p>	<p>Act Practice review committee 44 If a practice review committee is created under section 10 (1) (d), a member, licensee or certificate holder (a) must, on request, provide the practice review committee with any relevant information, record, document or thing, and (b) may not refuse to comply with a request under paragraph (a) on the grounds of confidentiality.</p> <p><i>[See also provisions for Court ordered production, under “Orders” below]</i></p> <p>Bylaws Practice review 14 (c) By means of a practice</p>	<p>Act Practice Review Board 15 (5) The powers, duties and operations of the Board under this Act, the regulations and the bylaws are not affected by (a) the fact that no member of the public is appointed as a member of the Board pursuant to subsection (1)(b), (b) the revocation under subsection (4) of the appointment of a member of the public, or (c) the resignation as a member of the Board of a member of the public.</p> <p>(6) The failure of a member of the public appointed under subsection (1)(b) to attend a meeting of the Board shall not be construed to affect or restrict the Board from exercising at that meeting any powers or performing any duties under this Act, the regulations or the bylaws.</p> <p>Powers of the Practice Review Board 16(1) The Practice Review Board ... (b) may conduct a review of the practice of a professional member, licensee, permit holder or certificate holder in accordance with this Act and the regulations.</p> <p>(2) The Board shall report to and advise the Council with respect to any matter</p>

	<p>review process, the details and implementation of which shall be authorized by council, council may cause the professional practice of members and licensees to be reviewed.</p>	<p>dealt with by it pursuant to subsection (1).</p> <p>(5) The provisions of Part 5 with respect to an investigation by the Investigative Committee apply to a review of an individual practitioner by the Practice Review Board.</p> <p>(6) The Board may at any time during an inquiry or review under this section recommend to the Investigative Committee that the inquiry or review be conducted by the Investigative Committee pursuant to Part 5.</p> <p>(7) On receiving a recommendation under subsection (6), the Investigative Committee may proceed with an investigation under Part 5 as if the recommendation were a written complaint.</p> <p>Part 5 Discipline Evidence for preliminary investigation 49(1) An investigation panel may (a) require the investigated person or any other member of the Association to produce any plans, drawings, detailed drawings, specifications, reports, books, papers or other documents or records in that person's possession or control, and (b) copy and keep copies for the purposes of this Part of any thing that is produced under clause (a).</p> <p>(2) An investigation panel may investigate any other matter regarding the conduct of the investigated person that arises in the course of the investigation.</p> <p>Evidence 58(2) For the purposes of an investigation, hearing or review under this Act, any member of the Appeal Board, the Discipline Committee or the Practice Review Board is conferred with the power of a commissioner for oaths under the <i>Notaries and Commissioners Act</i>.</p>
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		<p>General Regulation</p> <p>Proof of compliance</p> <p>20(1) On the request of the Practice Review Board, a professional member or licensee must satisfy the Board that that person is complying with the requirements of the Continuing Professional Development Program.</p> <p>(2) Where a professional member or licensee fails to satisfy the Practice Review Board under subsection (1), the Board may</p> <p>(a) conduct a review of the practice of that person in accordance with the Act and this Regulation, and</p> <p>(b) at any time during a review recommend to the Investigative Committee that the review be conducted by the Investigative Committee under Part 5 of the Act as if the recommendation were a written complaint.</p> <p>Investigation by Practice Review Board</p> <p>23(1) If the Practice Review Board undertakes a review of the practice of a professional member, licensee, permit holder or certificate holder, it shall proceed with the review in accordance with this section.</p> <p>(2) The Board shall appoint a person to conduct an initial review and report to the Board with respect to the substance of the conclusions on which the Board based its decision to commence an investigation.</p> <p>(3) If, on receipt of the report, the Board decides that further investigation is not warranted, the Board shall discontinue the review and report its decision to the Council, along with any recommendations the Board considers appropriate.</p> <p>(4) If, on receipt of the report, the Board decides that investigation of a specific practice is necessary, it shall</p> <p>(a) issue notice of investigation to the professional member, licensee, permit holder or certificate holder if it is of the opinion that the matter to be investigated relates to matters other than to unskilled practice of the profession or unprofessional conduct, and proceed with its investigation in the same manner as</p>
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		<p>provided for in a discipline investigation, or</p> <p>(b) lodge an appropriate complaint with the Investigative Committee if it is of the opinion that further investigation may lead to a finding of unskilled practice of the profession or unprofessional conduct.</p> <p>Report to Council</p> <p>24 Following each meeting, the Practice Review Board shall report through its chair to the Council and may make any recommendations as to changes in procedures regarding registration, discipline or maintenance of competency that the Board considers appropriate.</p> <p>ASET Regulation</p> <p>Investigation by ASET Practice Review Board</p> <p>24(1) If the ASET Practice Review Board undertakes a review of the practice of a regulated member or permit holder, it shall proceed with the review in accordance with this section.</p> <p>(2) The ASET Practice Review Board shall appoint a person to conduct an initial review and report to the ASET Practice Review Board with respect to the substance of the conclusions on which the ASET Practice Review Board based its decision to commence an investigation.</p> <p>(3) If, on receipt of the report, the ASET Practice Review Board decides that further investigation is not warranted, it shall discontinue the review and report its decision to ASET Council, along with any recommendations the ASET Practice Review Board considers appropriate.</p> <p>(4) If, on receipt of the report, the ASET Practice Review Board decides that investigation of a specific practice is necessary, it shall</p> <p>(a) issue notice of investigation to the regulated member or permit holder if it is of the opinion that the matter to be investigated relates to matters other than to unskilled practice of the profession or unprofessional conduct, and proceed with its</p>
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		<p>investigation in the same manner as provided for in a discipline investigation, or</p> <p>(b) lodge an appropriate complaint with the ASET Investigative Committee if it is of the opinion that further investigation may lead to a finding of unskilled practice of the profession or unprofessional conduct.</p> <p>(5) For the purposes of conducting an investigation under this section, any or all of the members of the ASET Practice Review Board may, in order to ensure that continuing competence requirements are met, do one or more of the following:</p> <p>(a) subject to subsection (6), at any reasonable time and on having given notice, conduct a practice visit by entering and inspecting any place where the regulated member works in the profession of applied science, information technology or engineering technology;</p> <p>(b) interview a regulated member about the member’s work in the profession of applied science, information technology or engineering technology;</p> <p>(c) observe the regulated member working in the profession of applied science, information technology or engineering technology;</p> <p>(d) interview or survey clients, co-workers, the regulated member’s employer or the regulated member about the regulated member’s work in the profession of applied science, information technology or engineering technology;</p> <p>(e) review documents and examine substances and things that</p> <p style="padding-left: 40px;">(i) are owned by or under the control of the regulated member, and</p> <p style="padding-left: 40px;">(ii) are related to the work in the profession of applied science, information technology or engineering technology by the regulated member;</p> <p>(f) assess the safety and condition of equipment and technology used by the regulated member.</p> <p>(6) No member of the ASET Practice Review Board may enter a private dwelling place or any part of a place that is designed to be used and is being used as a permanent or temporary private dwelling place except with the consent of the occupant of the dwelling place.</p> <p>Professional Technologist Regulation</p>
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		<p>Investigation by Joint Practice Review Board</p> <p>16(1) If the Joint Practice Review Board undertakes a review of the practice of a professional technologist or permit holder, it shall proceed with the review in accordance with this section.</p> <p>(2) The Joint Practice Review Board shall appoint a person to conduct an initial review and report to the Joint Practice Review Board with respect to the substance of the conclusions on which the Joint Practice Review Board based its decision to commence an investigation.</p> <p>(3) If, on receipt of the report, the Joint Practice Review Board decides that further investigation is not warranted, it shall discontinue the review and report its decision to the Joint Councils Committee, along with any recommendations the Joint Practice Review Board considers appropriate.</p> <p>(4) If, on receipt of the report, the Joint Practice Review Board decides that investigation of a specific practice is necessary, it shall</p> <p>(a) issue notice of investigation to the professional technologist or permit holder if it is of the opinion that the matter to be investigated relates to matters other than to unskilled practice of the profession or unprofessional conduct, and proceed with its investigation in the same manner as provided for in a discipline investigation, or</p> <p>(b) lodge a complaint with the Joint Investigative Committee if it is of the opinion that further investigation may lead to a finding of unskilled practice of the profession or unprofessional conduct.</p> <p>(5) For the purposes of conducting an investigation under this section, any or all of the members of the Joint Practice Review Board may, in order to ensure that continuing competence requirements are met, do one or more of the following:</p> <p>(a) subject to subsection (6), at any reasonable time and on having given notice, conduct a practice visit by entering and inspecting any place where the professional technologist works in the practice of engineering or geoscience;</p> <p>(b) interview a professional technologist about the member's work in the</p>
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		<p>profession of engineering or geoscience;</p> <p>(c) observe the professional technologist working in the profession of engineering or geoscience;</p> <p>(d) interview or survey clients, co-workers, the professional technologist's employer or the professional technologist about the professional technologist's work in the profession of engineering or geoscience;</p> <p>(e) review documents and examine substances and things that</p> <p style="padding-left: 40px;">(i) are owned by or under the control of the professional technologist, and</p> <p style="padding-left: 40px;">(ii) are related to the work in the profession of engineering or geoscience by the professional technologist;</p> <p>(f) assess the safety and condition of equipment and technology used by the professional technologist.</p> <p>(6) No member of the Joint Practice Review Board may enter a private dwelling place or any part of a place that is designed to be used and is being used as a permanent or temporary private dwelling place except with the consent of the occupant of the dwelling place.</p>
Inquiries	<p>The practice review committee does not conduct inquiries. APEGBC's legislation provides only for discipline inquiries by the discipline committee (Act Section 32).</p>	<p>Act</p> <p>Powers of the Practice Review Board</p> <p>16(1) The Practice Review Board</p> <p>(a) shall, on its own initiative or at the request of the Council, inquire into</p> <p style="padding-left: 20px;">(i) the assessment of existing and the development of new educational standards and experience requirements that are conditions precedent to obtaining and continuing registration under this Act,</p> <p style="padding-left: 20px;">(ii) the evaluation of desirable standards of competence of professional members, licensees, permit holders and certificate holders generally,</p> <p style="padding-left: 20px;">(iii) the practice of the profession by professional members, licensees, permit holders or certificate holders generally, and</p> <p style="padding-left: 20px;">(iv) any other matter that the Council from time to time considers necessary or appropriate in connection with the exercise of its powers and the performance of its duties in relation to competence in the practice of the profession under this Act and the regulations</p>

