

## **Policy & Procedure**

Registration  
Number: 3.17

Effective Date: September 12, 2002  
Revised Date:  
Review Date: March 9, 2015  
Approving Body: Council  
Authority: Council Chair  
Implementation: March 18, 2010  
Applies to: All Practicing Members

### **TOPIC: MATERNITY LEAVE**

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Registrants going on maternity leave should notify the CPM office of their leave from employment. This will allow CPM to keep the database current.

When wishing to return to employment from a maternity leave, the individual should ensure that they are still registered on the Active Practice Register. The individual should call the CPM office to check on their registration status and to inform the office of their return to work. Because maternity leaves can be one year in length, members may not have renewed their membership at renewal time and may find themselves not registered in order to go back to work. It is illegal to practice physiotherapy without being on the Active Practice Register.

Members who go on maternity leave part way through the registration year do not receive a refund on their registration fees. Members, who return to work after August, are eligible for a pro-rated fee.

Members who are on maternity leave at the time of renewal may register for the Inactive Practice Register or allow their membership to lapse. If the return to work date is set for no later than March 31<sup>st</sup>, then the registrant is eligible to apply for the Active Practice Register.

#### **Legislative Reference:**

Bylaws Article II and Article III