



College of Physiotherapists of Manitoba

Practice Based Competency Assessment Summary

The Practice Based Competency Assessment (PBCA) is the clinical evaluation chosen by Council in Manitoba. The PBCA is an evaluation of entry to practice competence across several domains. The evaluation consists of chart audits, scored interviews with the candidate and supervisor(s), evaluation of the ACP forms and an evaluation of a practice reflection. Scores are based on standardized expectations, criteria and outcomes. In order to move the Active Register, an Examination Candidate must pass an approved Clinical Evaluation. A candidate will not be eligible to practice physiotherapy in Manitoba if they fail three attempts at a clinical evaluation or exceed 2 years on the Exam Candidate register, whichever comes first.

Scoring

- Candidates must pass 3 of the 4 components AND have an overall score of 70% or higher for an overall pass.

Components and Weighting

The Practice Based Assessment (PBCA) will evaluate four (4) components weighted as follows:

1. Candidate Interview: 35%
2. Supervisor Assessment (ACP form (15%) and Interview (20%)): 35%
3. Chart Audit: 20%
4. Practice Reflection: 10%

Eligibility Criteria for Assessment

1. Applicants must have been registered on the Exam Candidate Register in Manitoba for a minimum of 6 months.
2. Applicants must have successfully completed 1200 hours of supervised practice in Manitoba. These hours must be confirmed by a signed letter from the employer on workplace letterhead.
3. Applicants must not have any outstanding complaints or be subject to any unresolved discipline proceedings.



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Application

1. Applicants meeting the eligibility criteria will submit required information to the CPM office for processing.
2. CPM will verify the application and applicant eligibility. Ineligible applicants will be informed in writing by CPM. Eligible applicants will be asked to submit additional supporting documents for assessment.

Evaluation Processing

3. Eligible applicants will be assigned a PBCA evaluator(s) and all parties will be asked to declare any potential conflicts of interest.
 - CPM evaluators will be members in good standing with CPM and trained in the assessment tools and methods employed.
4. After conflict-of-interest provisions are satisfied, the contact information and application documents pertaining to the applicant and their supervisor(s) will be released to the evaluator(s).
 - The current or most recent supervisor listed on the supervisory agreement who has completed the ACP forms is deemed the principal supervisor for participation in the Competency Assessment activities.
 - If the current supervisory agreement has been in place for less than 6 weeks, then the supervisor listed on the prior supervisory agreement will be asked to participate.
 - The evaluator may contact other supervisors at their discretion.
 - The applicant will be provided instructions to submit the required documents for PBCA within a specified time period.
 - Evaluator(s)/CPM staff will contact the applicant and supervisor to schedule Interviews. Although every attempt will be made to accommodate schedules, in order to facilitate timely processes, interviews will be carried out as expeditiously as possible.
5. Once the assessments are complete, the evaluator will submit the outcome of the evaluation to the Board of Assessors (BOA). The BOA will make the final decision on provision of active licensure or feedback/remedial action and subsequently contact the applicant regarding the outcome of their assessment.
6. Remediation requirements for unsuccessful applicants will be determined by the BOA in conjunction with the Evaluators and Registrar or designate.



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Evaluation Components

ACP Form

Evaluators will be checking comments for any elements that may be labelled a red or yellow flag and will note areas that do not meet the Entry Level benchmark. Any elements scored at less than Entry Level must be accompanied by supervisor comments.

Chart Audit

Charts will be audited using a standardized tool based on the applicable practice standards including, but not limited to:

- Record Keeping
- Informed Consent
- Documentation of assessment findings
- Communication
- Collaboration
- Treatment

The applicant will furnish the evaluator with copies of 3 charts selected in consultation with the practice supervisor. Choices should include charts containing:

- an assessment
- follow-up / progress notes
- discharge summary
- evidence of consultation or communication with another practitioner, if possible
- a variety of conditions (do not choose 3 of the same condition)

If charts are being sent offsite for review, they should be de-identified while retaining evidence that identifiers were present before redacting.

If charts are required from a past employer and the applicant requires assistance in accessing the charts, it is up to the applicant to notify the College.

Applicant Interview

The purpose of the interview is:

- to evaluate skills and knowledge that cannot be gleaned from other sources
- to allow for a dialogue in the event that clarification is required

Prior to the interview, applicants will receive a general information sheet to assist in preparation for the virtual meeting. In preparation for the interview, applicants are encouraged to recall scenarios that address the following competencies:

- informed consent,
- patient safety,
- physical therapy assessment,



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- professional boundaries,
- professional ethics,
- use of external feedback,
- delegation of tasks and
- record keeping.

Questions are broadly worded and responses will be assessed on the content of answers, communication skills and portrayal as a professional. Evaluators will be observing for certain elements in each category that demonstrate competent knowledge.

Supervisor Interview

The supervisor will be asked general performance questions about any elements not already addressed in other tools and their perception of the applicant's competence at Entry Level.

Practice Reflection

A practice reflection submission form will be completed online and reviewed using an objective assessment tool. This form is a retrospective look at a goal or learning opportunity the applicant undertook over their supervisory period with reflection on the impact to practice and the associated service users. Further information on how to access and complete this form will be provided separately to the applicant.