		<p>(2) The Board shall report to and advise the Council with respect to any matter dealt with by it pursuant to subsection (1).</p> <p>(3) A person requested to appear at an inquiry under this section by the Board is entitled to be represented by counsel.</p> <p>(6) The Board may at any time during an inquiry or review under this section recommend to the Investigative Committee that the inquiry or review be conducted by the Investigative Committee pursuant to Part 5.</p> <p>(7) On receiving a recommendation under subsection (6), the Investigative Committee may proceed with an investigation under Part 5 as if the recommendation were a written complaint.</p> <p>(8) After each inquiry under this section, the Board shall make a written report to the Council on the inquiry and may make any recommendations to the Council that the Board considers appropriate in connection with the matter inquired into, with reasons for the recommendations.</p> <p>(9) The Council may, if it considers it to be in the public interest to do so, direct that the whole or any portion of an inquiry by the Board under this section shall be held in camera.</p>
Orders	<p>Act</p> <p>Complaints and investigations</p> <p>29 (2) If after the review the member designated under subsection (1) [see below] or the practice review or conduct review committee to which a complaint is referred under</p>	<p>Act</p> <p>Powers of the Practice Review Board</p> <p>16(4) The Board may, after a review under this section with respect to an individual practitioner, make any order that the Discipline Committee may make under section 63 or 64.</p> <p>(6) The Board may at any time during an inquiry or review under this section recommend to the Investigative Committee that the inquiry or review be conducted by the Investigative Committee pursuant to Part 5.</p>

	<p>subsection (1) considers that further investigation is warranted, the member or the committee, as the case may be, must submit a report to the investigation committee recommending further investigation and stating the reasons for the recommendation.</p> <p>Investigation committee 30 (7.1) On conclusion of a review, the practice review or conduct review committee may, as it considers appropriate, (a) make recommendations to the member, licensee or certificate holder that was the subject of the review, and (b) prepare a report of its findings and recommendations for the registrar, investigation committee or subcommittee, as the case may be.</p> <p>Court ordered production 45 On application by the council to the Supreme Court, the Supreme Court may order that a person produce any record or thing to an officer,</p>	<p>(8) After each inquiry under this section, the Board shall make a written report to the Council on the inquiry and may make any recommendations to the Council that the Board considers appropriate in connection with the matter inquired into, with reasons for the recommendations.</p> <p>Appeal to Appeal Board 17 A professional member, licensee, permit holder or certificate holder who is the subject of a hearing or a review by the Practice Review Board may appeal any decision or order of the Board to the Appeal Board as if it were a decision or order of the Discipline Committee under Part 5.</p> <p>Powers of the Discipline Committee 63 If the Discipline Committee finds that the conduct of the investigated person is unprofessional conduct or unskilled practice of the profession, or both, the Discipline Committee may make any one or more of the following orders: (a) reprimand the investigated person; (b) suspend the registration of the investigated person for a specified period; (c) suspend the registration of the investigated person either generally or from any field of practice until (i) the investigated person has completed a specified course of studies or obtained supervised practical experience, or (ii) the Discipline Committee is satisfied as to the competence of the investigated person generally or in a specified field of practice; (d) accept in place of a suspension the investigated person's undertaking to limit the investigated person's practice; (e) impose conditions on the investigated person's entitlement to engage in the practice of the profession generally or in any field of the practice, including the conditions that the investigated person (i) practise under supervision, (ii) not engage in sole practice, (iii) permit periodic inspections by a person authorized by the Discipline</p>
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	<p>committee or subcommittee of the association, or to a person designated by the council, if the court is satisfied that it is relevant to and reasonably required by the officer, committee or subcommittee for</p> <p>(a) an investigation of the conduct of a current member, licensee or certificate holder, or</p> <p>(b) a review of the professional practice of a current member, licensee or certificate holder.</p>	<p>Committee, or</p> <p>(iv) report to the Discipline Committee on specific matters;</p> <p>(f) direct the investigated person to pass a particular course of study or satisfy the Discipline Committee as to the investigated person's practical competence generally or in a field of practice;</p> <p>(g) direct the investigated person to satisfy the Discipline Committee that a disability or addiction can be or has been overcome, and suspend the person until the Discipline Committee is so satisfied;</p> <p>(h) require the investigated person to take counselling or to obtain any assistance that in the opinion of the Discipline Committee is appropriate;</p> <p>(i) direct the investigated person to waive, reduce or repay a fee for services rendered by the investigated person that, in the opinion of the Discipline Committee, were not rendered or were improperly rendered;</p> <p>(j) cancel the registration of the investigated person;</p> <p>(k) any other order that it considers appropriate in the circumstances.</p> <p>Order to pay costs or a fine</p> <p>64(1) The Discipline Committee may, in addition to or instead of dealing with the investigated person in accordance with section 63, order that the investigated person pay</p> <p>(a) all or part of the costs of the hearing in accordance with the bylaws,</p> <p>(b) a fine not exceeding \$10 000 to the Association, or</p> <p>(c) both the costs under clause (a) and a fine under clause (b), within the time fixed by the order.</p> <p>(2) If the investigated person ordered to pay a fine, costs, or both, under subsection (1) fails to pay the fine, costs, or both, within the time ordered, the Discipline Committee may suspend the registration of that person until the person has paid the fine, costs or both.</p> <p>(3) A fine or costs ordered to be paid to the Association under this section is a debt due to the Association and may be recovered by the Association by civil action for debt.</p>
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		<p>General Regulation</p> <p>Proof of compliance</p> <p>20(1) On the request of the Practice Review Board, a professional member or licensee must satisfy the Board that that person is complying with the requirements of the Continuing Professional Development Program.</p> <p>(2) Where a professional member or licensee fails to satisfy the Practice Review Board under subsection (1), the Board may</p> <p>(a) conduct a review of the practice of that person in accordance with the Act and this Regulation, and</p> <p>(b) at any time during a review recommend to the Investigative Committee that the review be conducted by the Investigative Committee under Part 5 of the Act as if the recommendation were a written complaint.</p> <p>Investigation by Practice Review Board</p> <p>23(3) If, on receipt of the report, the Board decides that further investigation is not warranted, the Board shall discontinue the review and report its decision to the Council, along with any recommendations the Board considers appropriate.</p> <p>Report to Council</p> <p>24 Following each meeting, the Practice Review Board shall report through its chair to the Council and may make any recommendations as to changes in procedures regarding registration, discipline or maintenance of competency that the Board considers appropriate.</p> <p>Bylaws</p> <p>Part 13 Assessment of Costs for Hearings and Appeals</p> <p>Content</p> <p>36 Where the Discipline Committee, Practice Review Board or the Appeal Board orders an investigated person to pay the costs of the hearing, or the costs of the appeal, or both the costs of the hearing and the costs of the appeal, those costs may include all or any of the following costs and expenses:</p> <p>(a) any honorarium, payment, or professional fees paid to a person retained to</p>
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		<p>participate in the hearing or appeal;</p> <p>(b) costs of any transcripts of evidence taken in the proceedings;</p> <p>(c) costs of reproduction of all or any documents including drawings and plans relating to the proceedings;</p> <p>(d) witness fees;</p> <p>(e) cost of renting rooms, renting recording equipment, or hiring a reporter to take transcript of the evidence;</p> <p>(f) fees payable to the solicitor acting on behalf of the Association in the proceedings;</p> <p>(g) any other expenses incurred that are attributable to the hearing or an appeal resulting from it.</p>
<p>Other provisions related to PRB</p>	<p>Act</p> <p>Bylaws</p> <p>10 (1) The council may pass, alter and amend bylaws, consistent with this Act, for the following:</p> <p>(b) the government, discipline and honour of the members, licensees and certificate holders of the association, including the establishment of a code of ethics;</p> <p>(b.1) without limiting paragraph (b), the practice and procedure for proceedings before the discipline, practice review or conduct review committee;</p> <p>(d) the establishment by the council of a professional</p>	<p>Act</p> <p>Definitions</p> <p>1 In this Act,</p> <p>(t) “Practice Review Board” means the Practice Review Board established under section 15;</p> <p>Practice Review Board</p> <p>15(1) There is hereby established a board called the Practice Review Board consisting of not less than 5 members as follows:</p> <p>(a) the Council shall appoint not less than 4 professional members who have a combination of knowledge and experience suitable for determining the academic qualifications and experience necessary for a person to continue to engage in the practice of the profession of engineering or geoscience;</p> <p>(b) the Minister shall appoint one member of the public nominated by the Council.</p> <p>(2) If the Council fails, within a reasonable period of time after being requested to do so by the Minister, to make a nomination for the purposes of subsection (1)(b), the Minister may appoint a member of the public to the Practice Review Board without the Council’s nomination.</p>

