



## **Renewal FAQ's**

The College of Medical Radiation and Imaging Professionals of Saskatchewan Act requires you to renew your registration every year. Every member of the College must complete the annual registration renewal in order to:

- Continue practicing as a Medical Radiation and Imaging Professional (MRIP) in Saskatchewan; or
- Continue on non-practicing or associate status to stay in good standing; or
- Resign in good standing.

Some members choose to change their registration type effective January 1st of the incoming new year.

You can complete your renewal process through the CMRIPS online renewal system from October 15 - November 30 by logging into the CMRIPS member portal. Renewing your registration involves answering declarations to verify your practice hours, continuing education credits, professional liability insurance, and paying an annual registration fee.

It is your responsibility to ensure you complete your renewal every year on time.

## **Requirements**

### **Practice Hours**

In order to be eligible for a full practice license, members must have practiced a minimum of 1200 MRIP practice hours in their primary discipline. The practice hour requirement for one's secondary discipline remains the same at 300 MRIP practice hours in the previous five years.

### **Professional Liability Insurance**

Section 19 of the Regulation Bylaws states all members who practice are required to be insured against liability for professional negligence in an amount that is at least \$5,000,000 per incident and \$5,000,000 per year.

### **Continuing Education**

Section 18 of the Regulation Bylaws states that a regulated member must adhere to a continuing education program in order to maintain licensure.

### **How do I renew my CAMRT Membership?**

Registrants wanting CAMRT membership will be able to renew by choosing a seamless link to the CAMRT website, embedded in the CMRIPS's online renewal system.

You can also renew your dues through the CAMRT website

<https://www.camrt.ca/membership/membership-categories-dues/> under the membership section.

To reinstate or purchase CAMRT membership for the first time, you will need to contact the CAMRT directly at 1-800-463-9729 or [membership@camrt.ca](mailto:membership@camrt.ca).

### **What do I do if I forgot or misplaced my login credentials for the “Member Login” section of the CMRIPS website?**

If you have forgotten your password, you can enter your email address click on “forgot password” section of the “Member Login” screen. If you no longer have the same email address, you will need to contact the CMRIPS Office to update your profile.

### **What is the process to complete my registration renewal online?**

Renewals will open no later than October 15. An email will be sent out in advance reminding you of the renewal season. A link to the online renewal will be provided in the email sent out. Renewals are also available through the CMRIPS website [www.cmrips.org](http://www.cmrips.org). Enter your username and password to be directed to the online renewal process.

- The deadline for completing the annual registration is November 30.
- The online renewal system charges a \$100 late fee for dues paid between December 1 - 31.
- Members that don’t provide verification of PLI by November 30, will be charged a \$100 late fee.
- The online renewal system closes at midnight on December 31.

### **What do I do if I need to change my last name?**

You can change submit the information and supporting documents online to change your name in the CMRIPS roster.

### **What happens if I do not complete my renewal?**

An individual who does not complete his or her annual renewal and pay the fees by December 1, will receive notice of intent to cancel registration with a reminder to meet the mandatory requirements by December 31.

If a registrant does not complete the renewal process by December 31, the individual’s registration with the CMRIPS will be cancelled without further notice.

It is a mandatory requirement that all individuals working in Saskatchewan as a Medical Radiation and Imaging Professional (MRIP) are required to be licensed with the CMRIPS.

Individuals whose registration has been cancelled will be required to pay a Reinstatement fee and a late fee in addition to the other license fees.

### **What if I don’t want to pay by credit card?**

If you do not want to pay by credit card, you have the option to press “invoice me” during the payment section of the renewal. Invoices can be paid by mailing in a cheque. If the cheque is not received in the CMRIPS Office by November 30, late fees will apply.



### Does the CMRIPS prorate dues?

No, the CMRIPS does not prorate dues. Membership/Licensure fees are the same amount if you work one day in a year or 365 days in a year.

### Is my credit card information secure?

The CMRIPS uses Stripe, a Canadian electronic payment processing company, as a gateway to handle credit card transactions. The CMRIPS office does not store, nor do we have access to, any credit card numbers entered online. Stripe is a PCI Level 1 (the highest level) certified service provider. This means we hold to the highest industry standards for data protection and network security, and your business and cardholder data is safe with us. Stripe performs rigorous checks of their systems, both internally and via independent third parties, to ensure they meet or exceed card association requirements. Stripe has also met these rigorous Canadian audit controls for financial service providers: SSAE 16 SOC 1 Type 2, CSAE 3416 and ISAE 3402.

### What are my registration options at this time?

Registration Class	CMRIPS Fee
Full Practice Membership/License	\$445
Non-Practice Membership	\$250
Graduate License*	\$190/4 months
Resignation effective January 1	Gratis

If you are practicing as a medical radiation and imaging professional, you are required to hold a Full Practice Membership/License.

\*Individuals working under a Graduate license *must work under direct supervision at all times*.

### I do not intend to work next year, how should I manage my renewal?

If you are on a leave from your current position (maternity leave or other leave), you can either resign in good standing or renew as a non-practice member. Prior to returning to work, you must ensure you have a valid full practice license.

### What happens if my cheque is returned NSF?

The non-sufficient funds (NSF) cheque fee is equal to the current charge by the CMRIPS's financial institution. If payment is not received due to an NSF cheque by November 30, late fees will apply.

### How do I print my receipt?

Upon completion of your renewal, go to the home page of your member profile and click on "invoices and receipts". Click on the receipt that you want to print and select "print transaction".

### How do I contact the CMRIPS with concerns?

For renewal questions, please contact the CMRIPS office at [info@cmrips.org](mailto:info@cmrips.org) or 306-525-9678.