

EXECUTIVE COMMITTEE REPORT
2019 Annual Executive Committee Report to Council

2019 Committee Members:

Bryan Todd, President, RO, Elected Member (Vice-President until June 2019)

Trudy Mauth, President, Public Member (until June 2019)

Omar Farouk, Vice President, Public Member

Dorina Reiz, RO, Elected Member

Ingrid Koenig, RO, Elected Member

Jacalyn Cop-Rasmussen, Public Member

Number of meetings:

In 2019, the Committee had 4 in-person meetings and 2 teleconferences.

Report:

Review of Financial Statements and Financial Auditor Recommendation

At each meeting, the Executive reviewed the financial variance reports. The Executive Committee also considered the draft audited financial statements as prepared and presented by Sevitt and Associates Chartered Accountants.

Executive was tasked by Council to investigate best practices around the use of financial auditors. Executive reviewed three cost estimates of alternate auditors and discussed the merits of changing the audit firm or conducting an assessment in line with CPA guidelines to ensure fair and impartial review of the College's finances. Executive has developed an auditor assessment tool, to be piloted in 2020.

Honoraria Policy Updates

The Executive Committee considered one amendment to the Honoraria Policy for Council and Committee members relating to HST on meal expenses. The revised policy was approved by Council at the May meeting.

Recommendations for 2020 Appointed Members

The Executive Committee conducted 10 interviews for the appointed member role for a two-year term commencing January 1, 2020. The Committee modified the interview process from previous years to reflect the competency profile approved by Council at the October meeting, with candidates being assessed on their competencies. The recommended appointments were approved at the December Council meeting.

Recommendations on Committee Positions

Executive Committee made recommendations to Council on the 2020 Committee slates, which were approved by Council in December 2019.

Throughout the year, Executive Committee also made recommendations on filling a Committee vacancy on the Quality Assurance Committee and in the chief examiner role and bolstering the Standards of Practice Committee with additional members based on workload.

The Executive Committee also made a recommendation to Council on striking a standing clinical practice committee to replace the ad-hoc standards of practice committee, and to eliminate the professional misconduct committee and assign review of the Professional Misconduct Regulation to the ICRC.

All recommended committee changes and appointments were approved by Council.

Appointment of Non-Opticians to Committees

The Committee considered the concept of appointing non-opticians to College Committees as a way to obtain additional public input, ease the burden on existing public members and further Council's commitment to governance reform. Council agreed to further investigate the recommendation.

By-Law Amendments

The Executive Committee reviewed stakeholder feedback received in response to proposed changes to College by-laws regarding information about registered opticians, interns and students that is posted on the College's public register. The amendments followed changes to the Regulated Health Professions Act (RHPA) and its regulations that require all health regulatory bodies on Ontario to publish certain additional information about health practitioners. The Executive Committee recommended to Council at its May meeting to approve the by-law changes as circulated.

College Consultation Process

The Executive Committee made recommendations to Council on the stakeholder consultation process, which normally occurs at the end of policy development process. The Executive Committee agreed that in order to ensure that Council and Committee have a complete understanding of the policy implications and more fulsome environmental scan, that going forward, stakeholder feedback will generally be sought prior to development of a first policy draft to enable Council and Committees to incorporate feedback early on in the policy development process. Feedback will also be sought once a policy document is drafted. Council referred the matter to the Governance Committee for policy development.

Council Meeting Facilitation

The Executive Committee recommended that Council amend its by-laws and adopt a consensus based, facilitated meeting process for its meetings. Council approved amendments to its by-laws concerning meeting process and will proceed with an external meeting facilitator in 2020.

Registrar's Review

The Executive Committee met with the Registrar to conduct the 2019 annual performance review. Moving forward, the Council will conduct the Registrar's review in accordance with Registrar, CEO Performance Evaluation approved by Council in October 2019.

Submitted by:

Bryan Todd, RO, President, Elected Member

Patient Relations Committee 2019 Council Annual Report

Committee Members:

David Milne, Chair, Public Member (Until September)
Dennis Tse, Vice-Chair, Appointed Member
Kevin Cloutier, RO, Appointed Member
Stephen Kinsella, Public Member (From June)
Trudy Mauth, Public Member (Until June)
Neda Mohammadzadeh, Elected Member
Behzad Safati, Appointed Member
Jack Zwicker, Public Member (From November)

Number of Meetings:

In 2019, the Patient Relations Committee had two in-person meetings.

Report:

Patient Bill of Rights

The Committee reviewed the Citizen's Advisory Group report of a draft proposal of the Patient Bill of Rights, a document aimed at providing patient education on the optician's role as a health care provider and providing some basic advice about how patients can protect their eye health. The Committee made several recommendations which were approved by the Council.

Jurisprudence Handbook Updates

The Committee reviewed and finalized the questions relating to the Communications Chapter of the Jurisprudence Handbook. The Communications Chapter and test questions will be uploaded to the online jurisprudence tool. The Committee was joined by Mr. John Wickett of Wickett Measurements Systems, a psychometrician with 20 years' experience within the credentialing community. He presented his insights to the Committee on key concepts and best practices in measurement testing. The Committee will continue to review the next jurisprudence Chapter, the RHPA and its test questions in the following year.

Sexual harassment of Non-Patients/Employees

The Committee reviewed the issue of sexual harassment and/or other forms of sexual misconduct by opticians that falls outside of "Sexual Abuse" in accordance with the RHPA. The Committee agreed that all persons should have an expectation that they are safe at work and free from sexual harassment. The committee looked at better ways to provide additional support services for complainants inside and outside the organization as well as better education for all parties before the mentoring stage begins. This initiative will be carried over to 2020.