	<p>practice review program for members, licensees and certificate holders, including the creation of a practice review committee to conduct practice reviews as directed by the council, as recommended by the investigation committee or subcommittee or as referred by the registrar;</p> <p>(d.1) the establishment by the council of a conduct review program for members, licensees and certificate holders, including the creation of a conduct review committee* to perform conduct reviews as directed by the council, as recommended by the investigation committee or subcommittee or as referred by the registrar;</p> <p>Complaints and investigations</p> <p>29 (1) If the association receives a complaint against a member, licensee or certificate holder, the registrar must</p> <p>(a) designate a member to review the complaint,</p>	<p>(3) The Minister may pay to the member of the Board appointed under subsection (1)(b) travelling and living expenses incurred by that member for the member's attendance at a hearing of the Board while away from the member's usual place of residence and fees in an amount prescribed by the Minister.</p> <p>(4) The Minister may, after consultation with the Council, revoke the appointment under subsection (1)(b) of a member of the public.</p> <p>Regulations</p> <p>19(1) The Council may make regulations</p> <p>(e) respecting the powers, duties and functions of the Practice Review Board, including but not limited to the referral of matters by that Board to the Council or the Investigative Committee and appeals from decisions of that Board;</p> <p>(g) prescribing the number of members that constitutes a quorum of the Council, the Investigative Committee, the Appeal Board, the Practice Review Board, the Board of Examiners or the Discipline Committee;</p> <p>(h) governing the establishment of boards or committees of professional members and respecting the delegation of powers of the Council to those boards or committees or the Practice Review Board;</p> <p>(l) governing, subject to this Act, the operation and proceedings of the Appeal Board, the Board of Examiners and the Practice Review Board, the designation of chair and vice-chair, the appointment of acting members and the procedures for filling vacancies in the offices of chair and vice-chair and in the membership of any of those Boards, and the appointment to any of those Boards of members by virtue of their office and prescribing their powers, duties and functions;</p> <p>(m) respecting the procedures of the Discipline Committee, of the Practice Review Board, of the Investigative Committee and of the Appeal Board in matters relating to the conduct or practice of professional members, licensees, permit</p>
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	<p>(b) refer the complaint to the practice review or conduct review committee established under the bylaws to review the complaint, or</p> <p>(c) close the complaint file and give written reasons for the closure to the complainant and the member, licensee or certificate holder against whom the complaint was made.</p> <p>(2) If after the review the member designated under subsection (1) or the practice review or conduct review committee to which a complaint is referred under subsection (1) considers that further investigation is warranted, the member or the committee, as the case may be, must submit a report to the investigation committee recommending further investigation and stating the reasons for the recommendation.</p> <p>(3) If an inquiry under section 32 is not held in response to a complaint, the council must have the complainant, and the</p>	<p>holders or certificate holders, whether or not a complaint has been made;</p> <p>(s) respecting the costs payable by any person on the conclusion of a hearing or review by the Practice Review Board or under Part 5;</p> <p>Protection from liability</p> <p>82(1) No action lies against</p> <p>(a) any person conducting a preliminary investigation, a member of the Discipline Committee, the Practice Review Board, the Investigative Committee, the Appeal Board, the Council or the Board of Examiners, the Registrar, the Association or any person acting on the instructions of any of them, or</p> <p>(b) any member, officer or employee of the Association for anything done by that person or body in good faith and in purporting to act under this Act, the regulations or the bylaws.</p> <p>(2) No action for defamation may be founded on a communication that consists of or pertains to a complaint regarding the conduct of a professional member, licensee, permit holder, certificate holder or member-in-training, if the communication is published to or by</p> <p>(a) the Association,</p> <p>(b) a member of the Council, the Discipline Committee, the Practice Review Board, the Investigative Committee, the Appeal Board or the Board of Examiners,</p> <p>(c) a person conducting a preliminary investigation,</p> <p>(d) an officer or employee of the Association, or</p> <p>(e) a person acting on the instructions of any of them in good faith in the course of investigating the complaint or in the course of any proceedings under Part 5 relating to the complaint.</p> <p>General Regulation</p> <p>Part 2</p> <p>Continuing Professional Development Program Interpretation</p>
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	<p>member, licensee or certificate holder against whom the complaint was made, informed of the reasons.</p> <p>Investigation committee 30 (7) The investigation committee or subcommittee may</p> <p>(a) make recommendations to the member, licensee or certificate holder that was investigated</p> <p>(i) following an investigation under subsection (3) [by the investigation committee or a subcommittee composed of one or more of its members appointed by the investigation committee], or</p> <p>(ii) on receipt of a report [by the investigation subcommittee] under subsection (6), or</p> <p>(b) refer the matter for review to the practice review or conduct review committee established under the bylaws recommending a practice review or conduct review and stating the reasons for the recommendation.</p>	<p>15.1 In this Part, “licensee” does not include provisional licensee.</p> <p>Education program established 16(1) The Council establishes the Continuing Professional Development Program of the Association as the compulsory continuing education program for professional members and licensees.</p> <p>(2) The Practice Review Board shall administer the Continuing Professional Development Program.</p> <p>Mandatory compliance 17 A professional member or licensee shall comply with the requirements of the Continuing Professional Development Program as it applies to that person’s practice of engineering or geoscience, as the case may be.</p> <p>Exemption 18(1) Notwithstanding section 17, a professional member or licensee who files with the Association a declaration in writing stating that that person is not actively engaged in the practice of a profession is exempt from the requirements of this Part.</p> <p>(2) An exemption under this section is only effective for one year from the date the declaration is received by the Association but may be renewed for additional yearly periods.</p> <p>(3) A professional member or licensee shall not engage in the practice of a profession while an exemption under this section is in effect.</p> <p>(4) A professional member or licensee who has filed a declaration under subsection (1) must immediately notify the Association in writing if that person intends to resume the practice of the profession.</p>
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	<p><i>From the APEGBC website:</i></p> <p><i>The APEGBC Practice Review program is intended to be an educational and professional development process for the benefit of members and licensees, as well as a proactive quality assurance check on their practices. The Engineers and Geoscientists Act (the Act) and the APEGBC Bylaws establish the authority for a practice review process.</i></p> <p><i>In addition to the regulation of the practice review process, the association monitors trends, provides guidance, and makes suggestions to its members.</i></p> <p><i>Practice Review applies to all members and can be conducted:</i></p> <ul style="list-style-type: none"> • <i>On a random basis within one or more disciplines, areas of practice and/or other relevant risk factors as determined by Council</i> • <i>Upon request from a member who wishes to</i> 	<p>(5) The Practice Review Board may require a professional member or licensee who has notified the Association under subsection (4) to comply with any conditions that the Board may set prior to allowing that person to resume the practice of the profession.</p> <p>Written records</p> <p>19 A professional member or licensee must</p> <p>(a) maintain a written record of activities undertaken in accordance with the Continuing Professional Development Program, and</p> <p>(b) produce the record under clause (a) on the request of the Practice Review Board.</p> <p>Striking from register</p> <p>19.1 The Council may direct the Registrar to strike from the register of professional members or licensees the name of a person who fails to comply with a notice that is served on the professional member or licensee and direct the professional member or licensee to comply with section 19 within 30 days after the date of service of the notice.</p> <p>Proof of compliance</p> <p>20(1) On the request of the Practice Review Board, a professional member or licensee must satisfy the Board that that person is complying with the requirements of the Continuing Professional Development Program.</p> <p>(2) Where a professional member or licensee fails to satisfy the Practice Review Board under subsection (1), the Board may</p> <p>(a) conduct a review of the practice of that person in accordance with the Act and this Regulation, and</p> <p>(b) at any time during a review recommend to the Investigative Committee that the review be conducted by the Investigative Committee under Part 5 of the Act as if the recommendation were a written complaint.</p> <p>Part 3</p>
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	<p><i>have his/her existing practice examined</i></p> <ul style="list-style-type: none"> • <i>When a member is referred to the Practice Review Committee by the Registrar or the Investigation Committee under sections 29(1) or 30(7) of the Act</i> • <i>When Council has reason to believe that the engineering or geoscience practice of an individual is questionable</i> • <i>When it is ordered by the Discipline Committee as a result of a discipline hearing with a guilty finding or a Consent Order</i> <p><i>It is intended that the mandatory review process be objective, instructive, and above all, promote continuing professional development.</i></p> <p><i>In addition, APEGBC has developed an Organizational Quality Management Program, which exempts employees of Certified Organizations from being randomly selected to</i></p>	<p>Practice Review Board Interpretation</p> <p>20.1 In this Part, “licensee” does not include provisional licensee.</p> <p>Constitution</p> <p>21(1) The Council shall appoint not fewer than 2 professional engineers and one professional geoscientist as members of the Practice Review Board.</p> <p>(2) The Council shall designate one of the professional members as chair.</p> <p>(3) The Registrar or the Registrar’s designate shall serve as Secretary to the Practice Review Board.</p> <p>(4) The chair and professional members must be appointed for a 3-year term, and may be reappointed.</p> <p>(5) A quorum of the Practice Review Board is 4 of its members.</p> <p>(6) Where a vacancy occurs in the Practice Review Board, other than with respect to the member of the public appointed under section 15(1)(b) of the Act, the Council shall appoint a professional member to the position for the unexpired portion of the term.</p> <p>(7) In appointing professional members to the Practice Review Board under this section, the Council</p> <p>(a) shall not appoint a professional member unless the professional member has at least 10 years of experience in the practice of the profession, and</p> <p>(b) shall appoint professional members so that the membership will represent a combination of academic qualifications and experience such that the Practice Review Board can effectively review and assess registration requirements and procedures and disciplinary procedures in order to ensure the continuing competency of members of the Association, and advise the Council on those</p>
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	<p><i>undergo a Practice Review.</i></p>	<p>matters.</p> <p>Items considered</p> <p>22(1) The Practice Review Board shall meet at least twice each year, and more frequently if the chair considers it necessary, to consider</p> <ul style="list-style-type: none"> (a) items referred to the Board by the Council, the Board of Examiners or the Discipline Committee, (b) reports from the Registrar submitted under subsection (2), (c) items that have come to the attention of the Board from other sources and that reflect a need to review the procedures of the Association with respect to registration, discipline or maintenance of professional competency, and (d) any other items that may be considered by the Board pursuant to the Act. <p>(2) The Registrar shall submit at each regular meeting of the Practice Review Board a report setting out</p> <ul style="list-style-type: none"> (a) the number and nature of appeals and complaints relating to rulings of the Board of Examiners, and (b) the number and nature of complaints dealt with under Part 5 of the Act and the disposition of the complaints, with special emphasis on cases reflecting on the competency of members of the Association. <p>Other boards, committees and task forces</p> <p>30(1) In addition to the Discipline Committee, Investigative Committee, Board of Examiners, Practice Review Board, Appeal Board and Executive Committee, the Council may appoint any other standing or special committees, task forces or boards that it considers necessary to serve the interests of the Association, and shall at the time of the appointment, delegate any authority it considers necessary for the committees, task forces or boards to perform their function.</p> <p>(2) Except for the Discipline Committee, Investigative Committee, Board of Examiners, Practice Review Board, Appeal Board and Executive Committee, the Council shall determine the terms of reference for all committees, task forces or</p>
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		boards.
Notes	<p><i>More on the nature of a complaint process:</i></p> <p><i>*Amendments made to the Act in 2012 included references to the conduct review committee, but its creation is optional, and it does not appear that such a committee has been created.</i></p>	

	Ordre des Ingénieurs du Québec (OIQ)
Authority of PRB and Practice Reviewers	<p>Professional Code</p> <p>CHAPTER IV PROFESSIONAL ORDERS</p> <p>DIVISION VI</p> <p>PROFESSIONAL INSPECTION</p> <p>112. The committee shall supervise the professional practice of the members of the order. Its functions include inspecting their records, books, registers, medications, poisons, products, substances, apparatus and equipment relating to their professional practice, and inspecting the property entrusted to them by their clients or other persons.</p> <p>At the request of the board of directors, the committee or a committee member shall inspect the professional competence of a member of the order; the committee or a committee member may also act on its or his own initiative in this regard.</p> <p>The committee or a committee member may be assisted by inspectors or experts appointed by the committee as may be determined in a regulation under section 90. The inspectors must be members of the order.</p> <p>The committee shall send the board of directors</p> <p>(1) any inspection report the board requests that is the basis for recommendations for a decision of the board;</p>

(2) any report following a specific request by the board to carry out an inspection;

(3) any other inspection report the board requires.

On its own initiative or at the request of the board of directors, the committee shall report to the board on its activities, and make any recommendations it considers appropriate.

In addition, the committee shall inform a syndic if it has reasonable grounds to believe that a professional has committed an offence referred to in the second paragraph of section 116.

On its own initiative or at the request of a syndic, the committee may also, when it considers it relevant, disclose information to that syndic for the protection of the public.

113. The professional inspection committee may, for the reason it indicates, recommend to the board of directors of an order that it require a member of the order to successfully complete a period of refresher training or a refresher course, or require the member to do both, or it may recommend that any other requirement determined in a regulation under section 90 be imposed. The committee may also recommend to the board that it restrict or suspend the right of the member concerned to engage in professional activities until he has met the requirements or fulfilled the conditions imposed.

