



Policy: Letter of Good Standing

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| Category: | Registration | Date Established | July 2012 |
| Approved by: | NLCHP Council | Revised Date: | May 2026 |

Purpose: The discipline specific regulations as set out in regulations under section 19(2) of the *Health Professions Act* outline the conditions in which a letter of good standing is required for registration.

Definitions:

Letter of Good Standing: A letter provided directly by a regulatory body and provides verification of registration and disciplinary history. A letter of good standing must include confirmation of whether or not the applicant is or has been the subject of investigative or disciplinary proceedings in the jurisdiction, and the particulars of those investigative or disciplinary proceedings.

Policy and Procedure: A letter of good standing is required on initial application and renewal:

1. An applicant currently registered or licensed to practice in another province/territory/country must provide a letter of good standing. If the applicant is registered or licensed in multiple provinces/territories/countries, a letter of good standing is required from each regulatory body.
2. If the applicant does not hold current registration/licensure in another province/territory/country, they will need to provide a letter of good standing from the last province/territory/country where they held registration/licensure.
3. An applicant from a nonregulated province/ territory/country must submit a letter of standing from their current or previous employer stating the position held and that they are in good standing.
4. On renewal, if the Registrant has or held a registration/licence in another province/territory/country within the last 12 months, this must be reported on the renewal application in the declaration questions. The Council may be able to verify the Registrant's registration or licensure status online through the identified regulatory body. If registration/licensure status cannot be verified online, or the Registrant have declared disciplinary action, the Registrant will need to request a letter of good standing. The Council will notify the Registrant by email if they are required to provide a letter of good standing.



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5. The Applicant/Registrant will request a letter of good standing from the regulatory body in another province/territory/country by providing the regulatory body with NLCHP's request form.
6. Letters of good standing must be forwarded by the regulatory body or employer **directly** to the Registrar by email at administration@nlchp.ca or by mail:

Registrar
Newfoundland and Labrador Council of Health Professionals (NLCHP)
38 Duffy Place, Suite 100
St. John's, NL
Canada A1B 4M5