

Recruitment Call — The College is Seeking Committee Members

The College of Physiotherapists of Ontario is the regulatory body for the province's 13,500 physiotherapists. As a part of its regulatory mandate, the College registers qualified individuals to practice the profession, ensures they remain competent to practice throughout their careers, and investigates concerns about physiotherapists' practice when necessary.

The College is seeking physiotherapists who are willing to contribute to the profession by participating on a Committee and making decisions in the public interest.

We are recruiting for the following committees:

- 1 Committee member for the Inquiries, Complaints and Reports Committee
- 1 Committee member for the Registration Committee
- 1 Committee member for the Quality Assurance Committee
- 3 Committee members for the Ontario Physiotherapists Discipline Tribunal and Fitness to Practise Committee

Time Commitment

Committees meet on weekdays during regular business hours. Meetings are held virtually. The number of Committee meetings held per year varies depending on the Committee. An estimate of the time commitment required for each Committee is provided below.

In addition to attending meetings, Committee members are required to prepare for each meeting by reviewing a meeting package and any other related materials provided in advance of the meeting.

Compensation

Members are compensated for the time that they spend attending meetings, preparing for meetings, and participating in activities related to their role. The current rate for meeting attendance is \$54/hour or \$379 for a full day. The current rate for meeting preparation is \$52/hour. The College will also pay for eligible expenses where applicable. Detailed information can be found in the College's Honoraria and Expenses policy found in the [Governance Manual](#).

Terms of Office

Committee appointments are for one-year and renewable annually to a maximum of nine consecutive years.

Eligibility Criteria and Considerations for Committee Appointments

In accordance with the College By-laws, a physiotherapist is eligible for appointment to a Committee if, on the date of the appointment:

- They are registered with the College and reside or practise in Ontario
- They are not before the Discipline or Fitness to Practise Committee
- They have not had a finding of professional misconduct, incompetence or incapacity made by the Discipline Committee or the Fitness to Practise Committee in the last six years
- They do not have a current notation on the register of an interim order, caution, undertaking or specified continuing education or remediation program directed by the Inquiries, Complaints and Reports Committee;
- They have not been a director, officer, committee member, employee or have had any position of decision-making influence in the Ontario Physiotherapy Association (OPA), the Canadian Physiotherapy Association (CPA) or similar organizations of physiotherapists that has as its primary mandate the promotion of the physiotherapy profession in the last 12 months;

This list is not exhaustive, please refer to the [College By-laws](#).

Committee Overview

Inquiries, Complaints and Reports Committee

The Inquiries, Complaints and Reports Committee (ICRC) is the statutory Committee that reviews concerns about physiotherapists. These concerns come from the public (patients, insurance companies, employers and families), other physiotherapists, or other healthcare professionals. Concerns include formal complaints, mandatory reports or other information that prompts the Registrar to launch an inquiry.

The ICRC reviews information about the concerns and decides if any action should be taken.

The Committee can make several different decisions, all of which are outlined in the [Health Professions Procedural Code](#), Schedule 2 of the Regulated Health Professions Act.

Qualifications and Criteria for ICRC Members:

- Have held an Independent Practice Certificate in Ontario for at least five years
- Actively working in clinical practice delivering care to patients
- Working in private practice

The ideal candidate:

- Is rostered to perform spinal manipulation and/or acupuncture
- Has experience working in the MVA sector, including WSIB coverage.

Time Commitment

The ICRC operates through panels. Each panel is scheduled for four-hour virtual meetings, approximately every six weeks. Committee members typically require up to a full day to prepare for each of these meetings.

Registration Committee

Applications that may not meet registration requirements are referred to the Registration Committee to decide if the applicant should receive a certificate of registration.

Qualifications and Criteria for Registration Committee Members:

- Experience in working with and applying policies
- Currently holds an Independent Practice Certificate in Ontario
- Ability to make decisions based on evidence

Time Commitment

The Registration Committee meets approximately eleven times per year for two-hour virtual meetings. Preparation time for these meetings is generally one to two hours for each meeting. Meetings are cancelled when there are no cases to review.

Quality Assurance Committee

The Quality Assurance Committee is a statutory committee that oversees the Quality Assurance program, which helps physiotherapists maintain and improve their competence throughout their careers. Committee members review practice assessment results, make decisions about outcomes.

Qualifications and Criteria for Quality Assurance Committee Members:

- Have held an Independent Practice Certificate in Ontario for at least two years
- Familiarity with adult education models, creating learning goals and plans
- Recent clinical practice experience in one or more of the following sectors: private practice, community care, or long-term care facilities

Time Commitment

The Quality Assurance Committee meets approximately nine times per year for two to three-hours by virtual meetings. Preparation time for these meetings is generally three – six hours per meeting.