114. It is forbidden to hinder in any way a member of the committee, the person responsible for professional inspection appointed pursuant to section 90, an inspector or an expert, in the performance of the duties conferred upon him by this Code, to mislead him by concealment or false declarations, refuse to furnish him with any information or document relating to an inspection carried out by him under this Code or to refuse to let him take copy of such a document.

Moreover, it is forbidden for a professional to urge a person holding information about the professional not to cooperate with a person mentioned in the first paragraph, or not to authorize that person, when so requested, to disclose information about the professional.

115. The professional inspection committee shall report annually to the board of directors on its activities.

DIVISION VII

DISCIPLINE, APPEAL AND PUBLICATION OF DECISIONS

1.2. — Syndics

122.1. A syndic shall inform the professional inspection committee if he has reasonable grounds to believe that a professional's practice of the profession or professional competence should be the subject of an inspection under section 112.

**CHAPTER VII
PENAL PROVISIONS**

190.1. No search may be carried out on behalf of a professional order unless authorized by a warrant. Only the secretary of the order, a syndic, an inspector of the professional inspection committee or an investigator charged with investigating cases of unlawful practice or unauthorized use of a title may, if specifically designated by name in each case by the board of directors or the executive committee, apply for a search warrant on behalf of the order.

**CHAPTER VIII
INQUIRIES AND IMMUNITIES**

192. The following may, in the performance of their duties, examine a record kept by a professional, require the production of any document, make a copy of such a record or document, and require any information:

(1) a professional inspection committee or a member, inspector or expert of such a committee, or the person responsible for professional inspections appointed under section 90;

Regulation respecting the professional inspection committee of the Ordre des ingénieurs du Québec

SECTION I GENERAL PROVISION

1. A professional inspection shall cover the records, books and registers kept by a member of the Ordre des ingénieurs du Québec in the practice of their profession.

It also covers the documents or reports in respect which the member collaborated in the records, books and registers kept by his work colleagues or by his employer as well as anything entrusted to him by a client.

SECTION IV GENERAL SUPERVISION OF THE PRACTICE

11. The committee monitors the practice of the profession according to the program it establishes and the Board approves.

	<p>12. Each year, the Board sends to members of the Order the general supervision program of the committee.</p> <p>13. At least 14 days before the date of an inspection by the committee, the committee, through its secretary, sends to the engineer, by registered or certified mail, a notice in the form provided for Annex I.</p> <p>14. If the engineer can not receive the committee on the scheduled date, it shall, upon receipt of the notice, notify the secretary of the committee and agree with him on a new date.</p> <p>15. If the committee ascertains that the engineer was unable to take cognizance of the notice, it sets a new date for the inspection and notifies the engineer in writing.</p> <p>16. The committee shall, upon request, produce a certificate attesting to its capacity and signed by its secretary.</p> <p>17. The engineer who is the subject of an inspection may be present or be represented by an agent.</p> <p>18. The committee shall establish an inspection report within 14 days of the date of completion of its inspection.</p> <p><i>See also the authority of persons carrying out special inquiries, below.</i></p>
Inquiries*	<p>Regulation respecting the professional inspection committee of the Ordre des ingénieurs du Québec</p> <p>SECTION V SPECIAL INQUIRY INTO THE PROFESSIONAL COMPETENCE OF A MEMBER</p> <p>19. The committee member who proceeds of his own initiative to a special inquiry into the professional competence of an engineer indicates in the professional record the reasons for such an inquiry.</p> <p>20. At least 5 clear days before the date of the special inquiry, the committee, through its secretary, sends to the engineer, by registered or certified mail, a notice in the form prescribed in Schedule II.</p> <p>In the case where transmission of the notice could jeopardize the purposes of the holding of the special inquiry, the committee may conduct the inquiry without notice.</p> <p>21. The committee may order the engineer, his employer, his representative or his employee to give it access to the records, books, registers and to any property entrusted to the engineer by a client.</p> <p>22. The Committee may request a person to swear a declaration relative to an inquiry.</p>

23. The Committee shall prepare a report within 30 days from the date of the end of its inquiry.

24. Sections 16 and 17 [see above] apply, with necessary modifications, to inquiries held under this section.

SECTION VI RECOMMENDATIONS OF THE COMMITTEE FOLLOWING A SPECIAL INQUIRY INTO THE PROFESSIONAL COMPETENCE OF A MEMBER

25. Where the committee, after considering its report, has reason to believe that there is no need to recommend to the Board of Directors to take any measures under Article 113 of the Code, it shall notify the Secretary of the Board of Directors and the engineer within 14 days of its decision.

26. Where the committee, after considering its report, has reason to believe that it is appropriate to recommend a the administration to take any of the measures provided for in Article 113 of the Code, he shall notify, within the same timeframe, the secretary of the Board of Directors and the engineer and must allow the latter to be heard.

27. For the purposes of section 26, the committee shall summon the engineer and send him, by registered or certified mail, 21 days before the date set for the hearing, the following information and documents:

- 1 a notice specifying the date, time and place of the hearing;
- 2 a statement of facts and reasons for convening him before the committee;
- 3 a copy of the report made by the committee concerning him.

28. The engineer or a witness is entitled to be represented by a lawyer.

29. The committee shall receive the oath of the engineer or of the witness through a commissioner for oaths.

30. The hearing is held in camera unless the committee finds, at the request of the engineer, it is in the public interest that it not be.

31. The committee may proceed ex parte if the engineer fails to appear at the date, time and venue.

	<p>32. The depositions (proceedings) shall be recorded at the request of the engineer or the committee.</p> <p>33. The recommendations of the committee are made by a majority of its members within 60 days of the date of the end of the hearing. They are moved, signed by the members of the committee who concurred and forwarded immediately to the secretary of the Board and the engineer.</p> <p>SECTION VII MISCELLANEOUS AND FINAL PROVISIONS</p> <p>34. The secretary of the committee shall maintain a register showing the date of each inspection or special inquiry, the address where it took place, the name of the engineer and the name of the person who conducted/proceeded with the inspection or inquiry.</p>
Orders	<p>Professional Code</p> <p>CHAPTER IV PROFESSIONAL ORDERS</p> <p>DIVISION IV</p> <p>COMMON PROVISIONS</p> <p>55. The board of directors of an order may, on the recommendation of the professional inspection committee or the disciplinary council or in the cases determined by a regulation under paragraph j of section 94, require any member of the order to successfully complete a period of refresher training or a refresher course, or both such training and course. It may also impose on the member any other requirement provided for in a regulation under section 90 that is recommended by the professional inspection committee.</p> <p>Where the board of directors of an order imposes a requirement described in the first paragraph on a member of the order, the board of directors may, on the recommendation of the professional inspection committee or the disciplinary council or in the cases determined by a regulation under paragraph j of section 94, restrict or suspend the member's right to engage in professional activities until that requirement is met.</p> <p>In case of repeated failure to meet a requirement imposed under the first paragraph accompanied by a restriction or suspension, the board of directors may, after giving the professional concerned the opportunity to make representations, strike the professional off the roll, or permanently restrict the professional's right to engage in professional activities reserved for members of the order. The decision of the board of directors shall be served on the professional in accordance with the Code of Civil Procedure (chapter C-25); the decision may be appealed from to the Professions Tribunal in accordance with the provisions of Division VIII of Chapter IV.</p>

	<p>55.0.1. In addition to the other cases provided for in this Code or the Act constituting the order, the board of directors may restrict a member's right to engage in professional activities if the member consents to it.</p> <p>The board of directors may reassess the situation of the member concerned on an application in writing by the member, after obtaining the recommendations of the professional inspection committee.</p> <p>DIVISION VI PROFESSIONAL INSPECTION</p> <p>113. The professional inspection committee may, for the reason it indicates, recommend to the board of directors of an order that it require a member of the order to successfully complete a period of refresher training or a refresher course, or require the member to do both, or it may recommend that any other requirement determined in a regulation under section 90 be imposed. The committee may also recommend to the board that it restrict or suspend the right of the member concerned to engage in professional activities until he has met the requirements or fulfilled the conditions imposed.</p> <p>Regulation respecting the professional inspection committee of the Ordre des ingénieurs du Québec</p> <p>SECTION V SPECIAL INQUIRY INTO THE PROFESSIONAL COMPETENCE OF A MEMBER</p> <p>21. The committee may order the engineer, his employer, his representative or his employee to give it access to the records, books, registers and to any property entrusted to the engineer by a client.</p>
<p>Other provisions related to PRB</p>	<p>Professional Code</p> <p>CHAPTER IV PROFESSIONAL ORDERS</p> <p>DIVISION V ADMINISTRATION</p> <p>1. — The board of directors</p> <p>90. The board of directors must determine, by regulation, the composition, the number of members and the procedure of the professional inspection committee of the order.</p> <p>The board of directors may, in the regulation, determine a procedure for appointing inspectors or experts to assist the committee, and determine the requirements the committee may recommend in addition to the recommendations regarding refresher courses or periods of refresher training it may make under section 113. The board of directors may also, in the regulation, provide for the appointment by the board of directors of a person to be responsible for</p>

professional inspection, delegate the powers of the committee or the committee members under sections 55, 112 and 113 to that person, and then delegate the powers of the board of directors under those sections to the committee.

**DIVISION VI
PROFESSIONAL INSPECTION**

109. A professional inspection committee is established within each order.

Such committee shall consist of not less than three members appointed by the board of directors which shall designate a chair from among them.

Three members, or such greater number as the board of directors may fix by regulation, including the chair, shall be a quorum of the committee. If there is a sufficient number of members on the committee, it may sit in divisions of three members, including the chair or another member of the committee designated by the chair to act as chair of a division.

110. When a member of the committee is absent or unable to act, he may be replaced by a person appointed to perform his duties.

111. Each member of the committee, inspector or expert shall take the oath contained in Schedule II. The same requirement applies to a person appointed as the person responsible for professional inspections pursuant to section 90. However, the oath shall not be construed as prohibiting the sharing of useful information or documents within the order for the protection of the public.

**DIVISION VII
DISCIPLINE, APPEAL AND PUBLICATION OF DECISIONS**

1.2. — Syndics

122.1. A syndic shall inform the professional inspection committee if he has reasonable grounds to believe that a professional's practice of the profession or professional competence should be the subject of an inspection under section 112.

On his own initiative or at the request of the professional inspection committee, a syndic may also, if he considers it

relevant, disclose any information to the committee for the protection of the public.

123. A syndic shall inform any person who requested the holding of an inquiry, in writing, of his decision to lodge or not to lodge a complaint with the disciplinary council as a result of the request, or of his decision to forward the request to the professional inspection committee.

Where the syndic decides not to lodge such a complaint, he must, at the same time, provide the person with a written explanation of the reasons for his decision and inform him of the possibility of requesting an opinion from the review committee.

Where the syndic or assistant syndic forwards the request to the professional inspection committee, he must also, at the same time, provide the person with a written explanation of the reasons for his decision.

