

# **Opticians of Manitoba Continuing Education Requirements 2007 - 2009**

It is the responsibility of each member to ensure they are in compliance with the continuing education requirements

Copies of continuing education certificates will be provided to the member at the conclusion of each event arranged by the OOM, and the member's credits will be entered in their file

Members are responsible for submitting details of events attended and which are not provided by the OOM

Credits will be calculated and applied in accordance with the OOM Continuing Education Provider Policy

Reports identifying the number of credits reported and recorded will be issued annually

A maximum of 4 credits may be advanced to the next cycle. At the end of each cycle you will receive a report on the status of your credits. If you have more than you need for that cycle it is your responsibility to advise the office if you wish to have the surplus 'banked' for the following cycle

Inactive Members will be charged a fee of \$15.00 to attend lectures or seminars arranged by the Opticians of Manitoba

**For members holding an Opticians License and who became licensed prior to  
January 1, 2007**

**14 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 4 credits shall be accumulated for continuing education activities in eyeglasses practice
- A minimum of 4 shall be accumulated for continuing education activities in contact lens practice.
- Of the total 14 hour requirement a maximum of 6 credits may be substituted by an activity in the 'others' category (explanatory note follows)

**For members holding an Opticians License and who become licensed during the first  
year of the continuing education cycle – (eg. 2007)**

**10 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 3 credits shall be accumulated for continuing education activities in eyeglasses practice.
- A minimum of 3 credits shall be accumulated for continuing education activities in contact lens practice.
- Of the total 10 hour requirement a maximum of 4 credits may be substituted by an activity in the "others" category (explanatory note follows)

**For members holding an Opticians License who become licensed during the second year  
of the continuing education cycle – (eg. 2008)**

**5 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 2 credits shall be accumulated for continuing education activities in eyeglasses practice.
- A minimum of 1 credits shall be accumulated for continuing education activities in contact lens practice.
- Of the total 5 hour requirement a maximum of 2 credits may be substituted by an activity in the "others" category (explanatory note follows)

**For members holding an Opticians License who become licensed during the third year of  
the continuing education cycle – (eg. 2009)**

**0 hours of continuing education credits** to be earned to the end of the current continuing education cycle. The optician will be expected to earn the full complement of credits during the next three-year continuing education cycle.

**For members who are Certified Contact Lens Opticians and who were certified in contact lenses prior to January 1, 2007**

**18 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 8 shall be accumulated for continuing education activities in contact lens practice.
- A minimum of 4 credits shall be accumulated for continuing education activities in eyeglasses practice.
- Of the total 18 hour requirement a maximum of 6 credits may be substituted by an activity in the 'others' category (explanatory note follows)

**For members who are Certified Contact Lens Opticians and who become contact lens certified during the first year of the continuing education cycle – (eg. 2007)**

**16 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 6 credits shall be accumulated for continuing education activities in contact lens practice.
- A minimum of 4 credits shall be accumulated for continuing education activities in eyeglasses practice.
- Of the total 16-hour requirement a maximum of 6 credits may be substituted by an activity in the 'others' category (explanatory note follows)

**For members who are Certified Contact Lens Opticians and who become contact lens certified during the second year of the continuing education cycle – (eg. 2008)**

**15 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 5 credits shall be accumulated for continuing education activities in contact lens practice.
- A minimum of 4 credits shall be accumulated for continuing education activities in eyeglasses practice.
- Of the total 15-hour requirement a maximum of 6 credits may be substituted by an activity in the 'others' category (explanatory note follows)

**For members who are Certified Contact Lens Opticians and who become contact lens certified during the third year of the continuing education cycle – (eg. 2009)**

**14 hours of continuing education credits** to be earned over a three-year continuing education cycle, to be comprised of:

- A minimum of 4 and a maximum of 8 credits shall be accumulated for continuing education activities in contact lens practice.
- A minimum of 4 and a maximum of 6 credits shall be accumulated for continuing education activities in eyeglasses practice.
- Of the total 14-hour requirement a maximum 6 credits may be substituted by an activity in the 'others' category credits (explanatory note follows)

## **OOM Continuing Education Provider Policy**

**Members of the Opticians of Manitoba are required to obtain a minimum number of continuing education credits during every three-year continuing education cycle.**

**All credit hours must be related to the maintenance of the member's standards of practice or competence.**

### **Category A**

**A member must obtain 75% of their continuing education credits from activities organized and provided by the following list of providers:**

- The Opticians of Manitoba
  - Including acting as a council member
  - Including teaching the Eyeglasses and Contact Lens Course
- Canadian and American National Opticians Associations
- Canadian and American Provincial or State Opticians Associations
- Provincial Regulated Health Professions Agencies, where the activity is accredited for their regulated members

### **Category B**

**A member may obtain the remaining 25% of their continuing education credits by participating in the following activities:**

