

APPENDIX 5

AUTHORITY TO DELEGATE

Appendix 5: Bylaws under the *Health Professions Act* and Regulations – Registrar’s powers and delegation of powers

Key provisions from Alberta’s *Health Professions Act* pertaining to delegation are as follows:

Council delegation

19(1) A Council may delegate any of its powers and duties to one or more persons or committees, except the power to make regulations or bylaws and to adopt a code of ethics or standards of practice.

(2) A Council may impose conditions on a delegation under subsection (1).

(3) When a Council delegates a power or duty, it may authorize the person or committee to further delegate the power or duty, subject to any conditions imposed by the Council.

(4) Any reference in this Act or any other enactment to a Council is deemed to be also a reference to a delegate and to a delegate of the delegate under this section.

Person, committee delegation

20(1) Subject to the bylaws, a person or committee to whom a power or duty is given under this Act or the bylaws may delegate the power or duty to one or more other persons or committees.

(2) A person or committee making a delegation under subsection (1) may impose conditions on the delegation.

(3) Despite subsection (1),

(a) the powers and duties of both a complaints director and a hearings director may not be delegated to the same person, and

(b) a complaint review committee, a hearing tribunal or a Council or panel of Council may not delegate its powers or duties with respect to a review or appeal under Part 4.

(4) Any reference in this Act or any other enactment to a person or committee to whom a power or duty is given under this Act is deemed to be also a reference to a delegate of the person or committee under this section.

Alberta College and Association of Chiropractors (ACAC) Bylaws

1.1 Interpretation

b) A reference in these Bylaws to Council, an officer, a person or a committee includes any delegate of the Council, officer, person or committee.

2.3 College Administration

The Council may appoint and/or hire personnel to assist in the activities, administration, affairs, conduct, management, and governance of the College and for the implementation of policies, procedures and directives of the College. Such personnel may include:

- a) a Registrar to perform those duties as may be required by the Act, Regulation, Bylaws and from time to time by any officers of the College or Council;
- b) an Assistant Registrar to perform duties as may be required.

3.0 Authority of Council

The governing body of the ACAC is the Council. The Council shall manage and conduct the business and affairs of the College and exercise the rights, powers and privileges of the College in the name and on behalf of the College. In addition, Council is empowered to:

- d) delegate authority and responsibility for implementation of ACAC policies, procedures and directives to the Registrar and/or Chief Executive Officer and/or officers of the College.

5.1 Duties of the Registrar

The Registrar shall:

- a) carry out any of the powers and duties of the Registrar as specified in the *HPA*, Regulation and these Bylaws;
- b) receive applications for registration or practice permit renewals;
- c) approve, defer or refuse applications for registration or applications for practice permit renewals;
- d) keep and maintain all regulated member registers and records of the College;
- e) keep and maintain a record of professional corporations;
- f) execute permits and documents on behalf of the College in accordance with these Bylaws;
- g) provide representation on behalf of the College on specific committees, agencies, organizations or bodies as delegated and assigned by Council;
- h) perform such other duties as assigned or delegated by Council;
- i) carry out duties as directed by these Bylaws.

5.2 Assistant Registrar

The Council may appoint or hire on behalf of the College an Assistant Registrar.

5.3 Duties of the Assistant Registrar Adopted

- a) The Assistant Registrar shall perform duties as assigned or delegated by Council.
- b) The Assistant Registrar shall have all of the powers and perform all of the duties of the Registrar under the *HPA*, the Regulation and Bylaws when the Registrar is absent or unable to act or when there is a vacancy in the office of the Registrar.

5.7 Complaints Director

- a) Council shall appoint a Complaints Director for the purposes of the *HPA*.
- b) This appointment shall be conducted in accordance with the policies of the College that are approved by Council, or
- c) Council may delegate the duties and responsibilities of the Complaints Director to the Registrar.

Alberta College of Combined Laboratory and X-Ray Technologists Bylaws

3.3.2 For the purposes of Sections 29(3), 30(1), 38(2) and 40(2) of the Act, the Registrar or, at the Registrar's discretion, the Registration Committee, shall consider applications for initial registration and applications for Practice Permits or Practice Permit renewals.

4.4.1 As soon as reasonably possible, the Registrar, or, at the Registrar's discretion the Registration Committee shall consider a reinstatement application .

