

## REGISTRATION POLICY

### Non-Practising Status for Registered Opticians

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The purpose of this policy is to establish a fair process for registrants who hold a certificate of registration as a Registered Optician but temporarily do not have professional liability insurance coverage.

#### **Background**

One of the conditions of the certificate of registration as a Registered Optician is to maintain professional liability insurance in the amount and the form specified in the by-laws. On occasion, registrants holding a current certificate of registration as a Registered Optician or applicants for a certificate of registration as a Registered Optician may face a situation where they do not have insurance coverage and may request to temporarily change their registration status to non-practising.

#### **What is Non-Practising Status**

Non-practising status is a short-term option intended for opticians who are temporarily unemployed or in the process of changing jobs and do not have insurance coverage. Registered Opticians holding non-practising status agree not to practise opticianry in Ontario until certain conditions are met (namely, they submit evidence of insurance). The registration status of non-practising opticians will be identified on the College of Opticians of Ontario (COO) public register as “Not Entitled to Practise – Not Actively Practising”.

Non-practising status is not intended for registrants on leave from practice or those whose duties do not involve dispensing. Registrants who do not intend to practise for an extended period of time should instead consider joining the Inactive class of registration.

#### **Requesting Non-Practising Status**

Registered opticians must request a non-practising status in writing by signing an undertaking with the COO. By signing the undertaking, the registrant agrees to:

1. not practise opticianry in Ontario while holding the non-practising status;
2. not supervise or direct a student or an intern optician while holding the non-practising status;
3. not to dispense under the supervision or delegation of a registered optician, optometrist, or physician;
4. complete the annual renewal requirements;
5. pay the registration fees required to maintain the certificate of registration as a Registered Optician; and

6. fulfil the mandatory continuing education requirements of the Quality Assurance Program.

Breaching the terms of the undertaking would be considered professional misconduct and could result in disciplinary action by the COO or prosecution for unauthorized practice.

### **Lifting the Non-Practising Status**

A registrant may request to lift the non-practising status in accordance with the terms of their undertaking by submitting a written request to the COO and providing a valid certificate of professional liability insurance.

A registrant will not be eligible to practise until they receive a confirmation from the COO that their undertaking has been lifted and their status has been changed to “Eligible to Practise”.

### **Currency Requirements for Non-Practising Status**

Registrants who change to non-practising status are not exempt from the requirement to maintain ongoing currency in accordance with the College’s [Currency of Practice Policy](#). Registrants who are unable to demonstrate at least 500 practice hours over the previous three-year period will not be eligible to renew their registration in the Registered Optician class.

Registrants who do not intend to practise for an extended period of time should instead consider joining the Inactive class of registration.