

Support Services: Funding Extension	Policy Number: SP2
	Date Effective: 2026-04-01
	Last Update: N/A
Applies to: Support Recipients	
Title of Policy Owner: Executive Director, Office of the Registrar	

Policy Statement:

The College of Complementary Health Professionals of British Columbia's ("CCHPBC") Support Services program provides funding to individuals who have experienced sexual misconduct, sexual abuse, or discrimination by a regulated health professional. This funding is intended to help cover the costs of professional services that address the psychological and emotional impacts of the misconduct.

Under the program, each Recipient is approved for a defined funding period, which is determined based on the circumstances of the individual case, during which they may access Support Services up to the maximum funding limit of \$10,000. This policy establishes the process and criteria for Recipients to request an extension of their approved funding period for continued access to the Support Services.

Eligibility to Apply for a Funding Extension

An application to extend a Recipient's funding period may be granted if all the following conditions are met:

1. The total funding used to date has not reached the \$10,000 cap;
2. The regulatory complaint associated with the Support Services remains active (i.e., not disposed of under section 13.37(b) of the College Bylaws); and
3. The Administrator determines that continued access to Support Services is necessary to mitigate trauma and maintain continuity of care related to the complaint.

Criteria for Extension

When assessing a request for extension, the Administrator will consider the following factors:

- a) Ongoing therapeutic need: whether the Recipient continues to experience trauma or emotional impacts related to the complaint or regulatory process;
- b) Continuity of care: whether therapeutic supports were interrupted (e.g., due to wait times or provider unavailability, illness, or cultural scheduling);
- c) College process delays: whether delays in the investigation or hearing process have prolonged the Recipient's need for support;

- d) Cultural or contextual considerations: whether supports are tied to cultural, community, or ceremonial timelines; and
- e) Equity factors: whether personal or systemic barriers (e.g., financial, geographic, or accessibility-related) affected the Recipient's ability to fully use their initial funding period.

Extension Limits

- Each approved extension may be granted for a period of up to six months.
- Additional extensions may be granted if the eligibility criteria are still met; however, a new application is required for each extension request.
- In all cases, the combined funding period must not exceed the lifecycle of the related regulatory complaint, or the \$10,000 funding limit, whichever comes first.

Application Process

Funding extension requests are reviewed by the Administrator, who considers ongoing need, continuity of care, and other relevant factors. Decisions are communicated in writing, including any limits or conditions of the extended support. Recipients may request a reconsideration if they disagree with the decision.

For detailed instructions, required forms, documentation, and step-by-step procedures, see Appendix 1 – Application Process.

1. Policy Rationale and Purpose:

The purpose of this policy is to ensure consistent, transparent, and equitable decision-making when a Recipient requests an extension of their Support Services funding period.

2. Policy Scope:

This policy applies to all Recipients who:

- Have been approved for Support Services under Part 13 of the Bylaws; and
- Have not yet reached the maximum funding limit of \$10,000, as established in this policy.

3. Legal Authority:

Health Professions and Occupations Act – Division 5 – Support Programs
CCHPBC Bylaws – section 13.40(a) and 13.41

4. Key Partnerships:

None identified at this time.

5. Definitions:

Administrator: An individual designated by the CCHPBC to administer a Support Program.

Recipient: An individual approved to receive Support Services through the CCHPBC's Support Programs.

Reviewed By: Legal Counsel for the Office of the Registrar	On: 2025-11-20
--	----------------

Level of Approval: Dept. Executive Director	
Approved By: ☐ Board ☐ Committee (<i>Committee Name</i>) ☐ Registrar/CEO <i>or</i> ☐ Name: <i>Full Name</i> ☐ Title: <i>Title</i>	Date Approved: 2026-03-18
Revision History: Last Updated: NA or Select date Previous Update: NA or Select date Previous Update: NA or Select date	Next Review: 2027-04-01

Appendix 1 -

Application Process for Support Services Funding Extension

1. Submission of Application

- The Recipient must submit a written request for an extension, using the form or method approved by the Administrator, no later than **30 days before** the expiry of their current funding period.
- The Administrator may request documentation or confirmation from the Service Provider (e.g., confirmation of ongoing treatment, cultural engagement plans, or a therapeutic recommendation).

2. Review and Decision

- The Support Officer will assess the request for eligibility and, if the Recipient is eligible, provide the Administrator with a recommendation for the funding extension period.
- The Administrator will make the final decision, considering the extension criteria outlined in this policy.

3. Communication of Decision

- The Administrator must issue a written decision within **15 business days** of receiving the completed request, including brief reasons and details of the approved funding extension.

4. Reconsideration

- If an extension is denied, the Recipient may request a reconsideration request in accordance with section 13.22 of the bylaws (see *Reconsideration and Review Guidelines* for more details)