

COUNCIL MEETING AGENDA
Monday, January 30, 2017 9:00 am – 5:00 pm
COO Boardroom | 902-85 Richmond St. W., Toronto

Please read: Enclosures (*)
 Documents to be provided at meeting (~)

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|--------------|--|-----------------------|
| 1.0 | <u>Introduction</u> | 9:00 to 9:05 |
| 1.1 | Introductions and Announcements | |
| 1.2 | Conflict of Interest Declaration | |
| 1.3 | Adoption of Agenda | |
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| 2.0 | <u>Election of the 2017 Executive Committee (*)</u> | 9:05 to 9:30 |
| | <i>Elections will be presided over by Mr. Peter Sevitt of Sevitt & Associates, Auditor for the College</i> | |
| 2.1 | Election of President | |
| 2.2 | Election of Vice-President | |
| 2.3 | Election of three remaining Executive Members | |
| 2.4 | Appointment of the 2017 Executive Committee | |
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| 3.0 | <u>Minutes</u> | 9:30 to 9:35 |
| 3.1 | December 5, 2016 (*) | |
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| 4.0 | <u>Decisions</u> | 9:35 to 10:50 |
| 4.1 | Registration | |
| 4.1.1 | Registration Regulation (*) R. Vezina | |
| 4.1.2 | Contact Lens Fitting Policy (*) R. Vezina | |
| 4.1.3 | Contact Lens Mentor Policy (*) R. Vezina | |
| 4.1.4 | Proposed By-law re Disclosure of Charges (*) F. Khan | |
| 4.2 | Quality Assurance Fees Recommendation (*) R. Vezina | |
| 4.3 | Joint Record Keeping (*) F. Khan | |
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| | Break | 10:50 to 11:00 |
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| 5.0 | <u>Governance Committee Survey Results (*)</u> | 11:00 to 11:30 |
| | <i>Karen Fryday-Field, Meridian Edge Leadership and Governance Consulting</i> | |
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| Lunch | | 11:30 to 1:15 |
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| 6.0 | <u>Council Orientation Session</u> – Luisa Ritacca, Stockwoods Barristers | 1:15 to 2:30 |
| 6.1 | Accessibility for Ontarians with Disabilities Act – F. Khan | |
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| 7.0 | <u>OCC Public Awareness Campaign update</u> – Tammy Tsang, My Loud Speaker | 2:30 to 3:00 |
|
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| | Break | 3:00 to 3:15 |

8.0 Reports

3:15 to 3:35

8.1 Registrar's Report (*) F. Khan

8.1.1 Amendments to the RHPA (*) F. Khan

8.1.2 College of Nurses Reform (*) F. Khan

8.2 Strategic Plan (*) F. Khan

8.3 Annual Reports – 2016

8.3.1 Discipline Committee (*) R. Vezina

8.3.2 Registration Committee (*) R. Vezina

8.3.3 Fitness to Practice Committee (*) R. Vezina

8.3.4 Inquiries, Complaints and Reports Committee (*) B. Todd

8.3.5 Quality Assurance Committee (*) P. Dreyer

8.3.6 Patient Relations Committee (*) P. Dreyer

8.3.7 Executive Committee (*) I. Koenig

8.3.8 Governance Committee (*) E. Hoch

8.4 Examinations (*) P. Dreyer

8.5 Committee Reports -2017

8.5.1 Registration Committee (*) R. Vezina

8.5.2 Quality Assurance Committee (*) P. Dreyer

9.0 Finance

3:35 to 3:55

9.1 Draft 2017 Budget (*) B. Sloan

10.0 Committee Slate – 2017

3:55 to 4:30

10.1 Executive Committee Recommendations (~)

11.0 College Representatives – 2017 (*)

11.1 Georgian College/ Seneca College

11.2 National Examinations Committee

11.3 Chief Examiner for Ontario

12.0 Legal – Incamera Session, Under RHPA, Schedule 2, Section 7(B), (c) and (e)

4:30 to 5:00

13.0 Adjournment

Draft COUNCIL MEETING MINUTES
COO Boardroom – 902-85 Richmond St. W., Toronto
Monday December 5th, 2016 || 9:30 am – 3:00pm
Agenda Item 3.1

Council Members Present:

Ms. Ingrid Koenig RO, Elected Member
Mr. David Milne, Public Member
Mr. Bryan Todd RO, Elected Member
Mr. Omar Farouk, Public Member
Ms. Eve Hoch, Public Member
Mr. Joseph Richards, Public Member
Ms. Susan Carlyle, Public Member
Ms. Neda Mohammadzadeh RO, Elected Member
Mr. Robert Vezina RO, Elected Member
Mr. Edward Viveiros RO, Elected Member
Mr. Balbir Dhillon RO, Elected Member
Ms. Peggy Dreyer, Appointed Member
Ms. Trudy Mauth, Public Member
Mr. Alain Chow, Appointed Member
Ms. Dorina Reiz, Appointed Member
Mr. John Battaglia, Appointed Member
Mr. Jeff Fernandes RO, Elected Member

Administration:

Mr. Deborah Worrada, Independent Meeting Chair
Mr. Fazal Khan RO, Registrar
Ms. Bev Sloan, Deputy Registrar
Ms. Michelle Kushnir, General Counsel
Ms. Carolyn Robertson, Executive Assistant (*meeting recorder*)

Regrets:

Mr. Mike Smart, Elected Member

Guests:

Joseph Ragusa, Sussex Strategies Inc. (*for item 7 only*)
Carly Martin, Sussex Strategies Inc. (*for item 7 only*)
Paula Garshowitz, College of Optometrists (*by phone for 7.0*)

1.0 Introduction

1.1 Introduction and Announcements

Ms. Deborah Worrada, Independent Meeting Chair, called the meeting to order at 9:30 am. The meeting began with all Council members introducing themselves. Ms. Worrada then read out the names of those attending by webinar. Mr. John Battaglia, Ms. Peggy Dreyer, Ms. Natalie Dalcourt, and Mr. Alain Chow observing in the gallery were also welcomed.

Our newest Public Member Mr. Gordon White was introduced and the election winners – Mr. Vezina, Ms. Dreyer and Mr. Dhillon were congratulated.

1.2 Conflict of Interest

No conflict of interest was declared.

1.3 Adoption of Agenda

MOTION: To adopt the agenda as presented.

Moved: D. Milne

Seconded: E. Viveiros

VOTE:

CARRIED

2.0 Minutes

2.1 Council meeting September 28th, 2016

MOTION: To approve the September 28, 2016 Council meeting minutes with item 7.6 noted as defeated.

Moved: O. Farouk

Seconded: B. Todd

VOTE:

CARRIED

2.2 Annual General Meeting September 28th, 2016

MOTION: To approve the September 28, 2016 Annual General meeting minutes as presented.

Moved: E. Viveiros

Seconded: B. Dhillon

VOTE:

CARRIED

3.0 Finance

3.1 2016 Year-to-Date Financial Variance Report

Highlights of the 2016 Year to date financial variance report were reviewed by Ms. Sloan. Council members were invited to ask questions.

Mr. Gordon White joined the meeting at 9:45.