Ontario Physiotherapists Discipline Tribunal and Fitness to Practise Committee

The Ontario Physiotherapists Discipline Tribunal (OPDT) (previously the Discipline Committee) is responsible for holding public hearings to consider serious allegations about a physiotherapist's practice or conduct. Cases are referred to the Ontario Physiotherapists Discipline Tribunal by the Inquiries, Complaints and Reports Committee (ICRC). Discipline hearings are legal proceedings open to the public. In most cases, the results are available on the College's website and the Public Register.

The Fitness to Practise Committee considers specific allegations about a physiotherapist's capacity to practice. This means that a physiotherapist may be too sick to practice safely, and the public is at risk. A health inquiry panel will obtain information and if a physiotherapist may be incapacitated (experiencing a physical or mental condition) the panel can refer the physiotherapist to the Fitness to Practise Committee for a hearing. Fitness to Practise hearings are legal proceedings but are closed to the public because of the sensitive nature of the information.

Qualifications and Criteria for Ontario Physiotherapists Discipline Tribunal and Fitness to Practise Committee Members:

- Have held an Independent Practice Certificate in Ontario for at least five years
- Actively working in clinical practice, private practice
- Be available to sit for one day and multiple day hearings (with sufficient notice)
- Strong knowledge of the standards of the practice of the profession and their application in practice
- Familiarity with trauma informed practices / care
- Ability to make decisions based on evidence
- Willingness to complete mandatory orientation and ongoing education

Time Commitment

It is challenging to estimate how many hearings there will be each year and how long each hearing will last. It is anticipated that the College will have between 10 to 15 Discipline hearings per year. These hearings can be one day in length or span over many days. Discipline hearings are held virtually. Please note that committee members will not be selected

to participate in every hearing. Members are typically assigned to serve on specific hearings, based on scheduling availability and the needs of the committee.

In addition to hearing participation, members are expected to complete required orientation and ongoing education activities. This includes approximately two full days for initial orientation, one full day in-person conference in Toronto annually, and one additional full-day training session each year.

Preparation and follow-up time is also required for each hearing. While this will vary depending on the complexity of the case, members should anticipate at least one hour of preparation in advance of a hearing and approximately 30 minutes to review decisions and reasons following the hearing. Additional time may be required for deliberation days, where applicable.

Additional Expectations for All Committee Members

To be considered for this role, candidates must:

- Have familiarity with the College's governing legislation and an understanding of the professional context within which the College operates
- Have a solid understanding of the College's Standards of Practice
- Be able to make decisions in the public interest
- Be able to participate in a collaborative decision-making structure
- Possess excellent listening, communication and analytical skills to review cases, formulate opinions and express the reasons for the opinions
- Have computer literacy and can access meetings through videoconferencing and be able to review large volumes of material in a PDF format
- Not currently be involved with the College in any other paid role, such as a consultant, examiner, Quality Assurance Assessor or practice enhancement coach for example

How to Apply

If you are interested in this opportunity, please [submit an online application form](#) no later than **April 10, 2026**. The online application includes:

- Completing the Values, Behaviours and Competency Assessment
- Uploading a current resumé (file name: FirstName_LastName_CV)
- Uploading a cover letter that describes how you meet the qualifications of this position. (file name: FirstName_LastName_Coverletter)

Applicants may be asked to participate in a short virtual interview. Interviews will take place in late April/early May.

We thank all applicants for their interest. However, only candidates selected for an interview will be contacted. If you have any questions please contact Caitlin O’Kelly, Governance Specialist at cokelly@collegept.org.

Final approval of Committee members is at the discretion of the College’s Board of Directors at the June meeting. Applicants will be advised if their name is being put forward for the Board’s consideration.

No phone calls or agencies, please.

College’s Diversity Commitment

The College is committed to building diverse, inclusive, and equitable committees that reflect the communities we serve. We encourage applications from individuals from traditionally underrepresented groups in the profession, including visible minorities, Indigenous peoples, people identifying as LGBTQ2S+, and people with disabilities. The College welcomes the participation of both French- and English-speaking committee members and is committed to ensuring accessibility in our services, communications, and recruitment processes. Accommodation is available under the Ontario Human Rights Code. Please let us know if you require any accommodation or support to participate in this recruitment process by emailing cokelly@collegept.org.

College of Physiotherapists of Ontario

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