



**DOCUMENTATION CHECKLIST FOR REGULATED ASSOCIATE MEMBER
PHYSICIAN ASSISTANT CLASS - FULL**

NOTE: *That this list cannot cover all situations and you may be required to provide further documentation in order to be registered. Some items listed below may not be applicable in your particular situation. The terms of the legislation governing the registration requirements prevail.*

Check off enclosed items:

- Completed application form. Ensure that you answer **ALL** questions.
- Contact information form
- Reference list form
- Complete outline of activities - do not leave any gaps in dates – **do not enclose your CV with your application**
- Physician Assistant Diploma
- Certification by Physician Assistant School
- Recent photograph
- Non-refundable documentation fee \$330
- NCCPA Verification (if applicable)
- [Criminal record check \(original copy\)](#)
- Child & Adult Abuse Registry Check undertaking (only applicable if you have resided in Manitoba for 90 days or more)
- [Adult and child abuse registry check](#) (if applicable)
- Evidence of Canadian passport or birth certificate **OR** passport and **one of the following:** work permit, permanent resident status, Canadian citizenship.

******Please refer to the Notice to Applicants regarding Certificate of Professional Conduct. Certificate of Professional Conduct must be sent by the licensing authority(s)/university directly to the CPSM offices.******

Should you be offered employment, the above documentation must be complete before registration is granted. **If you have been offered employment, you will also be required to submit the following:**

- \$300 Certificate of Registration fee
- \$400 Certificate of Practice fee
- Practice Description approved by the Registrar
- Contract of Supervision
- Evidence of professional liability insurance
- Practitioner Profile

PLEASE CONTACT CPSM DIRECTLY IF YOU REQUIRE CLARIFICATION ON ANY OF THE ITEMS OR IF YOU HAVE ANY QUESTIONS REGARDING THE APPLICATION PROCESS