

## **DRAFT Amended Administrative Policy No: 007**

To: Council  
From: Quality Assurance and Regulations Committee  
Date: November 22, 2022  
Re: Requirements for Approval of Continuing Education Modules

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The purpose of this document is to outline criteria for how credits are awarded for continuing education when not already accredited by the National Alliance of Canadian Optician Regulators (NACOR). Continuing education credits will be awarded based on the following criteria and will take into consideration the information provided, the complexity and completeness.

### **GUIDELINES FOR ASSIGNING CONTINUING EDUCATION:**

- Continuing education activities may include live presentations, distance learning, or educational training.
- The activity must be designed to improve and advance an optician's or contact lens practitioner's practice and cover a minimum of one competency outlined by NACOR.
- A seminar will be considered for one (1) credit unless the activity is longer than one (1) hour.
- A certificate of completion is supplied to the registrant.
- An accreditation request has been submitted and approved by Council **prior to** the event.

### **DEFINITIONS OF CATEGORIES OF CREDITS:**

#### **EG - Eyeglass**

Credits in this category represent topics associated with eyeglass technology: fabrication, fitting techniques, emerging technology, and product-specific topics.

#### **CL - Contact Lens**

Credits in this category represent topics associated with contact lens technology: fabrication, fitting techniques, emerging technology, and product-specific topics related to contact lenses.

#### **EC - Eyeglass or Contact Lens**

Credits in this category represent topics applicable to both eyeglass and contact lens dispensing. In addition, the Annual General Meeting is included in this category.

Examples include, but are not limited to:

- Refraction
- Low vision
- Jurisprudence
- Patient management
- Ophthalmic pharmacology
- Anatomy &/or ocular pathology

**RF – Related Field (General Business/Other)**

Credits in this category represent topics associated with general business practices.

Examples include:

- Financial and commercial services
- Sales techniques & marketing techniques
- Financial, business planning
- Management & employer-specific courses
- Ophthalmic surgical techniques
- Emergency medical courses, emergency intervention, CPR & first aid courses

**The SCO will accept continuing education from the following sources:**

- Canadian education institutions with accredited opticianry programs
- Canadian provincial or national organization recognized and approved by the College
- Related organization or corporation approved by the College
- Modules, activities, or presentations approved by NACOR
- Modules, activities, or presentations approved by the SCO Council or its delegate.

**Approved by Council November 27, 2022**