College of Alberta Dental Assistants Bylaws

6.03.1 For the purposes of sections 9(4)(a), 29(3) and 30(1) of the Act, the Registration Committee must consider and decide on applications for Registration, Registration Renewal and Practice Permits that are referred by the Registrar.

6.03.2 For the purposes of sections 38(2) and 40(2) of the Act, the Registration Committee must consider and decide on applications for Registration, Registration Renewal and Practice Permits that are referred by the Registrar.

Bylaws of The College of Registered Dental Hygienists of Alberta

3.2 Powers of Council

Council is empowered to:

3.2.2 delegate such powers as may be delegated under the Act, the Regulation and these bylaws to the Registrar, employees of the College, or to any Committee of the College, and may at any time revoke such delegation.

3.2.3 delegate authority and responsibility for implementation of College policies to the Registrar, employees of the College, or to any Committee of the College.

3.2.5 employ or authorize the Registrar to employ for or on behalf of the College any agents or employees as it thinks fit in connection with the control, management and administration of the College or for any other purposes of carrying out the objects of the College, and to authorize those persons to exercise powers or duties of the College.

7.1 The Registrar shall consider applications for registration as a Regulated Member which are complete and include such fees as are determined by Council from time to time.

7.2 The Registrar may, in her sole discretion, decide to refer any application for registration to the Registration Committee for their determination.

7.4 The Registrar shall consider applications for Practice Permits or for renewal of Practice Permits which are complete and include such fees as are determined by Council from time to time.

7.5 The Registrar may, in her sole discretion, decide to refer any application for a practice

permit or for renewal of a practice permit to either of the Registration Committee [see section 9.1, below] or the Competence Committee for their determination.

8.3 The Registrar shall consider applications for registration as a Non-Regulated Member which are complete and include such fees as may be determined by Council from time to time.

8.4 The Registrar may, in her sole discretion, decide to refer any application for registration to the Registration Committee for their determination.

9.1.2 The Registrar or designate shall be an ex-officio member of the Registration Committee.

9.1.3 The Registration Committee shall determine any issue referred to it by the Registrar.

College of Dental Technologists of Alberta bylaws

4.6 Application for Practice Permit

4.6.1 The Registrar shall consider all completed applications for a Practice Permit. Individuals applying for a Practice Permit must complete an application.

Article 6 – Delegation

6.1 Subject to section 19 and 20 of the Act:

(a) Council may, by resolution, delegate any powers and duties under the Act, the Regulation and these By-Laws to one or more persons or committees.

(b) A person or committee to whom a power or duty is given under the Act or these By-Laws may by letter delivered to the College and stating the delegates name and contact information delegate the power or duty to one or more persons or committees subject to the written approval by Council.

6.2.1 The Council shall employ an Executive Director, who shall have charge and care of the day to day affairs of the College. He may act as Registrar and Complaints Director if appointed, or, in the appropriate circumstances and with the concurrence of the Council, delegate such authority.

Alberta Dental Association and College bylaws

5. Council of the Alberta Dental Association and College

Powers of Council

(1) The governing body of the Alberta Dental Association and College is the Council. Council is empowered to:

(b) delegate authority and responsibility for implementation of Alberta Dental Association and College policy to the Executive Director and Registrar; ...

Duties of the Executive Director and Registrar

10 (10) The Executive Director and Registrar:

(a) acts as the chief executive officer of the Alberta Dental Association and College and is responsible for the implementation of policy established by Council,

(b) oversees the administration of the Alberta Dental Association and College,

(c) reports to and takes direction from the Council,

(d) carries out the duties and responsibilities and functions of the Registrar and of the Hearings Director under the Health Professions Act, unless otherwise delegated in accordance with these By-laws.

12(1)(a) The Executive Director and Registrar shall consider a complete application for registration as a Regulated Member.

(b) The Executive Director and Registrar may, in his sole discretion, decide to refer any application for registration to the Registration Committee for their determination.

13. PRACTICE PERMITS

(1) The Executive Director and Registrar shall consider complete applications for a practice permit.

(2) The Executive Director and Registrar may, in his sole discretion, refer any application for a practice permit to the Registration Committee for their determination.

(5) If the Executive Director and Registrar determines that a Regulated Member does not comply with conditions imposed on the practice permit, then the Executive Director and Registrar may refer the matter to the Registration Committee in accordance with the Health Professions Act.

