

THE OPTICIANS REGULATORY BYLAWS

These Regulatory bylaws are made pursuant to The Opticians Act. All previous Regulatory bylaws of the Saskatchewan Ophthalmic Dispensers Association are hereby repealed and replaced.

INTERPRETATION

Interpretation:

1 In these bylaws:

(1) **“Act”** means *“The Opticians Act”*;

(2) **“Board of Examiners”** shall be appointed by the educational chair and shall be responsible for overseeing all educational examinations and PLAR (as defined in subsection 1(14)) administered by or on behalf of the college. Members of the board of examiners shall be practicing members who have practiced for a minimum of three years with no history of professional misconduct, and who currently practices in the discipline in which they are examining;

(3) **“Educational Chair”** means a person elected by council to oversee the educational programs and requirements of the college;

(4) **“NACOR”** means National Accreditation Committee of Opticians Regulators;

(5) **“Ophthalmic Appliance”** means any appliance used for the visual aid or correction of ocular anomalies including artificial eyes;

(6) **“Ophthalmic and Opticianry Practices”** means, the measuring, adjusting or adapting of ophthalmic appliances to the needs of the intended wearer;

(7) **“Ophthalmologist”** means a person legally qualified to practice as a physician under *The Medical Profession Act* and recognized as a specialist in ophthalmology by the College of Physicians and Surgeons of Saskatchewan;

(8) **“Optometrist”** means a person registered and in good standing under *The Optometry Act, 1985*;

(9) **“Prescription”** means a written record of:

(i) the power of a lens necessary to correct the refractive error of a person’s eye;

(ii) the reading adds, prisms and back vertex distance;

(10) **“Qualified Prescriber”** means an optometrist, ophthalmologist or other legally qualified medical practitioner qualified to issue a prescription;

(11) **“Standards of Practice”** means the standard of practice consistent with the guidelines and bylaws herein as amended from time to time by the Saskatchewan College of Opticians;

(12) **“Special Meeting”** means for the purposes of clause 7(2)(b) of the Act, the number of members who may demand that a meeting of members be held is the number equal to 10% of the total number of all practising members;

(13) **“Verify”** means in these bylaws, to verify to the prescription. This definition does not restrict any other powers which members are authorized to perform under the Act and these bylaws.

(14) **"PLAR"** means Prior Learning Assessment Recognition of opticianry;

(15) **"Contact Lenses"** mean lenses that are placed directly onto the cornea of the eye, including both corrective and non-corrective contact lenses.

MEMBERSHIPS

2 Categories, Eligibility and Privileges of Membership

(1) There shall be the following categories of membership:

- (a) Practicing Members;
- (b) Non Practicing Members;
- (c) Student Members;
- (d) Temporary Practicing Members; and
- (e) Honorary Members.

(2) Practicing Member

- (a) A person is entitled to be registered as a practicing member if the person:
 - (i) is eligible to receive a full or restricted License in accordance with 3 of these bylaws;
 - (ii) completes the prescribed forms and submits the fees set by the college; and
 - (iii) meets the English language requirement set by the council

(3) Practicing Members may:

- (i) practice in accordance with the full or restricted License issued to the member;

- (ii) vote at all annual or special meetings of the college;
- (iii) be elected to council or appointed to college committees;
- (iv) receive the publications of the college; and
- (v) use the title “Optician”, “Ophthalmic Dispenser”, “Contact Lens Technician” or “Contact lens Practitioner”.

(4) Non-Practicing Member

- (a) A person is eligible to be registered as a non-practicing member if the person:
 - (i) is eligible for initial registration as a member but voluntarily chooses not to practice as a member in Saskatchewan;
 - (ii) is not currently practicing in Saskatchewan; and
 - (iii) completes the prescribed forms and submits the fees prescribed by the college.
- (b) A person may remain a non-practicing member for a period of three (3) years before membership is reviewed or renewed subject to the approval of the council.
- (c) Non-Practicing Members may:
 - (i) attend all annual or special meetings of the college but not vote; and
 - (ii) receive the publications of the college.

(5) Student Members

- (a) A person is eligible to be registered as a student member if that person:
 - (i) is eligible to receive a restricted members License in accordance with Section 11 of these bylaws;
 - (ii) completes the prescribed forms and submits the fees set by the college.
- (b) **Student members** may:
 - (i) practice in accordance with the restricted student License issued to the member;
 - (ii) attend annual or special meetings of the college but not vote;

- (iii) receive the publications of the college; and
- (iv) use the title “Student Optician”, “ Student Ophthalmic Dispenser”, “Student Contact Lens Technician” or “Student Contact lens Practitioner”.