Land Acknowledgment Agreements

The Committee discussed whether the College's Council meetings should be opened with an acknowledgment that the proceedings are taking place on territories of Canada's First Nations, Métis and/or Inuit persons. The

Committee also discussed opportunities for further education on issues impacting the indigenous community vis-à-vis the College, its membership and Ontario patients. This discussion will be carried over to 2020.

Submitted by:

Behzad Safati, Chair, Appointed Member

Deidre Brooks, Manager, Patient Relations and Governance

GOVERNANCE COMMITTEE

2019 Annual Report to Council

Committee Members:

Gordon White, Chair, Public Member (Until October)
Margaret Osborne, RO, Vice-Chair, Appointed Member
Ingrid Koenig, RO, Elected Member
Omar Farouk, Public Member
Behzad Safati, RO, Appointed Member
Dorina Reiz, RO, Elected Member
Stephen Kinsella, Public Member (From November)

Number of Meetings:

The Governance Committee held six in-person meetings this year.

Report:*2018 Council Effectiveness Self-Evaluations*

The Committee reviewed the 2018 results of the Council Effectiveness Self-evaluation Report at the beginning of the year and formulated recommendations for Council's consideration.

Governance By-laws

In 2019, the Committee recommended new and amended College By-laws to Council for their review. Amendments or additions to the sections of the By-laws were addressed by the Committee and approved by Council:

1. Schedule C
2. Schedule E

Policy Governance

The Committee continues to work with Ms. Karen Fryday-Field of Meridian Edge Consulting and made significant progress in the overhaul of the governance manual. The Committee considered the following policy additions and amendments to the manual which are listed below and were approved by Council in 2019:

1. 1-01 COO Strategic Outcomes Policy
2. 4-02 Organizational Shared Values Policy
3. 3-07 CEO Performance Appraisal Policy
4. 4-35 Council Decision Making Policy
5. 4-100 Council Effectiveness Self-Evaluations Policy
6. 4-85 Council Information and Monitoring System Policy
7. 3-11 Vote Supermajority for Termination of a Registrar, CEO Policy
8. 4-40 Council Strategic Agenda/Workplan Policy

Governance Reform

The Committee continued to monitor provincial, national and global governance trends, best practices and expert advice, including CNO's Vision 2020. To that end, the Committee addressed two items: changing the titles of Council and its members, as well as looking at a mandatory three year cooling off period for any person who has held a position at a professional association before becoming a council or committee member. These two reforms were reviewed by Council in December and sent out for stakeholder feedback.

The Governance Committee will continue to make further recommendations to Council based on the evolving needs of the public and what it expects of its regulator.

Submitted by:

Margaret Osborne, Chair, Public Member
Deidre Brooks, Manager, Patient Relations and Governance

DISCIPLINE COMMITTEE 2019 ANNUAL REPORT

Discipline Committee Members:

<u>Elected Members</u>	<u>Public Members</u>	<u>Appointed Non-Council Members</u>
Balbir Dhillon RO	Trudy Mauth, Chair	Derick Summers RO, Chair
Ingrid Koenig RO	(until June 21, 2019)	(Vice Chair from January 1, 2019 to
Neda Mohammadzadeh RO	David Milne	June 21, 2019; Chair effective June
Dorina Reiz RO	(until September 28, 2019)	22, 2019)
Bryan Todd RO	Jacalyn Cop-Rasmussen	Robin Dickinson RO, Vice Chair
Rob Vezina RO	Omar Farouk	(Vice-Chair effective June 22, 2019)
Ed Viveiros RO	Gordon White	John Battaglia RO
	(until October 18, 2019)	Daniela Celi RO
	Stephen Kinsella	Kevin Cloutier RO
	(beginning June 21, 2019)	Margaret Osborne RO
	Jack Zwicker	Robert Quinn RO
	(beginning September 13, 2019)	Behzad Safati RO
		Dennis Tse RO

Committee Mandate:

The Discipline Committee holds hearings into specified allegations of professional misconduct or incompetence that are referred by the Inquiries, Complaints and Reports Committee.

Committee Highlights

On January 14, 2019, a full-day training workshop was held for all Discipline Committee members, focusing on addressing allegations of sexual abuse. On May 3, 2019, two members of the Committee attended a basic training workshop put on by the Federation of Health Regulatory Colleges of Ontario (FHRCO). On October 24 and 25, 2019, two members of the Committee attended the basic and advanced training workshop put on by FHRCO. On October 25, 2019, two members of the Committee attended the advanced training workshop put on by FHRCO.

Hearings:

The Discipline Committee held three discipline hearings in 2019.

College of Opticians v. Mohammed

College of Opticians v. Chow
College of Opticians v. Sanger (Decision pending)

Copies of the following 2019 Discipline Committee decisions in which findings of professional misconduct were made, are available on the College's website:

College of Opticians v. Mohammed
College of Opticians v. Chow

The following matter was referred to discipline in 2019, with a hearing to be held in 2020:

College of Opticians v. Sanger

Submitted by:

Derick Summers, Chair

Daniël Jansen, Manager - Professional Conduct



Inquiries, Complaints and Reports Committee Annual Report 2019

Committee and Panel Composition

Panel 1	Panel 2
Omar Farouk (Chair)	Bryan Todd (Vice Chair)
Ingrid Koenig	Neda Mohammadzadeh
Ed Viveiros	Robert Quinn
Gord White (until October 18, 2019)	Jacalyn Cop-Rasmussen
Margaret Osborne	Kevin Cloutier
Daniela Celi	Jack Zwicker (beginning October 7, 2019)

Committee Mandate

The role of the Inquiries, Complaints and Reports Committee (ICRC) is to review concerns about the conduct and actions of opticians. These concerns come to the ICRC's attention in a number of ways, including complaints, reports from the Registrar, or referrals from the College's Quality Assurance Committee. The ICRC investigates all complaints, and considers all reports that are put before it, and determines whether it is appropriate to refer a matter to the Discipline Committee or Fitness to Practice Committee for a hearing, require some form of remedial or educational activity, or take no action. The ICRC also reviews information received by the College about unregistered individuals who may be practising opticianry or referring to themselves as opticians.

