

Policy Name	Policy and Guideline Review		Number	P21
Date Approved by Council	January 12, 2017	Revised by Council		

Purpose

To remain effective, policies and guidelines developed by the College of Midwives of Alberta must be reviewed regularly and updated in keeping with changing circumstances. This policy specifies when regular review of all College policies and guidelines shall take place, and the procedure for review.

Definitions

“Act” means the *Health Disciplines Act*, RSA 2000 c H-2.

“Bylaws” means the Bylaws of the College of Midwives of Alberta v1.

“Code of Ethics” of the College of Midwives addresses the ethical mandate of midwives in adhering to the interests of individual clients, and ensuring accountability to clients, institutions, the public, and the profession. The Code of Ethics specifies foundational principles that inform the creation of College policies and guidelines.

“Guideline” is an instructional statement issued by the College which prescribes a course of action to be taken in the applicable situation.

“Policy” is a statement approved and implemented by Council to fulfill the requirements of the Act, Regulation, and the Bylaws.

“Regulation” means the *Midwifery Regulation*, Alta Reg 328/1994 under the Act, as amended from time to time.

“Standards of Competency” and “Standards of Practice” are authoritative statements that describe the professional expectations of midwives to become registered and practice in Alberta. They define the elements of safe, quality midwifery care, and are foundational principles in the creation of College policies and guidelines.

Policy Review

College policies and guidelines must undergo a periodic review in accordance with the following review schedule, but may be reviewed at any time as needed:

Policy / Guideline Type	Description	Review Period*
College Governance and Operations	Policies and guidelines related to College governance, including Council and Committees.	Every five years
Registration	Policies and guidelines related to the registration of College members, including procedures and competency requirements.	Every two years
Clinical	Policies and guidelines related to the practice of midwifery in Alberta.	Every two years
Educational Programs	Policies and guidelines related to midwifery educational programs, including approval, and midwifery student-related matters.	Every five years
Other	Policies and guidelines that do not coincide with the above categories.	Every five years

*The review period will commence on the date the policy or guideline is approved by the Council of the College of Midwives of Alberta.

Policy and Guideline Review Procedure

The College Registrar and Executive Director are responsible for tracking the review period, and commencing the review of policies and guidelines at the end of the applicable period. Policies and guidelines will be reviewed by the Registrar, Executive Director, and other appropriate body (such as the relevant College Committee) at the conclusion of the review period to ensure compliance with applicable legislation, regulations, and current professional standards. Any recommended changes will be presented to Council for debate and approval.

The review periods for all policies and guidelines shall be tracked by College staff, and is available for review on request.

Approved by Council: January 12, 2017

Revised by Council:

Diane Rach RM, President
College of Midwives of Alberta

Date