(6) Temporary Practising Members

- (1) Temporary practising membership in the college, for a specified purpose approved by the council, is available to a person who is an optician in good standing registered with another opticians regulatory body in Canada, on the condition that the person remains registered with that other regulatory body and complies with the requirements for membership set out in subsection 3(4) of these bylaws.
- (2) Temporary practising membership entitles a person to the following privileges:
 - (a) subject to obtaining a full practising License in accordance with these bylaws, to practice opticianry in Saskatchewan as a member in accordance with the restrictions imposed and for the period of time specified on that License;
 - (b) to use the title “optician”, “ophthalmic dispenser”, or “contact lens practitioner” where applicable;
 - (c) to have a voice, but no vote, at the meetings of the college;
 - (d) to receive copies of the college's documents appropriate for distribution; and
 - (e) to receive the publications of the college.

(7) Honorary Members

- (a) a person is entitled to be registered as an honorary member if that person:
 - (i) is eligible for initial registration as a member in accordance with the provisions set out in Subsections 3(1) to (5) of these bylaws;
 - (ii) retires from being a practicing member and is a member in good standing with the college at that time; and
 - (iii) completes the prescribed forms and submits the applicable fees prescribed by the college.

(b) Honorary Members may:

- (i) attend all annual or special meetings of the college but not vote; and
- (ii) receive all publications of the college.

REGISTRATION AND LICENSING

General Qualifications for Initial Registration and Licensure

- 3 (1) A person may be registered as a member and granted a licence to practice where he/she:
- (a) completes the form prescribed by the college;
 - (b) is of good character;
 - (c) pays the fees prescribed in the Administrative bylaws;
 - (d) has successfully completed a course in ophthalmic dispensing and other ophthalmic or other opticianry programs that have been accredited by the NACOR and approved by the council or educational program deemed equivalent by the council; and
 - (e) has passed the NACOR licensing examination or equivalent as approved by the council as set in paragraphs (i) to (vi):
 - (i) anatomy of the eye;
 - (ii) visual disorders;
 - (iii) terminology and definitions in ophthalmic and opticianry services;
 - (iv) the use of lenses;
 - (v) identification and correction of visual disorders; and
 - (vi) the practical aspects of ophthalmic and opticianry services.
 - (f) where a member has failed to pass the licensing exam, that member may re-write the exam no more than (3) three times.

- (2) Notwithstanding subsection 3(1) of these bylaws, the council may register a person as a member who has been registered with the regulatory body of opticians in any jurisdiction of Canada if that person can:
 - (a) provide evidence of practice in that jurisdiction within the preceding three years;
 - (b) provide evidence that the applicant is a member in good standing;
 - (c) meet the English language requirement set by the council and
 - (d) complete the prescribed forms and submit the applicable fees prescribed in the administrative bylaws.

- (3) A person may be registered as a member and granted a restricted license if he/she meets the requirements of subsection 20(3) of the Act and provides evidence of good standing.

- (4) A person who is registered in other jurisdictions and wishes to practice in Saskatchewan as a temporary member may be registered as a member where he/she has completed the form prescribed by the council and forwarded it with the fee prescribed out in the administrative bylaws to the Registrar.

- (5) A person who has completed an ophthalmic dispensing or ophthalmic/opticianry program that is not recognized by the council and who is not registered with a regulatory body of opticians in any jurisdiction in Canada may be registered as a member and granted a licence to practice if he/she can provide evidence to the council that he or she:
 - (a) is proficient in English;
 - (b) is of good character;
 - (c) completes the prescribed forms and submits the applicable fees prescribed in the administrative bylaws; and
 - (d) has successfully completed PLAR.

- (6) An applicant may be considered for a PLAR if he or she

- (a) has graduated from an ophthalmic dispensing or ophthalmic/opticianry program in Canada, and has experience and training in opticianry; or

 - (b) has graduated from an ophthalmic dispensing or ophthalmic/opticianry program outside of Canada, and
 - (i) is licensed or registered to dispense eye glasses, contact lenses and subnormal vision devices in a jurisdiction outside of Canada and is in good standing with the licensing or registering body of that jurisdiction; or
 - (ii) is engaged in the practice of dispensing eye glasses, contact lenses and subnormal vision devices in a jurisdiction outside of Canada in which no licence or certificate of registration is required to do so and is in good standing with a professional association in that jurisdiction which requires compliance with professional standards;
- AND
- (iii) has received a passing mark in each section of the institutions examinations, or has successfully completed examinations which are deemed equivalent to the institutions exams of the applicants governing body in their home country.