2019 Committee Highlights

On January 15, 2019, the ICRC held its orientation session, which included a presentation from Alan Bromstein and Debra McKenna of WeirFoulds LLP.

At its full committee meeting on July 11, 2019, the ICRC reviewed its procedure for requesting prosecutorial viability assessments (PVAs). PVAs are a legal opinion that is requested by the ICRC when it is considering whether a case warrants a referral to the Discipline Committee. The current practice was to request a PVA from the College's prosecutor. The Committee discussed whether this practice gave rise to any conflicts of interest, so therefore they considered whether they should retain different

counsel for the purpose of obtaining a PVA. The Committee reached a consensus to continue with the current practice of obtaining PVAs from the College's prosecutor, as it would be contrary to the interest of the prosecutor to recommend referring allegations to discipline that were unlikely to result in a finding of professional misconduct. Furthermore, with regards to time and cost consideration, the current practice provided greater overall fairness to all parties involved.

At its meeting on July 11, 2019, the ICRC also reviewed the current practice regarding the administration of an oral caution to members, which was that members were not permitted to provide feedback during the process. Oral cautions are one of the options the ICRC has at their disposal after they have investigated a complaint or considered a report. At prior meetings in July and October 2018 the Committee reviewed templates and feedback they had received from other Colleges. After considering all information, the Committee decided that going forward they would give members who are the subject of an oral caution, the opportunity to provide a brief statement about what they have learned from the process.

Committee Work

Matters opened in 2019	
Complaints	28
Reports	13
Quality Assurance Committee Referrals	9
Total	50
Matters disposed of in 2019	
Complaints	22
Registrar Reports	2
Quality Assurance Committee Referrals	8
Total	32

*Note that dispositions may include one or more of the options listed below

2019 ICRC Dispositions (note that matters may have more than 1 disposition)	Complaints	Reports	QAC
Closed with no further action	8		
Oral Caution	4	1	8
Specified Continuing Education or Remediation Program	4		8
Advice	6		
Complaint withdrawn by the Registrar			
Referred to Discipline	2		
Other (Member Retired)		1	

Unauthorized Practice

On occasion, the College receives information about individuals who are not registered with the College but who refer to themselves as Opticians and who behave as though they are entitled to practise as registered opticians. The College takes steps to investigate these matters, and takes appropriate action, including initiating court proceedings. In 2019, the College received information concerning 10 different optical stores. The College continues to assess the information received to determine next steps.

The Health Professions Appeal and Review Board (HPARB)

The Health Professions Appeal and Review Board (HPARB) is an agency of the government, independent of the College, that is responsible for reviewing the decisions of the ICRC regarding complaints that are not referred to the Discipline Committee or the Fitness to Practice Committee. In 2019, reviews were requested of 2 ICRC decisions, and out of these, 1 is ongoing and the other was withdrawn at the Complainant's request.

Submitted by:

Omar Farouk Public Member, Committee Chair
Daniël Jansen, Manager, Professional Conduct

STANDARDS OF PRACTICE AD HOC COMMITTEE REPORT

Annual 2019 Report to Council

Committee Members:

John Battaglia, RO, Chair, Appointed Member
Omar Farouk, Vice-Chair, Public Member
Bryan Todd, RO, Elected Member
Daniella Celi, RO Appointed Member
Ingrid Koenig, RO, Elected Member

The committee held 2 in person meetings and 2 conference calls in 2019.

Professional Standards of Practice and Practice Guidelines

At Council's January 2019 strategic planning session, Council set a strategic goal of modernizing the Standards of Practice to reflect emerging technology and changing patient preferences.

A fulsome review of the draft Standards was conducted with the committee. Suggested updates were proposed in accordance with Council and committee's direction, environmental scanning and global trends in opticianry regulation.

Following the development of initial draft updates, the College held focus group sessions with industry partners and members. The committee considered the feedback received and presented an updated draft to Council for approval and circulation for stakeholder feedback in October.

The draft standards and a survey were circulated to members and industry partners via email for feedback in November. A total of 140 responses were received and considered by the committee.

The Standards of Practice were also put before the Citizen's Advisory Group (CAG) for their feedback. The CAG is made up of patients from across Ontario who meet in small groups of 10-15 participants for facilitated discussions on issues put forward by various health regulatory colleges. The CAG expressed overall positive feedback for the proposed updates, noting that they felt they would protect the public very well.

Council approved the Updated Professional Standards of Practice and Practice Guidelines on December 3, 2019.

Patient Bill of Rights

The committee reviewed and agreed with changes proposed by the Patient Relations Committee to the Patient Bill of Rights. The committee recommended that it go before Council at their December meeting.