CHAPTER VIII INQUIRIES AND IMMUNITIES

193. The following persons or bodies cannot be prosecuted by reason of acts engaged in in good faith in the performance of their duties or functions:

(1) a professional inspection committee or a member, inspector, expert or the secretary of such committee, or the person responsible for professional inspections appointed under section 90;

Regulation respecting the professional inspection committee of the Ordre des ingénieurs du Québec

SECTION II PROFESSIONAL INSPECTION COMMITTEE

2. The professional inspection committee of the Order consists of 15 members appointed by the Board from among the members of the Order who have practiced their profession for at least 5 years.

3. The term of members of the Committee is 3 years and is renewable.

The members of the committee shall take office after taking the oath contained in Schedule II to the Professional Code (chapter C-26) and remain until their death, resignation, replacement or striking off the roll.

4. The Board shall appoint the secretary of the committee.

	<p>5. The committee shall hold meetings at the date, time and place determined by it or by its chairman.</p> <p>6. The secretariat of the committee is situated at the seat (head office) of the Order and all the records, books and registers of the committee shall be kept there.</p> <p>7. Subject to the Article 10, only the committee members, the committee secretary, secretariat staff assigned to the committee and the president of the Order have access to records, books and registers of the committee.</p> <p>Before taking office, the secretary of the committee and members of the office staff shall take the oath contained in Schedule II of the Code</p> <p>SECTION III CONSTITUTION OF PROFESSIONAL RECORD</p> <p>8. The committee shall establish and keep up to date a professional record for each engineer who is the subject of an inspection.</p> <p>9. The professional record of the engineer contains a summary of his training and experience as an engineer as well as all documents pertaining to any inspection which it has undergone.</p> <p>10. The engineer is entitled to consult his professional record and to obtain a copy. Such consultation takes place at the secretariat of the committee in the presence of one of its employees/members/appointees.</p>
Notes	<p>The regulation respecting the professional inspection committee of the Ordre des ingénieurs du Québec contains provisions for special inquiries into the professional competence of an engineer that may be initiated by the committee following a professional inspection. These special inquiries are not analogous to inquiries that can be initiated by APEGA's Practice Review Board. OIQ's professional inspection process seeks first and foremost to assist engineers in making any required improvements to their professional practice. Based on the findings of the inspection, or in response to a complaint, a special investigation (inquiry) might also be conducted into a member's practice.</p> <p>An official English version of the regulation was not available. The excerpts included in the table are an unofficial translation of the regulation.</p>

Appendix 3 – Summary and Analysis of Other Alberta Professional Associations

This table contains a summary of research pertaining to practice review boards (PRBs). The relevant legislative provisions that form the basis of this summary are contained in Appendix 3A.

Professional Association	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
Authority of the PRB and Practice Reviewers	<p>The PRB may conduct a review of the practice of a Professional Member, Licensee, Permit Holder, or certificate holder.</p> <p>The provisions that apply to an investigation by the Investigative Committee also apply to a review of a Member or Permit Holder by the PRB.</p> <p>The PRB can:</p> <ul style="list-style-type: none"> • require the person being reviewed or any other Member to produce any plans, drawings, detailed drawings, specifications, reports, books, papers, or other documents or records in that person’s possession or control • copy and keep copies of anything that is produced • review any other matter regarding the conduct of the investigated person that arises in the course of the review <p>Any Member of the PRB is conferred with the power of a commissioner for oaths.</p> <p>If the PRB undertakes a review, it shall appoint a person to conduct an initial review and report to the PRB on the substance of the conclusions on which the PRB based its decision to investigate.</p> <p>Following each meeting, the PRB shall report, through its chair, to Council and may recommend changes in procedures regarding registration, discipline, or maintenance of competency that the PRB considers appropriate.</p> <p>On the request of the PRB, a Professional Member or Licensee must satisfy the PRB that that person is complying with the requirements of the Continuing Professional Development program. If a Professional Member or Licensee fails to do so, the PRB may conduct a review of the practice of that person.</p>

Professional Association	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
Inquiries	<p>The PRB shall, on its own initiative or at the request of Council, inquire into:</p> <ul style="list-style-type: none"> • the assessment of existing and the development of new educational standards and experience requirements that are conditions for obtaining and continuing registration • the evaluation of desirable standards of competence of Professional Members, Licensees, Permit Holders, and certificate holders generally • the practice of the professions by Professional Members, Licensees, Permit Holders, or certificate holders generally • any other matter that Council considers necessary or appropriate to the exercise of its powers and the performance of its duties regarding competence in the practice of the professions <p>After each inquiry, the PRB shall submit a written report to Council on the inquiry and may make any recommendations to Council that the PRB considers appropriate, with reasons.</p>
Orders	<p>The PRB can make any order that the Discipline Committee can make, which includes any order that it considers appropriate in the circumstances.</p> <p>A Professional Member, Licensee, Permit Holder or certificate holder who is the subject of a hearing or a review by the PRB may appeal any decision or order of the PRB to APEGA's Appeal Board.</p> <p>The PRB may at any time during an inquiry or review recommend to the Investigative Committee that the inquiry or review be conducted by the Investigative Committee.</p>
Notes	<p>Provisions of the <i>ASET Regulations</i> related to the authority of members of the ASET Practice Review Board and provisions of the <i>P.Tech Regulations</i> related to the authority of the Joint PRB are more extensive.</p> <p>The ASET PRB and the P.Tech Joint PRB can:</p> <ul style="list-style-type: none"> • conduct a practice visit by entering and inspecting any place where the regulated member works • interview a regulated member about the member's work in the profession • observe the regulated member working • interview or survey clients, co-workers, the regulated member's employer, or the regulated member about the

Professional Association	The Association of Professional Engineers and Geoscientists of Alberta (APEGA)
	<p>regulated member's work</p> <ul style="list-style-type: none"> review documents and examine substances and things that <ul style="list-style-type: none"> (i) are owned by or under the control of the regulated member (ii) are related to the work in the profession assess the safety and condition of equipment and technology used by the regulated member <p>No member of the ASET PRB or P. Tech Joint PRB may enter a private dwelling except with the consent of the occupant of the dwelling.</p>

Professional Association	Chartered Professional Accountants of Alberta (CPAA)	Law Society of Alberta
Authority of the PRB and Practice Reviewers	<p>The practice review committee must</p> <ul style="list-style-type: none"> establish education and experience qualifications to be met by practice reviewers annually review and approve a practice review checklist establish standard guidelines respecting the frequency with which practice reviews and follow-up practice reviews are to be conducted establish guidelines respecting practice reviews <p>The practice review committee may do anything, subject to bylaws and directives, to meet the purpose of practice review or perform any other function prescribed by the board.</p> <p>The CPAA must appoint practice reviewers to perform, or</p>	<p>The practice review committee may delegate the carrying out of any aspect of the review and assessment to a subcommittee consisting of one or more persons, whether or not they are members of the Practice Review Committee or of the Society, and the subcommittee shall submit a written report containing its findings and recommendations to the practice review committee.</p> <p>The practice review committee, in the course of a review and assessment, may require the member concerned to answer any inquiries or produce any records or other property that the Committee considers relevant. The practice review committee may hear, receive, and examine evidence in any manner it considers proper and is not bound by any rules of law concerning evidence in judicial proceedings.</p>

	<p>assist in, practice reviews.</p> <p>For the purpose of conducting a practice review, a practice reviewer appointed by the CPAA has the following powers of an investigator as those powers relate to registrants:</p> <ul style="list-style-type: none"> • may require a registrant or former registrant to: <ul style="list-style-type: none"> ○ attend meetings with the investigator or others ○ answer any questions and to answer the questions under oath ○ give to the investigator any records, information, or things, including any records, information, or things that a registrant or former registrant obtained or prepared to perform any engagement • may require a registrant or former registrant to give up possession of any records, information, or things described above to allow the investigator to take them away to copy, examine, or perform tests on. • may copy and keep copies of any records, information, or things <p>Members of the practice review committee and practice reviewers have the power of a commissioner for oaths.</p> <p>CPAA, on the request of an investigator (practice reviewer), may apply to the Court for orders related to practice review committee functions.</p>	<p>Any member of the practice review committee may administer an oath to a witness who is to give evidence before the committee.</p> <p>The practice review committee may sit in panels of a minimum of 3 members each, at least one of whom must be a bencher.</p> <p>The practice review committee may inquire into how the member has followed or is following the recommendations made to the member and, on being satisfied that the member has not been or is not following the recommendations, the practice review committee may submit a further report on the subject to the conduct committee.</p>
Inquiries	<p>There is a complaints inquiry process, which can be triggered by the practice review committee following a review, but it is not within the mandate of the practice review committee.</p>	

Orders	<p>The practice review committee is not expressly authorized to make orders but following a practice review can:</p> <ul style="list-style-type: none"> (a) recommend practice improvements, practical experience, or the engagement of a mentor (b) direct a follow-up practice reviews on the conditions, at the times, and for the purposes specified by the practice review committee (c) direct the establishment and implementation of a professional development plan or a plan to maintain and improve professional standards (d) direct that courses, examinations, tutorials, or other forms of professional development or skills training be taken (e) make a complaint under the Act <p>Only directions under item (d) are appealable.</p> <p>The CPAA, on the request of an investigator (practice reviewer), may apply to the Court for orders related to practice review committee functions.</p>	<p>The practice review committee is not expressly authorized to make orders but following its review and assessment can:</p> <ul style="list-style-type: none"> • make recommendations to the reviewed member that it determines will improve the conduct of the member in relation to the member's practice • obtain the member's undertaking respecting restrictions on the member's practice or the conditions on which the member's practice will be carried on <p>If recommendations are not being followed, the committee can submit a further report to the conduct committee, which can direct an investigation and/or direct that conduct be handled by the hearing committee.</p> <p>Some orders of the hearing committee may be based on input from the practice review committee, such as:</p> <ul style="list-style-type: none"> • an order suspending membership or imposing conditions on practice until the member has completed, to the satisfaction of the committee, a course or courses of study it is has specified • an order suspending membership or imposing conditions on practice until the member has given the Executive Director an undertaking in writing, in a form approved by the practice review committee, that the member's practice will be carried on subject to the conditions imposed by the committee
Notes	The purpose of a practice review is to promote high standards of practice in professional accounting firms	The conduct committee, at any time during or after a review of a member's conduct, may direct the practice

	and professional service providers and, generally, to maintain and improve the competence of the profession.	review committee to carry out a general review and assessment of the member's conduct, in addition to the review by the conduct committee.
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Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
Authority of the PRB and Practice Reviewers	<p>The PRB of the AAA may conduct a review of the practice of an authorized entity.</p> <p>The PRB must appoint a person to conduct a review of the practice of an authorized entity if</p> <p>(a) the review is part of a program of regular or periodic reviews of the practice of all authorized entities established by the Council, or</p> <p>(b) an authorized entity, the complaint review committee or the Council requests in writing that the review be conducted and the PRB considers that the authorized entity should be the subject of a practice review.</p> <p>An authorized entity must cooperate in all matters pertaining to reviews conducted by the PRB.</p> <p>In the course of a practice review, a reviewer may request that an authorized entity produce any plans, drawings, detail drawings, specifications, books, papers, and other documents in its possession, custody, or control. Copies may be made of any necessary for the practice review.</p> <p>On completion of a review of the practice of an authorized entity, the reviewer:</p>	<p>The PRB of ABVMA may, with the approval of the Council, conduct a review of the practice of a registered veterinarian or permit holder.</p> <p>An investigator may**:</p> <ul style="list-style-type: none"> • require any person to answer any relevant questions and direct the person to answer the questions under oath • require any person to give to the investigator any document, substance, or thing relevant to the investigation that the person possesses or that is under the control of the person • require any person to give up possession of any document described above to allow the investigator to take it away to copy • require any person to give up possession of any substance or thing described above to allow the investigator to take it away to examine and perform tests on • enter and inspect any building where a registered veterinarian practises veterinary medicine