4.0 Decisions

4.1 Collaborative Practice Environment – Jointly Developed Record Keeping Guidelines

Ms. Kushnir presented the draft Joint Record Keeping Guidelines, which were developed in consultation with the College of Optometrists of Ontario. Ms. Kushnir briefed Council regarding the laws governing a practice

where optometrists and opticians work together. Council recommended a small change to clarify that a patient can request that their file be transferred to any health information custodian. There was a consensus to adopt these guidelines subject to this change. Council was advised that when the record keeping chapter of the Jurisprudence handbook is finalized it will provide further guidance to members, including explaining the concepts of “agent” and “custodian”.

4.2 AODA Plan Update

Ms. Kushnir presented proposed updates to the College’s Accessibility for Ontarians with Disabilities Act (AODA) plan and policies. The updates to the plan set out how the College has, and will continue to meet the requirements of the AODA in the coming years in the areas of accessible information and communications, employment, and built environment. Council members were invited to ask questions. Ms. Kushnir also noted that the College’s AODA policies made the existing 2012 “Accommodation of Special Needs” policy redundant.

Motion: To adopt the proposed updates to the COO accessibility plan and policies, and rescind the COO’s 2012 “Accommodation of Special Needs” policy.

Moved: R. Vezina

Seconded: E. Hoch

VOTE:

CARRIED

4.3 Strategic Plan (4.3.1 Current Status & 4.3.2 Beyond 2017)

Mr. Khan briefed Council on the current status of the Strategic Plan including a review of the five existing strategies: transparency and effective communication, member relations, Illegal dispensing strategy, operational strategy, and collaboration strategy. It was suggested that Council may want to add a public relations strategy which employs some of the same measures as the member engagement strategy. Mr. Khan presented the option of meeting with the consultant who created the original strategic plan to add a public relations and engagement strategy. Outlining and planning the public relations and engagement strategy could be done over two days of in January.

A consensus was reached to proceed with the two days of consultation in January to extend the Strategic plan for another year and implement the proposed public relations strategy.

4.4 Sexual Abuse Task Force

Ms. Kushnir updated the Council on the current status of the Sexual Abuse Task Force. The Ministry of Health and Long-Term Care intends to immediately implement a number of recommendations of the Sexual Abuse Task Force, which will result in amendments to the *Regulated Health Professions Act* in six areas: (1) empowering patients through added patient support, (2) strengthening requirements under the RHPA, (3) strengthening leadership and accountability, (4) increasing transparency, (5) improving the complaints and discipline process for sexual abuse complaints and (6) enhancing member knowledge and education about sexual abuse. Ms. Kushnir briefed the Council on the ways that the proposed changes will affect the College, including changes to the public register, and to the complaints, investigations and discipline processes.

4.5 Phase 2 Transparency By-Laws Quality Assurance Policies

Ms. Kushnir briefed Council regarding the proposed changes to the transparency by-laws. The proposed by-laws were circulated for feedback earlier this year. The Registration Committee recommends that the College adopt by-law changes that would add relevant criminal charges and known licences in other jurisdictions to the

public register. The Inquires, Complaints and Reports Committee recommends that the College adopt by-law changes that would add oral cautions, SCERPS and ICRC undertakings to the public register. It is proposed that information about oral cautions and SCERPs remain on the register for at least two years.

Motion: To adopt by-law articles 15.6 (xxv through xxxi) and approve the by-laws as coming into effect January 1, 2017.

Moved: R. Vezina

Seconded: B. Todd

VOTE:

CARRIED

4.6 OCC Funding

Mr. Khan briefed Council regarding the proposed new OCC Funding Model. The smaller provinces have expressed concern that Ontario pays \$7 or \$8 per member while some of the smaller Maritime Provinces pay \$50 per member. Five potential funding models have been outlined by the OCC and option 5 was deemed to be the most equitable and accepted in principle when reviewed with the partners. Council was advised that the funding model decision was separate from any future Council decision about OCC funding.

Motion: To approve the OCC funding model, option number five.

Moved: R. Vezina

Seconded: J. Fernandes

VOTE:

CARRIED

4.7 Relocation Ad-Hoc Committee

Mr. Vezina briefed Council on the current status of the office relocation project. The Deputy Registrar, Registrar and a committee representative toured a number of places in the core and on the Union Pearson Express Line. The Committee has also examined the possibility of purchasing a place and determined that it is not cost effective. It was proposed that the process be handed back over to the administration because the College is now considering renting a space rather than purchasing one and will need to act quickly in order to coordinate the space planning and negotiate the lease.

Council agreed by consensus with the relocation Ad-Hoc Committee's recommendation that continuance of space relocation activities for the College be managed by the administration.

4.8 Registration Life Member Memo

Ms. Sloan briefed the Council on the application from the life member received from Barbara Skinner.

Motion: To approve Ms. Barbara Skinner (1320) for designation as a life member.

Moved: R. Vezina
Seconded: E. Viveiros
VOTE:

CARRIED

4.9 Council Positions

Ms. Sloan briefed the Council on Council positions for the upcoming year. The positions were approved individually.

Seneca Georgian Advisory Committee

Previously it was one person who held both of these positions for the sake of continuity.

Motion: Council moves to appoint one representative from the College to sit on the advisory committee for both Georgian and Seneca Colleges.

Moved: O. Farouk
Seconded: N. Mohammadzadeh
VOTE:

CARRIED

NACOR Representative

Currently the NACOR representative for the COO is also the president. With the COO's president having a two year term there is a break in the continuity in terms of our representative at that table. In other provinces there is a growing trend of Colleges sending their Registrar as their NACOR representative.

Motion: Council confirms that the National Association of Canadian Optician Regulators (NACOR) Representative will be the Registrar as the voting member and the President or a representative appointed by Council will accompany the Registrar.

Moved: J. Fernandes
Seconded: R. Vezina
VOTE:

CARRIED

Chief Examiner and National Exams Committee

In 2014 these positions were joined and in 2016 they were separated. Having one person fill both roles creates continuity. However, this does not leave room for one individual to gain experience and then move into the other role.

Motion: That the College keep the position of the Chief Examiner for Ontario and the National Exams Committee separate with the understanding that the same person could hold both positions in one year.

Moved: R. Vezina
Seconded: B. Todd

VOTE:

CARRIED

Eye Health Council of Ontario (ECHO) Representative

ECHO has invited the COO to attend its meetings as a non-voting observer. The College of Physicians and Surgeons and the College of Optometrists both have seats as non-voting members. Currently the Registrar is attending the meetings from the COO which is consistent with the other two Colleges.

No motion – this was passed by consensus.

4.10 Council Meeting Dates in January

Ms. Sloan reviewed the proposed upcoming Council meeting dates. It was decided that rather than have the Council meeting on September 28th the meeting would be moved to Monday September 25th.

Motion: To approve the dates of the Council Meetings for 2017 with the change to the September meeting date.

Moved: E. Viveiros

Seconded: D. Milne

VOTE:

CARRIED

LUNCH (12:00 to 1:15)

5.0 Reports

5.1 Registrar's Report

The Registrar, Mr. Khan, spoke to his report. Council was welcomed to ask questions and deemed the report to be satisfactory.

5.2 National Meetings Report

Ms. Koenig and Mr. Khan briefed Council on the events which took place at the National meetings from November 3-5th. Ms. Koenig presented the highlights from the first two days of the meetings including the Opticians Council of Canada session, the NACOR Session and the OCC Session. Mr. Khan then shared the events of the Registrar's meeting with Council.

