



Policy No: 004

To: Council

From: REGISTRAR

Date: 16/04/2014

Re: A Policy on the three year review of Members registered as Non-Practicing Members

As a requirement under Subparagraph 2(4) (b) of the Regulatory Bylaws, members that are registered as non-practicing may remain as such, for a period of three years after which, the non-practicing member's status must be reviewed.

BACKGROUND:

The Ministry of Health, during the drafting of the new legislation and regulatory bylaws, advised the college that it should not have non-practicing members sitting on the register indefinitely as was done in the past and therefore, at some point in the process, a point of finality must be reached where either the member returns to practicing status or, is removed from the register.

LEGISLATION:

(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 in accordance with Section 3 of these bylaws but does not meet the requirements for a full or restricted License; or
- (ii) Is eligible for initial registration as a member but voluntarily chooses not to practice as a member in Saskatchewan;
- (iii) Is not currently practicing in Saskatchewan; and
- (iv) 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

POLICY:

In keeping with the requirements of the regulatory bylaws, as a part of the three year review process, the SCO shall require a written business plan from the non-practicing member be forwarded to the Council or the Registrar, setting out the member's career path, continuing education etc., and if and when the member feels he/she might return to a practicing member even on a temporary basis.

The keeping up of credits, while not mandatory, will assist the council\Registrar during the review, in determining whether or not the college will be able to extend the non-practicing licence of a member. Members that return to practicing members after being non-practicing members are required to have their skills up to date, and those members, that have been registered as non-practicing members for over three years, are required to complete both a refresher course and examination, or are required to work under the supervision of a licensed optician for a period of time determined by the council. Before that can occur however, the member must have all their credits up to date. That being said, the keeping up of credits will assist the Council/Registrar, in determining whether a member is truly intending on returning to a practicing member. Staying current and keeping educational credits up to date will also assist the member in transitioning their way back from a non-practicing member to a practicing member. (For further information refer to: *Policy No. 001 on re-licensing under Section 5.*)

The college will also review the reasons the member originally applied to be a non-practicing member, as well as the reasons for requesting an extension to assist in determining whether or not, the member is likely to return a practicing member within a reasonable time frame.

If after review, the council/Registrar is satisfied that the member is taking reasonable steps to keep current with their skills and education, and is satisfied that the member is intending to return to a practicing member within a reasonable length of time, their non-practicing licence may be extended for another three (3) years.

*Non-Practicing members should also be encouraged to attend all seminars including the annual meeting.