License Photo ID Requirements

3.1 Every member in good standing shall, when requested by the college, provide to the Registrar a presentable photograph suitable for copying in a digital format and in a size and type as specified by the college.

Liability Insurance

4 Every member in good standing upon payment of their fees shall provide to the Registrar proof of liability insurance in an amount approved by the College before a License to practice or restricted License to practice will be issued.

Licensing Renewal Requirements

- 5 (1) During the period commencing at least 60 days prior to April 1 in each year, the registrar shall give each member notice in writing, addressed to the member at his/her most recent address stated in the register, that his/her license will expire unless renewed:
 - (a) on or before April 1st of each year;
 - (b) in the form prescribed by the council; and
 - (c) forwarded to the registrar with the prescribed fee set out in the administrative bylaws.
- (2) to obtain the renewal of practicing members License, all applicants shall produce evidence that in the preceding three years he/she has acquired at least eight credits through seminars in continuing education in ophthalmic and opticianry services or other seminars pre-approved by council, plus an additional two credits in either dispensing or contact lens seminars.
- (3) to obtain the renewal of contact lens practitioners License all applicants shall produce evidence that in the preceding three years he/she has acquired at least five credits through seminars in continuing education in ophthalmic and opticianry services plus five credits specific to contact lens practice, plus an additional five credits in either contact lens techniques or in ophthalmic and opticianry practices or other seminars as pre-approved by council.
- (4) Council may at its discretion, defer the requirements set out in subsection 5(2) and 5(3) of the bylaws for the following reasons:
 - (a) illness;
 - (b) personal or family related matters that would have prohibited the member from fulfilling the requirements;
 - (c) accident; or
 - (d) on assurance from the member that the missing credits will be completed during the current License year for which the member is applying.
- (5) Any person who has not practiced as a practicing member or contact lens practitioner for a period of three years or more shall:
 - (a) work under supervision of any person that the council may designate for a period to be determined by the council and upon completion,

obtain a written statement from the designated supervisor endorsing the competence of the person being supervised; or

- (b) complete a refresher course and pass any examination that the council may approve.
- (6) Seminars in continuing education or ophthalmic practices that are provided by institutions not sponsored by the council must be pre-approved by the council in order to qualify as educational credits for Licensing purposes as required by subsections 5(2) and 5(3) of the bylaws.
- (7) Forms prescribed by the council are to be provided on which the sponsoring organization can testify to the attendance of an applicant at seminars described in subsections 5(2) and 5(3) of the bylaws.
- (8) Members attending a seminar sponsored by the council or other approved organization are to be awarded credits up to a maximum of three credits towards fulfilling the educational requirements required by subsections 5(2) and 5(3) of the bylaws.

Notice of Expiration of License

- 6 Where a member fails to pay the fee prescribed by the administrative bylaws, the registrar shall notify that member, by registered mail addressed to him/her at his/her most recent address stated in the register, that his/her License and membership with the college have expired.

Qualifications of Contact Lens Practitioner

- 7 (1) A person may be registered as a contact lens practitioner where that person completes the application form prescribed by the council and meets the requirements set out in 3(1) of these bylaws
 - (a) has passed the NACOR contact lens licensing examination or its equivalent as approved by the council in:
 - (i) anatomy of the eye;
 - (ii) visual disorders;
 - (iii) terminology and definitions in ophthalmic and opticianry practices;
 - (iv) the use of lenses;
 - (v) identification and correction of visual disorders;

- (vi) the practical aspects of ophthalmic and opticianry practices; and
- (b) has successfully completed a course in ophthalmic dispensing and other ophthalmic or other opticianry program and such a form shall be provided on which the sponsoring organization can attest to the attendance and completion of an applicant at educational seminars required by Subsection 5(3) of the bylaws.

License as a Contact lens Practitioner

- 8 A person applying to the registrar for a license, as a contact lens practitioner shall:
- (a) hold a current practicing members License;
 - (b) be of good character;
 - (c) make application in the form prescribed by the council; and
 - (d) have passed the NACOR contact lens examination or other examination deemed equivalent by the council.

Restricted License

- 9
- (1) A restricted License to practice may be issued to member who has not successfully completed an optician education or who has not passed the required examinations as required by these bylaws.
 - (2) Restricted Licenses to practice issued to a member shall remain in effect until that member has met the requirements for a practicing License or five years which ever comes first.
 - (3) Notwithstanding subsection (2), a restricted License may be issued for an additional one year.