Submitted by:

Standards of Practice Ad Hoc Committee Annual Report
Council Meeting February 26, 2020

Omar Farouk, Public Member, Vice Chair,
Peggy Dreyer, RO, Practice Advisor

DRAFT

QUALITY ASSURANCE COMMITTEE

2019 Annual Report

Committee Members:

Derick Summers, RO Chair, Appointed Member
Dennis Tse, RO, Vice Chair, Appointed Member
Dorina Reiz, RO, Elected Member
Rob Vezina, RO, Elected Member
David Milne, Public Member (until Sept 2019)
Peggy Dreyer, RO, Elected Member (until February 28, 2019)
Gordon White, Public Member (until October 18, 2019)
Stephen Kinsella, Public Member (beginning October 7, 2019)
Jack Zwicker, Public Member (beginning October 7, 2019)

Number of Meetings

In 2019, the Quality Assurance Committee (QAC) held four in-person meetings and six teleconferences.

Training

All members of the QAC underwent orientation training at the first meeting of 2019. In addition, all professional members of the QAC underwent accreditation training at the first meeting of 2019.

2019 Competency Review and Evaluation Process

In February 2019, 956 members received notice that they had been randomly selected to participate in the 2019 Competency Review and Evaluation (CRE) process.

- Stream One – 681 members were required to submit their 2018 Professional Portfolio to the College by April 5, 2018.
- Stream Two – 275 members were required to submit their 2018 Professional Portfolio to the College by April 5, 2018 and complete the Multi-Source Feedback (MSF) process by July 5, 2019.

In addition

- 66 members who participated in the 2018 CRE process were re-selected to participate in Stream One in 2019.
- 8 members who participated in the 2018 CRE process were re-selected to participate in Stream Two in 2019.
- 9 members who participated in the 2018 CRE process were re-selected to participate in the Multisource Feedback process in 2019.

The statistic from the 2019 CRE process are attached to this report.

Quality Assurance Program Fees

The new Quality Assurance Program Fees came into effect January 1, 2018.

In 2019, a total of 229 members were required to pay a Quality Assurance Program Fee, as follows:

- 24 late and deficient fees
- 25 late fees
- 180 deficient fees

In addition, 24 members are required to pay the \$850 Peer and Practice Assessment fee to undergo a peer and practice assessment for not completing their Professional Portfolio requirements or not fully engaging in the CRE process.

Peer and Practice Assessments

College's Peer Assessors completed a total of 10 peer and practice assessments in 2019. The Committee reviewed all peer and practice assessment reports.

- 5 were closed with no further action
- 5 members were ordered to complete specified continuing education and remediation programs

In addition, the QAC ordered 34 peer and practice assessments in 2019, for the following reasons:

- 8 as a result of the member falling below the established threshold on MSF
- 26 due to non-submission of the member's professional portfolio

5 of the ordered peer and practice assessments were put on hold pending the successful completion of the 2020 CRE process.

Quality Assurance Program Review

The committee conducted an evaluation of the QA program in 2019 to determine what, if any, changes to the program were necessary. The committee reviewed feedback from members who had completed the CRE process. Council approved the following changes to the QA program effective 2020.

Previous Requirement	New Requirement
4 accredited Contact Lens (CL) Hours 4 accredited Eyeglass (EG) Hours 8 Self Directed Hours linked to a learning goal	4 accredited Contact Lens (CL) Hours 4 accredited Eyeglass (EG) Hours 4 accredited Professional Growth (PG) Hours 4 Self Directed Hours (goal not required)
Jurisprudence Chapter 1: Professional Boundaries and Sexual Abuse Prevention required once every three years.	Jurisprudence Chapter 1: Professional Boundaries and Sexual Abuse Prevention required once every three years as a Professional Growth activity.

Members with Refracting status to complete an additional 2 hours pertaining to refraction	Members with Refracting status to complete an additional 2 hours pertaining to refraction
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Quality Assurance Portal

The QA section of the member portal opened in 2019. This section allows members to enter details of their accredited continuing education hours for the calendar year. Although reporting through the portal was not mandatory, 1150 registrants have uploaded their 2019 CE.

As of February 7th, 35 registrants have reported accredited CE hours for 2020. All members will be required to report their accredited CE hours for the 2020 calendar year by December 31, 2020.

Quality Assurance Outreach

In 2019, QA department staff attended four continuing education events to answer questions from members about the QA program.

