College of Physiotherapists of Manitoba

REGISTRATION AND LICENSING DIRECTION

Current and updated as of: October 14, 2026

Practice Based Competency Assessment Program

Purpose:
In June 2022, the College of Physiotherapists of Manitoba (CPM) Council approved the Practice Based Competency Assessment (PBCA) as an alternative interim Clinical Evaluation in the absence of the clinical component of the national exam. CPM adapted tools and processes originally developed by the Saskatchewan College of Physiotherapists for the same purpose.

The PBCA offers an objective assessment of entry to practice competence across several domains. The evaluation consists of the following components: a review of the Assessment of Clinical Performance (ACP) forms submitted by the supervisor(s); chart audits; an interview with the candidate; an interview with the supervisor(s); an evaluation of an online Practice Reflection and a Jurisprudence Examination. Scores are based on standardized expectations, criteria and outcomes.

As of January 1, 2026, CPM has transitioned back to the national Canadian Physiotherapy Examination (CPTE) as the Council approved Entry-to-Practice examination, and the PBCA will be phased out. Only applicants in Manitoba who completed registration as an Examination Candidate meeting the requirements for the two-exam pathway on or before December 31, 2025, were provided access to the PBCA.

With the transition to the Canadian Physiotherapy Exam, the PBCA Exam will be discontinued on December 31, 2027. To access this evaluation process, Examination Candidates on the two-exam pathway must meet all application criteria outlined in this policy and submit a complete application on or before October 31, 2027, to ensure the evaluation process is completed in this timeline. This includes any applications for a second or third attempt if the Examination Candidate is unsuccessful on their first or second attempt of the PBCA. Failure to meet the requirements for application and complete the process prior to the end of 2027 will result in the Examination Candidate being transitioned to the single national exam pathway.

Policy:
An Examination Candidate must meet the following criteria to apply to the PBCA process:

- Be registered on the Examination Candidate register meeting all requirements for the two-exam pathway and remain on the register in Manitoba for a minimum of 6 months.

- Have successfully completed 1200 verifiable hours of supervised practice in Manitoba. No more than 30 hours of unpaid verified education hours can be counted towards the 1200 verified hours of supervised practice.
- Cannot have any outstanding or unresolved complaints or unresolved discipline proceedings.

The Examination Candidate must apply for the clinical evaluation at the first available opportunity once they have met these requirements as outlined in the Regulation 6(3)(a).

Candidates who met the requirements to register under the two-exam pathway are permitted a total of 3 attempts at a Clinical Evaluation (i.e., the PBCA) within a 2-year time frame on the Exam Candidate Register under Regulation 6(3)(b). For further details on what is considered a Clinical Evaluation attempt please see Registration and Licensing Direction *Approved Entry-to-Practice Examination*.

Application for the PBCA:

1. Applicants meeting the eligibility criteria will submit the application form and proof of verified hours using the *Request for Verification of Practice Hours* form to CPM office for processing. The applicant must also ensure the final ACP 1200-hour submission has been submitted to the College by their supervisor and that this evaluation was completed within four weeks of the application submission date.
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

1. Eligible applicants will be assigned their PBCA evaluator(s), and all parties will be asked to declare any potential conflicts of interest.
2. 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). Applicant and Supervisor interviews will be scheduled.
3. 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.
4. 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.
5. The evaluator may contact other supervisors at their discretion.
6. The applicant will be provided with instructions to submit the required documents for PBCA within a specified time period.
7. Once the evaluations are complete, the Board of Assessors (BOA) will make the final decision on provision of active licensure.

8. The applicant will be contacted regarding the outcome of their assessment.

Scoring:

Candidates must pass 4 of the 5 components AND have an overall score of 80% or higher for an overall pass.

An applicant must submit and complete all components of the evaluation before the Board of Assessors will review the final report and a final score will be provided.

It is mandatory to pass the Candidate Interview and the Jurisprudence Examination portions of the assessment. A failing score on the Candidate Interview or Jurisprudence Examination would result in an automatic failure.

Scoring will also consider any red or yellow flags identified in practice. If there are significant safety and practice concerns identified (one red flag or multiple yellow flags) by the evaluator, this may lead to failure of the assessment regardless of the overall score.

Any breach or attempted breach of examination integrity and security that could affect a candidate's own results, the results of another candidate, or the results of a potential future candidate will result in an automatic failure. The candidate will be banned from any further attempts at the PBCA and will be removed from the Examination Candidate register.

Submission Deadlines:

An applicant must submit and complete all components of the evaluation before The Board of Assessors will review the final report and a final score will be provided.

