Employer Verification of Clinician Experience



for employers outside the Manitoba public school system

The criteria for recognizing teaching experience is outlined in the <u>Teaching Certificates and Qualifications Regulation 115/2015</u> of the Education Administration Act (sections 25 to 28). One year of experience is considered to be 180 days.

To be completed by the Clinician: Legal Surname	Given Name	Middle Name		
Current Address P.O. Box Number or Street Address	Country	Telephone Number		
City/Town	Postal/Zip or Country Country Code	PSP or Certificate Number of Teacher		
Province/State	e/State Date of Birth (Day/Month/Year) Email Address			
To be completed by the Employing Name of institution where experience was acquired				
Address (P.O. Box/Street)				
City/Town	Country	Email Address		
Province/State	Postal Code	Telephone No.		
The following questions must be answ	wered:			
 The position required the employee to hold an academic credential to work as a clinician in the jurisdiction. 			Yes	No
2. The clinician was supervised by a reco (for example, College of Physiotherapis		Yes	No	
3. The employing authority was supported national government (public funds).		Yes	No	
4. 50% or more of the clinician's clientele		Yes	No	
5. Brief Job Description:				

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Clinician Legal Name Given Name Middle Name

How to complete this form:

FULL DAYS: One full day of experience is defined as the number of hours comprising a full time day by the employer. No more than one full day may be recognized.

IF CLINICIAN WORKED LESS THAN FULL TIME:

- 1. Divide the number of hours worked per day by the number of hours defined by the employer as a full day to calculate the percentage (%) of full time.
- 2. Multiply the percentage of full time by the number of days worked to calculate the total full days.

EXAMPLES:

- 1. 100 days at 3 hours per day. Full time is 8 hours per day: 3 hours divided by 8 = 37.5% x 100 days = 37.5 full days
- 2. 30 days at 1.5 hours per day. Full time is 7.25 hours per day: 1.5 hours divided by $7.25 = 20.7\% \times 30$ days = 6.21 full days
- 3. 200 days at 9 hours per day: Full time is 7.25 hours per day: 9 hours > 7.25 so = 100% x 200 days = 200 full days

Enter Full Days worked for each individual year of employment:

Enter only one year per line. Photocopy this form if more than one page is required.

Year start MM DD YYYY	Year End MM DD YYYY	Total Full Days: (see above for calculation)	PCU Office Use
e.g., July 01 2017	e.g., March 15 2018	e.g., 55 days	

am an authorized official of the employing authority and certify the above information is accurate and complete:					
Legal Surnar	me	Given Name		Middle Na	me
Position (Ple	ase print)		Ema	ail Address	
Signature			Date	е	

The Employing Authority must return **BOTH PAGES** by mail, fax or email to:

Professional Certification Unit P.O. Box 700, 402 Main Street N. Russell, Manitoba, R0J 1W0 Canada Fax 1-204-773-2411 Email <u>certification@gov.mb.ca</u>

This personal information is being collected under the authority of Manitoba Regulation 115/2015 made under The Education Administration Act, and will be used for ongoing verification of certification and notification. Personal information is protected under The Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact Professional Certification Unit, Box 700, Russell MB R0J 1W0 ph. 1-800-667-2378 or 1-204-773-2998.