



## ADVISORY NO. CER - 3

**[Please file in your ACO Practitioner Manual in the “Advisories” Section. Replaces Advisory CER – 2.]**

**Date: January 1, 2008**

**Subject: CONTINUING EDUCATION  
REQUIREMENTS**

---

Maintenance of continuing education credits is an integral part of the Alberta College of Optometrists’ Continuing Competence Program. Regulation 15 of the Optometrists Profession Regulation states that each regulated member must accumulate a minimum of 60 continuing education credits in his/her specified three year period. New registrants are to begin their specified three year period on the January 1<sup>st</sup> following their date of registration with the Alberta College of Optometrists. All other existing regulated members continue in the same specified three year period in which they are already identified.

Continuing education credits may be earned in “clinical” or “practice management” categories. Effective January 1, 2007, of the 60 total credits in each specified three year period, members may earn unlimited credits in the clinical studies category and a maximum of 20 credits in the practice management category. In addition, continuing education credits earned via an electronic mode (Internet, CD-ROM, etc.) are capped at 30 credits for clinical studies and 20 credits for practice management studies.

Continuing education credits may be credited when accompanied by proof of attendance at any lecture/course sponsored by any accredited School of Optometry in North America, or any provincial, state or national optometric association or college. Courses/lectures that fall outside of this parameter must be submitted to the Registrar for approval and the member must provide proof of attendance at these courses/lectures as well.

Continuing Education Requirements..... page 2

Maximum credits allowed in each category are as follows:

**Clinical Studies Category**

- [a] On-site clinical lectures, courses, and workshops are approved for a maximum of 60 credits in a specified three year period.
- [b] Attendance at the Alberta Association of Optometrists Annual General Meeting or the Alberta College of Optometrists Annual General Meeting – 2 credits for attendance at either meeting.
- [c] CPR certification or recertification for health care providers (CPR-HCP)– up to 4 credits upon submission of proof of completing a CPR course at this level.
- [d] Preparation and delivery of a clinical lecture – up to 6 credits. A copy of the lecture or workshop must accompany the written request to the Registrar for approval.
- [e] Clinical product information presented by ophthalmic suppliers – up to 6 credits when proof of attendance is submitted to the Registrar.
- [f] Electronic mode (internet, CD-ROM, etc.) – up to 30 credits provided that the member has successfully completed the clinical course/lecture and has passed an exam about the subject matter. Proof of completion must be provided to the Registrar.
- [g] Self-directed learning or study groups in the clinical category – up to 6 credits provided that the member submits an outline to the Registrar in advance of the program and receives approval for the subject matter.
- [h] Preparation and publication of a clinical article or case report in a refereed Journal – up to 6 credits. A copy of the article must accompany the request for approval by the Registrar.
- [i] Acting as an assessor or examiner for CORA, CEO or the Alberta College of Optometrists Registration Committee – up to 12 credits. The member must request approval in writing to the Registrar for consideration and/or approval of credits.

**Practice Management Category**

- [a] On-site practice management lectures, courses or workshops – up to 20 credits when proof of attendance is submitted to the Registrar.
- [b] Working on Committees or Councils of the Alberta Association of Optometrists or the Alberta College of Optometrists – up to 12 credits. The member must request approval in writing to the Registrar for consideration and/or approval of credits.
- [c] Preparation and publication of a practice management article in a refereed Journal – up to 6 credits. A copy of the article must accompany the request for approval by the Registrar.
- [d] Preparation and delivery of a practice management lecture or workshop – up to 6 credits. A copy of the lecture or workshop must accompany the request for approval by the Registrar.
- [e] Self-directed learning or study groups in the practice management category – up to 6 credits. An outline must be provided to the Registrar in advance of the program in order for the material to receive consideration and/or approval.
- [f] Electronic mode (internet, CD-ROM. Etc.) provided that the member can demonstrate that he/she has successfully completed the practice management course and has passed an examination on the subject matter – up to 20 credits.

A maximum of 20 clinical continuing education credits may be carried forward to the regulated member's next specified three year period. No other credits may be carried forward.

It is strongly recommended that regulated members submit their proof of continuing education credits to the ACO office in a timely manner.