Human Resources Professionals Association

Blueprint

CHRL Employment Law Examination Blueprint

Human Resources Professionals Association

Version 2.0

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Approved by HRPA Registrar March 14, 2018
Effective September 2018 administration

Credential

Passing the CHRL Employment Law Examination is a requirement for certification of CHRL candidates.

Purpose

The CHRL ELE assesses whether a candidate has the ability to make effective decisions when presented with HR situations where comprehension of laws and regulations is centrally relevant, at the CHRL level, in Ontario.

Structure

The structural variables provide high level guidance as to what the examination will look like. These appear in Table 1.

Table 1: Employment Law Examination Blueprint Structural Variables

Item types	75% Case-based 3-option multiple choice (15-20 single scenarios tied to 4-6 test items each)
	25% Independent 3-option multiple choice
Length	110 total items
	8–12 experimental items
Duration	Up to 3½ hours
Delivery mode	Computer based testing in proctored test centres
Frequency	3 windows per year

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Content Weighting

The topic weights were set through a survey of employment lawyers on the most typical situations where employment-related issues are escalated to legal proceedings.

Categories are:

A. Employment Contracts
B. Employer Obligations
C. Regulations and Legislation

Within each Category, the Topics are:

A. Employment Contracts
    - A1 Termination
    - A2 Contracts
    - A3 Employee Benefits and Perquisites
B. Employer Obligations
    - B1 Duty to Accommodate
    - B2 Misconduct in the Workplace
    - B3 Common Law
    - B4 Sale of Business
C. Regulations and Legislation
    - C1 Employment Standards Act
    - C2 Occupational Health and Safety Act
    - C3 Jurisdiction
    - C4 Pay Equity Act
    - C5 Canada Labour Code

The full blueprinted list of Categories, Topics and Subtopics, along with their weighting, appears in HRPA's Competency Framework.

Table 2: Employment Law Examination Blueprint Content Weights

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Category Weight	Topic Weight	Topic	Subtopic Weight
46%	**A. Employment Contracts and Terminations**		
	28%	**A1. Termination**	
		A1.1 Termination with or without cause	8%
		A1.2 Termination pay, termination notice, and pay in lieu of notice	6%
		A1.3 Continuation of benefits to employee after termination	5%
		A1.4 Severance pay entitlements	5%
		A1.5 What type of income is considered part of terminated employee's salary	2%
		A1.6 Whether or not it is legal to lay off an employee	1%
		A1.7 When and how to lay off an employee	1%
	11%	**A2. Contracts**	
		A2.1 Contracts and employment agreements	9%
		A2.2 Collective bargaining contracts	2%
	7%	**A3. Employee Benefits and Perquisites**	
		A3.1 Vacation time, vacation pay and bonuses	5%
		A3.2 Overtime exemptions	2%
33%	**B. Employer Obligations**		
	16%	**B1. Duty to Accommodate**	
		B1.1 Mental health or physical disabilities	9%
		B1.2 Discriminatory grounds (such as family status, age, marital status, etc.)	5%
		B1.3 The duty to accommodate until undue hardship (the threshold)	2%
	9%	**B2. Misconduct in the Workplace**	
		B2.1 Dealing with harassment and violence in the workplace	5%
		B2.2 HR professional approach to dealing with discipline	2%
		B2.3 Workplace investigations	2%
	6%	**B3. Common Law**	
		B3.1 Including consideration of Common Law principles	5%
		B3.2 Employers' obligations under Common Law	1%
	2%	**B4. Sale of Business**	
		B4.1 The effects of the sale of the business	2%
21%	**C. Regulations and Legislation**		
	10%	**C1. Employment Standards Act**	
		C1.1 How to properly interpret the *Employment Standards Act, 2000*	5%
		C1.2 Probation period under *Employment Standards Act, 2000*	2%
		C1.3 Different leaves permitted under the *Employment Standards Act, 2000*	2%
		C1.4 Employers' obligations under *Employment Standards Act, 2000*	1%

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4%	**C2. Occupational Health and Safety Act**	
	C2.1 Making policies that are compliant with the *Occupational Health and Safety Act, 1990*	2%
	C2.2 Ministry of Labour's rights under the *Occupational Health and Safety Act, 1990*	2%
4%	**C3. Jurisdiction**	
	C3.1 The difference between federal and provincial legislations	2%
	C3.2 Determining governing legislation when the organization is interprovincial	2%
2%	**C4. Pay Equity Act**	
	C4.1 Application of *Pay Equity Act, 1990*	2%
1%	**C5. Canada Labour Code**	
	C5.1 Employers' obligations under *Canada Labour Code, 1985*	1%

Note: Reasonable ranges around the Topic weights are employed.

Cognitive Level

The cognitive level weights are based on Bloom's taxonomy. The purpose of this weighting is generally to ensure that an examination does not unintentionally over-focus on specific types of items, and to provide candidates with a range of items (in approximate proportion) that reflects the cognitive operations they must apply on the job. The weights appear in Table 3.

Table 3: CHRL Employment Law Examination Blueprint Cognitive Level Weights

Level	Weight	Range
Knowledge	10%	+/- 3%
Application	50%	+/- 10%
Critical Thinking	40%	+/- 10%

Miscellaneous Guidance

Guidance is not considered binding on the examination, but is used in item development and form development to help create balanced forms.

1. Where scenarios or test items include a workplace, the workplace allocation will be as follows:
    a. For profit enterprise, 60% (+/- 10%)
    b. Government, 20% (+/- 5%)
    c. Not-for-profit, 20% (+/- 5%)
2. 20% (+/- 10%) of workplaces mentioned in scenarios and test items will be unionized.
3. 10% (+/- 5%) of employers mentioned in scenarios and test items will have physical locations in more than one Canadian province.
4. 10% (+/- 5%) of employers mentioned in scenarios and test items will have physical locations both inside and outside of Canada.

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