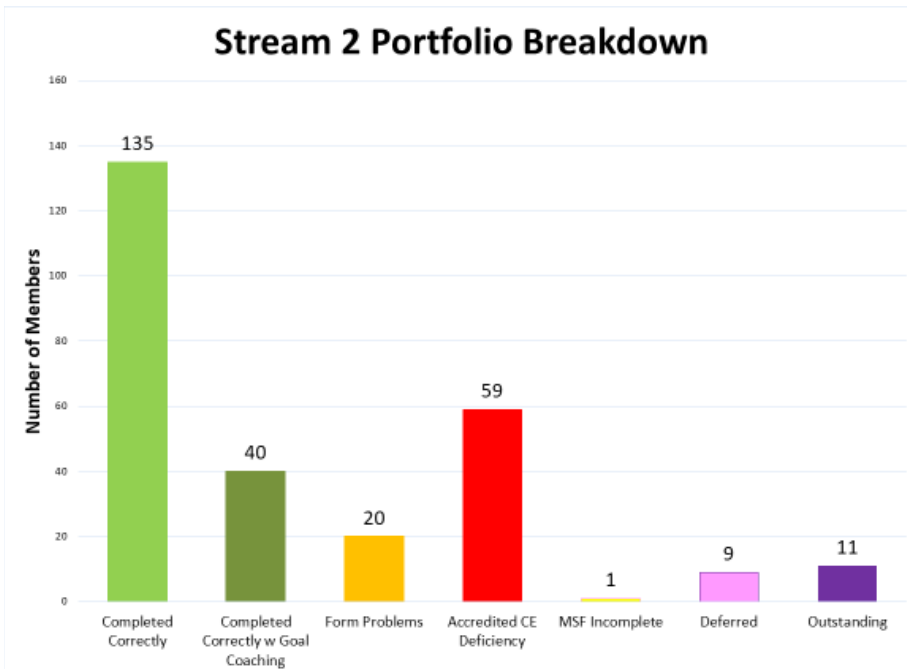
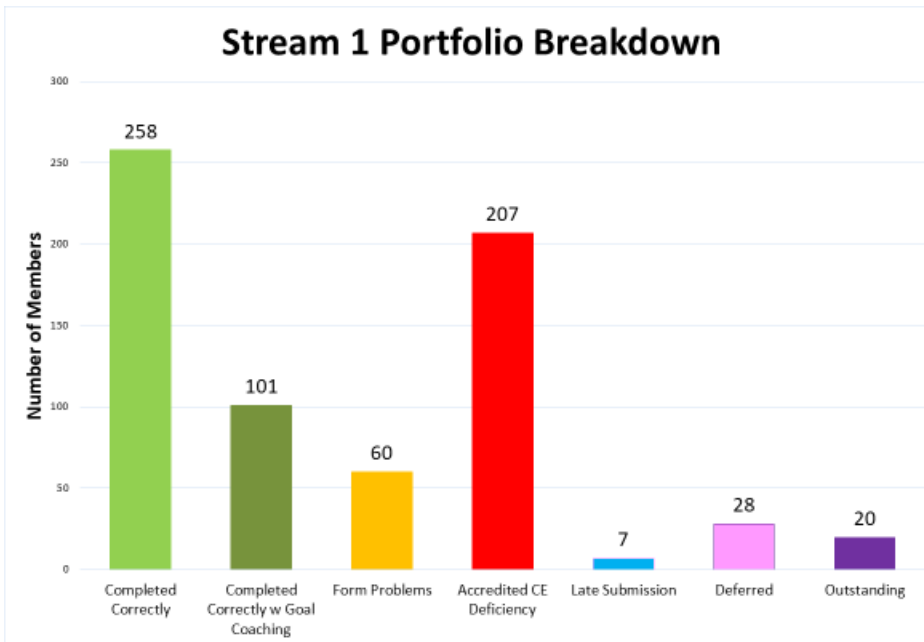
Accreditations

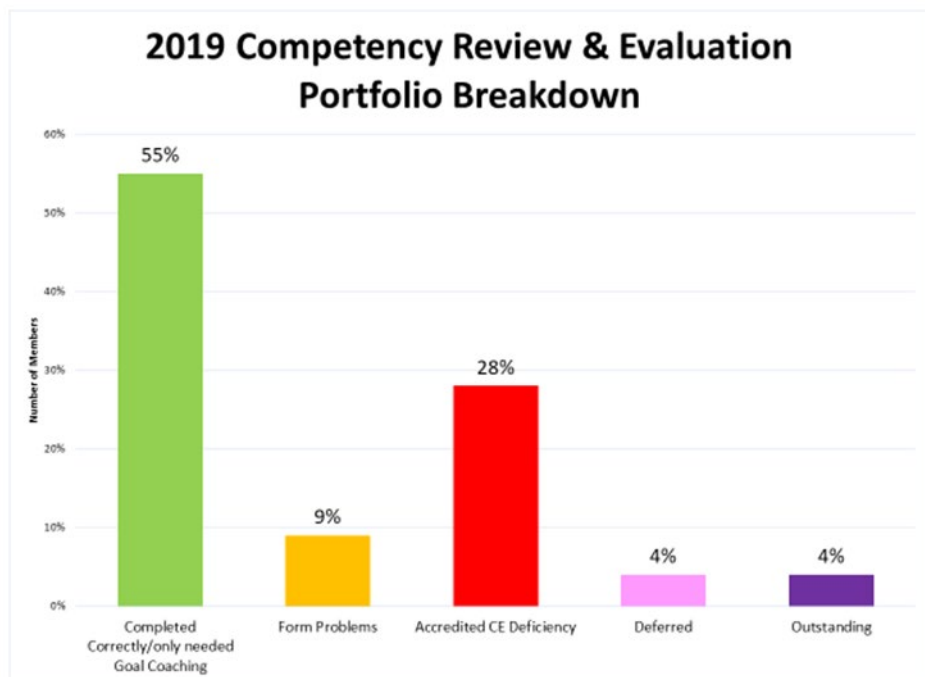
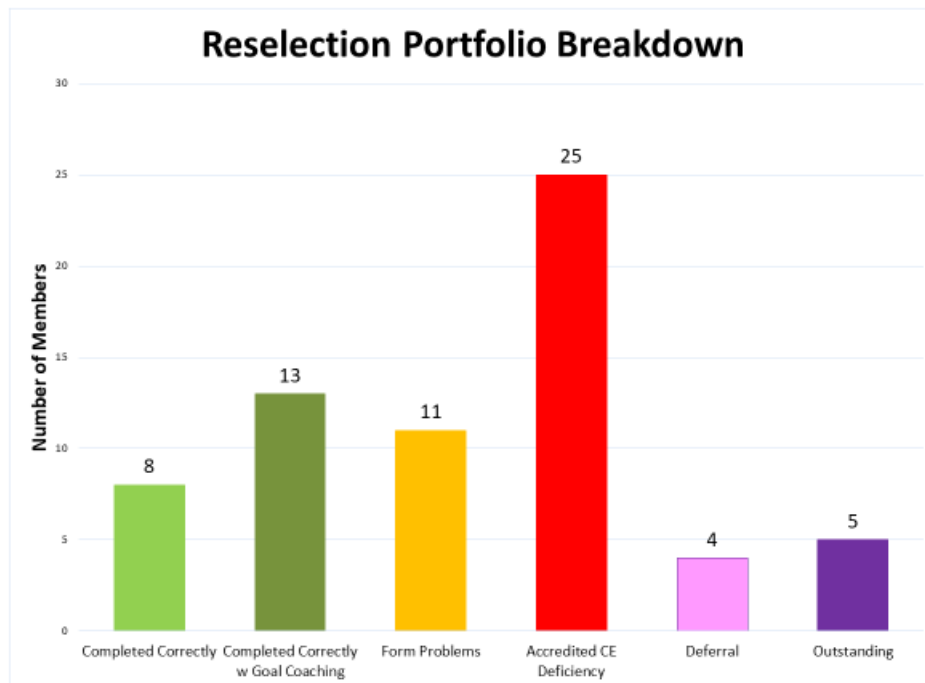
In 2019, the Committee reviewed 97 accreditation requests and accredited a total of 87 new continuing education activities. The committee re-accredited 6 requests, 4 requests were not accredited and recommended as self-directed.

