

IEMBP APPLICATION PORTFOLIO

TERMS OF USE AGREEMENT

The IEMBP Application Portfolio has been created to allow Internationally Educated Midwives to apply to the Internationally Educated Midwifery Bridging Program (IEMBP). This agreement outlines the conditions governing your access to and use of the IEMBP Application Portfolio.

Before you may proceed with using the IEMBP Application Portfolio, you must read this Terms of Use Agreement carefully and click on “I agree”.

In accepting this agreement and by accessing and using this IEMBP Application Portfolio, you will be bound by these terms of use and by all applicable laws and regulations.

WARNING: Any false statement, misrepresentation or concealment of any material fact in this IEMBP Application Portfolio or any document presented in support of your application to the IEMBP may lead to permanent disqualification from the IEMBP application process and from registration as a midwife in the participating provinces and territories.

Registration & Password

To use this IEMBP Application Portfolio, you must use a private and confidential email to create and manage a personal IEMBP Application Portfolio account. It is your responsibility to keep your email and IEMBP Application Portfolio account passwords confidential in order to protect your privacy.

Security Warning:

- Do not tell anyone your IEMBP Application Portfolio username or password.
- Do not tell anyone your email account password.
- Always uncheck the “remember my password” option in any dialog box from your browser or operating system.

If you think that someone else may know your username and password, and/or may have accessed your IEMBP Application Portfolio, you must change your account password immediately. If you think that someone else may have access to your email account, you should change your email password immediately, to prevent their access to your IEMBP Application Portfolio.

If you suspect any of these security breaches, you must also check through all of the information in your IEMBP Application Portfolio to ensure that it is correct.

The IEMBP is not responsible or liable for any loss or damage resulting from you sharing your email or IEMBP Application Portfolio usernames and passwords.

Information you Provide

You must enter only information that is accurate and complete to the best of your knowledge, and you must update such information as necessary to maintain its accuracy. Providing inaccurate, non-current, misleading, or false information in your IEMBP Application Portfolio may lead to the suspension or termination of your access to the IEMBP Application Portfolio and/or to your disqualification from application to the IEMBP and from registration as a midwife in the participating provinces and territories.

Prohibited Uses

You will not use the IEMBP Application Portfolio for any prohibited, fraudulent, or unlawful purpose. You specifically agree that you will not apply on behalf of another person and that all information entered is regarding yourself and your background.

You will not duplicate, publish, distribute, modify, or sell any information, materials, or software derived from the IEMBP Application Portfolio.

Termination

The IEMBP may suspend or terminate your access to all or part of the IEMBP Application Portfolio if there is a suspected or confirmed breach of the terms of this agreement.

Limitation of Liability

Your use of this website is at your own risk, and the IEMBP and participating partner organizations shall not be liable or held responsible for any loss, damage or injury resulting from your use of this website, including from inaccuracy of information, technical problems or data interception or loss occurring during your use.

Changes to the Agreement or the Application Portfolio

The IEMBP and participating partner organizations reserve the right to require your future agreement to changes or additions to the terms of this agreement and to make changes or additions to the IEMBP Application Portfolio at any time. Changes will be posted to the IEMBP website and on the IEMBP Application Portfolio itself.

Pilot Program

Because this is a pilot program, the IEMBP is under ongoing development. The IEMBP staff, consultants, participating provincial/territorial regulatory organizations and educational partners are working to ensure that participation in this program is a positive experience. Your feedback will be an important contribution to this program. Until you become an official applicant by finalizing your application, you will not receive personal notices of changes, with the exception of changes related to the opening/closing of all or parts of the IEMBP Application Portfolio. You must, therefore, check both the IEMBP Application Portfolio Overview page and the IEMBP website for notices regarding new information and required actions.

Governing Law and Jurisdiction

The IEMBP Application Portfolio (excluding linked websites) is developed and managed by the Internationally Educated Midwifery Bridging Program, under the direction of the UBC School of Midwifery.

TERMS OF USE AGREEMENT – PRIVACY POLICY

Privacy

Protecting your privacy is of utmost importance to the IEMBP. Canada's Personal Information Protection and Electronic Documents Act (PIPEDA) also require the full protection of all 'Personally Identifiable Information' retained in the IEMBP Application Portfolio.

The IEMBP Application Portfolio collects full name, address, email address, telephone number, midwifery education, clinical experience and other personally identifiable information from applicants.

You may change or delete the information that you provide, or delete your entire IEMBP Application Portfolio at any time before you have finalized your application. Once it is finalized, you may view your IEMBP Application Portfolio, but you can no longer change or delete the information, except via a formal request.

The information you provide in the IEMBP Application Portfolio will be used by the IEMBP partners (midwifery regulatory organizations and educational institutions) to assess your application, and to support your progress in the IEMBP (if you are selected to be a participant). If you apply for registration as a midwife, some of the information collected will also be used by the relevant provincial or territorial regulatory organization during the assessment of your application for registration.

The IEMBP staff can see your IEMBP Application Portfolio at any time, although they will not normally view it except for the purposes of assisting you to complete it. Assessors will not view your IEMBP Application Portfolio until after it has been finalized when they start the application assessment.

Educational partners will access pertinent information, as needed, regarding eligible applicants only. The information that you provide in the IEMBP Application Portfolio will not be shared with anyone other than the official IEMBP partners, assessors, and the IEMBP evaluator. These parties will receive only the information that they specifically need, and only at the point that they have need for it.

Information for the Evaluator

The IEMBP evaluator is an external consultant who will be evaluating the IEMBP and providing a report on their findings. Application information will be forwarded to the evaluator in anonymous format, with identifying information removed.

Security

Your privacy is very important to the IEMBP and participating partner organizations, and the security of this website is a high priority. The measures taken to maximize security include ensuring that user input is properly validated and authenticated, ensuring that good access control is maintained, ensuring that software vulnerabilities are promptly patched, and ensuring that the web servers and databases used are securely configured.

Security Warning:

- If you are using a shared computer to access the IEMBP Application Portfolio, be sure to log out, clear the internet browser's cache and close down the browser when you leave the computer, even if for just a short time.
- If you are using your own private computer to access the IEMBP Application Portfolio, be sure to logout at the end of every session.