



Midwifery Council of New Brunswick  
Conseil de l'Ordre des sages-femmes  
du Nouveau-Brunswick

## **REGISTRATION APPEAL COMMITTEE**

### **Terms of Reference**

As per the *Midwifery Act* the Registration Appeal Committee is established by the Midwifery Council of New Brunswick.

#### **Mandate of the Committee**

The Registration Appeal Committee shall review any matter contemplated in s. 22 of the *Midwifery Act* and MCNB By-laws. All decisions and determinations of the Registrar with respect to entrance and renewal in the Register may be appealed to the Registration Appeal Committee.

#### **Powers**

The Registration Appeal Committee shall either direct registration in the Registrar, with or without restrictions and preconditions, or refuse registration. The decision of the Registration Appeal Committee is final.

#### **Responsibilities**

- To determine registration or renewal for an applicant that has been refused by the Registrar.
- To respond within the allotted time to the Registrar and applicant as per subsection 22(3) of the *Midwifery Act*, “an applicant who is refused registration may, by written notice, appeal that decision to the Registration Appeal Committee within 30 days after receipt of the refusal.”

#### **Administrative Duties**

As per MCNB By-law 5.4.3 “the Appeals Committee will determine its own procedures, including if it requires in-person evidence, and may have advisors having applicable experience or expertise for purposes of any particular appeal.” Furthermore, MCNB by-law 5.4.4 states “the Registrar may provide representations to the Appeals Committee but may not participate in its deliberations.”

**Adopted:** October 20, 2020

**Membership**

A three-member subset of the Council, comprised of at least one Registered Midwife and one public representative, as contemplated in s. 22 of the *Act* and in 5.4.0 of the by-laws.

**Chair of Committee**

The committee shall determine the Chair.

**Quorum**

Two members of a committee, one of whom shall be the public representative, constitute a quorum.

**Term of Office**

Each member of the committee shall serve a term of 3 years and may be considered for re-appointment. No person may serve more than 2 consecutive terms on the committee.

**Confidentiality**

Every member of the Committee shall preserve confidentiality with respect to all information that comes to their knowledge in the course of their duties and shall not communicate any information to any other person.

**Reporting authority**

The decision of the Registration Appeal Committee will be provided to the Registrar and applicant.