5.3 Committee Reports

5.3.1 Discipline Committee

5.3.2 Fitness to Practise Committee

5.3.3 Registration Committee

5.3.4 Relocation Ad-Hoc Committee

5.3.5 Executive Committee

5.3.6 Governance Committee

5.3.7 Inquiries, Complaints and Reports Committee

5.3.8 Patient Relations Committee

5.3.9 Quality Assurance Committee

5.4 Examinations report

5.3.10 Georgian/Seneca Advisory Committee

Committee Chairs spoke to their reports (with the exception of the Examinations Report which was presented by Ms. Dreyer and the Seneca Georgian committee report presented by Mr. Khan, as a result of Mr. Smart's absence.) Council was welcomed to ask questions and deemed the reports to be satisfactory.

MOTION: To adopt the committee reports as presented.

Motioned: B. Todd

Second: O. Farouk

VOTE:

CARRIED

6.0 Council Self Evaluations

The Council was briefed by Ms. Hoch regarding the upcoming Council Self Evaluations. Council will be receiving self-evaluations by email on Monday December 5th and the 30-40 minute questionnaires need to be completed by Friday January 6th.

7.0 In camera Session under the RHPA, Schedule 2, Section 7 (b), (c), (d) and (e)

Motion: To proceed to the in camera session under the *RHPA*, Schedule 2, Section 7 (b), (c), (d) and (e).

Moved: E. Vivieros

Seconded: B. Dhillon

VOTE

CARRIED

Motion: To rise from the in camera session.

Moved: D. Milne

Seconded: E. Vivieros

VOTE:

CARRIED

8.0 Adjournment

Motion: Council moved to adjourn the meeting

Moved: T. Mauth

Seconded: B. Dhillon

VOTE:

CARRIED

The meeting was adjourned at 3:00.

Briefing Note

TO: Council

FROM: Registration Committee

DATE: January 30, 2017

SUBJECT: 4.1.1 Registration Regulation – for Council approval

ATTACH: 3-column chart (current wording, proposed wording, and rationale)
Proposed Registration Regulation (clean copy)
Summary of feedback received
Examination Regulation

Council is asked to approve proposed amendments to the College's Registration Regulation, for submission to the Ministry of Health and Long-Term Care.

BACKGROUND:

The Registration Committee has been working diligently over the past several years on significant updates to the Registration Regulation, which would also result in the revocation of sections 3 and 5 of the Examination Regulation¹. Proposed changes were circulated for public feedback in 2015. A summary of the 2015 changes, the feedback received, and the Registration Committee's response to that feedback is included in the materials.

As a result of the feedback received in 2015, further changes were proposed by the Registration Committee. Because some of these further changes would have a meaningful impact on members and applicants, a revised draft of the Registration Regulation was re-circulated for further public feedback over the summer of 2016. A summary of the 2016 changes, the feedback received, and the Registration Committee's response to that feedback is also included in the materials.

2016 FEEDBACK AND COMMITTEE'S RESPONSE

¹ Sections 3 and 5 of the Examination Regulation (O. Reg. 713/93) have been incorporated, with appropriate updates, into the revised Registration Regulation. The remaining sections of the Examination Regulation have not been incorporated.

The following is a summary of the most significant changes proposed in 2016, and the Registration Committee's recommendations. The feedback received was generally supportive of these changes, with the exception noted below.

Education requirements in section 5(1)1

The most significant change proposed in the 2016 draft was to the education requirements set out in subsection 5(1) of the Registration Regulation. It was proposed that:

- (a) The Registration Committee (or an accrediting body approved by the Registration Committee) should have the power to approve opticianry programs **across Canada**, not just in Ontario as proposed in 2015.
 - a. Currently, an applicant must have graduated from one of the Ontario opticianry programs listed in the Registration Regulation.
- (b) The Registration Committee should have the power to deem equivalent any **Canadian** education program, rather than any program outside of Ontario as proposed in 2015.
 - a. Currently, the Registration Committee can deem any program to be equivalent although it does not typically deem international programs to be equivalent.
- (c) The College should limit access to the prior learning assessment ("PLAR") process to graduates from schools **outside of Canada**, rather than permitting access to graduates from schools outside of Ontario as proposed in 2015.
 - a. Currently, the Registration Regulation permits opticians who did not attend a listed Ontario school or equivalent, and are practising outside of Canada, to participate in PLAR. However, for a number of years the Registration Committee's practice has been to permit any graduate from an unaccredited program to participate in PLAR. There are currently no unaccredited programs in Ontario.

The first two proposals were not controversial. Much of the feedback about the third proposal, to limit access to PLAR to international graduates, was positive (with 75% of survey respondents in support). However, the College also received feedback raising significant concerns about the fairness of this proposal (see enclosed **2016 Summary of Feedback**).

Recommendation: As a result of this feedback, the Registration Committee recommends that the College not proceed with this change.

Currency requirement for Registered Optician applicants (section 5(1)4)

The Registration Committee received feedback that the requirement to complete an education program or examinations within one year prior to applying to the College may be too inflexible.

Recommendation: As a result of this feedback, the Registration Committee proposes two minor changes to this provision:

- (a) The time that applicants have to apply to the College after completing the education program or examinations is extended to **eighteen months**
- (b) where the currency requirement is not otherwise met, instead of requiring the applicant to undergo a refresher program (as was previously proposed), the Registration Committee would have the option of instead requiring the applicant to undergo a **professional competency assessment**.

These proposed changes are likely not significant enough to require recirculation.

Transitioning from Inactive class to Registered Optician class (section 8(3))

The draft Regulation establishes a new “Inactive” class of registration. As a result of feedback from the 2015 circulation, the Registration Committee proposed that if an inactive member completes all listed requirements to return to being a Registered Optician, the College should not have any discretion to withhold the Registered Optician certificate. Feedback received was very supportive of this change (84% of survey respondents were in favour of this).

Recommendation: The Registration Committee recommends that this change be made.

Resigning from the College (new section 16)

Members of the College may resign at any time. However, this is not stated anywhere in the current Registration Regulation. The Registration Committee felt that it was appropriate to add an explicit provision to the Regulation that allows a member to resign. Feedback received was supportive of this change (54% of survey respondents were in favour of this).

Recommendation: The Registration Committee recommends that this change be made.

Other minor changes:

The following additional minor changes have been proposed during the final review of the Registration Regulation, including:

- In **section 2(1.1)**, removing an obsolete reference to section 8(3) of the Registration Regulation.
- In **section 4(1)1(v)**, changing the requirement to disclose “a finding of professional negligence or malpractice made against the applicant by any regulatory body” to “any finding of professional negligence or malpractice made against the applicant” to clarify that such findings may be made by courts and not just regulatory bodies. This is consistent with what was circulated in 2015.
- In **section 4(1)5**, correcting the order of the words “term, limit or condition” so that it reads “term, condition or limitation” for consistency.
- In **section 5(1.2)**, clarifying that a reference to paragraph 3 refers to paragraph 3 of subsection (1).

- In **section 5(3)3**, removing the word “as” from the phrase “in the form as required by the by-laws”.
- Updating some of the section numbers for readability.

FOR CONSIDERATION:

Council is asked to make a motion

- (a) approving all proposed amendments to the Registration Regulation, as set out in the attached supporting documents, and
- (b) recommending the revocation of the Examination Regulation.

