

of medical technologist



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RESPONSABILITIES AND CONDITIONS FOR PRACTISING THE PROFESSION

The practice of the profession of medical technologist consists in engaging in any activity to conduct analysis and tests in the field of medical biology on the human body or on specimens and to ensure the technical validity of the results for diagnostic or therapeutic follow-up purposes.

Disseminating information, promoting health and preventing illness, accidents and social problems among individuals and within families and communities are included in the field of practice of medical technologists to the extent that such activities are related to their professional activities.

The activities set out in Appendix 1 are reserved to medical technologists in the practice of their profession.

PROFESSION WITH RESERVED TITLE AND ACTIVITIES

4,200 MEMBERS

Medical technologists practise a profession with a reserved title and activities. They must hold a permit from the *Ordre professionnel des technologistes médicaux du Québec* and be registered on the Order's roll to:

- use the reserved title "Medical Technologist" or "Registered Technologist" or the abbreviation "tech. med.", or the reserved initials "M.T" or "R.T.";
- practise the reserved activities.

Useful information

To practise in the field of cytopathology, medical technologists must hold a "permit of medical technologist in cytopathology," unless the acts performed are related to the pre-analytic stage.

Produced in collaboration with the:



Ordre professionnel
des technologistes médicaux
du Québec

Immigration
et Communautés
culturelles

Québec 

OBTAINING THE PERMIT

CONDITIONS FOR OBTAINING THE PERMIT

To obtain the permit, the candidate must hold a Québec diploma as provided for by regulation, or have a diploma or training recognized as being equivalent by the Order. Candidates must also have knowledge of the French language appropriate to the practice of the profession.

To obtain a permit to practice in the field of cytopathology, the holder of a permit of medical technologist must also possess an attestation of college studies in cytotechnology or an attestation of studies recognized as equivalent by the Order.

Permanent residency or Canadian citizenship is not required to obtain the permit.

Practical advice

- *If you plan to practise the profession of medical technologist in Québec, you would be well advised to contact the Order prior to your departure to find out about the rules regulating access to the profession and to assess the steps you will have to take to obtain your permit and apply for membership in the Order. Moreover, certain immigration procedures may require that you contact the Order. Should this be the case, you will be notified by your immigration counsellor.*
- *You can also use the self-evaluation tool available on the Order's Internet site (www.optmq.org) for a preliminary analysis of the requirements you will have to satisfy to obtain a permit to practice.*
- *The Guide à l'intention des candidats à la profession sur la base de l'équivalence de diplôme ou de la formation (guide for candidates for the profession based on diploma or training equivalence), which is also available on the Order's Internet site, provides information that will help you complete your file even before you arrive in Québec.*

DIPLOMA OR TRAINING EQUIVALENCE

To be recognized as equivalent **in order to obtain a medical technologist's permit**, a diploma awarded outside Québec must attest that its holder possesses a level of knowledge and skills equivalent to the ones attained by the holder of a Québec diploma, as provided for by regulation.

Consequently, equivalence is recognized if the diploma was obtained on completion of studies equivalent to at least 2,850 hours of study at the college level, including 2,235 hours of training specific to medical laboratory technology. The 2,235 hours must include 735 hours in clinical training and be apportioned as follows:

- 1) 495 hours in subjects related to chemistry, biology, physiology, the use of instrumental analysis equipment and application of molecular biology techniques;
- 2) 105 hours in biological sample collection and processing, including intervention with clients and ethics, with 45 hours in pharmacology and at least 20 hours practicum in sampling;
- 3) 330 hours in hematology and hemostasis analysis, including interpretation of results and quality assurance, with at least 105 hours practicum in clinical hematology and hemostasis;
- 4) 240 hours in immunohematology analysis, preparation of blood products, solving transfusion problems, and immunology techniques, with at least 90 hours practicum in clinical immunohematology;
- 5) 435 hours in biochemical analysis, including interpretation of results and quality assurance, and field analysis, with at least 150 hours practicum in clinical biochemistry;
- 6) 480 hours in microbiological analysis, including the detection and identification of microorganisms, interpretation of results and quality assurance, and immunology techniques, with at least 150 hours practicum in clinical microbiology;
and
- 7) 150 hours in preparation of human tissue in anatomical pathology, with at least 60 hours practicum in clinical histopathology.

In order to obtain the permit of a medical technologist practising in the field of cytopathology, equivalence for the attestation of studies in cytotechnology will be recognized if the diploma was obtained upon completion of studies of a level equivalent to the college level comprising a minimum of 1,080 hours of training and apportioned as follows:

- 1) a minimum of 780 hours of theoretical training in a laboratory, in gynaecological and non-gynaecological cytology, including the interpretation of results and quality assurance;
and
- 2) a minimum de 300 hours of training in a clinical environment.

