College of
HEALTH AND CARE
PROFESSIONALS OF BC

Policy	Replaces former policy:
Criminal Record Check – Outside of Canada	☐ Title: ☒ N/A
	Date Effective: 2026-04-08
	Last Update: 2026-07-03
Contact: Chris Smerdon – Director, Licensure	

Policy Statement

The College of Health and Care Professionals of British Columbia (CHCPBC) requires any applicant who has practised a health profession outside of Canada within the past 5 years to provide evidence of their criminal record status from each relevant jurisdiction.

Applicants must submit a current police clearance certificate, good conduct certificate, judicial record extract, or similar document completed by the police or equivalent authority. If official verification from a foreign jurisdiction is not reasonably obtainable, the Registrar may accept alternative forms of attestation, subject to review and discretion.

CHCPBC reserves the authority to request additional information where necessary upon receipt of the above documentation.

1. Policy Rationale and Purpose

Criminal history in any jurisdiction, whether domestic or international, may be relevant to an individual's eligibility for licensure and their suitability to provide safe, ethical, and culturally safe care. CHCPBC has a statutory responsibility to assess whether applicants pose any risk to the public. Applicants undergo a national Criminal Record Vulnerable Sectors Check to determine whether they have a criminal history that may pose risk to the public. For applicants who worked as a health professional outside of Canada, CHCPBC is responsible for assessing whether criminal history may pose public risk. This policy outlines acceptable documentation for the purpose of meeting Bylaw 6.3 (a)(iii)(B).

2. Policy Scope

This policy applies to applicants seeking licensure with CHCPBC who have practiced a health profession outside of Canada in the previous 5 years.

3. Duties and Responsibilities

Licensure Team members

Licensure Team members support the consistent, equitable, and respectful application of this policy and direct applicants to the appropriate guidance materials.

Licensure Managers

Licensure Managers ensure staff understand and apply this policy in a culturally humble, non-discriminatory, and trauma-informed manner.

Registrar and Deputy Registrar

The Registrar provides overall accountability for the implementation of this policy and ensures decisions reflect CHCPBC's legislated mandate, risk-based approach, anti-discrimination obligations, and principles of fairness and transparency.

The Deputy Registrar supports operational oversight, consistency in regulatory decision-making, and alignment with safety and public protection goals. They also ensure that licensure processes reflect this policy, are grounded in risk-management and equity principles, and are supported by appropriate guidance tools.

Licence Committee Members

License Committee members apply the principles in this policy in all decisions that consider conduct or criminal history from outside Canada.

4. Legal and Regulatory Authority

This policy is linked to the following legislation and regulatory documents:

- CHCPBC Bylaw 6.3 (a)(iii)(B)

5. Other Relevant Policies and Documents

- Good Character policy

6. Key Partnerships

None identified at this time.

7. Definitions

International Criminal Check / Police Certificate refers to documentation from an authority outside Canada that identifies an individual's criminal history or confirms the absence of such history.

Relevant Conduct refers to behaviour that may pose a risk to clients or the public, including conduct that, if committed in Canada, could constitute an offence or breach of professional trust.

8. Process Check

The following documents have been consulted and applied to this policy.

☒ Policy Development Framework (required)

☒ Anti-Discrimination Measures (S14/15 HPOA) (required if applicable)

☒ Health Standards Organization BC Cultural Safety and Humility Standard policy best practices (required if applicable)

☐ Safe Spaces Playbook (required if applicable)

☐ In Plain Sight Report and Recommendations (required if applicable)

9. Resources/References

None identified at this time.

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☒ Committee (Licence Committee)
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