COLLEGE OF OPTICIANS – DRAFT AMENDED REGISTRATION REGULATION – CURRENT LANGUAGE, PROPOSED LANGUAGE, AND RATIONALE FOR CHANGES – FOR JANUARY 2017 SUBMISSION TO COUNCIL

Current Language¹	Proposed Language	Explanation and Rationale
Classes	Classes <u>of Certificates</u>	Revised heading for clarity
<p>1. The following are prescribed as classes of certificates of registration:</p> <ol style="list-style-type: none"> 1. Registered opticians. 2. Registered student opticians. 3. Registered intern opticians. 	<p>1. The following are prescribed as classes of certificates of registration:</p> <ol style="list-style-type: none"> 1. Registered opticians. 2. Registered student opticians. 3. Registered intern opticians. <u>4. Inactive opticians.</u> 	<p>An inactive class is added. It permits opticians who are not actively practising to remain registered with the College, but ensures that they are clearly identified to the public as non-practising.</p> <p>The College also proposes to remove the student class of registration, since students are able to practise under supervision by virtue of section 29(1)(b) of the <i>Regulated Health Professions Act</i>.</p> <p>There are numerous benefits to student registration, including greater oversight of individuals in optical dispensaries. However, because student registration is not mandatory, many students are choosing not to register with the College. This makes student registration somewhat complicated, and may be reducing its benefits.</p> <p>Removing student registration would bring the College in line with most other health profession regulators in Ontario. The public interest would continue to be served without student registration, because students obtaining practical experience would still</p>

¹ Please note that due to the nature of the revisions, the proposed new provisions have been cited in order with the result that some corresponding existing provisions appear out of order and in a fragmented fashion. Because of this, the section numbers for the existing provisions may be repeated where it would otherwise be difficult to identify the context of the clause in question. *Duplicated sections that appear out of order are in italics.*

COLLEGE OF OPTICIANS – DRAFT AMENDED REGISTRATION REGULATION – CURRENT LANGUAGE, PROPOSED LANGUAGE, AND RATIONALE FOR CHANGES – FOR JANUARY 2017 SUBMISSION TO COUNCIL

Current Language ¹	Proposed Language	Explanation and Rationale
		need to be closely supervised in accordance with the College's supervision policies and standards.
General	<i>No change</i>	
2. (1) A person may apply for the issue of a certificate of registration by submitting an application to the Registrar together with the application fee and two passport-sized colour photographs of the applicant, signed by the applicant on the reverse.	2. (1) A person may apply for the issue of a certificate of registration by submitting an <u>completed</u> application <u>in the form provided by the Registrar to the Registrar</u> together with the <u>application any applicable fees required under the by-laws</u> and <u>two passport-sized colour photographs of the applicant, signed by the applicant on the reverse any supporting documentation requested by the Registrar.</u>	This section provides more flexibility to the College to determine the documents that must accompany an application.
2. (1.1) An applicant for the issue of a certificate of registration as a registered optician must submit evidence of professional liability insurance, unless the applicant is exempt under subsection 8(3).	2. (1.1) An applicant for the issue of a certificate of registration as a registered optician must submit evidence of professional liability insurance <u>in the amount and in the form required under the by-laws, unless the applicant is exempt under subsection 8(3).</u>	Details about professional liability insurance would be set out in the by-laws instead of this regulation, to enable changes to be made more readily. The exemption in subsection 8(3) for non-practising members is no longer relevant because there is now a separate inactive class.
2. (2) Revoked	<i>No change</i>	<i>No change from current</i>
N/A	<u>2. (3) An applicant shall be deemed not to have satisfied the registration requirements for a certificate of registration if the applicant makes a false or misleading statement or representation on or in connection with his or her application, and any certificate issued to such an applicant may be revoked by the Registrar.</u>	This section provides that a person is deemed not to have met the registration requirements if the person misrepresents anything when applying to the College. It also allows the Registrar to revoke the certificate of registration of such a person. This ensures that the College has tools to address individuals who lie on their applications.

COLLEGE OF OPTICIANS – DRAFT AMENDED REGISTRATION REGULATION – CURRENT LANGUAGE, PROPOSED LANGUAGE, AND RATIONALE FOR CHANGES – FOR JANUARY 2017 SUBMISSION TO COUNCIL

Current Language¹	Proposed Language	Explanation and Rationale
3. (1) A certificate of registration shall be surrendered to the Registrar upon revocation.	3. (1) A certificate of registration <u>and photographic identification badge</u> shall be surrendered to the Registrar upon revocation.	This change requires former members to return their identification badges upon revocation. This is intended to reduce the risk of unauthorized use of member badges by non-members including former members.
3. (2) A duplicate certificate of registration shall be issued by the Registrar only upon the provision of written documentation that the original has been lost, stolen or destroyed, and upon payment of the required fee.	<i>No change</i>	<i>No change from current</i>
	<u>Requirements for issuance of certificate of registration, any class</u>	New heading for clarity
4. (1) The following are registration requirements for a certificate of registration of any class: 1. The applicant must provide details of any of the following that relate to the applicant,	4. (1) The following are registration requirements for a certificate of registration of any class: 1. The applicant must, <u>at the time of application</u> , provide <u>written</u> details of any of the following that relate to the applicant, <u>and where any of the following change with respect to the applicant after submitting the application but before the issuance of a certificate, the application must immediately provide written details with respect to the change:</u>	The revision clarifies the scope of the member's obligations to report offences and specifies that the report must be submitted in writing. The revision also ensures that findings made after the application but before the registration decision is made are reported to the College.
i. a conviction for a criminal offence or an offence related to	i. a conviction for a criminal offence or an offence related to the regulation	This change removes some of the College's discretion to determine what kinds of offences

COLLEGE OF OPTICIANS – DRAFT AMENDED REGISTRATION REGULATION – CURRENT LANGUAGE, PROPOSED LANGUAGE, AND RATIONALE FOR CHANGES – FOR JANUARY 2017 SUBMISSION TO COUNCIL

Current Language¹	Proposed Language	Explanation and Rationale
the regulation of the practice of opticianry,	of the practice of opticianry, finding of guilt for any of the following: <u>A. A criminal offence.</u> <u>B. An offence resulting in either a fine greater than \$1,000.00 or any form of custody or detention.</u>	may be related to the practice of opticianry, and captures all reasonably serious offences (e.g., clearly excludes minor traffic tickets, but includes a major traffic offence which may or may not otherwise be captured).
ii. a finding of professional misconduct, incompetency or incapacity, in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession,	ii. a finding of professional misconduct, incompetency or incapacity, <u>or any similar finding by any regulatory body in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession.</u>	The proposed revision extends the applicant's reporting requirements to include findings and proceedings involving non-health regulators. The language also clarifies that if another word is used to describe the finding (e.g., serious neglect), it is still reportable if, in substance, it is the same as professional misconduct, incompetence or incapacity.
iii. a current proceeding for professional misconduct, incompetency or incapacity, in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession.	iii. a current proceeding for professional misconduct, incompetency or incapacity, <u>or any similar proceeding before any regulatory body in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession.</u>	The proposed revision extends the applicant's reporting requirements to include findings and proceedings involving non-health regulators. The language also clarifies that if another word is used to describe the nature of the proceeding (e.g., serious neglect), it is still reportable if, in substance, it is the same as a proceeding for professional misconduct, incompetence or incapacity.
	<u>iv. a proceeding against the applicant under the Regulated Health Professions Act, 1991 or the Health Professions Procedural Code, or any of the professions specific Acts under the Regulated Health Professions Act, 1991 and the regulations under those</u>	The revision requires the applicant to report on any proceeding under the <i>Regulated Health Professions Act, 1991</i> or the <i>Health Professions Procedural Code</i> , or any of the professions specific Acts under the <i>Regulated Health Professions Act, 1991</i> and the regulations under those Acts (e.g., illegal practice).