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<ul style="list-style-type: none"> • must prepare a report in the form established under the bylaws • may refer to the complaint review committee for investigation any matter of a sufficiently serious nature, including: <ul style="list-style-type: none"> ○ lack of cooperation of an authorized entity in the course of a practice review or a follow up review ○ the entity's failure to comply with the Act, regulation or bylaws ○ the entity's failure to adopt and implement recommendations respecting desired improvements in the entity's practice of the entity concerned ○ any apparent fraud, negligence, or misrepresentation, or any disregard of generally accepted standards of practice <p>Before sending the report to the PRB, the reviewer must:</p> <ul style="list-style-type: none"> • provide a copy of the report to the authorized entity • discuss the report with the authorized entity • note on or attach to the report any comments or responses that the authorized entity wishes to have included <p>The PRB may request an intern architect or intern interior designer to send his or her logbook to the registration committee or the PRB for review.</p> <p>The review panel may also hear any other matter concerning the conduct of the investigated person that arises in the course of a hearing but shall declare its intention to hear the additional</p>	<p>The investigator may copy and keep copies of anything given.</p> <p>A quorum of the PRB is three.</p> <p><i>**Section 11(5) of the Veterinary Profession Act, related to powers of the PRB, states that the provisions of Part 5 about investigations and hearings by a hearing tribunal apply to a board review of a registered veterinarian or permit holder. Apart from section 41.1 related to making orders (see below), it is not clear which sections of Part 5 are intended to apply. Provisions related to investigation powers are included here.</i></p>

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>matter and shall permit that person sufficient opportunity to prepare an answer to the additional matter.</p> <p>Evidence may be given before the review panel in any manner it considers appropriate, and the panel is not bound by the rules of law respecting evidence used in judicial proceedings.</p> <p>For the purposes of an investigation, hearing, or review, a member of the review panel is conferred with the power of a commissioner for oaths.</p> <p>The attendance of witnesses before the review panel and the production of plans, drawings, detail drawings, specifications, books, papers, and other documents may be enforced by a notice issued by the Registrar.*(See Notes)</p> <p>Proceedings for civil contempt of court may be brought against a witness who fails to:</p> <ul style="list-style-type: none"> • (a) attend before a review panel in compliance with a notice to attend • produce any books, papers, or other documents in compliance with a notice to produce them • comply with either type of notice • answer any question directed to be answered by the chair of the review panel or refuses to be sworn in.*(See Notes) 	
Inquiries	<p>The board shall, on its own initiative or at the request of the Council, inquire into and report to and advise the Council in respect to:</p> <ul style="list-style-type: none"> • the assessment of existing and the development of new 	<p>The board shall, on its own initiative or at the request of the Council, inquire into</p> <ul style="list-style-type: none"> • the assessment of existing and the development of new educational standards and

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>educational standards and experience requirements that are conditions precedent to obtaining and continuing registration under this Act</p> <ul style="list-style-type: none"> • the evaluation of desirable standards of competence of authorized entities generally • any other matter that the Council from time to time considers necessary or appropriate in connection with the exercise of its powers and the performance of its duties in relation to competence in the practice of architecture under this Act and the regulations • the practice of architecture by authorized entities generally <p>The PRB shall, after each inquiry, submit a written report to the Council and may make any recommendations to the Council that the PRB considers appropriate, with reasons.</p>	<p>experience requirements that are conditions precedent to obtaining and continuing registration under this Act</p> <ul style="list-style-type: none"> • the evaluation of desirable standards of competence of registered veterinarians and permit holders generally • the practice of veterinary medicine by registered veterinarians generally • any other matter that the Council from time to time considers necessary or appropriate in connection with the exercise of its powers and the performance of its duties in relation to competence in the practice of veterinary medicine under this Act and the regulations <p>After each inquiry or review, the board shall make a written report to the Council and may make any recommendations to the Council that the board considers appropriate, with reasons.</p>
Orders	<p>The PRB must consider the report provided by the reviewer and any representations made by or on behalf of the authorized entity and may:</p> <ul style="list-style-type: none"> • determine that it has no recommendations to make to the practice of the authorized entity • make directions or recommendations to improve the practice of the authorized entity <p>If the PRB is not satisfied that an intern architect or intern interior designer is gaining appropriate practical training and</p>	<p>The PRB may, after a review with respect to an individual registered veterinarian or permit holder, make any order that the Hearing Tribunal may make.</p> <p>The PRB may at any time during an inquiry or review recommend to the Hearing Tribunal that the inquiry or review be conducted by the Hearing Tribunal.</p> <p>After each inquiry or review, the PRB shall submit</p>

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>experience it may:</p> <ul style="list-style-type: none"> • notify the intern architect or intern interior designer and the intern architect's or intern interior designer's employer or either of them accordingly • issue a warning that the practical training is insufficient or inadequate, in whole or in part, and provide guidance for future practical training • endorse the intern architect or intern designer's logbook with such comments it considers appropriate <p>If an intern architect or intern interior designer:</p> <ul style="list-style-type: none"> • fails to comply with the guidance provided by the PRB, or • within five years of the registration, fails to qualify for registration as a registered architect or licensed interior designer <p>the PRB may recommend to the Council that the individual's membership as an intern architect or intern interior designer be terminated and the Council may make its decision accordingly.</p> <p>The chair of a review panel may suspend the registration of an authorized entity pending the decision of the review panel with respect to the conduct of the authorized entity.*(See Notes)</p> <p>If the review panel finds that the conduct of an investigated person constitutes unskilled practice of architecture or unprofessional conduct, or both, the review panel may make one or more of a variety of orders, as well as ancillary orders</p>	<p>a written report to the Council and may make any recommendations to the Council that the PRB considers appropriate, with reasons.</p> <p>A registered veterinarian or permit holder who is the subject of a review by the PRB may appeal any decision or order of the PRB to the Council as if it were a decision or order of the Hearing Tribunal.</p>

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	that may be required or that it considers appropriate in the circumstances. These orders are appealable.*(See Notes)	
Notes	<p>The term “authorized entity” means a registered architect, architects corporation, architects and engineers firm, visiting project architect, restricted practitioner, licensed interior designer, interior design corporation, and visiting project interior designer.</p> <p>Part 29(d) of the Act states that, in Part 5, “review panel” means the Complaint Review Committee or the PRB, as the case may be.*</p> <p>* It is not clear whether the sections marked with an asterisk (*) are intended to apply only to the Complaint Review Committee or also to the PRB. (See <i>Chandler v. AAA</i> decisions – 1985 Alberta Court of Appeal and 1989 Supreme Court of Canada.)</p>	<p>There is also a Practice Inspection and Practice Standards (PIPS) Committee. PIPS is charged with certifying veterinary practice entities (defined below) as being compliant with the minimum standards as established by the association. Regular periodic inspections are conducted in this regard. If a registered veterinarian or permit holder refuses to cooperate with an inspector or refuses to permit the inspector to inspect the practice, the inspector shall report the refusal to PIPS, which shall immediately report the refusal to the PRB.</p> <p>Veterinary practice entity is the total of buildings, equipment and supplies, veterinarians, support personnel, and necessary documents that exist for supplying veterinary services, regardless of whether the operation has a fixed geographic address and location to which the public attends.</p>

	Alberta College of Physicians and Surgeons (<i>Health Professions Act</i>)	Alberta Dental Association and College (<i>Health Professions Act</i>)
Authority of PRB and	There is no PRB but practice visits are carried out under the competence committee.	There is no PRB but practice assessments (which may include practice visits) are carried out under the competence committee.

Practice Reviewers	<p>The competence committee may direct that a regulated member participate in a practice visit, and the regulated member must cooperate with the competence committee and any appointee (see inquiries, below).</p> <p>For the purposes of conducting a practice visit, any or all of the members of the competence committee and any appointees may:</p> <ul style="list-style-type: none"> • enter and inspect any place where the regulated member provides professional services • interview a regulated member about the member’s professional services • observe the regulated member providing professional services if the person who is receiving the professional services consents • interview or survey patients, clients and coworkers or the regulated member about the regulated member’s professional services • review documents, including patient records, and examine substances and things that are: <ul style="list-style-type: none"> • owned by or under the control of the regulated member, and • related to the provision of professional services by the regulated member • assess the safety and condition of equipment and technology used by the regulated member in the provision of professional services <p>The competence committee must make referrals to the complaints director in prescribed circumstances.</p>	
Inquiries	<p>A competence committee may appoint one or more persons who have technical expertise or other relevant knowledge to inquire into and report to the competence committee with respect to any matter related to any power or duty of the competence committee.</p>	
Orders	<p>If the results of a practice visit are unsatisfactory, the competence committee may direct a regulated member or a group of regulated members to undertake one or more actions:</p> <ul style="list-style-type: none"> • completion of specific continuing competence requirements or professional development activities within a specified time • completion of any examinations, testing, assessment, training, education, or counselling • a requirement to practice under the supervision of 	<p>The competence committee or Registrar may require a regulated member to undertake remedial action, including:</p> <ul style="list-style-type: none"> • successful completion of continuing competence program requirements or professional development activities • successful completion of any examinations, testing, assessment, training, education, or treatment to enhance competence in specified areas • to practise under the supervision of another

	<p>another regulated member for a specified period of time</p> <ul style="list-style-type: none"> • a requirement that the regulated member or group of regulated members limit practice to specified procedures or practice settings • a requirement for the regulated member or group of regulated members to report to the committee on specified matters on specified dates • that the regulated member or group of regulated members be prohibited from supervising other dentists or dental students • that the regulated member or group of regulated members correct any problems identified in the practice visit <p>If, on the basis of information contained in the inspection report, the registrar is of the opinion that a regulated member fails to comply with a direction made, the registrar must refer the matter to the complaints director.</p>	<p>regulated member</p> <ul style="list-style-type: none"> • limitation of practice to specified procedures or practice settings • to report to the competence committee or Registrar on specified matters on specified dates • correction of any problems identified in the practice visit • demonstration of competence gained in a specific area. <p>If, on the basis of information contained in the inspection report, the registrar is of the opinion that a regulated member fails to comply with a direction made, the registrar must refer the matter to the complaints director.</p>
Notes	<p>A council may appoint inspectors for determining whether regulated members are complying with this Act and the bylaws, standards of practice, and code of ethics of the regulated profession. Inspection powers are prescribed in section 53.2 of the <i>Health Professions Act</i>. Inspection reports must be submitted to the registrar (and the regulated member) who must refer the matter to the complaints director in prescribed circumstances.</p>	

Appendix 3A – Summary and Analysis of Other Alberta Professional Associations

This table contains a summary of research pertaining to practice review boards (PRBs). The relevant legislative provisions that form the basis of this summary are contained in Appendix 3A.