Submitted by:

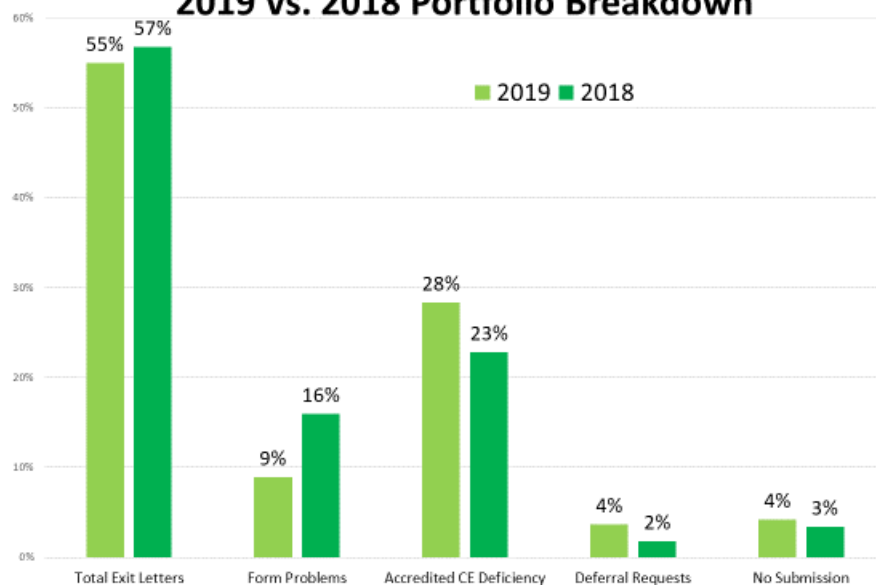
Derick Summers, RO, Chair
Peggy Dreyer, RO, Manager, Quality Assurance

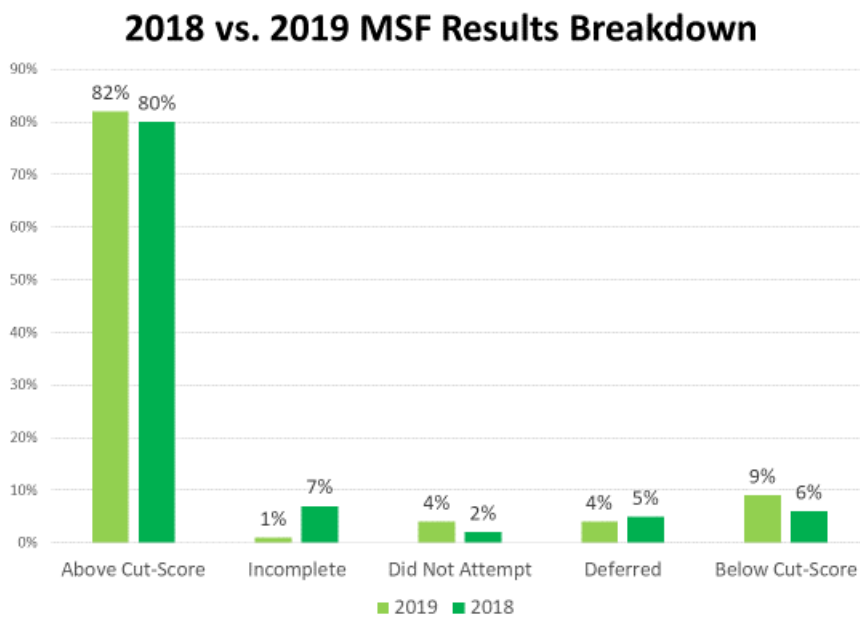
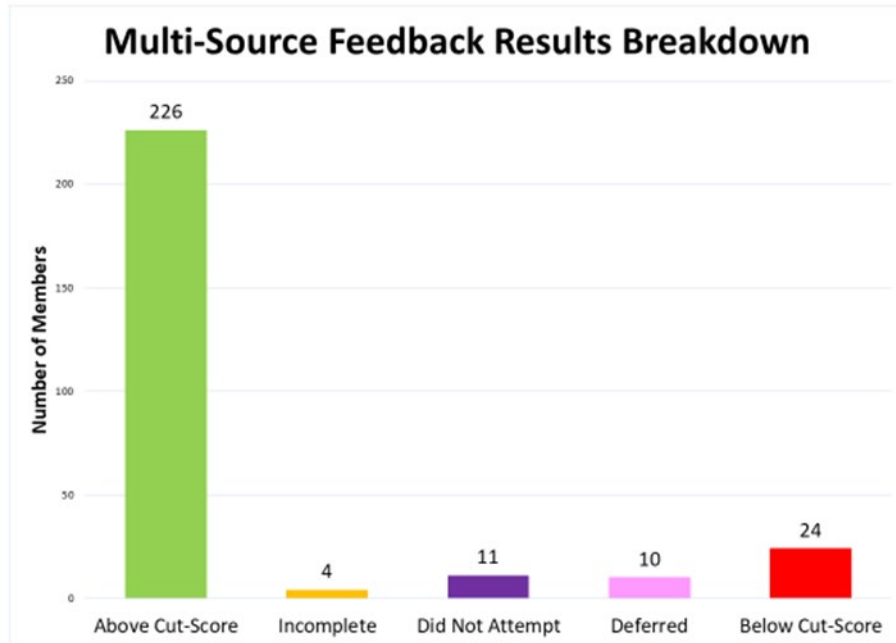
2019 Competency Review and Evaluation Update