College of Alberta Denturists bylaws

3.9 Application for Regulated Member, Provisional Regulated Member & Courtesy Regulated Member Registration

Subject to the requirements set out in the Act and the Regulation, an individual may apply for Registration as a Regulated Member, Provisional Regulated Member, or Courtesy Regulated Member, by submitting the form(s) prescribed by Council, and by paying the Registration fee(s) determined by Council, pursuant to Article 9.1, to the Registrar of the College.

3.10 Application for Student Member Registration

3.10.1 An individual may apply for Registration as a Student Member by submitting the form(s) prescribed by Council and paying the Registration fee(s) pursuant to Article 9.1(d) determined by Council, to the Registrar of the College.

3.10.2 As soon as reasonably possible, the Registrar must approve or refuse the Registration application.

3.12 Application for Associate Member Registration

College of Hearing Aid Practitioners of Alberta Bylaws

4.5 Initial Application

4.5.1 The Council must appoint a Registrar pursuant to section 8 the Act. The Registrar will consider applications for initial registration.

4.5.2 The Registrar may, at his sole discretion, decide to refer any application for registration to

the Registration Committee for their determination if a Registration Committee has been established pursuant to s. 9(1) of the Act.

4.5.3 The Registrar shall consider applications for Practice Permits.

4.7.2 Reinstatement Decision

The Registrar shall consider any application for reinstatement.

6.1.3 Authority of Council

Council is the governing body of the College, and is empowered to:

(c) create standing, ad hoc and other special committees as may be necessary to assist the Council in carrying out its duties;

(i) delegate authority and responsibility for implementation of College policy to the Executive Director and/or Registrar; and

(k) such other and further powers as are necessary for the proper working of the College.

Alberta College of Medical Diagnostic and Therapeutic Technologists bylaws

8. Registrar

8.1 Council shall appoint a Registrar under section 8 of the *HPA*.

8.1.2 The Registrar shall consider complete applications for registration as a Regulated Member or for a Practice Permit.

8.1.3 The Registrar shall make decisions with respect to registration or Practice Permits, or in the Registrar's sole discretion, may decide to refer any application for registration or for a Practice Permit to the Registration Committee for determination.

13. Council

13.1 Power and Duties

Council is the governing body of the College and has the powers and duties as defined by the Act including to: ...

(b) govern the affairs of the College including, but not limited to, the power to hire, remunerate, direct, evaluate the performance of, and discharge any Chief Executive Officer and Registrar;

(c) delegate any responsibilities it is entitled to delegate pursuant to the *HPA* except its obligation as a body to create and maintain linkage with the membership, to create and maintain written governing policies, and continually assure organizational performance; ...

College of Medical Laboratory Technologists of Alberta bylaws

4.4 Registration and Practice Permit Processing

For the purposes of Sections 28(3), 29(3), 38(2), and 40(2) of the Act, the Registrar, or, at the Registrar's discretion the Registration Committee, shall consider applications for initial registration and applications for Practice Permit renewal.

4.5.2 Reinstatement Decision

As soon as reasonably possible, the Registrar, or, at her discretion the Registration Committee, shall consider an application for reinstatement

6.8.4 Council shall appoint an Executive Director, a Registrar, a Complaints Director, and a Privacy Officer (individually or as combined positions), and a Hearings Director as provided for in the Act.

Bylaws of the Alberta College of Occupational Therapists

2.8 Registration of Regulated Members

The Registrar shall approve, defer, refuse or approve with conditions, applications for registration or practice permits; however, the Registrar may also refer those applications that the Registrar deems appropriate to the registration committee for a decision. The Registrar shall be responsible for giving notice of all decisions required by the Act.

6.3 Committees

Council shall ensure that committees required by the Act are established. In addition, Council may form any committee it deems necessary to assist it in performing its governance responsibilities.

7.5 Registration Committee

The registration committee, at the Registrar's request, may review an application for registration or renewal of a practice permit, may cancel a practice permit if satisfied that the applicant has not met conditions, and may undertake any other powers or duties given to it by Council.

College of Opticians of Alberta Bylaws

3.05 Registration and Practice Permit Processing

The Registrar, or, at the Registrar's discretion the Registration Committee, shall consider applications for initial registration and applications for Practice Permit renewal.