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N/A	<u>Acts.</u>	
N/A	<u>v. any finding of professional negligence or malpractice made against the applicant.</u>	The revision is consistent with the new reporting requirements for members under section 85.6.2 of the <i>Health Professions Procedural Code</i> .
N/A	<u>vi. a refusal by any regulatory body in any jurisdiction to register or licence the applicant.</u>	This information provides a cue for the College to be able to obtain information about other concerns that might exist relating to skills or ethics.
	<u>vii. an attempt to pass a registration examination required for the purposes of being licensed or certified to practise opticianry, whether in Ontario or another jurisdiction, that has not resulted in a passing grade and that would have resulted in a refusal by a regulatory body to register or license the applicant.</u>	This information provides a cue for the College to be able to obtain information about other concerns that might exist relating to opticianry skills or ethics. It identifies applicants who may have withdrawn their opticianry application in any jurisdiction as a result of failing a registration examination after the maximum number of permitted attempts, and who would have been refused registration as a result.
	<u>viii. whether the applicant is in good standing, fulfilling all requirements with any regulatory body with which he or she is registered.</u>	This information provides a cue for the College to be able to obtain information about other concerns that might exist relating to knowledge, skill, judgment or character.
N/A	<u>ix. whether the applicant was in good standing, fulfilling all requirements with any regulatory body, at the time the applicant ceased being registered with that regulatory body.</u>	This information provides a cue for the College to be able to obtain information about other concerns that might exist relating to knowledge, skill, judgment or character.
N/A	<u>x. any other event that would provide reasonable grounds for the belief that the applicant may lack the knowledge, skill or judgment to practise safely</u>	This catch-all provision ensures that knowledge, skill, judgment or character concerns that are not captured by the strict language of the previous provisions are

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	<u>and professionally.</u>	reported.
2. The applicant must be a Canadian citizen or a permanent resident of Canada or authorized under the <i>Immigration Act</i> (Canada) to engage in the practice of the profession.	2. The applicant must be a Canadian citizen or a permanent resident of Canada or authorized under the <i>Immigration <u>and Refugee Protection Act</u></i> (Canada) to engage in the practice of the profession <u>opticianry</u> .	The name of the statute is updated. The reference to “the profession” is changed to “opticianry” for clarity.
3. The applicant must be able to speak and write either English or French with reasonable fluency.	3. The applicant must be able to speak and write <u>comprehend and communicate in</u> either English or French, <u>both orally and in writing</u> , with reasonable fluency.	The revision reflects the fact that reading and listening skills are necessary for the safe delivery of opticianry services and, thus, represent an important component of fluency. This also reflects the College’s current language policy.
4. The applicant must pay the required registration fee for the issue of a certificate of registration.	4. The applicant must pay the required registration fee for the issue of a certificate of registration	This does not need to be included as a condition of registration. There are separate provisions that address the consequences of failing to pay fees.
N/A	4. The applicant’s certificate of registration must not be under suspension.	This revision ensures that members who have been suspended by a panel of one of the College’s adjudicative committees cannot circumvent the suspension by applying anew.
N/A	5. The applicant must not have a physical or mental condition or disorder that could pose a risk to the health or safety of any person or that could result in the applicant being incapacitated, such that it would be desirable in the interest of the public that he or she not be issued a certificate of registration unless, should the applicant be given a certificate of registration, the imposition of a term, limit or	This revision makes explicit what was formally implicit and provides public protection by ensuring that incapacitated applicants and applicants that could pose a risk to the health and safety of the public are not admitted to the membership, unless a term, limit or condition on the person’s certificate of registration would be sufficient to address the concern. <i>Highlighted words previously read “term, limit or condition”</i>

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	<u>condition or limitation on that certificate is sufficient to address such concerns.</u>	
	<u>6. If the applicant is registered by any body responsible for the regulation of any other profession in Ontario or of any profession in any jurisdiction, the applicant's registration must be in good standing and he or she must be fulfilling all terms, conditions and limitations imposed on him or her as evidenced by the applicant being in good standing.</u>	The revision relates to the governability of the applicant. It provides public protection by ensuring that applicants who are members of another regulatory body are in good standing with that body.
N/A	<u>7. If the applicant ceased being registered with any body responsible for the regulation of a profession in Ontario or in any other jurisdiction, the applicant must have been in good standing at the time he or she ceased being registered.</u>	The revision relates to the governability of the applicant. It provides public protection by ensuring that applicants who ceased to be members of another regulatory body were in good standing at the time they ceased to be regulated.
N/A	<u>8. Nothing in the applicant's previous conduct affords reasonable grounds for the belief that he or she lacks the knowledge, skill or judgment to practise opticianry safely and professionally.</u>	The revision provides the College with a reasonable mechanism to screen applicants for issues that could reflect on their ability to deliver safe, ethical and effective opticianry services to the public. It sets out an objective test for whether the information disclosed above should affect the applicant's entitlement for registration. This test will assist the Health Professions Appeal and Review Board (HPARB) and the courts in reviewing registration decisions.
	<u>Terms, conditions and limitations of every certificate</u>	New heading for clarity

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<p>4. (2) The following are conditions of a certificate of registration of any class:</p> <p>1. The member shall provide the College with details of any of the following that relate to the member and that occur or arise after the registration of the member,</p> <p>i. a conviction for a criminal offence or an offence related to the regulation of the practice of opticianry,</p> <p>ii. a finding of professional misconduct, incompetency or incapacity, in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession,</p> <p>iii. a proceeding for professional misconduct, incompetency or incapacity, in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession.</p>	<p>4. (2) The following are conditions of a certificate of registration of any class:</p> <p>1. The member shall provide the College with <u>written</u> details of any <u>change in the information described in paragraph 1 of subsection 4 (1) of the following</u> that relate to the member and that occur or arise after the registration of the member, <u>and with written details of any information that the member is required to provide under the mandatory self-reporting provisions of the Health Professions Procedural Code, no later than 30 days after the member becomes aware of it occurring.</u></p> <p>i. a conviction for a criminal offence or an offence related to the regulation of the practice of opticianry,</p> <p>ii. a finding of professional misconduct, incompetency or incapacity, in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health profession,</p> <p>iii. a proceeding for professional misconduct, incompetency or incapacity, in Ontario in relation to another health profession or in another jurisdiction in relation to opticianry or another health</p>	<p>The revision ensures that the member's ongoing reporting requirements (including the new reporting requirements contained in sections 85.6.1 and 85.6.2 of the <i>Health Professions Procedural Code</i>) are as extensive as their initial reporting requirements at the time of the application. This assists the College's efforts in fulfilling its public protection mandate by ensuring that it receives information that could be relevant to the member's ongoing suitability to practise the profession.</p> <p>It also ensures that all such information is provided within 30 days.</p> <p>The College will review the relevance of the information. For example, if the report is of a minor offence, no action will be taken. However, if the concern is more serious, follow-up inquiries will be made.</p>