Reinstatement as a Practicing Member

- 10
- (1) Subject to subsections 5(2) and 5(3) of the bylaws, a non-practicing member as described in subsection 2(4) of the bylaws may become a practicing member upon making application in the form prescribed by council and upon payment of the prescribed fee set out in the administrative bylaws.
 - (2) Subject to the provisions of subsection 5(5), where a person has been a non-practicing member for more than three years, that person is entitled to be reinstated as a practicing member upon making application in the

form prescribed by council and upon payment of the prescribed fee set out in the administrative bylaws, and by complying with any other terms and conditions that the council may determine.

- (3) A person who has been expelled as a member may apply to the council for reinstatement pursuant to Section 42 of the *Act*.

STUDENT MEMBERS

Registration

- 11 A person may be registered as a student member and be granted a restricted License and membership in the college upon:
 - (a) completion of the application form prescribed by the council;
 - (b) payment of the fees prescribed in the administrative bylaws; and
 - (c) enrolling in a NACOR program of instruction or other accredited program approved by the council.

Renewal of License

- 12 Every student member shall renew their restricted license and pay the applicable fees under the terms and conditions set out in the administrative bylaws.

Practice of a Student Member

- 13 A student member may perform the duties of a student member as provided for by the *Act*, and bylaws and as described in the Standards of Practice of the college under the supervision of one of the following persons, who must be physically present and personally supervises, checks and approves the work of the student:
 - (a) a fully licensed practicing member;
 - (b) a qualified medical practitioner; or
 - (c) a qualified optometrist.

Supervision of a Student

- 14 No practicing member shall supervise more than two student members at any one time.

Cancellation of Registration

- 15 The registration and membership of a student member may be cancelled by the council or its delegated authority where the council is satisfied that:
- (a) the student is providing practices additional to those authorized by these bylaws;
 - (b) the student is not receiving the supervision required by these bylaws while providing practices;
 - (c) the application for registration and licensure contained incorrect statements; or
 - (d) the student has discontinued the educational program required by Subsection 11(c) of the bylaws.

Reinstatement of Student Members

- 16 Where the registrar strikes the name of a student from the register, that student may be reinstated as a member of the college and issued a restricted License, subject to any terms and conditions that the council may prescribe upon:
- (a) making application to the council
 - (b) enrolling in a NACOR program of instruction or equivalent program approved by the council as soon as such a program becomes available; and
 - (c) paying the prescribed membership fee and program fees.

STUDENT CONTACT LENS PRACTITIONERS

- 17 A person who is licensed as a practicing member may be registered as a student contact lens practitioner and be granted a restricted License to practice as a student contact lens practitioner upon:
- (a) completion of the application form prescribed by the council; and
 - (b) payment of the fees prescribed by the administrative bylaws; and
 - (c) enrolling in an approved contact lens practitioner program.

Practice of a Student Contact Lens Practitioner

- 18 A person registered as a student contact lens practitioner may provide contact lens practices as provided for in the Standards of Practice of the College under the supervision of one of the following persons, who is physically present and who supervises, checks and approves the work of the student contact lens practitioner:
- (a) a holder of a fully licensed contact lens practitioner.
 - (b) an optometrist; or
 - (c) a duly qualified medical practitioner.
- 19 Sections 11 to 17 inclusive apply, *mutatus mutandis*, with respect to student contact lens practitioners.

PROFESSIONAL CONDUCT COMPETENCE AND PROFICIENCY

Copies of Specifications

- 20 Members shall within a reasonable time after dispensing eyeglasses or contact lenses, provide a written copy of the physical specifications of the eyeglasses or contact lenses, at the request of the patient.

Letters of Designation Restriction

- 21 No one other than members of the college who are in good standing may use the following letters of designation:
- (a) Optician – LO;
 - (b) Contact Lens Practitioner – LCLP

Authorized Practices

- 22 (1) Except as may be otherwise provided in these bylaws, ophthalmic appliances and contact lenses are to be dispensed only in accordance with a prescription provided by a qualified prescriber.
- (2) Subject to the terms, conditions and limitations of that member's License, a member may perform the following authorized practices in accordance with Section 23(1) of *The Opticians Act*.