3.06.2 Reinstatement Decision

As soon as reasonably possible, the Registrar, or, at the Registrars discretion the Registration Committee, shall consider an application for reinstatement and must ...

4.01.3 Registrar:

4.01.3.1 Subject to Sections 19 and 20 of the Act, the Registrar performs any powers and duties delegated by the Council.

4.01.3.2 The Registrar may decide, in their sole discretion, to refer any application for registration to the Registration Committee for their determination.

4.01.3.3 The Registrar may decide, in their sole discretion, to refer the competence program of a regulated member to the Competence Committee for their determination.

4.01.3.4 The Act, the Regulations, the Bylaws and the Governance Policies approved by the Council specify the powers, duties and limitations of such powers and duties granted to the

Registrar.

4.01.3.5 The Registrar is a non-voting member of Council and of all Committees, except a Complaint Review Committee and a Hearing Tribunal on which the Registrar may not sit.

4.12.1 The Council will appoint a Registrar to perform the powers and duties of the Registrar subject to the Act, the Regulations and the Bylaws.

Alberta College of Optometrists bylaws

1.1.5 "Chief Executive Officer" means the individual who assumes responsibilities delegated by Council as its Chief Executive Officer, and who may be the Registrar of the College, appointed pursuant to Section 8 of the Act.

1.1.22 "Registrar" means the Registrar of the College appointed pursuant to Section 8 of the Act, and who may be the individual delegated by Council to assume responsibility as its Chief Executive Officer.

1.3.1 A Regulated Member proposing to incorporate a Professional Corporation must submit to the Registrar an executed copy of the proposed Articles of Incorporation in duplicate. If the Registrar is satisfied that the Articles of Incorporation meet the requirements of the Act and these Bylaws, the Registrar shall endorse the original and duplicate copy of the Articles of Incorporation with the following: ...

8.1.1 For the purposes of sections 9 (4)(a), 29(3), 30(1), 38 (2) and 40 (2) of the Act, the Registrar shall consider and decide on applications for initial registration and applications for a practice permit or a practice permit renewal.

8.1.2 At his or her discretion, the Registrar shall refer an initial registration application or a practice permit application or renewal to the Registration Committee for a decision, where the Registrar determines that the registration application or practice permit application or renewal is unique, complex or sensitive.

7.4.1 The Council shall employ a Registrar. At Council's discretion, the separate responsibilities of the Registrar and the responsibilities of the Chief Executive Officer may be carried out from time to time by:

7.4.1.1 The same person assuming the Registrar's and the Chief Executive Officer's responsibilities, or

7.4.1.2 One person assuming the Registrar's responsibilities, and another person assuming the Chief Executive Officer's responsibilities.

7.4.2 The Council shall approve the Registrar and the Chief Executive Officer's position description, and shall amend it from time to time, with input from the Registrar and the Chief Executive Officer.

7.4.3 The salary, benefits and terms of office of the Registrar and the Chief Executive Officer shall be established by the Council, and shall be reviewed annually, in conjunction with a formal performance appraisal.

7.4.4 The Registrar shall:

- 7.4.4.1 perform duties as may be assigned by the Council; and
- 7.4.4.2 record the minutes of all meetings of the Council; and
- 7.4.4.3 prudently manage the College's financial affairs, in accordance with generally accepted financial practices; and
- 7.4.4.4 maintain an inventory of all College property; and
- 7.4.4.5 employ and/or contract with one or more individuals to assist in the College's management and administration. This includes one or more individuals who may exercise the powers and perform the duties of and who has or have the same authority as the Registrar, in their absence.

Bylaws of The Alberta College of Pharmacists

37. Registrar

- (1) Council must appoint a registrar and must establish the Registrar's: (a) salary or other remuneration, and (b) term of office which must not exceed five years.
- (2) Council may re-appoint the Registrar to more than one term of office.
- (3) The Registrar must be a voting member in good standing of the College but must not be a member of Council.
- (4) The Registrar must perform all duties required of, and exercise the powers provided to, the Registrar in the *HPA*, *PDA* and these bylaws.
- (5) Council may delegate any of its duties, authorities or powers to the Registrar, except to the extent that such delegation is limited by either the *HPA* or the *PDA*.
- (6) Council may impose conditions upon any delegation made under Subsection (5).
- (7) The Registrar may delegate any of the duties for which the Registrar is responsible to any other appropriate member of the College staff or to a committee or working group appointed under Subsection (8).
- (8) The Registrar may appoint such committees and working groups as the Registrar considers necessary to assist in performing the duties of the Registrar.