If the diploma or attestation of studies was obtained five years or more before the application for equivalence, it will be refused if the acquired knowledge no longer corresponds to the current content of programs of study. However, training equivalence will be granted if the training and work experience acquired since have enabled the candidate to attain the level of knowledge and skills equivalent to the level acquired by the holder of a diploma or an attestation of studies determined by regulation as giving access to the Order's permit.

To assess training equivalence, the Order considers the nature and duration of the candidate's relevant work experience, which must be at least five years, the courses taken (nature, contents and marks obtained), supervised training periods and other training or development activities, as well as the total number of years of schooling and diplomas obtained.

Useful information

In Québec, admission to a college program generally requires the successful completion of 11 years of elementary and secondary education.

Procedure for achieving recognition of the equivalence of your diploma or training, as well as that of your attestation of studies in cytotechnology, where applicable

- 1 Complete the Order's form and provide all of the following documents:
 - Academic record, with a description of the courses taken, the number of hours for each course and an official transcript of the marks obtained
 - A certified true copy of all diplomas held and, where applicable, any attestation of studies in cytotechnology
 - A document attesting to the successful completion of a clinical training period and a description thereof
 - A document attesting to relevant work experience and a description thereof (The information to be included in the document is set out in Appendix 2.)
 - A document attesting to participation in training or development activities in medical laboratory technology or in a related field
 - Cheque or postal money order in the amount of \$176.09 to cover the cost of reviewing the file
These fees are non-refundable.
 - An *Évaluation comparative des études effectuées hors du Québec* issued by the *Ministère de l'Immigration et des Communautés culturelles*
A fee of \$105 is required.
- 2 The Order could ask you to be interviewed, pass an examination or serve a training period to complete its assessment of your training equivalence.
- 3 The Order will send you written notice of its decision respecting recognition of your diploma or training equivalence. If the equivalence is refused or is partially recognized, the Order will inform you of the programs of study leading to a Québec diploma as provided by regulation or, where applicable, additional training, training periods or examinations that, if successfully completed within the time allowed, would enable you to be granted training equivalence.

Only applications duly completed and accompanied by all of the required documents can be processed.

All documents must be originals or certified true copies of the originals. For documents written in a language other than French or English, the candidate must also supply a French or English translation by an accredited translator or authenticated by official authorities.

Useful information

- ***Candidates wishing to practise as medical technologists in the field of cytopathology must apply for recognition of the equivalence of their attestation of studies in cytotechnology at the same time as they submit their application for recognition of diploma or training equivalence. No additional fees will be charged.***
- ***The program of study required by the Order must be taken in an educational institution in Québec. However, the number of places available is limited. Moreover, candidates must meet the admission requirements and pay tuition fees.***
- ***A doctor, pharmacist or chemist wishing to practise the profession of medical technologist must obtain a Québec diploma in medical laboratory technology.***

APPROPRIATE KNOWLEDGE OF THE FRENCH LANGUAGE

In accordance with the Charter of the French Language, professional orders can only deliver regular permits to individuals who have a knowledge of the French language appropriate to the practice of their profession. Therefore, candidates need to meet this legal requirement and those above mentioned to obtain a permit.

Useful information

Individuals having completed at least three years of full-time secondary or post-secondary education in French are recognized as having sufficient knowledge of the French language.

Candidates whose files do not indicate that they have appropriate knowledge of French must pass the Office québécois de la langue française (OQLF – Québec French language bureau) French examination. **The Order** will forward the examination registration form once the application for recognition of diploma or training equivalence has been submitted.

Those candidates may, however, obtain a temporary permit for no more than one year if they meet the requirements for practising the profession. This permit will be issued by the Order, together with a registration form for the OQLF French exam.

The temporary permit may be renewed up to three times with the authorization of the OQLF if deemed in the public interest. For each renewal, candidates must sit examinations held in compliance with OQLF regulations. Once the temporary permit has expired, the candidate must pass the OQLF examination to obtain a regular permit. This examination is free of charge and is held in Montréal.

Issuance of the permit

Permit of medical technologist

If you have met all the terms and conditions for obtaining a permit, you must:

- complete the Order's form and the declaration respecting disciplinary and criminal decisions handed down in and outside Québec;
- provide a certificate or act of birth;
- provide a professional record prepared according to the Order's prescribed form;
- pay the required fees of \$117.39 by cheque or postal money order.

