



Medical Laboratory Professionals' Association of Ontario
L'Association des professionnels des laboratoires médicaux de l'Ontario

SPECIAL CONSIDERATION DOCUMENTATION REQUIRED FOR ELIGIBILITY TO THE MLPAO MLA/T CERTIFICATION EXAM

Before you apply, please read and self-evaluate your knowledge and skills with the Competency Profile. This document illustrates the **competencies expected of an entry-level Medical Laboratory Assistant/Technician (MLA/T)** - [CLICK HERE](#)

OUT OF PROVINCE – SPECIAL CONSIDERATION

If you graduated from a formal Medical Laboratory Assistant/Technician program in Canada (outside of Ontario), you may be eligible to write the MLPAO MLA/T certification exam. You will need to have your academic and work experience assessed and approved in order to be eligible to write the MLPAO MLA/T certification exam.

Out of Province – Special consideration applicants will be required to submit the following for assessment;

1. Must be a graduate from a formal Medical Laboratory Assistant/Technician Program in Canada.
2. A copy of your resume
3. A letter from your current and or past employer(s) stating the position held, length of time in the position and a list of duties performed. A 'Record of Employment' (ROE) and or contract agreements will not be accepted.
4. [Experience verification form](#). Experience that includes a minimum of 20 successful phlebotomy procedures, 10 successful ECG procedures, and 80 hours of practical experience in a *medical testing facility or equivalent. This form must be signed by the laboratory director, supervisor or delegate as proof of completion.
*Note: A testing facility is a laboratory licensed under the "Laboratory and Specimen Collection Centre Licensing Act" where the candidate is/has performing/performed technical functions within the scope of practice of a medical laboratory assistant/technician.
5. A copy of diploma and transcripts from the graduating Canadian MLA/T program. Copies of course outlines is also beneficial if available.

Out of Province Special Considerations applicants may be required to take refresher or specific course work at the discretion of the MLPAO to address any competency gaps that may not have been covered by the out of province program i.e. ECGs and Holter monitors, Cytology, Histology, Acts and Regulations for Ontario or Transfusion Medicine.



Medical Laboratory Professionals' Association of Ontario
L'Association des professionnels des laboratoires médicaux de l'Ontario

SPECIAL CONSIDERATION

If you do not meet any of the other eligibility requirements you will apply as a Special Consideration. You will need to have your academic and clinical experience assessed and approved in order to be eligible to write the MLPAO MLA/T certification exam. Special consideration applicants will be required to submit the following for assessment;

1. A copy of your resume
2. A letter from your current and or past employer(s) stating the position held, length of time in the position and a list of duties performed. A 'Record of Employment' (ROE) and or contract agreements will not be accepted.
3. [Experience verification form](#). Experience that includes a minimum of 20 successful phlebotomy procedures, 10 successful ECG procedures, and 80 hours of practical experience in a *medical testing facility or equivalent. This form must be signed by the laboratory director, supervisor or delegate as proof of completion.
*Note: A testing facility is a laboratory licensed under the "Laboratory and Specimen Collection Centre Licensing Act" where the candidate is/has performing/performed technical functions within the scope of practice of a medical laboratory assistant/technician.
4. An academic credentials assessment must be provided by all applicants who received their education outside of Canada. For the list of approved academic credential assessment services - [CLICK HERE](#)
5. A copy of all certificates, diplomas, degrees, transcripts and course outlines (if available) from the education received in the science field.

Special Consideration applicants may be required to take refresher or specific course work at the discretion of the MLPAO if education and experience is greater than 5 years old and to address any competency gaps that may not have been covered by previous education and experience.

HOW TO SEND SUPPORTING DOCUMENTATION

1. Do not send original documents as they will not be returned.
2. Email to mlpao@mlpao.org the attachments of scanned documents or photos of documents or,
3. Mailed or post-marked copies of documents by the deadline date to: MLPAO - PO BOX 100 STN LCD 1, Hamilton ON L8L 7T5

Review, assessment and approval takes place once the exam registration is complete. This includes that all documents and fees are received. Applicants will be notified by email of their eligibility approximately one (1) month following the application registration deadline.