38. Acting Registrar

- (1) If the office of Registrar becomes vacant or the Registrar otherwise becomes incapable of acting, Council may appoint an acting registrar, who has all the powers and must perform all the duties of the Registrar under the *HPA*, *PDA* and these bylaws.
- (2) The Acting Registrar holds office until:
 - (a) the Registrar again becomes capable of acting,
 - (b) Council appoints a new Registrar, or
 - (c) Council terminates the appointment of the Acting Registrar.

41. Pharmacy Licence

- (1) The Registrar may issue pharmacy licences in the following categories: ...

44 (2) The Registrar must consider each complete application for registration as a regulated member in any category of register under the *HPA*, and make the decision required by section 30(1) of the *HPA*.

45. Practice Permit under the *HPA*

- (1) The Registrar must consider each complete application for a practice permit under the *HPA* and make the decision required by Section 40(2) of that Act and must, if the application for a practice permit is declined, provide the regulated member with a copy of the decision with reasons for the decision.

49.(4) The Registrar must, as soon as reasonably possible, consider a complete application [for a practice permit to be issued or a registration to be reinstated, other than suspensions or cancellations under Part 4 of the Act],...

51. Registration on the Associate Register ...

(3) The Registrar must, as soon as reasonably possible, consider a complete application and:

...

54. Registration on the Retired Register ...

(3) The Registrar must, as soon as reasonably possible, consider a complete application and:

...

66. Limitation on Sub-Delegation

(1) Where Council has delegated a power or duty to a person or Committee, that person or Committee may not delegate that power or duty to any other person or Committee unless expressly authorized to do so by Council.

(2) Subsection (1) does not apply to delegation to the Registrar.

Physiotherapy Alberta - College + Association Bylaws

Duties and powers

5. The Council shall exercise all the powers and duties granted to a governing Council under the *HPA*.

(2) Council may perform any other duties not specified in the *HPA* that allows the College to fulfill its mission and purpose including policy development and the appointment of committees not specified in the *HPA*.

15(2) The Registrar shall be a non-voting member of the Executive Committee.

38. The Registrar shall consider complete applications for registration as a regulated member.

(2) The Registrar may, at their sole discretion, decide to refer a registration application to the Registration Committee.

40. The Registrar shall consider complete practice permit applications.

(2) The Registrar may, at their sole discretion, decide to refer a practice permit application to the Registration Committee.

...

(4) A regulated member whose practice permit is cancelled under the *HPA*, except under Part 4, of the *HPA*, may apply to the Registrar for the practice permit to be re-issued and registration reinstated.

Delegation of duties under the *HPA*

47. (2) The Council hereby designates the Registrar as the individual to carry out the duties under section 86 of the *HPA*. In the event that the Registrar is also the Complaints Director, the Registration Committee shall carry out the duties under section 86 of the *HPA*.

Registrar

48. Council shall appoint a regulated member as College Registrar.

(2) In addition to the duties prescribed by the *HPA*, the Registrar is responsible for the College operations and administration as directed by Council and in accordance with these bylaws. The Registrar reports to the Council.

(3) The Registrar may delegate in writing any of the Registrar's duties and responsibilities to another person with or without conditions.

Bylaws of the College of Physicians & Surgeons of Alberta

6(12) Where Council has delegated a power or duty to a person or committee, that person or committee may not delegate that power or duty to any other person or committee unless expressly authorized to do so.

(13) Subsection (12) does not apply to delegation to the Registrar.

21 Registrar

(1) Council shall appoint a Registrar.

(2) The Registrar shall perform all duties required of, and exercise the powers provided to, the Registrar in the Act, the Regulations and these bylaws.

(3) Subject to section 19 of the Act, Council may delegate any of its duties or powers to the Registrar.

(4) Council may impose conditions upon any delegation made under subsection (3).

(5) Subject to section 20 of the Act, the Registrar may delegate any of the powers or duties of the Registrar to any other member of the College staff or to a committee or working group appointed under subsection (6).

