



# Health Professions Review Board

---

## Information Sheet

### For Registrars: Providing Information about the Review Board Process under the *Health Professions and Occupations Act (the Act)*

#### 1. Purpose

Provide standard information for registrars to use when providing written notice of the Review Board's review process to:

- a. licensing applicants receiving an *adverse application decision* [as required by section 53(4)(b)]
- b. complainants receiving a summary of the *disposition of the complaint* and the reasons for the disposition [as required by section 245(3)(c)]
- c. complainants and respondents with respect to the *timeliness of a complaint investigation* [as required by section 245(3)(c) for complainants; and by section 246(2)(b) for respondents (as that provision relates to the information given under sections 245(2)(a) or (3)(a))]

#### 2. Information about the Review Board Process

- a. Adverse licensing application decisions

This information must be provided to a licensing applicant at the same time as the adverse application decision, either in the decision letter or as a separate attachment.

*You have the right to apply to the Health Professions Review Board for a review of the reasonableness of this licensing decision, within 30 days of receiving this letter. The Review Board is an independent review body, with no connection to the college or the licence committee. It cannot change the decision, but can confirm it, or send it back to the licence committee with or without directions. Information about the review process is on the Review Board's website at [www.bchprb.ca](http://www.bchprb.ca).*

*The Review Board can be reached by email at [hprbinfo@gov.bc.ca](mailto:hprbinfo@gov.bc.ca), by mail at PO Box 9429 Stn Prov Govt, Victoria, BC V8W 9V1, or by phone at (250) 953-4956 or 1-888-953-4986 (Toll Free within BC)*

b. Complaint disposition reviews

This information should be provided to the complainant at the same time as the complaint disposition is communicated under section 245(2)(c), either in the decision letter or as a separate attachment. The respondent should be copied on the decision letter.

*If you believe our investigation was inadequate or our decision is unreasonable, then you have the right to apply to the Health Professions Review Board for a review of the adequacy of the complaint investigation, and the reasonableness of the complaint disposition. If you make an application it must be received by the Review Board within 30 days of your receiving this letter. The Review Board is an independent tribunal with no connection to the college or the investigation committee. It cannot change the disposition, but can confirm it, or send it back to the investigation committee with or without directions. More information about the review process is available on the Review Board's website at [www.bchprb.ca](http://www.bchprb.ca).*

*The Review Board can be reached by email at [hprbinfo@gov.bc.ca](mailto:hprbinfo@gov.bc.ca), by mail at PO Box 9429 Stn Prov Govt, Victoria, BC V8W 9V1, or by phone at (250) 953-4956 or 1-888-953-4986 (Toll Free within BC)*

c. Timeliness Reviews (Information below is current as of April, 2026)\*

As of April 2026, there is no information about the Review Board's timeliness review process to give to complainants and respondents.

This is because an application for timeliness review must be made "within the prescribed period or otherwise in accordance with the regulations" [section 311(5)]. As of April, 2026, no period has been prescribed. Until a period for application or other regulation is prescribed, the Review Board has no authority to provide timeliness reviews. This Information Sheet will be updated once a regulation is prescribed.

\* NB: Once information about the Review Board's timeliness review process is available, registrars should be prepared to provide it to complainants and respondents in all its open complaint investigations. This will be needed regardless of when the complaint was received, because it will be new information for the parties in any regulatory complaint process.

Please contact the Review Board Office at [HPRBINFO@gov.bc.ca](mailto:HPRBINFO@gov.bc.ca) if you have questions about anything in this Information Sheet.



David Hobbs, Chair  
Health Professions Review Board  
April 24 , 2026