- Activities having content that can be applied to the practice of opticianry
  - (eg. First Aid Courses, CPR, Management Sessions)
- Medical Missions
- Publication of an article on opticianry
- Publication of a research paper related to opticianry
- Activity on a specific committee or volunteer for a committee related task
- In office presentations
- Supplier seminars not provided by agencies in Category A
- Attendance at the OOM AGM

## **Members must retain proof of continuing education activities for submission to the OOM**

### **A member may obtain Continuing Education Credits in the following ways:**

#### **Continuing Education Seminars**

There are two categories of lectures/seminars/workshops. The continuing education requirements can be completely met within these two categories subject to the minimum and maximum totals

**Eyeglasses related** lectures or continuing education modules

**Contact lens related** lectures or continuing education modules

#### **Advanced Practice Courses**

Opticians enrolled in Advanced Practice Year One, Advanced Practice Year Two Contact Lenses, and Advanced Practice Year Two Sight Testing will be awarded 9 credits per year, divided between the EG and CL categories, upon successful completion of the year of studies.

#### **'Other' Category**

'Other' credits may be used to supplement the total continuing education requirements subject to the minimum and maximum totals.

**Other** – Relevant lectures or continuing education modules having content that can be applied to the practice of opticianry (eg. St. John's Ambulance, CPR, Management Seminars, Motivational Seminars etc.)

- These may be presentations sponsored by the OOM, or may be courses or seminars for which the individual has submitted course outlines so that the Education Committee may award credit hours.
- If you believe a learning module you have completed should be awarded credits you must apply to the Education Committee by filling out the 'Application for Continuing Education Credit' form.
- You may also consider activities, which contribute to the profession in some measure. Rather than being considered as an educational tool for the member these would be considered as volunteer activities that add to the welfare of the optical community.
- A chart of these activities and an "Application for Approval of 'Other' Credits" follows.

## ‘Other’ Credits

<b>Activity</b>	<b>Credit</b>
Attendance at ODM/AGM	1 ‘other’ credit/year
Member of Council	2 ‘other’ credits/year
Practical Examination Examiner	2 credits/year in the category of the exam
Course Instructors	4 credits/year in the category they teach
Course Guest Lecturers	1 credit in the category they teach
Con Ed Preparation/Presentation	For the initial presentation, a minimum of 1 credit to a maximum of 4 credits in the category of the lecture material. 1 credit for each additional presentation. (This is for people who travel out of province to deliver a lecture they have previously given.)
Activity on a Specific Committee	As determined by the Education Committee. A minimum of 1 credit to a maximum of 4 ‘other’ credits per year.
Volunteers for Related Tasks	As determined by the Education Committee
Performing Vision Screening at an Elementary School	2 EG credits per session
Presenting at ‘Careers Day’ at a High School	2 “other”credits
Writing an Article on Opticianry	Apply to Education Committee
Medical Missionary Work	4 EG credit/week of mission
Writing a Research Paper on Opticianry	Apply to Education Committee
Supervision of 100 eyeglass fittings	1 EGcredit per year
Supervision of 100 contact lens fittings	1 CL credit per year
Supervision of 600 dispensing hours	1 EG credit per year
Supervision of 250 contact lens hours	1 CL credit per year

**Application for Continuing Education Credit**  
(Attach specific details as required)

Member's Name \_\_\_\_\_

Member's License Number \_\_\_\_\_

Title of Lecture/Seminar/Workshop \_\_\_\_\_

Name of Lecturer \_\_\_\_\_

Duration of Lecture/Seminar/Workshop \_\_\_\_\_

Goal of Lecture/Seminar/Workshop \_\_\_\_\_

\_\_\_\_\_

Outline of Lecture/Seminar/Workshop \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Verification of Attendance**

I hereby verify that \_\_\_\_\_ has attended the  
lecture/seminar/workshop described above.

Signature \_\_\_\_\_

(Con Ed certificates are sufficient verification if the sponsor provides them.)

## Application for Approval of Other Credits

(Attach specific details as required)

Member's Name \_\_\_\_\_

Member's License Number \_\_\_\_\_

Name of Activity \_\_\_\_\_

Activity	Details	Number of Credits
AGM Attendance	Yr.	
Member of Council	Yr.	
Practical Examination Examiner	Yr.	
Course Instructor	Yr.	
Course Guest Lecturer	Yr.	
Con Ed Preparation	Topic	
Con Ed Presentation	Topic	
Activity on Specific Committee	Committee Name & Date	
Volunteer for Task related to Opticianry	Name of Task & Date	
Performing Vision Screening at an Elementary School	Name of School & Date	
Presenting at 'Careers Day' at a High School	Name of School & Date	
Writing an Article on Opticianry	Name of Article	
Medical Missionary Work	Location and length	
Writing a Research paper on Opticianry	Title	
Supervision of 100 contact lens fittings	Name of Student & Date	
Supervision of 100 eyeglass fittings	Name of Student & Date	
Supervision of 600 dispensing hours	Name of Student & Date	
Supervision of 250 contact lens hours	Name of Student & Date	