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<p>2. The member shall prominently display his or her certificate of registration, affixed with the current College renewal validation decal, at the principal location where he or she practises opticianry or, in the case of a registered student optician or a registered intern optician, shall carry on his or her person at all times when engaged in the practice of opticianry, his or her registration card supplied by the Registrar.</p>	<p>profession.</p> <p>2. The member shall prominently display his or her certificate of registration, affixed with the current College renewal validation decal, at the principal location where he or she practises opticianry or, in the case of a registered student optician or a registered intern optician, shall carry on his or her person at all times when engaged in the practice of opticianry, his or her registration card supplied by the Registrar.</p>	<p>The subject matter in this provision has been moved to sections dealing with each individual class of registration.</p>
<p>3. The member shall wear a current photographic identification badge, supplied by the Registrar, prominently displayed, affixed with the current College renewal validation decal, at all times when engaged in the practice of opticianry.</p>	<p>3. The member shall wear <u>or prominently display</u> a current photographic identification badge, supplied by the Registrar, prominently displayed, affixed with the current College renewal validation decal, at all times when engaged in the practice of opticianry.</p>	<p>The proposed revision does not go into detail about the requirements relating to the validation decal as this subject is covered by the word “current” and does not need to be addressed in the regulation.</p> <p>It also gives members the option to prominently display their identification badge rather than wear it.</p>
<p>4. The certificate of registration of a member is revoked if the member ceases to be a Canadian citizen or a permanent resident of Canada or ceases to be authorized under the <i>Immigration Act</i> (Canada) to engage in the practice of the profession.</p>	<p>4. The certificate of registration of a member is revoked if the member ceases to be a Canadian citizen or a permanent resident of Canada or ceases to be authorized under the Immigration Act (Canada) to engage in the practice of the profession.</p>	<p>This provision has been removed, because having a legal right to practise the profession in Canada is not necessarily a requirement for membership in the inactive class.</p>
<p><i>5. (5) No member other than a member who</i></p>	<p><u>5. A member shall only use titles and</u></p>	<p>This revision incorporates the language of</p>

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<u>holds a certificate of registration as a registered optician may use the title “Registered Optician” or the abbreviation “RO”.</u>	<u>abbreviations of titles respecting the profession in accordance with the following:</u> <u>i. A member who holds a certificate of registration as a registered optician may only use the title “Registered Optician”, the abbreviation “RO” or a variation of them or an equivalent in another language, and such other specialty titles granted to the member by the College.</u> <u>ii. A member who holds a certificate of registration as an intern optician may only use the title “Registered Intern Optician” or a variation or equivalent in another language.</u> <u>iii. A member who holds a certificate of registration as an inactive optician may only use the title “Registered Optician (Inactive)”, the abbreviation “RO (inactive)” or a variation of them or an equivalent in another language.</u>	<p>section 9 of the <i>Opticianry Act</i>. The revision also sets out the titles for each class of registration.</p> <p>Currently, section 5(5) sets out the title restrictions for registered opticians, but the regulation does not set out title restrictions for the other classes of registration.</p>
	<u>Registration requirements, registered optician class</u>	New heading for clarity
5. (1) The following are non-exemptible registration requirements for a certificate of registration as a registered optician: 1. The applicant must,	5. (1) The following are non-exemptible registration requirements for a certificate of registration as a registered optician: 1. The applicant must,	
i. have successfully completed and	i. have successfully completed and	This enables the College to approve Canadian

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<p>graduated from an Ontario opticianry program approved by the Ministry of Training, Colleges and Universities at an institution set out in the Schedule,</p>	<p>graduated from an Ontario a Canadian opticianry program <u>that is</u> approved by the Ministry of Training, Colleges and Universities at an institution set out in the Schedule <u>Registration Committee or by an accrediting body approved by the Registration Committee, or that, at the time the applicant graduated, met the College's education requirements for registration,</u></p>	<p>opticianry programs (not just Ontario programs), or to delegate the approval process to another entity. Currently, the National Association of Canadian Optician Regulators (NACOR) accredits opticianry programs across Canada.</p> <p>It also provides that the College will accept a person's education as long as it was approved at the time the person graduated. This accounts for individuals who reapply for a certificate of registration after they resign or are revoked. If the school they attended is no longer accredited at the time of (re)application, the applicant's education would still be recognized (although currency requirements would apply and may require the applicant to undergo upgrading).</p>
<p>ii. have successfully completed and graduated from a program which is deemed equivalent to a program referred to in subparagraph i in accordance with the policy guidelines of the Registration Committee, or</p>	<p>ii. have successfully completed and graduated from a Canadian opticianry program which is deemed equivalent to a program referred to in subparagraph i in accordance with the policy guidelines of the Registration Committee, or</p>	<p>The addition of the word "opticianry" ensures greater transparency, as only opticianry programs will be deemed equivalent. The inclusion of the word "Canadian" reflects current College practice as well as the national direction that all international candidates participate in a prior learning assessment process.</p>
<p>iii. in the case of an applicant who does not meet the requirements of subparagraph i or ii or who cannot provide documentary evidence of meeting those requirements, satisfy the Registration Committee that he or she has a level of knowledge and skill in the</p>	<p><u>iii. have successfully completed and graduated from a program outside of Ontario that is similar but not equivalent to a program referred to in subparagraph i, and have successfully completed a prior learning assessment approved by the Registration</u></p>	<p>This clarifies that the College will consider applicants who completed their education outside of Ontario, whether or not the program is approved or accredited. It also clarifies that it is not necessary for an out-of-country applicant to be registered or be practising in another jurisdiction.</p>

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<p>practice of opticianry that is equivalent to that acquired by graduates of the programs referred to in subparagraphs i and ii and,</p> <p>A. be licensed or registered to dispense eye glasses, contact lenses and subnormal vision devices in a jurisdiction outside Canada and be in good standing with the licensing or registering body of that jurisdiction, or</p> <p>B. be engaged in the practice of dispensing eye glasses, contact lenses and subnormal vision devices in a jurisdiction outside Canada in which no licence or certificate of registration is required to do so and be in good standing with a professional association in that jurisdiction which requires compliance with professional standards.</p>	<p><u>Committee demonstrating that the applicant has obtained the entry-to-practice competencies possessed by a graduate of an opticianry program referred to in subparagraph i.</u></p>	<p>This is consistent with the College’s current practice of permitting all applicants who attended out-of-province schools to go through a prior learning assessment.</p> <p>It also clarifies that all applicants must have successfully completed a program that is similar to an accredited Ontario opticianry program.</p>
<p>2. The applicant must have achieved a passing mark in each section of the College’s examinations, or must have successfully completed examinations which are deemed equivalent to the College’s examinations by the Registration Committee.</p> <p>3. The applicant must have completed at least 1,000 hours of verified</p>	<p><u>23. The applicant must have at least 1,000 hours of verified dispensing experience obtained the competence standards acceptable to the Registration Committee, as demonstrated by</u></p> <p><u>i. successful completion of a practicum approved by the Registration Committee, or</u></p> <p><u>ii. practical experience that, in the</u></p>	<p>The order of paragraphs 2 and 3 is reversed, to reflect the fact that the practical experience requirement must be met before exams are attempted.</p> <p>The 1000 hour requirement is replaced with a more adaptable requirement to complete an approved practicum or obtain equivalent dispensing experience.</p>

