

**FORM 14**  
**HEALTH PROFESSION/PODIATRIC CORPORATION**  
**NOTICE OF INACTIVE CORPORATION**

Registrants of the College of Podiatric Surgeons of BC who are no longer delivering podiatric services through a corporation must notify the College. Please complete and provide this form to the College.

I, _____, no. _____;	
Registrant name	CPS-BC reg. no.
hereby confirm that _____	
Podiatric corporation name	
is inactive for the purpose of the practice of podiatric medicine, effective _____	
date	
for the following reason(s):	
<input type="checkbox"/> I retire / have retired from the practice of podiatric medicine in BC on _____	
date	
<input type="checkbox"/> I cease / will cease providing podiatric services through the Corporation on _____	
date	
<input type="checkbox"/> Other: _____	
_____	
_____	
_____	
Signed:	
_____	_____
Name of President of Corporation	Signature of President of Corporation
_____	_____
Date	Signature of Registrant

**PLEASE RETURN THIS FORM TO THE COLLEGE OF PODIATRIC SURGEONS OF B.C. AT:**

**Mail:** College of Podiatric Surgeons of BC    **Fax:** 604-986-0399    **Email:** Admin@Collegepodsbc.org  
101-850 Harbourside Drive  
North Vancouver BC V7P 0A3

This information collected is collected under the authority of the College Bylaws and the *Health Professions Act*, RSBC 1996, c. 183.

If you have any questions about the collection and use of this information, please contact the College again by email at [Registrar@Collegepodsbc.org](mailto:Registrar@Collegepodsbc.org), or call 604-986-0403.

(See over regarding next steps with respect to cancellation of a corporate permit)

## ***College of Podiatric Surgeons of British Columbia***

### **NEXT STEPS AFTER SUBMISSION OF NOTICE OF INACTIVE CORPORATION**

Following submission of a Form 14 Notice of Inactive Corporation:

1. You will receive correspondence from the College confirming that the above notice and that the podiatric corporation's Health Profession Corporation Permit has accordingly been cancelled.
2. You will not receive a refund because the annual permit fee is non-refundable under the College bylaws.
3. The status of the podiatric corporation permit will be changed to 'cancelled'. As a consequence:
  - Your podiatric corporation permit will no longer be valid.
  - You will no longer receive an annual permit renewal fee notice and no longer receive an annual permit.
  - You are no longer permitted to deliver, directly or through other registrants or persons, podiatric medical services through the corporation or advertise that you do or that anyone else does.
4. The College will notify the BC Registrar of Companies of the cancellation of the corporate permit, as required by the Health Professions Act.
5. You must promptly notify Health Insurance BC, and any other paying agencies applicable to your practice, that the corporation is no longer providing podiatric medicine services, and (if applicable) that you are now earning your income as an individual. The College may also send notification to Health Insurance BC.
6. You must surrender your corporate permit and annual renewal permit to the Registrar.
7. You must promptly do one of the following:
  - a) change the name of the corporation by removing all podiatric medical components from the corporate name (e.g. 'Dr.', 'DPM', 'podiatric' etc.), and provide the College with a true copy of the certificate of change of name issued by the BC Registrar of Companies;
  - b) wind up and voluntarily dissolve the corporation, and provide the College with a true copy of the certificate of dissolution issued by the BC Registrar of Companies; or
  - c) continue (transfer) the corporation out of BC, and provide the College with a true copy of the certificate of continuation issued by the Registrar of Companies in the new jurisdiction.

Please advise the College of the option you will take, and the approximate expected date of completion.

NOTE: The CPS-BC Bylaws:

- refer to the classes of registration that are eligible for a podiatric corporation permit and a registrant in the Non-Practising class is not eligible for a permit without the consent of the Registrar; compelling circumstances must exist in order to retain a permit while registered in the Non-Practising class
- provide that a podiatric corporation ceasing to comply with the requirement that all shareholders be Full (or with permission of the registrar, Non-practising) registrants and no longer providing podiatric services:
  - a) must notify the registrar in writing and surrender its podiatric corporation permit, and
  - b) at the discretion of the registrar, may be required to change its name and deliver to the registrar a certificate of change of name from the BC corporate registry.

### **RETURNING TO PRACTICE THROUGH A CORPORATION**

Should you wish to resume practice in BC through a corporation in the future, you will be required to submit an application for a podiatric corporation permit together with the fees applicable at that time, and go through the application process, meeting the current standards and qualifications in effect at that time, including any other requirements under the *Health Professions Act*, RSBC 1996, c.183 and the CPS-BC Bylaws.

### **FURTHER INFORMATION**

For further information:

**Email:** [Admin@Collegepodsbc.org](mailto:Admin@Collegepodsbc.org)

**Telephone:** 604-986-0403