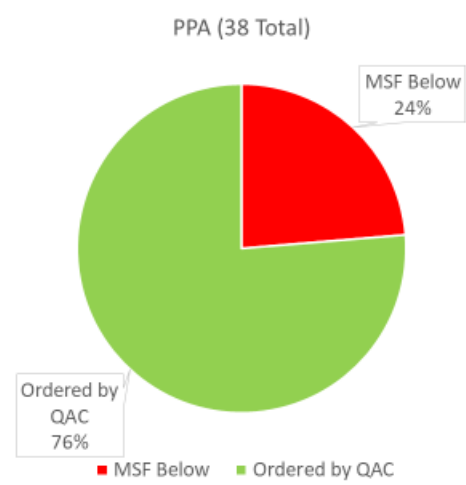


2019 vs. 2018 Portfolio Breakdown





Peer Assessments Breakdown



REGISTRATION COMMITTEE

2019 ANNUAL REPORT

Committee Members:

Robert Vezina, Chair, RO
John Battaglia, Vice Chair, RO
Jacalyn Cop-Rasmussen, Public Member
Omar Farouk, Public Member
Dorina Reiz, RO
Derick Summers, RO
Robert Quinn, RO

Registration Appeal Panel:

Balbir Dhillon, RO
David Milne, Public Member (Until October)
Ed Viveiros, RO
Jack Zwicker, Public Member (From October)

Number of Meetings

In 2019, the Registration Committee held three in-person meetings and three teleconferences. The Registration Appeal Panel (RAP) did not meet in 2019.

2019 Statistical Report

A statistical report of the number of applications received and reviewed by the Registration Committee in 2019 is attached.

Training

All members of the Registration Committee underwent orientation training as well as training on avoiding bias and conflict of interest at the first Registration Committee meeting of 2019.

Report

Recording Self-Directed Hours Required of Reinstatement Applicants

When considering an application for reinstatement, the Registration Committee may require the applicant to complete accredited or self-directed continuing education prior to reinstatement. At its meeting on February 20, 2019, the Committee reviewed a “Self-Directed Activity Log” document to be completed by reinstatement applicants to record any self-directed hours required by the Registration Committee. The Committee agreed to provide a Self-Directed Activity Log to all reinstatement applicants required to complete self-directed hours going forward.

Application for Reinstatement Flowchart

At its meeting on February 20, 2019, the Committee reviewed a draft flowchart to use when assessing reinstatement applications. The flowchart asks the Committee to consider the number of years the applicant has been out of practice, types of activities the applicant completed to maintain their skill and knowledge, and any special circumstances, where applicable. The Committee agreed to use the flowchart when reviewing all reinstatement applications going forward.

Draft Currency Policy

The College is currently seeking significant changes to its Registration Regulation. One of the proposed changes is to establish a “currency” requirement for all practicing opticians. The draft regulation would require all opticians in the “Registered Optician” class of registration to demonstrate, each year, that they have practiced opticianry in the previous three years. An optician who is not actively practicing will be permitted to register in the “Inactive” registration class. At its meeting on April 26, 2019, the Committee considered further outlining currency requirements in a Currency Policy and continued its work on developing a Currency Policy at its meeting on November 4, 2019. The Committee subsequently directed staff to develop a draft Currency Policy.

Draft Practicum Policy

The College is currently seeking significant changes to its Registration Regulation. One of the proposed changes is to move the details of practical experience requirements for registration from regulation into policy. A practicum policy needs to be set before the new Registration Regulation can be enacted. At its meeting on April 26, 2019, the Committee reviewed a draft Practicum Policy that reflects the current practical experience requirements in the regulation. In 2020, the Committee will engage in significant consultation, including consultation with education institutions, to begin developing an alternative practicum policy based on other existing programs.

Applicant/Member Background Checks

Pursuant to article 15.7(xix) of the College’s by-laws, the College shall include any event that would provide reasonable grounds for the belief that the member lacks the knowledge, skill or judgment to practice safely and professionally on the Public Register. At its meeting on April 26, 2019, the Committee considered conducting background checks on applicants and members of the College. Prior to making a decision, the Committee requested that staff research existing background check processes and conduct an environmental scan of other health regulators to determine how other Colleges are conducting background checks.