Please Note:

- The failure to meet the specified deadline for a mandatory pass component of the PBCA (Applicant Interview or Jurisprudence Exam) will result in a score of zero on the component and subsequently an automatic failure of the PBCA.
- All non-mandatory components must be complete for the final report to go to the Board of Assessors. Submission of a non-mandatory component after the submission date specified in the College correspondence will result in a score of zero and a subsequent failure of that component.

Components and Weighting:

- Candidate Interview: 35% (mandatory passing score required)
- Supervisor Assessment: 15% (ACP and Supervisor Interview)
- Chart Audit: 25%
- Practice Reflection Submission: 5%
- Jurisprudence Exam: 20% (mandatory passing score required)

Impacts of the Complaints Process on PBCA Application and Completion of the Evaluation Process

An Examination Candidate cannot apply for the PBCA program if they have any outstanding or unresolved complaints or unresolved discipline proceedings at the time of application. The Complaints process would need to be resolved before the application is accepted.

An Examination Candidate who enters the Complaints process once their application has been approved or at any time during the PBCA process will have the process paused. The process will resume once the Complaints process has been resolved and any required remediation and/or undertaking has been completed.

Procedures for Failures of the PBCA

1. Should an applicant be unsuccessful in meeting the requirements of the Practice Based Competency Assessment for licensure on their first or second attempt:
    a. The applicant may choose to request a review of the clinical evaluation outcome by paying the $250 review fee. The components of the examination will be reviewed by an alternate PBCA evaluator who will provide an opinion if the score provided should stand. The Examination Candidate will not have access to the examination documents but will receive a letter outlining the outcome of the review.
    b. The applicant can choose to continue working under supervision as an Examination Candidate. The Examination Candidate will need to inform their current Supervisor of the unsuccessful attempt and resubmit the Supervision Agreement to show evidence of continued Supervision. The Examination Candidate will also submit a remediation plan cosigned by their supervisor based on the areas requiring improvement outlined in the PBCA final report and reapply for PBCA after remediation is complete. The timeline for the submission of the Supervision Plan and Remediation Plan will be outlined in the letter provided to the Examination Candidate reporting the unsuccessful completion of the clinical evaluation.
    c. The applicant may choose to pursue an alternate Council approved clinical evaluation. The Examination Candidate must provide the name of the examination, proof of registration, within 30 days of the date of the letter. Once they have completed the alternate clinical evaluation, verification of the evaluation's outcome must be submitted to the Board of Assessors. If the Examination Candidate does not show proof of registration in the 30-day time period, they will be invoiced for the next attempt of the Practice Based Competency Assessment as per Registration and Licensing Direction *Non-Refundable Practice Based Competency Assessment Clinical Examination Fee*.

The Examination Candidate can maintain their registration on the Examination Candidate Register, practicing under the supervision of a qualified physiotherapist, for up to two years from the time they register on the Exam Candidate Register using the two-exam pathway and through three attempts at an approved Clinical Evaluation whichever comes first.

PBCA Evaluator Selection and Utilization

The College shall contract Evaluators to conduct the Practice Based Competency Assessment.

The College will maintain a roster of qualified Evaluators for the Practice Based Competency Assessment Program. The evaluations will be completed within a set time frame and submitted to the College.

1) Applications for the PBCA Evaluator role will be screened by the Deputy Registrar/Registrar against set criteria. The selection process will include a review of references as well as an interview.

   To be considered as a potential Evaluator, the ideal individual should:

   a. Be registered or recently registered with the College of Physiotherapists of Manitoba;
   b. Be a member in good standing with CPM;
   c. Have a minimum of 5 years of experience;
   d. Demonstrate excellent interpersonal and communication skills. Prior evaluation experience is preferred;
   e. Be able to commit to a minimum one-year renewable appointment as a temporary worker to meet seasonal or short-term workload;

   The individual should NOT:

   f. Concurrently be supervising an Examination Candidate;
   g. Currently be an employee (either full-time or part-time) with the faculty at the University of Manitoba, College of Rehabilitation Sciences (not including sessional staff or lecturers) or a member of Council or the Board of Assessors;
   h. Have had an Inquiry Committee finding against them; and
   i. Currently have an open complaint or an unresolved disciplinary undertaking.

2) Evaluators will be appointed by the Registrar for a short-term contract.
3) An orientation and training program will be provided by the College and will be mandatory for all Evaluators prior to assigning assessments.
4) Should the Evaluator's appointment be terminated, a written explanation will be provided.
5) Evaluators will be remunerated on a flat fee unless otherwise agreed. This rate will be set and reviewed by the College on an annual basis. Travel expenses related to audits will be reimbursed by the College according to current College policies.
6) Evaluators must sign a confidentiality agreement.