

## SSMLT Bylaws

### SECTION 6 - Regulatory Affairs Committee

- (1) The members of the Regulatory Affairs Committee shall be:
  - (a) three members of Council appointed for three year terms serving as Committee Member during their first year, Vice Chair during their second year and, Committee Chair for their third year;
  - (b) the Society representative to the Program Advisory Committee for the Medical Laboratory Technology Program;
  - (c) the Society representative to the Council on National Certification;
  - (d) the Society representative to Program Management Committee;
  - (e) two members at large;
  - (f) one representative from the accredited training program;
  - (g) the Executive Director, or designate, as an ex-officio member.
  
- (2) The duties of this Committee shall be:
  - (a) to review the Act, Bylaws and Policies of the Society and to make recommendations to the Council regarding changes;
  - (b) to monitor federal, provincial and municipal legislation affecting Medical Laboratory Technology professionals and to make recommendations to the Council for action when required;
  - (c) to make recommendations to the Council with respect to the requirements for annual registration in the Society;
  - (d) make recommendations to the Council with respect to criteria and procedures for approval of medical laboratory technology education programs;
  - (e) to manage examinations provided for by the Act or these Bylaws;
  - (f) to make recommendations to the Council with regard to the equivalency to medical laboratory technology education programs conducted outside of Saskatchewan for the purposes of registration of extra-provincial applicants;
  - (g) to receive and review reports relative to the development and implementation of new educational programs and modification of established medical laboratory technology programs in Saskatchewan;
  - (h) to evaluate basic medical laboratory technology education programs in Saskatchewan using the standards and criteria established by the Society;
  - (i) to evaluate medical laboratory technology re-entry programs using standards and criteria established by the Society;

- (j) to make recommendations to Council regarding program ratings in accordance with the policies and procedures for approval of medical laboratory technology education programs;
- (k) to make recommendations to the Council with respect to Medical Laboratory Technologists standards of practice;
- (l) to make recommendations to the Council with respect to Medical Laboratory Technologists scope of practice;
- (m) to make recommendations to the Council with respect to adoption of a Code of Professional Conduct for Medical Laboratory Technologists;
- (n) to make recommendations to the Council with respect to roles and functions of Medical Laboratory Technologists;
- (o) to perform such duties as may be assigned by the Council or the President.

### **SSMLT Policy Manual**

#### **Section 4.10**

#### **Regulatory Affairs Committee**

The Regulatory Affairs Committee Chairperson shall be appointed as outlined in Bylaw VIII, Section 6(1)(a).

- 4.10.1 The Chairperson of the Regulatory Affairs Committee shall be responsible for conducting all meetings of the Committee and shall report to the Council and the Annual Meeting on the activities of the Committee.
- 4.10.2 The members of the Regulatory Affairs Committee shall be as outlined in the Bylaws, Bylaw VIII, Section 6(1).
- 4.10.3 The duties of the Regulatory Affairs Committee shall be as outlined in the Bylaws, Bylaw VIII, Section 6(2).
- 4.10.4 The Regulatory Affairs Committee Chairperson attends the October Council Meeting and the Annual Meeting and submits written reports on the activities of the Regulatory Affairs Committee to each Council Meeting and to the Annual Meeting.
- 4.10.5 The Regulatory Affairs Committee Chairperson prepares articles for publication in the newsletter.
- 4.10.6 The retiring Regulatory Affairs Committee Chairperson passes all files to the incumbent and whenever possible, meets with the incumbent to facilitate a smooth transition.
- 4.10.7 The Regulatory Affairs Committee Chairperson's term of the term of office is defined in Bylaw VIII, Section 6(1)(a).
- 4.10.8 The Regulatory Affairs Committee makes recommendations to the Council on standards of practice.
- 4.10.9 The Regulatory Affairs Committee makes recommendations to the Council on practice issues.
- 4.10.10 The Regulatory Affairs Committee makes recommendations to the Council on scope of practice.

- 4.10.11 The Regulatory Affairs Committee makes recommendations to the Council on the roles and functions of MLT's.
- 4.10.12 The Regulatory Affairs Committee makes recommendations to the Council on codes of professional conduct.
- 4.10.13 The Regulatory Affairs Committee reviews the SSMLT Bylaws and Policy Manual each year to ensure that they are pertinent and makes recommendations for any required amendments.
- 4.10.14 The Regulatory Affairs Committee circulates proposed amendments to the Council prior to the spring Council Meeting.
- 4.10.15 The Regulatory Affairs Committee reviews all relevant legislation that impacts either directly or indirectly on the practice of medical laboratory technology or on the profession and responds as appropriate.
- 4.10.16 The Regulatory Affairs Committee reviews and responds to documents referred by other agencies as requested.
- 4.10.17 The Regulatory Affairs Committee makes recommendations to Council for registration requirements.
- 4.10.18 The Regulatory Affairs Committee manages examinations as required.
- 4.10.19 The Regulatory Affairs Committee evaluates program equivalencies as required.
- 4.10.20 The Regulatory Affairs Committee monitors new and revised MLT training programs.
- 4.10.21 The Regulatory Affairs Committee evaluates MLT training programs.
- 4.10.22 The Regulatory Affairs Committee evaluates re-entry to practice programs.
- 4.10.23 The Regulatory Affairs Committee assesses new applicants for eligibility to practice as required.
- 4.10.24 The Regulatory Affairs Committee assesses volunteer practice hours for eligibility.
- 4.10.25 The Regulatory Affairs Committee assesses job duties of medical laboratory technologists who perform other related laboratory activities to determine eligible practice hours.