Professional Association	The Association of Professional Engineers and Geoscientists of Alberta
<p>Authority of the PRB and Practice Reviewers</p>	<p>The PRB may conduct a review of the practice of a Professional Member, Licensee, Permit Holder, or certificate holder.</p> <p>The provisions that apply to an investigation by the Investigative Committee also apply to a review of a Member or Permit Holder by the PRB.</p> <p>The PRB can:</p> <ul style="list-style-type: none"> • require the person being reviewed or any other Member to produce any plans, drawings, detailed drawings, specifications, reports, books, papers, or other documents or records in that person’s possession or control • copy and keep copies of anything that is produced • review any other matter regarding the conduct of the investigated person that arises in the course of the review <p>Any Member of the PRB is conferred with the power of a commissioner for oaths.</p> <p>If the PRB undertakes a review, it shall appoint a person to conduct an initial review and report to the PRB on the substance of the conclusions on which the PRB based its decision to investigate.</p> <p>Following each meeting, the PRB shall report, through its chair, to Council and may recommend changes in procedures regarding registration, discipline, or maintenance of competency that the PRB considers appropriate.</p> <p>On the request of the PRB, a Professional Member or Licensee must satisfy the PRB that that person is complying with the requirements of the Continuing Professional Development program. If a Professional Member or Licensee fails to do so, the PRB may conduct a review of the practice of that person.</p>

Professional Association	The Association of Professional Engineers and Geoscientists of Alberta
Inquiries	<p>The PRB shall, on its own initiative or at the request of Council, inquire into:</p> <ul style="list-style-type: none"> • the assessment of existing and the development of new educational standards and experience requirements that are conditions for obtaining and continuing registration • the evaluation of desirable standards of competence of Professional Members, Licensees, Permit Holders, and certificate holders generally • the practice of the professions by Professional Members, Licensees, Permit Holders, or certificate holders generally • any other matter that Council considers necessary or appropriate to the exercise of its powers and the performance of its duties regarding competence in the practice of the professions <p>After each inquiry, the PRB shall submit a written report to Council on the inquiry and may make any recommendations to Council that the PRB considers appropriate, with reasons.</p>
Orders	<p>The PRB can make any order that the Discipline Committee can make, which includes any order that it considers appropriate in the circumstances.</p> <p>A Professional Member, Licensee, Permit Holder or certificate holder who is the subject of a hearing or a review by the PRB may appeal any decision or order of the PRB to APEGA's Appeal Board.</p> <p>The PRB may at any time during an inquiry or review recommend to the Investigative Committee that the inquiry or review be conducted by the Investigative Committee.</p>
Notes	<p>Provisions of the <i>ASET Regulations</i> related to the authority of members of the ASET Practice Review Board and provisions of the P.Tech Regulations related to the authority of the Joint PRB are more extensive.</p> <p>The ASET PRB and the P.Tech Joint PRB can:</p> <ul style="list-style-type: none"> • conduct a practice visit by entering and inspecting any place where the regulated member works • interview a regulated member about the member's work in the profession • observe the regulated member working

Professional Association	The Association of Professional Engineers and Geoscientists of Alberta
	<ul style="list-style-type: none"> interview or survey clients, co-workers, the regulated member’s employer, or the regulated member about the regulated member’s work review documents and examine substances and things that <ul style="list-style-type: none"> (i) are owned by or under the control of the regulated member (ii) are related to the work in the profession assess the safety and condition of equipment and technology used by the regulated member <p>No member of the ASET PRB or P. Tech Joint PRB may enter a private dwelling except with the consent of the occupant of the dwelling.</p>

Professional Association	Chartered Professional Accountants of Alberta (CPAA)	Law Society of Alberta
Authority of the PRB and Practice Reviewers	<p>The practice review committee must</p> <ul style="list-style-type: none"> establish education and experience qualifications to be met by practice reviewers annually review and approve a practice review checklist establish standard guidelines respecting the frequency with which practice reviews and follow-up practice reviews are to be conducted establish guidelines respecting practice reviews <p>The practice review committee may do anything, subject to bylaws and directives, to meet the purpose of practice review or perform any other function prescribed by the board.</p>	<p>The practice review committee may delegate the carrying out of any aspect of the review and assessment to a subcommittee consisting of one or more persons, whether or not they are members of the Practice Review Committee or of the Society, and the subcommittee shall submit a written report containing its findings and recommendations to the practice review committee.</p> <p>The practice review committee, in the course of a review and assessment, may require the member concerned to answer any inquiries or produce any records or other property that the Committee considers relevant.</p> <p>The practice review committee may hear, receive, and examine evidence in any manner it considers proper and is not bound by any rules of law concerning evidence in judicial</p>

Professional Association	Chartered Professional Accountants of Alberta (CPAA)	Law Society of Alberta
	<p>The CPAA must appoint practice reviewers to perform, or assist in, practice reviews.</p> <p>For the purpose of conducting a practice review, a practice reviewer appointed by the CPAA has the following powers of an investigator as those powers relate to registrants:</p> <ul style="list-style-type: none"> • may require a registrant or former registrant to: <ul style="list-style-type: none"> ○ attend meetings with the investigator or others ○ answer any questions and to answer the questions under oath ○ give to the investigator any records, information, or things, including any records, information, or things that a registrant or former registrant obtained or prepared to perform any engagement • may require a registrant or former registrant to give up possession of any records, information, or things described above to allow the investigator to take them away to copy, examine, or perform tests on. • may copy and keep copies of any records, information, or things <p>Members of the practice review committee and practice reviewers have the power of a</p>	<p>proceedings.</p> <p>Any member of the practice review committee may administer an oath to a witness who is to give evidence before the committee.</p> <p>The practice review committee may sit in panels of a minimum of 3 members each, at least one of whom must be a bencher.</p> <p>The practice review committee may inquire into how the member has followed or is following the recommendations made to the member and, on being satisfied that the member has not been or is not following the recommendations, the practice review committee may submit a further report on the subject to the conduct committee.</p>

Professional Association	Chartered Professional Accountants of Alberta (CPAA)	Law Society of Alberta
	<p>commissioner for oaths.</p> <p>CPAA, on the request of an investigator (practice reviewer), may apply to the Court for orders related to practice review committee functions.</p>	
Inquiries	<p>There is a complaints inquiry process, which can be triggered by the practice review committee following a review, but it is not within the mandate of the practice review committee.</p>	
Orders	<p>The practice review committee is not expressly authorized to make orders but following a practice review can:</p> <ul style="list-style-type: none"> (a) recommend practice improvements, practical experience, or the engagement of a mentor (b) direct a follow-up practice reviews on the conditions, at the times, and for the purposes specified by the practice review committee (c) direct the establishment and implementation of a professional development plan or a plan to maintain and improve professional standards (d) direct that courses, examinations, tutorials, or other forms of professional development or skills training be taken (e) make a complaint under the Act <p>Only directions under item (d) are appealable.</p> <p>The CPAA, on the request of an investigator</p>	<p>The practice review committee is not expressly authorized to make orders but following its review and assessment can:</p> <ul style="list-style-type: none"> • make recommendations to the reviewed member that it determines will improve the conduct of the member in relation to the member’s practice • obtain the member’s undertaking respecting restrictions on the member’s practice or the conditions on which the member’s practice will be carried on <p>If recommendations are not being followed, the committee can submit a further report to the conduct committee, which can direct an investigation and/or direct that conduct be handled by the hearing committee.</p> <p>Some orders of the hearing committee may be based on input from the practice review committee, such as:</p> <ul style="list-style-type: none"> • an order suspending membership or imposing conditions on practice until the member has completed, to the satisfaction of the committee, a course or courses of

Professional Association	Chartered Professional Accountants of Alberta (CPAA)	Law Society of Alberta
	(practice reviewer), may apply to the Court for orders related to practice review committee functions.	<p>study it is has specified</p> <ul style="list-style-type: none"> • an order suspending membership or imposing conditions on practice until the member has given the Executive Director an undertaking in writing, in a form approved by the practice review committee, that the member's practice will be carried on subject to the conditions imposed by the committee
Notes	The purpose of a practice review is to promote high standards of practice in professional accounting firms and professional service providers and, generally, to maintain and improve the competence of the profession.	The conduct committee, at any time during or after a review of a member's conduct, may direct the practice review committee to carry out a general review and assessment of the member's conduct, in addition to the review by the conduct committee.