- (a) interpret a prescription provided by a qualified prescriber, and adapt an ophthalmic appliance;
- (b) verify corrective lenses and supply ophthalmic appliances to the patient, and provide opticianry practices and follow up care;
- (c) measure, other than for refractive error, adjust and fit appliances and corrective lens to the specific needs of the patient including the adapting or adjusting for the vertex distance power of the prescription;
- (d) verify to the prescription embedded in existing lenses; fit and dispense eyeglass lens duplications, replacements, reproductions or repetitions without a prescription; provide opticianry practices and follow up care;
- (e) members who practice as contact lens practitioners, in addition to what is prescribed in clauses (a) through (d), may
 - (i) verify, fit and/or dispense contact lenses to the specific needs of the patient, provide opticianry practices and follow up care;
 - (ii) provide duplications, replacements, reproductions or repetitions of contact lenses without a prescription, provide opticianry practices and follow up care;
- (f) notwithstanding clause 22(3)(e), provide other tests as approved by the standards of practice to identify and determine the suitability of a person to wear contact lenses safely without damage or injury; fit, supply and dispense contact lenses according to a prescription and provide other opticianry practices as provided for in *The Opticians Act* and Regulatory Bylaws.

Limitations of Practicing Members

- (3) Subject to the terms and conditions of that member's license no practicing member shall:
 - (a) dispense an ophthalmic appliance where he/she is unable to interpret a prescription unless he/she consults with the qualified prescriber;
 - (b) dispense duplications of, replacements of, reproductions of, or repetitions of ophthalmic appliances where he/she is unable to interpret the prescription accurately from the lenses of the patient's

existing appliance unless he/she consults with the qualified prescriber or counsels the patient to obtain another prescription;

- (c) alter or change a prescription without the authorization of the prescriber who prepared the prescription;
- (d) subsection (c) does not apply to the adapting for the vertex distance power of a prescription provided by a qualified prescriber or, other necessary adaptations required when filling a prescription using conversion charts or similar formulas or fitting techniques to ensure the refractive values of the contact lenses are equal to that of the prescription;
- (e) except as may be otherwise provided in these bylaws, no member shall measure refractive error, determine its correction or diagnose conditions of the eye.

Minimum Equipment for Contact Lens Practitioner

- 23 A contact lens practitioner must have, at a minimum the usual and necessary instruments, equipment and physical facilities for the measurement, fitting and dispensing of contact lenses. The equipment must include but is not limited to keratometer/ophthalmometer, slit lamp, snellen chart, trial lenses and lensometer.

Record Keeping

- 24 As described in the Standards of Practice, members shall maintain a clinical record of each patient for whom he/she provides services and a record, of each patient shall contain not less than:
- (a) patient identification;
 - (b) patient history;
 - (c) examination procedures relating to contact lens fitting;
 - (d) clinical findings related to contact lens fitting;
 - (e) specifications of any appliances provided;
 - (f) advice or counsel provided; and
 - (g) a statement of fees charged for professional practices; and
 - (h) a statement of fees for any appliances or other goods provided.

Authority to conduct on site examinations

- 25 Subject to the provisions of subparagraph 15(2)(w) of *The Opticians Act*, to assist in compliance with the *Act*, the college or its appointed representatives may from time to time visit dispensaries to ensure compliance with the *Opticians Act* by examining, with the exception of financial records that are directly related to the operation of the members place of business, all of the dispensary's documents and files that the college deems necessary to ensure optician compliance including, the dispensary's practicing members Licenses to ensure their practice complies with their License; and in the case of contact lens practitioner's an examination of the dispensaries equipment to ensure compliance with the minimal equipment requirements as set by the college.

Professional misconduct

- 26 For the purposes of *The Opticians Act*, professional misconduct means any misconduct relating to the provision of services to the public by a member and includes but is not limited to:
- (a) the failure of a member to abide by the terms, conditions or limitations of his/her License;
 - (b) being mentally or physically incapable of practice as an optician;
 - (c) practising while his or her ability to perform any opticianry practice is impaired by alcohol or drugs;
 - (d) being convicted of an offence that, in the opinion of the council, renders it inappropriate to continue to practise;
 - (e) the procurement of a practicing members License or a contact lens technician License by misrepresentation or fraud;
 - (f) the falsification of a record in respect of a prescription for eyeglasses or contact lenses;
 - (g) the submission of a knowingly false or misleading account or of false or misleading charges;
 - (h) representing himself or herself as possessing special qualifications that he/she does not possess;
 - (i) the failure to fulfill the terms of any agreement with a patient with respect to the fees to be charged for the provision of ophthalmic appliances or contact lenses to that person;

- (j) knowingly permitting the premises in which a member practises to be used for unlawful or illegal purposes;
- (k) the refusal to give entry at reasonable times to duly appointed representatives of the council for the purposes set out in Section 26 of the bylaws or, the refusal to allow the council's representatives to inspect or examine the records or premises, facilities or equipment as required by Sections 24 and 25 of the bylaws;
- (l) failure to provide the patient upon his or her request, with a written copy of the physical specifications of the eyeglasses or contact lenses within a reasonable time;
- (m) the alteration of a prescription without the consent of the prescriber; and,
- (n) any other violations of *The Opticians Act* or Bylaws.

