

REGISTRATION AND LICENSING DIRECTION

Current and updated as of: November 9, 2022

3.20 Supervised Practice for Examination Candidates

Purpose:

The College of Physiotherapists of Manitoba (CPM) requires all Examination Candidate registrants (new domestically trained physiotherapy graduates and internationally educated physiotherapists) to practice under the supervision of a registered physiotherapist until the Examination Candidate has successfully completed an approved Clinical Evaluation. (Please see Registration and Licensing Direction 3.8 *Approved Entry-to- Practice Examination* on what is considered a Clinical Evaluation).

The Supervised Practice model for new physiotherapy graduates is the standardized model for new graduates in most provinces across Canada. It is also used in other professions. The intent of the Supervised Practice Model for Examination Candidates is to:

1. Protect the public interest
2. Support and foster further growth and development for the new graduate/internationally educated physiotherapist

Policy:

The Examination Candidate has three opportunities within two years of registering on the Exam Candidate Register to successfully pass an approved Clinical Evaluation.

Definitions:

Clinical supervision is a formal process of professional support and learning which enables individual practitioners to develop knowledge and competence, assume responsibility for their own practice and enhance consumer protection and the safety of care in complex clinical situations. According to The Chartered Society of Physiotherapy, one of the principles of clinical supervision is that it involves a supervisor and a practitioner or group of practitioners reflecting on and critically evaluating practice.

Supervision – is the critical observation and directing of a process to enhance performance and may be either direct or indirect. Supervisors are responsible for delegation of the caseload. Performance evaluations must be undertaken as part of supervision with a copy being sent to the Board of Assessors. All supervisors must be members of CPM and on the Active practice Register.

Direct Supervision – means supervision must be onsite.

Indirect Supervision – means that the supervisor may not be onsite but communication between the supervisor and physiotherapist is available through means of telecommunication, i.e., telephone, e-mail, fax, audio-visual link, etc.

Supervision Approach and Supervisor's Responsibilities:

Since the Examination Candidate has not yet been deemed fully competent to practice independently, it is the supervisor's responsibility to monitor the activities of the Examination Candidate using both direct and indirect observation. It is also the responsibility of the supervisor to formally assess the Examination Candidate within the first 10 to 30 days of supervised practice to determine an appropriate supervision plan.

The specific methods and level of supervision will vary depending on the supervisor's initial and ongoing assessments of the Examination Candidate's level of competency. Examples of methods of supervision can include:

- Direct observation
- Indirect observation
- Chart audits
- Meetings
- Case reviews
- Feedback from peers and other team members.

Availability by telecommunication (e.g., Zoom) may be considered in certain circumstances such as remote locations. The supervisor is responsible for making arrangements for supervision when not available, ensuring employer comprehension and acceptance of professional obligations regarding supervision, notifying CPM of permanent changes in the supervisor, mandatory reporting of incompetence or misconduct; and completion and submission of evaluations as required.

In order to be a Supervisor, a physiotherapist must:

- Be a registered physiotherapist with CPM on the Active Practice Register,
- Hold an unrestricted licence (e.g., not be subject to conditions on their licence or subject to fitness to practice proceedings or other orders),
- Have no conflict of interest (e.g., no relationship to the exam candidate)
- Have a minimum of three years of experience in independent practice in Canada (i.e., equivalent to three years on the Active Practice Register),
- Be able to assess the quality of work performed (e.g., be working in the same area of practice),
- Have the same employer as the supervisee, and
- Have a maximum of three exam candidates under supervision at any given time.

Note: the final approval of the supervisor and the site rests with CPM and the Board of Assessors

Responsibilities of the supervisee:

The supervisee may be in either a part time or full time position. The supervisee is:

- accountable for their actions and will have the same requirements for liability insurance as a full registrant;
- responsible for notifying CPM of permanent changes in the primary supervisor and/or change of workplace;

- responsible for obtaining informed consent from the patients for their involvement in the patient's treatment.

The supervisee must also identify themselves as per Practice Direction *4.23 Use of Title and Credentials*.

Evaluation monitoring:

A new graduate, Internationally Educated Physical Therapist or re-entry candidate may have up to three supervisors as long as there is one supervisor with the primary responsibility for formal evaluations. The supervisor **must** assess the supervisee within the first 10 to 30 days of the period of supervised practice using the CPM form "Evaluation Form for the First 10-30 Days of Supervision" located on the CPM website, to determine an appropriate level of supervision.

The completed tool **must** be kept on file with the supervisor and does not need to be sent to CPM unless requested. A formal evaluation using the Assessment of Clinical Practice (ACP) tool must be conducted every 3 months with the last evaluation occurring two weeks prior to the Examination Candidate applying for the PBCA. A copy of the ACP evaluations must be sent to CPM for review prior to the individual applying for the PBCA program.

Further details on Supervised Practice and the PBCA program are available on CPM's website at www.manitobaphysio.com.