At its meeting on November 4, 2019, the Committee considered practices of other health regulatory Colleges in Ontario as well as opticianry regulators across Canada and reviewed three different types of police record checks that can be performed in Ontario. The Committee determined it would look into implementing collection of criminal record checks from applicants seeking registration with the College, as well as a one-time criminal record check for existing members. A policy will be developed for Council’s consideration should the Committee recommend proceeding with criminal record check implementation.

National Competencies for Canadian Opticians, 4th Edition

Over the last ten months, the National Association of Canadian Opticianry Regulators (NACOR) has been working towards a revised version of the National Competencies for Canadian Opticians. The competencies are the entry to practice benchmarks that the educational programs are built around and that are tested by the National Examination and the Prior Learning Assessment and Recognition (PLAR) process. The competencies were approved by the NACOR board on April 25, 2019 and require approval by each provincial board. At its meeting on May 14, 2019, the Committee reviewed a technical report, which describes the process undertaken to develop the revised competencies. The Committee agreed to recommend to Council that the National Competencies for Canadian Opticians, 4th Edition, be approved. This matter was brought before Council at the May 2019 meeting for consideration.

Delegation of Approval of Initial PLAR Applications

The Committee discussed the possibility of delegating the review and approval of initial PLAR applications to staff as a means of expediting the first stage of the application process. The Committee determined that the approval of initial applications received from BC College of Optics diploma holders is to be delegated to staff.

Selection of Assessor for PLAR Interviews

The Committee reviewed current guidelines for the PLAR process and recommended that PLAR interview panel members are to be selected by staff and approved by the Registration Committee Chair.

Student/Intern Supervision Policy

The Committee reviewed and approved amendments to the Student/Intern Supervision Policy. The current policy states that a member wishing to supervise student and/or intern opticians is required to “be actively and currently practising for a minimum of three consecutive years”. This requirement was amended to a minimum of three of the last five years and/or having a minimum of 750 eyeglass fits within the last five years. The Committee also recommended including that members wishing to supervise the contact lens fittings must meet the requirements of the College Contact Lens Mentor policy. The Committee’s amended Student/Intern Supervision Policy was submitted to Council for its consideration at the December 2019 meeting.

Displaying Gender on the Public Register

The College’s by-laws currently require collection of gender information for the public register. The College sought recommendation from the Citizen’s Advisory Group as to whether the College should continue to post gender information on the public register and, if so, how this may intersect with the rights of health care professionals to not have their gender information displayed. Based on the feedback received from the Citizen’s Advisory Group, the Committee determined to recommend that the College remove gender information from the public register. The Committee’s recommendation will be considered by Council in early 2020.

NACOR Bridging Modules and Integrated Candidate Scorecard

Jodi Dodds, Executive Director of NACOR, presented on the development of the new bridging modules and the integrated candidate scorecard. Following the completion of the thirteen new bridging modules, a new scorecard was introduced to include “mandatory” and “optional” bridging modules. The Committee agreed to adopt the new bridging modules and integrated candidate scorecard, effective immediately

In-Person Interviews

In 2019, 13 in-person interview days were conducted for PLAR and reinstatement (over three years) applicants. One public member of the Registration Committee attended each of these interview days to ensure the interview was neutral and objective.

Submitted by:

Derick Summers, Chair, RO
Anna Jeremian, Manager, Registration

2019 Statistical Report

PLAR Applicants	
Initial Inquiries Received in 2019	21
<ul style="list-style-type: none"> Internationally educated applicants 	17
<ul style="list-style-type: none"> Applicants from non-accredited Canadian programs 	4
<ul style="list-style-type: none"> No formal education 	0
New Applications Received in 2019	10
<ul style="list-style-type: none"> Internationally educated applicants 	8
<ul style="list-style-type: none"> Applicants from non-accredited Canadian programs 	2
<ul style="list-style-type: none"> Applicants that completed international training & non-accredited Canadian education 	0
<ul style="list-style-type: none"> No formal education 	0
Applications Refused	0
Applications Completed in 2019 (Decision and Reasons Issued)	6
<ul style="list-style-type: none"> Applicants required to complete bridging 	3
<ul style="list-style-type: none"> Applicants permitted to write the National Examinations 	3
Active Applications in Process	21
<ul style="list-style-type: none"> Awaiting further information from applicant 	13
<ul style="list-style-type: none"> Initial Registration Committee review pending 	0
<ul style="list-style-type: none"> Applicants currently scheduled for the CGA/eligible to write CGA 	6
<ul style="list-style-type: none"> CGA completed, interview pending 	2
<ul style="list-style-type: none"> Final Registration Committee review pending 	0

Other Applications for Registration	
New Applications for Reinstatement (3+ yrs.) Received in 2019	4
Applications Completed in 2019 (Final Decision Letter Issued)	4
<ul style="list-style-type: none"> Applications approved to reinstate, with/without continuing education 	3
<ul style="list-style-type: none"> Additional information requested 	1
<ul style="list-style-type: none"> Competency assessments required, then approved to reinstate with/without continuing education 	0
Active Applications in Process	11
<ul style="list-style-type: none"> Initial Registration Committee review pending 	2
<ul style="list-style-type: none"> Applications considered by Registration Committee, competency assessment required 	9
Internal Registration Appeals	0
HPARB Appeals	0
Upgrading Programs Considered by Committee in 2019	4
Previously Approved Upgrading Programs Completed in 2019	3
Requests for Extension of Registration Committee Decision Considered in 2019	7