

Council Policy

Policy Title	Delegation of Authority to Appoint Inspectors
Date Created/ Revised	February 28, 2022
Date of next Review	March 2024

1. POLICY STATEMENT

The CPSA has a legislative mandate to determine whether regulated members are complying with the *HPA* and the bylaws, standards of practice and code of ethics as outlined in the *HPA* section 53.1. The CPSA Council passed a motion on February 28, 2019 which delegated their authority in section 53.1 to appoint inspectors to the Registrar.

The Registrar may sub-delegate this authority to inspect a named medical practice to the Deputy Registrar and/or CPSA staff to determine if a regulated member is complying with the *HPA* the CPSA standards of practice, bylaws and code of ethics.

2. PURPOSE

This policy established by the CPSA Council outlines the circumstances under which the Registrar may delegate authority to appoint inspectors as per the *Health Professions Act (HPA)* Part 3.1 [Inspections], Section 53.1 [Inspectors].

3. DEFINITIONS

Regulated member means any person who is registered or who is required to be registered as a member of CPSA. The CPSA regulates physicians, surgeons, osteopaths and physician assistants.

Must refers to a mandatory requirement.

May means that the physician may exercise reasonable discretion.

Patient includes, where applicable, the patient's legal guardian or substitute decision maker.

4. SCOPE

This delegation of authority is considered appropriate to enable the CPSA to fulfill its legislated duty to protect the public in a more timely and effective manner when there are concerns of unprofessional conduct and/or risks to public safety. In exercising this authority under Part 3.1 of the *HPA*, the Registrar and sub-delegates at CPSA are obligated and responsible for their actions, and are accountable for their decisions.

The approval limits are considered appropriate based on the type of commitment and relative risk to the CPSA. Authority must not be sub-delegated below the delegates listed within this policy. Situations that warrant modification of limits must be approved by the Registrar.

Although not required by this policy, delegates are recommended to obtain the counsel and approval of leadership prior to appointment of inspectors for the purposes of unannounced inspections.

5. RESPONSIBILITIES

The Registrar must report authority exercised, and context in which it was exercised, to the College Council annually.

The sub-delegates must report authority exercised, and context in which it was exercised, to the Registrar on an annual basis, at minimum.

6. SAFETY OF APPOINTED INSPECTORS

Appointed inspectors must comply with the CPSA policies for *Health & Safety*, *Workplace Violence*, and *Workplace Harassment*, and have the right to refuse work believed to be dangerous in accordance with the *Alberta Occupational Health & Safety Act*. Inspectors must not proceed with inspection if there is any threat to personal safety, and any dangerous conditions or conflict of interests must be reported to the applicable authority for investigation.

7. APPROVAL

This policy requires approval by CPSA Council.

8. AUTHORITY DOCUMENTS

[Health Professions Act \(HPA\)](#) Part 3.1 [Inspections], Section 53.1 [Inspectors].

9. DOCUMENT HISTORY

VERSION NO.	Version Date	DESCRIPTION OF CHANGE
1	February 28, 2022	initiation
2		
APPROVAL	DATE	Signature
Council Motion #C14-22	March 17, 2022	