



# Health Professions Review Board

PO Box 9429 Stn Prov Govt, Victoria BC V8W 9V1

Tel: (250) 953-4956

Toll free: (888) 953-4986

Website: [www.bchprb.ca](http://www.bchprb.ca)

Email: [hprbinfo@gov.bc.ca](mailto:hprbinfo@gov.bc.ca)

## Form 13

### To request that the Review Board accept an application for review submitted more than 30 days after the College disposition was received

- The Health Professions and Occupations Act gives you 30 days to apply for a review once you receive a college decision
- However, the Review Board can accept an application after 30 days, in special circumstances
- Use this form or write a letter to explain what special circumstances justify the Review Board accepting your application past the 30-day time limit
- Submit the form together with your application for review

**Date of College Decision**

**Date you received College decision**

**Please explain why it is in the interests of justice that the Review Board should accept your application, including:**

- a. an explanation for why your application was late**
- b. evidence that you formed a genuine intention to apply for review and communicated that to the College or any other party within 30 days of receiving the decision (for example, by telling the College that it made a mistake)**
- c. whether granting or denying the extension of time will unduly prejudice you, the College or another party**
- d. reasons why your application for review is not bound to fail**
- e. any other information about your circumstances that supports your request for the Review Board to accept your late application**

**Submitting your Request**

**If sending by email, check this box and type your name:**

I, \_\_\_\_\_, understand that checking this box constitutes a legal signature.

**If sending by post, sign and date**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Next Steps**

- The Review Board may ask for submissions from the College and any other parties
- The Review Board will consider your request and issue a decision