

Background Information



A. General Information

Date Completed: _____

dd/mm/yyyy

Member Reviewed

First Name		Last Name		Designation	Member Number
Address			City	Province	Postal Code
Telephone		E-mail			

Reason for Defferal

1. Are there any reasons why the Practice Review should be deferred (e.g. medical condition, bereavement, disaster)?

Scope of Practice

1. What are the areas of professional practice within your main job responsibilities?

2. How much of your time (%) is currently spent practising professional forestry as per Section 1 of the *Foresters Act*, Bylaws 6.1 and 6.2 and the latest version of the Guidelines on the Scope of Practice for Registered Forest Technologists?

B. Preparation for On-Site Practice Review Information

Education and Work History

1. If applicable, outline your post-secondary education (diplomas, degrees).

2. List your continuing education activities for the past two years (e.g. courses, workshops, conferences, seminars, committees, presentations).

3. List the ABCFP guidance papers you have read over the past year as found on the ABCFP website under the menu item Publications and Forms.

4. Outline your complete work history. Include your employer, job title/position and time in each position.

5. List any technical/professional affiliations you belong to both in and outside BC.

Continuing Competency

1. During the on-site practice review, you will need to provide your self-assessments and professional development plans from the previous three years or since you have been required to complete self-assessments.

Area of Practice

1. How does your previous experience and/or education enable you to practise in your current area?

2. Provide a list of representative professional work products you have worked on over the past two years.

Maintenance of Records

1. Describe how you maintain adequate files for the administration, management, storage and performance of your work, as it relates to your professional duties.

Quality Assurance

1. a) Do you sign and seal/stamp all your professional work products? Yes No

b) What type of professional work products do you sign and seal/stamp?

2. Do you delegate or contract out any work to others? Yes No

If so, specify your level of supervision and describe your quality control over this work.

3. Briefly describe the due diligence process (es) you use to carry out your professional work.