Permit of medical technologist practising in the field of cytopathology

If you have met the conditions for obtaining a permit of medical technologist practising in the field of cytopathology, the Order will issue a special permit to this effect at the same time as it issues your permit of medical technologist. There are no additional fees for this permit.

REVIEW MECHANISM

Candidates may request a hearing with the Order to review its decision if recognition of a diploma or training equivalence was refused. All review applications must be made in accordance with the deadline provided for by regulation. The Order must allow candidates to submit their observations, in person or in writing, before handing down its decision. The final decision may not be appealed.

REGISTRATION ON THE ROLL OF THE ORDER

To use the reserved title, abbreviation and initials to practise the reserved activities, the permit holder must be registered on the Order's roll. To register, you must:

- submit a written application using the prescribed form and sign the declaration respecting disciplinary and criminal decisions handed down in and outside Québec;
- pay the annual dues;
- take out professional liability insurance.

Annual dues for 2008-2009 are \$273.16, plus \$24.80 as a contribution to the financing of the Office des professions du Québec (Québec professions bureau). Annual professional liability insurance fees are \$12.26.

References

- *Regulation respecting diploma or training equivalence standards for the issue of a permit by the Ordre professionnel des technologistes médicaux du Québec (c. C-26, r.170.1.1)*
- *Regulation respecting the issue of a permit of medical technologist in cytopathy (c. C-26,169.3)*



FOR MORE INFORMATION

Information on the conditions for practising the profession in Québec

• *Ordre professionnel des technologistes médicaux du Québec*

281, avenue Laurier Est
Montréal (Québec) H2T 1G2

In Montréal:
514 527-9811

Elsewhere in Québec:
1 800 567-7763

Fax: 514 527-9811

Internet: www.optmq.org
E-mail: info@optmq.org

Information on certification and examinations for evaluating knowledge of the French language

• *Office québécois de la langue française* www.oqlf.gouv.qc.ca

Information on Québec's professional system and the Professional Code

• *Office des professions du Québec* www.opq.gouv.qc.ca

• *Conseil interprofessionnel du Québec* www.professions-quebec.org

Information and assistance with regard to procedures pertaining to a professional order

• *Ministère de l'Immigration et des Communautés culturelles* www.immigration-quebec.gouv.qc.ca

In the Montréal region:
Contact the information service on regulated professions and trades:
514 864-9191

Elsewhere in Québec or abroad
Contact the
[Service Immigration-Québec](http://www.service-immigration-quebec.gouv.qc.ca)
covering your region of settlement.

Access to laws and regulations

• *Les Publications du Québec* www.publicationsduquebec.gouv.qc.ca

Information on the job market in Québec

• *Emploi-Québec* emploi.quebec.net

• *Ministère du Développement économique, de l'Innovation et de l'Exportation* www.mdeie.gouv.qc.ca

You can also obtain the brochure *The Practice of a profession governed by a professional order*

On the Internet:
www.immigration-quebec.gouv.qc.ca

In Québec:
at a [Service Immigration-Québec](http://www.service-immigration-quebec.gouv.qc.ca)

Abroad:
at the [Bureau d'immigration du Québec](http://www.bureau-immigration-quebec.gouv.qc.ca)
serving your territory

Notice

The information in this document was current in April 2008. It was obtained from various sources and in no way replaces current legislation and regulations.

The fees mentioned herein are subject to change. They are in Canadian dollars and include all applicable taxes.



PRACTISING THE PROFESSION OF MEDICAL TECHNOLOGIST

Activities reserved to medical technologists

The following activities are reserved to medical technologists in the practice of their profession.

- 1° taking specimens;
- 2° performing phlebotomies, according to a prescription;
- 3° introducing an instrument, according to a prescription, in and beyond the pharynx or beyond the nasal vestibule, urinary meatus, labia majora or anal margin or into a peripheral vein;
- 4° administering, including intravenously from a peripheral site, prescribed medications or other prescribed substances, provided a training certificate has been issued to the member by the Order pursuant to a regulation under paragraph o of section 94;
and
- 5° mixing substances to complete the preparation of a medication, according to a prescription.

PROCEDURE FOR ACHIEVING RECOGNITION OF DIPLOMA OR TRAINING EQUIVALENCE

Content of the document attesting to and describing the relevant work experience

- Identification of the establishment
- Signature of the director or technical supervisor
- Number of hours of work per week
- List of tests carried out by the candidate and frequency (daily, weekly, etc.)
- In microbiology: types of samples processed and microorganisms most frequently encountered
- Equipment and methods used to perform these tests
- Number of samples processed per week
- Estimate of the time spent in each department, where applicable