

Introduction

The College of Physicians & Surgeons of Alberta (CPSA) is established under the *Health Professions Act (HPA)*. The CPSA's privacy policies are derived from its authorities and responsibilities described by this Act, as well as the *Personal Information Protection Act (PIPA)*.

The CPSA is committed to following the mandates of the governing legislation to ensure that personal information under its custody and control is managed appropriately and responsibly.

Refund/Return

Physicians who have paid the full annual fee and retire, pass away, or voluntarily erase from the General Register, the Limited Practice Register, the Provisional Register – Conditional Practice, or the Telemedicine Register in the following months will be refunded their applicable annual fee:

- January refund 75% of fee
- February refund 50% of fee
- March and later no refund

Facilities that close during the billing year will be refunded as follows:

Annual Fee:

- January 1 to March 31: refund 65% of the total fee
- After April 1: no refunds

ALQEP Administration Fee:

- January 1 to March 31: refund 65% of the total fee
- After April 1: no refunds

ALQEP Program Fee (This also applies to facilities that do not close but discontinue an ALQEP program):

- Internal Programs: refund based on the number of surveys remaining in the billing year

Further Information

For further information concerning the CPSA's refund/return policy please contact the Accounting Department at (780) 969-4982 or e-mail kasia.bradford@cpsa.ab.ca.
