



# BRIEFING NOTE

**TO:** Council

**FROM:** Quality Assurance Committee

**DATE:** October 7 & 8, 2019

**SUBJECT:** 4.1 Proposed Changes to Professional Portfolio

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**Purpose:**

To review the Quality Assurance (QA) Committee’s proposed changes to the current QA program.

**Background:**

The College’s current Quality Assurance program was developed and implemented in 2014. By the end of 2019, all opticians will have been selected to participate in the Competency Review and Evaluation (CRE) process at least once. The Committee has committed to conducting an evaluation of the current QA program to determine whether changes to the program are necessary.

Over the last 6 - 7 months, the QA Committee has been discussing and contemplating several significant changes to the QA program. In developing the following recommendations, the Committee considered the results of a literature review, an environmental scan, and survey feedback from 610 Registered Opticians on the current program.

**For consideration:**

The changes to the QA program being recommended by committee include:

*i) Accredited Categories:*

At its meetings on September 13, 2019, the Committee reviewed a new accreditation category to cover “professional development” topics such as College seminars, patient relations, health and safety, dealing with mental health concerns, etc. The committee agreed on the title of “Professional Growth” (PG) and defined it as follows:

**Professional Growth (PG):** CE content may include but is not limited to topics associated with professional practice such as patient relations, regulatory updates, health and safety, jurisprudence, communications, economic trends to adapt to change, business management, CPR & first aid courses.

*ii) Required CE Hours:*

Currently, opticians are required to complete a total of 16 continuing education hours, as follows:

- 8 self-directed hours linked to a learning goal
- 4 accredited eyeglass hours (EG)
- 4 accredited contact lens hours (CL)

(note, an additional 2 refracting hours (RF) are needed for refracting opticians)

At its meeting on September 13, 2019, the Committee discussed maintaining the 16 hours per year but adjusting the current continuing education requirements to include completion of this additional accreditation category, as follows:

- **4 accredited “professional growth” hours (PG)**
- 4 self-directed hours (no learning goal required)
- 4 accredited eyeglass hours (EG)
- 4 accredited contact lens hours (CL)

(note, an additional 2 refracting hours (RF) are needed for refracting opticians)

*iii) Sexual Abuse Prevention Tool and Jurisprudence Manual:*

A portion of the Jurisprudence Manual, Chapter 1: Professional Boundaries and Sexual Abuse Prevention is mandatory for all opticians once every three years.

At its meeting on September 13, 2019, the Committee discussed and agreed that Jurisprudence Chapter One, Sexual Abuse Prevention would be included in the members accredited professional growth activity the year it was completed. The member would only need to complete 3 additional professional growth activities that year.

*iv) Form Revision*

The committee reviewed revisions to Form 3 and Form 4. Form 2 will be revised once updates to the Standards of Practice have been approved.

*v) Transition Plan*

The committee discussed and agreed that a transition plan for opticians would be necessary for 2020. The proposed transition plan would allow members to complete 8 self-directed hours or any combination of self-directed hours and accredited professional growth hours in 2020.

**Recommendations:**

That council review the proposed changes and transition plan for the Professional Portfolio requirements and, if in agreement, approve the changes be circulated for stakeholder feedback.