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<p>dispensing experience.</p>	<p><u>opinion of the Registration Committee, is equivalent to a practicum mentioned in subparagraph i.</u></p> <p><u>32.</u> The applicant must have achieved a passing mark in each section of the College’s examinations, <u>including examinations about contact lenses</u>, or must have successfully completed examinations which are deemed equivalent to the College’s examinations by the Registration Committee.</p>	<p>The practicum would require an appropriate number of eyeglass and contact lens fittings, including fittings of a range of types of eyeglasses and contact lenses. A practicum is currently part of the education program of all accredited schools in Canada.</p> <p>The addition of the reference to contact lens examinations provides transparency to potential applicants.</p> <p>The word “section” is removed to reflect the fact that the passing score for each examination is calculated based on the weighted scores across all sections of that examination.</p>
	<p><u>4. The applicant must have either</u></p> <p><u>i. successfully completed the opticianry program described in paragraph 1 or the examinations described in paragraph 32 within 18 months prior to his or her application,</u></p> <p><u>ii. practised opticianry within the three years prior to his or her application in a manner that demonstrates that he or she would meet the standards of practice of the profession, or</u></p> <p><u>iii. successfully completed a refresher program or professional competency assessment as set or approved by the Registration Committee within one year</u></p>	<p>This revision describes the currency requirements of registered opticians. They must have up-to-date knowledge, skill, or judgment in the profession. A member with no recent professional involvement is likely no longer current.</p> <p>The refresher program will be individualized for the profession and can include continuing education courses and / or mentoring.</p>

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	<p><u>prior to his or her application or after his or her application, and, if recommended by the professional competency assessment, upgrading courses as set or approved by the Registration Committee.</u></p>	
<p>5. (1.1) For the purposes of ascertaining whether the level of knowledge and skill of an applicant referred to in subparagraph 1 iii of subsection (1) is equivalent to that acquired by graduates of a program referred to in subparagraph 1 i or ii of that subsection, the applicant shall undergo an assessment of his or her prior learning and experience.</p>	<p>5. (1.1) For the purposes of ascertaining whether the level of knowledge and skill of an applicant referred to in subparagraph 1 iii of subsection (1) is equivalent to that acquired by graduates of a program referred to in subparagraph 1 i or ii of that subsection, the applicant shall undergo an assessment of his or her prior learning and experience.</p>	<p>This section can be deleted since the concept of prior learning assessment has been incorporated into section 5(1)1(iii).</p>
	<p>5. (1.2) <u>In order to be eligible to write the College's examinations described in paragraph 3 of subsection (1), the applicant must be registered as a registered intern optician.</u></p>	<p>This clarifies that all exam candidates must be registered as interns. This is currently a requirement under section 3 of the Examination Regulation, except where a person has been ordered to undergo the College's exams (i.e., where the person is an out-of-province optician who had to complete upgrading in order to be registered in Ontario).</p> <p>Currently, those who are ordered to undergo the College's exams almost always register as interns anyway as there is no additional fee to do so, it provides no additional hurdle (since it is just an administrative change) and it provides them with an interim "status" with</p>

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		the College, which may be seen as beneficial. <i>Reference to subsection (1) added for clarity</i>
5. (2) The following are exemptible registration requirements for a certificate of registration as a registered optician:	5. (2) The following are exemptible registration requirements for a certificate of registration as a registered optician:	
1. The applicant must be registered at the time of application as a student optician or intern optician.	1. The applicant must be registered at the time of application as a student optician or intern optician.	This provision is unnecessary because student registration has been eliminated, and the College typically exempts applicants from the requirement to be registered as an intern.
2. The applicant must have completed, and must present evidence of, at least 250 eyeglasses fittings, including 100 multifocal fittings and twenty-five high myopic or hyperopic fittings, under the supervision or direction of an optician, an optometrist or an ophthalmologist.	2. The applicant must have completed, and must present evidence of, at least 250 eyeglasses fittings, including 100 multifocal fittings and twenty-five high myopic or hyperopic fittings, under the supervision or direction of an optician, an optometrist or an ophthalmologist.	This provision is deleted. However, an approved practicum or equivalent practical experience (as required by the proposed section 5(1)3) would include comparable experience fitting eyeglasses.
3. The applicant must have completed, and must present evidence of, at least twenty contact lens fittings, including at least five rigid gas permeable (RGP) contact lens fittings, under the supervision or direction of an optician who is certified in the fitting of contact lenses or an optometrist or an ophthalmologist.	3. The applicant must have completed, and must present evidence of, at least twenty contact lens fittings, including at least five rigid gas permeable (RGP) contact lens fittings, under the supervision or direction of an optician who is certified in the fitting of contact lenses or an optometrist or an ophthalmologist.	This provision is deleted. However, an approved practicum or equivalent practical experience (as required by the proposed section 5(1)3) would include comparable experience fitting contact lenses.
(2.1) Revoked	<i>No change</i>	<i>No change from current</i>
	<u>Terms, conditions and limitations.</u>	New heading for clarity

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<p>5. (3) It is a condition of a certificate of registration as a registered optician that the member dispense subnormal vision devices, contact lenses or eyeglasses, only if he or she has met the requirements of the College's Quality Assurance Program.</p> <p><i>4(2) 4. The certificate of registration of a member is revoked if the member ceases to be a Canadian citizen or a permanent resident of Canada or ceases to be authorized under the Immigration Act (Canada) to engage in the practice of the profession.</i></p>	<p><u>registered optician class</u></p> <p><u>5. (3) The following are conditions of a certificate of registration as a registered optician:</u></p> <p><u>1. By the end of the third year following issuance of a certificate of registration and in every subsequent year, the member shall provide evidence satisfactory to the Registrar that the member has practised opticianry in the previous three years in a manner that demonstrates that he or she meets the standards of practice in Ontario.</u></p> <p><u>2. The Registrar may refer any member who does not meet the requirement set out in paragraph (1) to the Quality Assurance Committee.</u></p> <p><u>3. The member shall maintain professional liability insurance in the amount and in the form as required by the by-laws.</u></p> <p><u>4. The member shall promptly and, in any event, within five business days, provide the College with details in writing if the member does not have the professional liability insurance coverage specified in the by-laws of the College.</u></p> <p><u>5. The member shall promptly and, in any event, within five business days,</u></p>	<p>The requirement to comply with the College's Quality Assurance Program is removed, since this is addressed in the College's Quality Assurance regulation. It is replaced with an ongoing practice requirement. There is no specific number of hours of practice required but members must demonstrate that they have practised the profession in the past three years and meet the standards of practice. The Registration Committee would develop a policy regarding how this standard can be demonstrated.</p> <p>A member who does not meet the practice requirement may be referred to the Quality Assurance Committee for a peer and practice assessment. The College may charge a fee for a peer and practice assessment in this circumstance.</p> <p>The professional liability insurance requirements have been condensed in a manner that allows the details of coverage to be specified in the College's by-laws which provide, after the 1999 amendments to the RHPA, the appropriate forum for the articulation of those obligations.</p> <p>These provisions also ensure that the College receives timely information from the member regarding any changes in professional liability insurance coverage or immigration status so that the College can consider the appropriate</p>