(6) The Registrar may appoint such committees and working groups as the Registrar considers necessary to assist in performing the duties or exercising the powers of the Registrar.

22 Acting Registrar

(1) If the office of the Registrar becomes vacant or the Registrar otherwise becomes incapable of acting for any reason, Council may appoint an Acting Registrar, who shall have all the powers and duties of the Registrar under the Act, the Regulations and these bylaws.

(2) The Acting Registrar holds office until:

(a) The Registrar again becomes capable of acting;

(b) Council appoints a new Registrar; or

(c) Council terminates the appointment of the Acting Registrar.

25 Practice Permits

(1) The Registrar shall determine any decision on issuance or renewal of a practice permit. ...

(4) A regulated member whose registration or practice permit has been suspended or cancelled for a reason other than under Part 4 of the Act, may apply in writing for the practice permit to be issued or the registration to be reinstated in accordance with these bylaws.

(6) The Registrar shall, within a reasonable period of time, consider a completed application under subsection (4) in accordance with section 30 or section 40 of the Act, as the case may be.

32 Reissue after Revocation

(1) An annual permit of a professional corporation that has been cancelled by the Registrar may

be reissued if the Registrar is satisfied that the applicant has complied with sections 108 and 109 of the Act.

Bylaws Pursuant to the Health Professions Act College Of Alberta Psychologists

1.2 A reference in these Bylaws to Council, an Officer, person or Committee includes any delegate of the Council, officer, person or Committee.

2.1 The governing body of the College is the Council. Council is empowered to: ...

(c) Delegate authority and responsibility for implementation of the College's policies to the Registrar or any other staff member; and

(d) Appoint any committees, in addition to the committees referenced in this Bylaw, as Council may consider necessary and advisable.

6.1 The Registration Advisory Committee is established to advise Council on matters pertaining to registration.

6.2 The Registration Advisory Committee will comprise a minimum of four psychologists. The Registrar will be an ex-officio member of the Committee.

12.1 Subject to sections 19 and 20 of the *HPA*, the Registrar shall perform any powers and duties delegated by the Council.

12.2 The Registrar may consider and approve complete applications for a practice permit, or may, in his or her sole discretion, refer such applications to the Registration Approvals Sub-Committee.

12.3 Where a practice permit and registration have been cancelled under the *HPA*, except under Part 4, a former Regulated Member may apply to the Registrar for the practice permit to be re-issued, and the Registrar may re-issue the practice permit in his or her discretion.

12.5 An applicant may request a review of the decision made by the Registrar pursuant to Articles 10.2 or 10.3, which shall be conducted in accordance with the *HPA*.

12.6 The Registrar may delegate in writing all or any of his or her duties and responsibilities to another staff member of the College, with or without conditions.

14.12 The Credentials Evaluation Sub-Committee may in writing delegate its authority under these Bylaws to the Registrar.

15.10 The Registration Approvals Sub-Committee may in writing delegate its authority under these Bylaws to the Registrar.

16.10 The Substantial Equivalency Committee may in writing delegate its authority under these Bylaws to the Registrar.

29.1 Subject to section 19 and 20 of the *HPA*:

(a) Council may, by resolution, delegate any of its powers and duties under the *HPA* and these Bylaws to one or more persons or committees.

(b) A person or committee to whom a power or duty is given under the *HPA* or these Bylaws may in writing delegate the power or duty to one or more persons or Committees.

College of Dietitians of Alberta

The college's website indicates:

Registrar/Complaints Director

The Registrar performs duties designated in legislation, as well as those delegated by the Council of the College. The Registrar also serves as Complaints Director. The Complaint Director receives and investigates complaints of unprofessional conduct and determines whether the complaint should be dismissed due to lack of evidence, referred to the Alternate Complaint Resolution process or referred to a hearing.

Registration Committee

The Registration Committee is appointed by Council and reviews applications that are referred by the Registrar. The Committee determines whether applicants are eligible for registration and whether any upgrading of academic or practical qualifications is required. The Committee also reviews applications for reinstatement of registration that result from disciplinary action.

College & Association of Registered Nurses of Alberta bylaws

16. Registrar

16.1 Duties and Powers

(1) The Registrar appointed under Section 8 of the Act may:

(a) consider applications for registration and applications for a practice permit,

(b) undertake any other power or duty given to the Registrar under the Act, the regulations or these bylaws, and

(c) subject to sections 19 and 20 of the Act, execute any powers and duties delegated by Provincial Council.

