Opticians Association of Canada
Association des Opticiens du Canada

THE NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY

Practicum Agreement
Optical Sciences

This Agreement, dated the _____ day of _____, 20_____

Between: _____ (hereinafter called the "Supervisor")

And _____ (hereinafter called the "Student")

And The Opticians of Manitoba (hereinafter called "OOM"),

The Opticians Association of Canada (hereinafter called "OAC")

and The Northern Alberta Institute of Technology (hereinafter called "NAIT")

The purpose of this Agreement is to define the roles and responsibilities of each of the parties in relation to the practicum component of the Program of Study ("Program") in which the Student is enrolled, with NAIT and the OAC.

The Student is enrolled in the *[choose one]:*

Eyeglass Dispensing Program _____ Advanced Practice Program _____ Contact Lens Program _____ Sight Testing Program _____

The Parties hereto agree that:

1. The Supervisor agrees to accept and train the Student in all areas of the profession so far as the Supervisor's facilities and availability of work permits. The Supervisor further agrees to provide to the OAC, NAIT and OOM, such information regarding the Student in relation to the Student's progress in the practicum experience, as may be requested from time to time, by the OAC, NAIT or OOM.
2. The Supervisor agrees to accept sole responsibility for all acts of the Student while registered under his/her supervision, including consumer complaints, unskilled practice or professional misconduct.
3. The Student of his/her own free will agrees to work with and be trained in the profession by the Supervisor for the term approved by the OAC, NAIT and OOM. The Student further agrees to provide the OAC, NAIT and OOM with such information regarding the practicum experience as requested from time to time, and further, the Student hereby consents to the sharing of his/her personal information (including attendance, work experience, behavior, attitude, employment details and other matters impacting the Student's training and work experience), among the Supervisor, the OAC, NAIT and OOM for purposes of evaluation of his/her practicum experience, and this consent constitutes a consent to disclose personal information, pursuant to section 40(1)(d) of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c. F-25.
4. The Supervisor and the Student agree that the Student shall be employed full-or part-time for purposes of accumulating a portion or all of the required hours of work practicum over the period while the student is enrolled in any of the Optical Programs listed above.
5. All of the parties agree that the Student will be under direct supervision of the Supervisor and further that the Supervisor will:
   a) be directly and personally involved in the work of the Student;
   b) document only work hours where direct supervision is present;
   c) display his/her certificate of registration on the training premises where the Student is employed; and
   d) be responsible for the work of the Student at all times.
6. All parties are further agreed that they shall be subject to and shall abide by the provisions of the Act, Regulations, Standards of Practice, and Bylaws of OOM as they apply to eyeglass dispensing, contact lens dispensing, and sight testing.
7. It is the responsibility of the Student to update records with OOM within fourteen (14) days upon changes of any details of this Agreement (with regards to changes of name, address, supervisor or employment).
8. It is the responsibility of the Supervisor to advise OOM within 14 days of the termination of employment of the Student.
9. Student and Supervisor both agree to cooperate fully with a visit of a field supervisor. (if applicable)
10. The parties hereto agree that this Agreement shall not be nor shall it be deemed to be a contract of permanent employment between the Supervisor and the Student and this Agreement may be terminated by either Supervisor or Student forthwith without prior notice to the other.
11. Subject to paragraph 10, this Agreement shall be effective for (a) the period that the Student is under supervision of the Supervisor for completion of 500 hours of work experience or (b) one (1) year, which ever shall first occur.

PRACTICUM SUPERVISION:

Occupation of Supervisor: Optician _____ Optometrist _____ Ophthalmologist _____ COMT _____

Supervisor's Name: _____ License Number: _____

Company Name: _____ Telephone: ( ) _____

Address: _____ Fax: ( ) _____

City: _____ Province: _____ Postal Code: _____

IN WITNESS WHEREOF the contracting parties hereto have hereunder set their hand the day and year aforesaid.

_____	_____	_____
Supervisor's Signature	Witness Signature	Per: OOM
_____	_____	_____
Student's Signature	Witness Signature	Per: NAIT/OAC