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
Authority of the PRB and Practice Reviewers	<p>The PRB of the AAA may conduct a review of the practice of an authorized entity.</p> <p>The PRB must appoint a person to conduct a review of the practice of an authorized entity if</p> <p>(a) the review is part of a program of regular or periodic reviews of the practice of all authorized entities established by the Council, or</p> <p>(b) an authorized entity, the complaint review committee or the Council requests in writing that</p>	<p>The PRB of ABVMA may, with the approval of the Council, conduct a review of the practice of a registered veterinarian or permit holder.</p> <p>An investigator may**:</p> <ul style="list-style-type: none"> • require any person to answer any relevant questions and direct the person to answer the questions under oath • require any person to give to the investigator any document, substance, or thing relevant to the investigation that the person possesses or that is under the control of

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>the review be conducted and the PRB considers that the authorized entity should be the subject of a practice review.</p> <p>An authorized entity must cooperate in all matters pertaining to reviews conducted by the PRB.</p> <p>In the course of a practice review, a reviewer may request that an authorized entity produce any plans, drawings, detail drawings, specifications, books, papers, and other documents in its possession, custody, or control. Copies may be made of any necessary for the practice review.</p> <p>On completion of a review of the practice of an authorized entity, the reviewer:</p> <ul style="list-style-type: none"> • must prepare a report in the form established under the bylaws • may refer to the complaint review committee for investigation any matter of a sufficiently serious nature, including: <ul style="list-style-type: none"> ○ lack of cooperation of an authorized entity in the course of a practice review or a follow up review ○ the entity's failure to comply with the Act, regulation or bylaws ○ the entity's failure to adopt and implement recommendations respecting desired improvements in the entity's 	<p>the person</p> <ul style="list-style-type: none"> • require any person to give up possession of any document described above to allow the investigator to take it away to copy • require any person to give up possession of any substance or thing described above to allow the investigator to take it away to examine and perform tests on • enter and inspect any building where a registered veterinarian practises veterinary medicine <p>The investigator may copy and keep copies of anything given.</p> <p>A quorum of the PRB is three.</p> <p><i>**Section 11(5) of the Veterinary Profession Act, related to powers of the PRB, states that the provisions of Part 5 about investigations and hearings by a hearing tribunal apply to a board review of a registered veterinarian or permit holder. Apart from section 41.1 related to making orders (see below), it is not clear which sections of Part 5 are intended to apply. Provisions related to investigation powers are included here.</i></p>

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>practice of the entity concerned</p> <ul style="list-style-type: none"> ○ any apparent fraud, negligence, or misrepresentation, or any disregard of generally accepted standards of practice <p>Before sending the report to the PRB, the reviewer must:</p> <ul style="list-style-type: none"> ● provide a copy of the report to the authorized entity ● discuss the report with the authorized entity ● note on or attach to the report any comments or responses that the authorized entity wishes to have included <p>The PRB may request an intern architect or intern interior designer to send his or her logbook to the registration committee or the PRB for review.</p> <p>The review panel may also hear any other matter concerning the conduct of the investigated person that arises in the course of a hearing but shall declare its intention to hear the additional matter and shall permit that person sufficient opportunity to prepare an answer to the additional matter.</p> <p>Evidence may be given before the review panel in any manner it considers appropriate, and the panel is not bound by the rules of law respecting evidence used in judicial proceedings.</p>	

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>For the purposes of an investigation, hearing, or review, a member of the review panel is conferred with the power of a commissioner for oaths.</p> <p>The attendance of witnesses before the review panel and the production of plans, drawings, detail drawings, specifications, books, papers, and other documents may be enforced by a notice issued by the Registrar.*(See Notes)</p> <p>Proceedings for civil contempt of court may be brought against a witness who fails to:</p> <ul style="list-style-type: none"> • (a) attend before a review panel in compliance with a notice to attend • produce any books, papers, or other documents in compliance with a notice to produce them • comply with either type of notice • answer any question directed to be answered by the chair of the review panel or refuses to be sworn in.*(See Notes) 	
Inquiries	<p>The board shall, on its own initiative or at the request of the Council, inquire into and report to and advise the Council in respect to:</p> <ul style="list-style-type: none"> • the assessment of existing and the development of new educational standards and experience requirements that are conditions precedent to obtaining and continuing 	<p>The board shall, on its own initiative or at the request of the Council, inquire into</p> <ul style="list-style-type: none"> • the assessment of existing and the development of new educational standards and experience requirements that are conditions precedent to obtaining and continuing registration under this Act • the evaluation of desirable standards of competence of

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>registration under this Act</p> <ul style="list-style-type: none"> • the evaluation of desirable standards of competence of authorized entities generally • any other matter that the Council from time to time considers necessary or appropriate in connection with the exercise of its powers and the performance of its duties in relation to competence in the practice of architecture under this Act and the regulations • the practice of architecture by authorized entities generally <p>The PRB shall, after each inquiry, submit a written report to the Council and may make any recommendations to the Council that the PRB considers appropriate, with reasons.</p>	<p>registered veterinarians and permit holders generally</p> <ul style="list-style-type: none"> • the practice of veterinary medicine by registered veterinarians generally • any other matter that the Council from time to time considers necessary or appropriate in connection with the exercise of its powers and the performance of its duties in relation to competence in the practice of veterinary medicine under this Act and the regulations <p>After each inquiry or review, the board shall make a written report to the Council and may make any recommendations to the Council that the board considers appropriate, with reasons.</p>
Orders	<p>The PRB must consider the report provided by the reviewer and any representations made by or on behalf of the authorized entity and may:</p> <ul style="list-style-type: none"> • determine that it has no recommendations to make to the practice of the authorized entity • make directions or recommendations to improve the practice of the authorized entity <p>If the PRB is not satisfied that an intern architect or intern interior designer is gaining appropriate practical training and experience it may:</p> <ul style="list-style-type: none"> • notify the intern architect or intern interior 	<p>The PRB may, after a review with respect to an individual registered veterinarian or permit holder, make any order that the Hearing Tribunal may make.</p> <p>The PRB may at any time during an inquiry or review recommend to the Hearing Tribunal that the inquiry or review be conducted by the Hearing Tribunal.</p> <p>After each inquiry or review, the PRB shall submit a written report to the Council and may make any recommendations to the Council that the PRB considers appropriate, with reasons.</p> <p>A registered veterinarian or permit holder who is the subject of a review by the PRB may appeal any decision or order of the</p>

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>designer and the intern architect's or intern interior designer's employer or either of them accordingly</p> <ul style="list-style-type: none"> • issue a warning that the practical training is insufficient or inadequate, in whole or in part, and provide guidance for future practical training • endorse the intern architect or intern designer's logbook with such comments it considers appropriate <p>If an intern architect or intern interior designer:</p> <ul style="list-style-type: none"> • fails to comply with the guidance provided by the PRB, or • within five years of the registration, fails to qualify for registration as a registered architect or licensed interior designer <p>the PRB may recommend to the Council that the individual's membership as an intern architect or intern interior designer be terminated and the Council may make its decision accordingly.</p> <p>The chair of a review panel may suspend the registration of an authorized entity pending the decision of the review panel with respect to the conduct of the authorized entity.*(See Notes)</p>	<p>PRB to the Council as if it were a decision or order of the Hearing Tribunal.</p>

Professional Association	Alberta Association of Architects (AAA)	Alberta Veterinary Medical Association (ABVMA)
	<p>If the review panel finds that the conduct of an investigated person constitutes unskilled practice of architecture or unprofessional conduct, or both, the review panel may make one or more of a variety of orders, as well as ancillary orders that may be required or that it considers appropriate in the circumstances. These orders are appealable.*(See Notes)</p>	
Notes	<p>The term “authorized entity” means a registered architect, architects corporation, architects and engineers firm, visiting project architect, restricted practitioner, licensed interior designer, interior design corporation, and visiting project interior designer.</p> <p>Part 29(d) of the Act states that, in Part 5, “review panel” means the Complaint Review Committee or the PRB, as the case may be.*</p> <p>* It is not clear whether the sections marked with an asterisk (*) are intended to apply only to the Complaint Review Committee or also to the PRB. (See <i>Chandler v. AAA</i> decisions – 1985 Alberta Court of Appeal and 1989 Supreme Court of Canada.)</p>	<p>There is also a Practice Inspection and Practice Standards (PIPS) Committee. PIPS is charged with certifying veterinary practice entities (defined below) as being compliant with the minimum standards as established by the association. Regular periodic inspections are conducted in this regard. If a registered veterinarian or permit holder refuses to cooperate with an inspector or refuses to permit the inspector to inspect the practice, the inspector shall report the refusal to PIPS, which shall immediately report the refusal to the PRB.</p> <p>Veterinary practice entity is the total of buildings, equipment and supplies, veterinarians, support personnel, and necessary documents that exist for supplying veterinary services, regardless of whether the operation has a fixed geographic address and location to which the public attends.</p>

Professional Association	Alberta College of Physicians and Surgeons (<i>Health Professions Act</i>)	Alberta Dental Association and College (<i>Health Professions Act</i>)
	There is no PRB but practice visits are carried out under the competence committee.	There is no PRB but practice assessments (which may include practice visits) are carried out under the competence committee.
Authority of PRB and Practice Reviewers	<p>The competence committee may direct that a regulated member participate in a practice visit, and the regulated member must cooperate with the competence committee and any appointee (see inquiries, below).</p> <p>For the purposes of conducting a practice visit, any or all of the members of the competence committee and any appointees may:</p> <ul style="list-style-type: none"> • enter and inspect any place where the regulated member provides professional services • interview a regulated member about the member’s professional services • observe the regulated member providing professional services if the person who is receiving the professional services consents • interview or survey patients, clients and coworkers or the regulated member about the regulated member’s professional services • review documents, including patient records, and examine substances and things that are: <ul style="list-style-type: none"> • owned by or under the control of the regulated member, and • related to the provision of professional services by the regulated member • assess the safety and condition of equipment and technology used by the regulated member in the provision of professional services <p>The competence committee must make referrals to the complaints director in prescribed circumstances.</p>	
Inquiries	A competence committee may appoint one or more persons who have technical expertise or other relevant knowledge to inquire into and report to the competence committee with respect to any matter related to any power or duty of the competence committee.	
Orders	If the results of a practice visit are unsatisfactory, the competence committee may direct a regulated member or a group of regulated members to	The competence committee or Registrar may require a regulated member to undertake remedial action, including: <ul style="list-style-type: none"> • successful completion of continuing competence program

Professional Association	Alberta College of Physicians and Surgeons (<i>Health Professions Act</i>)	Alberta Dental Association and College (<i>Health Professions Act</i>)
	<p>undertake one or more actions:</p> <ul style="list-style-type: none"> • completion of specific continuing competence requirements or professional development activities within a specified time • completion of any examinations, testing, assessment, training, education, or counselling • a requirement to practice under the supervision of another regulated member for a specified period of time • a requirement that the regulated member or group of regulated members limit practice to specified procedures or practice settings • a requirement for the regulated member or group of regulated members to report to the committee on specified matters on specified dates • that the regulated member or group of regulated members be prohibited from supervising other dentists or dental students • that the regulated member or group of regulated members correct any problems identified in the practice visit <p>If, on the basis of information contained in the inspection report, the registrar is of the opinion that a regulated member fails to comply with a direction made, the registrar must refer the matter to the complaints director.</p>	<p>requirements or professional development activities</p> <ul style="list-style-type: none"> • successful completion of any examinations, testing, assessment, training, education, or treatment to enhance competence in specified areas • to practise under the supervision of another regulated member • limitation of practice to specified procedures or practice settings • to report to the competence committee or Registrar on specified matters on specified dates • correction of any problems identified in the practice visit • demonstration of competence gained in a specific area. <p>If, on the basis of information contained in the inspection report, the registrar is of the opinion that a regulated member fails to comply with a direction made, the registrar must refer the matter to the complaints director.</p>

Professional Association	Alberta College of Physicians and Surgeons (<i>Health Professions Act</i>)	Alberta Dental Association and College (<i>Health Professions Act</i>)
Notes	A council may appoint inspectors for determining whether regulated members are complying with this Act and the bylaws, standards of practice, and code of ethics of the regulated profession. Inspection powers are prescribed in section 53.2 of the <i>Health Professions Act</i> . Inspection reports must be submitted to the registrar (and the regulated member) who must refer the matter to the complaints director in prescribed circumstances.	