(2) If the practice permit or registration, or both, of a regulated member has been cancelled, the registration and practice permit are not to be reinstated except by order of the Registrar, who may refer the matter to the Registration Committee.

(3) The Registrar may in their sole discretion decide to refer any application for registration or practice permit to the Registration Committee or the Competence Committee for their determination.

(4) The Registrar may delegate in writing all or any of their duties and responsibilities to another staff member, with or without conditions.

17.2 Delegation

The Registration Committee is authorized to delegate any of its powers or duties to the Registrar, with or without conditions.

17.3 Composition

(3) The Registrar, or designate, shall attend meetings of the Registration Committee.

College of Registered Psychiatric Nurses of Alberta

4. Council

4.1 Duties and Powers

The Council of the College will exercise all the powers and duties granted to a governing council under the Act. (Section 6 and 19 of the Act) Including the empowerment to:

(3) delegate authority and responsibility for the implementation of CRPNA policy to the Executive Director

(5) appoint any committees, in addition to the committees referenced in this bylaw, as Council may consider necessary or advisable and may by resolution and without requirement of further bylaws, designate such further committees and the powers and duties of any committee

(8) hear appeals from decisions and hearing tribunals and decisions concerning applications for registration and practice permits

(10) appoint a registrar of the College

4.6(4) The Executive Director/Registrar acts as chief administrative officer of the CRPNA and is responsible for the implementation of policy and direction established by Council. The Executive Director reports to and takes direction from Council and oversees the administration of the CRPNA, and carries out the duties and responsibilities and functions of the registrar under the *HPA*, unless otherwise delegated in accordance with these Bylaws.

9. Registrar

9.1 Duties and Powers

(1) Subject to sections 19 and 20 of the Act, the Registrar performs any powers and duties delegated by the Council.

(2) The Registrar may in their sole discretion decide to refer any application for registration to the Registration Committee for their determination.

(3) The Registrar may delegate all or any of their duties and responsibilities to an Assistant Registrar or other staff member, with or without conditions.

10.2 Composition

(3) The Registrar may attend meetings of the Registration Committee

College and Association of Respiratory Therapists of Alberta Bylaws

1.1.23 "Registrar" means the Registrar of the College appointed pursuant to Section 8 of the Act, and who may be the individual delegated by Council to assume responsibility as its Executive Director.

3.2.1 Subject to the Act, the Council may, at its discretion, delegate any of its powers, duties or functions to committees consisting of Regulated Members of the College. Such committees

shall, in execution of the power delegated to them, comply with any condition that may be imposed by Council and shall, in due course, report to Council.

3.2.2 Subject to the Act, the Council may delegate authority and responsibility for implementation of any College policies, procedures, activities, initiatives and affairs to any employed, appointed or volunteer personnel.

3.6.2 Subject to the Act, any Officer of the College, with the approval of Council, may delegate any power, duty or function to any appointed or hired personnel of the College to assist him or her in carrying out the powers, duties and functions of his or her office.

7.3.1 The Council shall employ a full-time Registrar. At Council's discretion, the separate responsibilities of the Registrar and the responsibilities of the Executive Director may be carried out from time to time by:

7.3.1.1 the same person assuming the Registrar's and the Executive Director's responsibilities, or

7.3.1.2 one person assuming the Registrar's responsibilities, and another person assuming the Executive Director's responsibilities.

7.3.2 Council shall approve the Registrar and the Executive Director's position description, and shall amend it from time to time, with input from the Registrar and the Executive Director.

7.3.4 The Registrar shall:

7.3.4.1 Perform duties as may be assigned by Council; and

7.3.4.2 Prudently manage the College's financial affairs, in accordance with generally accepted financial practices; and

7.3.4.3 Maintain an inventory of all College property; and

7.3.4.5 Employ and/or contract with one or more individuals to assist in the College's management and administration. This includes one or more individuals who may exercise the powers and perform the duties of and who has or have the same authority as the Registrar, in their absence.