Conduct Committee

- 27 (1) The professional conduct committee shall consist of three persons appointed by council with the majority being practicing members.
- (2) No member of council or the discipline committee is eligible to be a member of the professional conduct committee.

Investigation

- 28 (1) On receipt of an allegation or report regarding professional incompetence or professional misconduct on the part of a member, the professional conduct committee shall:
- (a) notify the complainant that the committee will review the complaint;
 - (b) notify the member that it has received the complaint and require the member to respond to the complaint in writing; and
 - (c) initiate an investigation.
- (2) The professional conduct committee may delegate its authority to investigate to one or more committee members, who shall provide a written report to the committee on the conclusion of the investigation.
- (3) The professional conduct committee may, with the consent of the complainant and the member whose conduct is the subject of the complaint, resolve the substance of the complaint through a non-disciplinary alternative dispute resolution process, which may include the

issuance of a counselling or cautionary directive by the committee to the member.

Discipline Committee

29 The council shall appoint a discipline committee consisting of three persons with two of those persons being practicing members and the third being a member of the council in accordance with Subsection 9(6) of *The Opticians Act*.

- (a) the chair of the discipline committee shall be determined by the council;
- (b) the duties of the discipline committee shall be carried out as provided for in the Act and will include:
 - (i) reviewing the reports provided by the professional conduct committee;
 - (ii) conduct hearings if necessary to review the complaints set out in the reports of the professional conduct committee;
 - (iii) determine whether the member whose conduct is subject of the report is guilty of professional misconduct, professional incompetence or both; and
 - (iv) provide a written decision to council respecting the committee's decision and order where the member is found guilty.

Conflict of Interest

- 30 (1) A conflict of interest may involve:
- (a) elected members of council;
 - (b) members appointed to statutory, standing or ad hoc committees; and
 - (c) employees of the college.
- (2) A conflict of interest exists when a member has personal or organizational interests in a decision or outcome that may be perceived to have a personal benefit in a decision. A conflict of interest may include but is not limited to the following:
- (a) where the member is involved in the investigation or discipline process of another member who may be related to that member;

- (b) where the member, member's family, employees of the college, partner or associate might personally or financially benefit from a decision or information gained from involvement on council or committees;
 - (c) where the member is involved in determining or reviewing the registration or licensing eligibility of other members and the member is related to that member; and
 - (d) where the member is involved in negotiating wages or employment contracts for college staff that may be related to that member.
- (1) Members serving on council or committees shall declare a conflict of interest in matters under consideration or in decisions taken in which they have a conflict of interest.
 - (2) It shall be at the discretion of the chair of council or the committee that the member is involved with to determine if the member should excuse himself or herself during any discussion, refrain from participating in a decision or resign from the committee.

ADVERTISING STANDARDS

- 31 Advertising by members is to be seemly and dignified and may contain items of public information, such as the business or company name, location services, or products offered, hours of business fees or prices and names and educational qualifications of the optician or contact lens practitioner and must conform to the college's written policy on advertising.

STANDARDS OF PRACTICE

- 32 Each member shall follow the standards of practice guidelines developed by the college.

CODE OF CONDUCT

- 33 Every member shall comply with the following "Code of Conduct":
 - (1) Keep the welfare of the patient uppermost at all times;
 - (2) Provide services to the public with diligence and respect at all times;

- (3) Keep all information gathered in the course of providing services to the public in strict confidence and not divulge it to anyone unless authorized by the patient or required by law;
- (4) Maintain the integrity of the profession at all times;
- (5) Foster good relationships among members of the ophthalmic profession;
- (6) Maintain professional responsibility for all services rendered or those provided under the opticians supervision;
- (7) Practice at all times within the member's limits or level of competency; and
- (8) Exercise at all times care and diligence in the application of the standards of infection, prevention and control.
- (9) A person who has been registered as a member and issued a licence pursuant to the *Act* and these bylaws shall display that licence in a place and manner that is conspicuous to the public.