Section 8: Registration

Article 1: Initial Registration of Regulated Members

8.1.1 For the purposes of sections 9 (4) (a), 29(3), 30(1), 38 (2) and 40 (2) of the Act, the Registrar shall consider and decide on applications for initial registration and applications for a practice permit or a practice permit renewal.

8.1.2 At his or her discretion, the Registrar shall refer an initial registration application or a practice permit application or renewal to the Registration Committee for a decision, where the Registrar determines that the registration application or practice permit application or renewal is unique, complex or sensitive.

Alberta College of Social Workers bylaws

3.1 The College shall be governed by Council. Council shall manage and conduct the business and affairs of the College and exercise the rights, powers and privileges of the College in the name of and on behalf of the College. Council shall establish and revise policies and policy directions. Except as otherwise provided in these bylaws, and as directed in the Act, Council shall have full power to govern the operations and management of the College.

3.2 Council shall employ a Registrar of the College and such other staff or agents as Council may deem necessary to manage the affairs of the College.

3.3 The Registrar shall be a Registered Social Worker in good standing.

3.6 Council may delegate any of its powers and duties to an individual, panel or committee, except those powers and duties specified in Section 19 of the Act, and at any time may revoke such delegation.

6.3 The Registrar shall supervise, manage, carry out and perform any and all duties of the College as outlined in the Act, regulations and bylaws and as Council may determine from time to time:

6.3.1 The Registrar shall consider applications for registration under Sections 28(2) (a) and 28(2) (b) and make a decision;

6.3.2 Council or designate shall specify in a contract or job description any additional powers and duties granted to the Registrar;

6.4 Council shall establish a Registration Committee consisting of regulated members representing the diversity of relevant stakeholders outlined in the Terms of Reference approved by Council and the Registrar as an ex-officio member. Chairing duties shall be designated from this membership.

6.4.1 The Registration Committee shall make recommendations to the Registrar regarding applications for registration under Section 28(2) (c) of the Act;

6.4.2 The Registration Committee may impose conditions on registration or a practice permit and shall monitor compliance with any such conditions ;

6.4.3 The Registration Committee shall review applications for re-instatement from individuals cancelled under part 4 of the Act;

6.4.4 The Registration Committee may carry out other duties as assigned by Council or Registrar;

6.4.5 The Registration Committee reports to Council.

6.17 With the approval of Council, the Registrar, Complaints Director, Hearings Director, Registration Committee, Competence Committee, Professional Social Work Education Committee and Clinical Committee may delegate any of its powers and duties to an individual, panel or committee, and at any time may revoke such delegation.

Alberta College of Speech-Language Pathologists and Audiologists

2.13.2 Upon receipt of a renewal application for a practice permit, the Registrar/CEO or Registration Committee must, as soon as possible, consider the application, make a decision, and notify the applicant of the decision.

3.2.1 As soon as reasonably possible, the Registrar/CEO or, at her discretion, the Registration Committee, shall consider an application for reinstatement and must: ...

11.2 Council shall appoint a Registrar/CEO for the purposes of the Act. The Registrar/CEO shall perform duties of the College, subject always to the control and direction of Council of the College in accordance with the Act, Regulation and Bylaws.

11.3 Council may appoint an Interim Registrar/CEO to perform the duties, powers and functions of the Registrar/CEO when the Registrar/CEO is absent or unable to act, or when there is a vacancy in the office of the Registrar/CEO.

11.5 Council may delegate to persons, committees or employees such of its powers as it thinks fit, except the power to make Regulations or Bylaws and to adopt a Code of Ethics or Standards of Practice, and at any time revoke such delegation.

14.1 The Registration Committee may be established pursuant to Section 9 of the Act. The Registration Committee may, at the Registrar/CEO's request, review an application for registration or renewal of a practice permit, may cancel a practice permit if satisfied that the applicant has not met conditions, and may undertake any other powers or duties given to it by Council. All provisions herein are subject to the provisions of the Act and Regulation whether or not any provision of the Bylaws is expressly stated to be so subject.

14.9 The Registrar/CEO or designate shall serve as an ex officio member on all Regulatory Committees.

16.1 The Registrar/CEO receives and reviews applications for registration in consultation with the Registration Committee, enters information in the Register, issues and cancels practice permits, considers applications for renewal of practice permits and disseminates information on orders of a Hearing Tribunal. The Registrar/CEO shall be the senior administrative officers, overseeing the operation of the College.