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	<p><u>advise the College in writing if the member ceases to be a Canadian citizen or permanent resident of Canada or to have authorization under the Immigration and Refugee Protection Act (Canada) permitting the member to engage in the practice of opticianry in Ontario.</u></p> <p><u>6. The member shall prominently display his or her certificate of registration, affixed with the current College renewal validation decal, at the principal location where he or she practises opticianry.</u></p> <p>It is a condition of a certificate of registration as a registered optician that the member dispense subnormal vision devices, contact lenses or eyeglasses, only if he or she has met the requirements of the College's Quality Assurance Program.</p>	<p>response. However, the College's power to revoke for failing to maintain immigration status is removed.</p> <p>This section includes conditions of registration relating displaying a certificate of registration, which are currently included elsewhere in the regulation.</p>
5. (4) Revoked	<i>No change</i>	<i>No change from current</i>
5. (5) No member other than a member who holds a certificate of registration as a registered optician may use the title "Registered Optician" or the abbreviation "RO".	5. (5) No member other than a member who holds a certificate of registration as a registered optician may use the title "Registered Optician" or the abbreviation "RO".	The contents of this section have been moved to section 4(2)6, which addresses the use of titles by registrants in all classes of registration.
	<u>Labour mobility, registered optician class</u>	New heading for clarity
5.1 (1) Subject to subsection (2), where section 22.18 of the Health Professions Procedural Code applies to an applicant for a certificate of registration as a registered	5.1 (1) Subject to subsection (2), where section 22.18 of the Health Professions Procedural Code applies to an applicant for a certificate of registration as a registered	The reference to subsection 5(2) is removed because section 5(2) has been deleted.

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optician, the applicant is deemed to have met the requirements of subsections 5 (1) and 5 (2).	optician, the applicant is deemed to have met the requirements of subsections 5 (1) and 5 (2) .	
5.1 (2) It is a non-exemptible registration requirement that an applicant referred to in subsection (1) provide one or more certificates or letters or other evidence satisfactory to the Registrar or a panel of the Registration Committee establishing that the applicant is in good standing as a optician in every jurisdiction where the applicant holds an out-of-province certificate.	<i>No change</i>	<i>No change from current</i>
5.1 (3) Where an applicant referred to in subsection (1) is unable to satisfy the Registrar or a panel of the Registration Committee that the applicant practised the profession of opticianry to the extent that would be permitted by a certificate of registration as a registered optician at any time in the preceding two years immediately before the date of that applicant's application, the applicant must meet any further requirement to undertake, obtain or undergo material additional training, experience, examinations or assessments that may be specified by a panel of the Registration Committee.	<i>No change</i>	<i>No change from current</i>
5.1 (4) An applicant referred to in subsection (1) is deemed to have met the requirement of paragraph 3 of subsection 4 (1) where the requirements for the issuance of the applicant's out-of-province certificate included language proficiency requirements	<i>No change</i>	<i>No change from current</i>

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equivalent to those required by that paragraph.		
5.1 (5) Despite subsection (1), an applicant is not deemed to have met a requirement where that requirement is described in subsection 22.18 (3) of the Health Professions Procedural Code.	<i>No change</i>	<i>No change from current</i>
Certificate of Registration as a Registered Student Optician	Certificate of Registration as a Registered Student Optician	The College proposes deleting the sections relating to student registration, for reasons noted above (in notes regarding section 1).
6. (1) It is a non-exemptible registration requirement for a certificate of registration as a registered student optician that the applicant meet one of the following qualifications: 1. The applicant is enrolled in an Ontario opticianry program approved by the Ministry of Training, Colleges and Universities at an institution set out in the Schedule. 2. The applicant, having applied for a certificate of registration as a registered optician or as a registered intern optician, is in the process of completing additional training, as ordered by a panel of the Registration Committee under subsection 18 (2) of the Health Professions Procedural Code.	6. (1) It is a non-exemptible registration requirement for a certificate of registration as a registered student optician that the applicant meet one of the following qualifications: 1. The applicant is enrolled in an Ontario opticianry program approved by the Ministry of Training, Colleges and Universities at an institution set out in the Schedule. 2. The applicant, having applied for a certificate of registration as a registered optician or as a registered intern optician, is in the process of completing additional training, as ordered by a panel of the Registration Committee.	The College proposes deleting the sections relating to student registration.
6. (2) The following are conditions of a certificate of registration as a registered student optician: 1. The registered student optician	6. (2) The following are conditions of a certificate of registration as a registered student optician: 1. The registered student optician shall	The College proposes deleting the sections relating to student registration.

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shall dispense subnormal vision devices, contact lenses or eyeglasses, only under the supervision or direction of a registered optician who is physically present in the place in which the dispensing takes place at the time it takes place, and who checks and approves the dispensing and verifies such approval on the patient health record.	dispense subnormal vision devices, contact lenses or eyeglasses, only under the supervision or direction of a registered optician who is physically present in the place in which the dispensing takes place at the time it takes place	
2. The registered student optician shall be enrolled in an opticianry program referred to in paragraph 1 of subsection (1) or shall be in the process of completing additional training as ordered by a panel of the Registration Committee under subsection 18 (2) of the Health Professions Procedural Code.	2. The registered student optician shall be enrolled in an opticianry program referred to in paragraph 1 of subsection (1) or shall be in the process of completing additional training as ordered by a panel of the Registration Committee under subsection 18 (2) of the Health Professions Procedural Code.	The College proposes deleting the sections relating to student registration.
3. The Registrar shall revoke the certificate of registration of a registered student optician if the student is no longer enrolled in an opticianry program referred to in paragraph 1 of subsection (1) or is no longer undertaking the additional training referred to in paragraph 2 of subsection (1).	3. — if the student is no longer enrolled in an opticianry program referred to in paragraph 1 of subsection (1) or is no longer undertaking the additional training referred to in paragraph 2 of subsection (1).	The College proposes deleting the sections relating to student registration.
<i>9. (6) A registered student optician shall be entitled to a maximum of four renewals of a certificate of registration as a registered</i>	<i>9. (6) A registered student optician shall be entitled to a maximum of four renewals of a certificate of registration as a registered</i>	The College proposes deleting the sections relating to student registration.

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<p><i>student optician, and a registered intern optician shall be entitled to a maximum of one renewal of a certificate of registration as a registered intern optician, after which the certificate of registration will be automatically revoked.</i></p> <p>9. (7) <i>Despite subsection (6), the Registrar may grant up to two additional renewals to,</i></p> <p style="padding-left: 40px;"><i>(a) a registered student optician for the purpose of completion of the educational program required for registration as a registered optician;</i></p> <p style="padding-left: 40px;"><i>(b) a registered intern optician for the purpose of completion of supplemental examinations; and</i></p> <p style="padding-left: 40px;"><i>(c) a registered student optician or registered intern optician in circumstances caused by accident, illness or other cause beyond his or her control.</i></p> <p>9. (8) <i>To be eligible for renewal of his or her certificate of registration, a registered student optician must continue to meet the non-exemptible registration requirements for a certificate of registration as a registered student optician, set out in subsection 6 (1).</i></p>	<p><i>student optician, and a registered intern optician shall be entitled to a maximum of one renewal of a certificate of registration as a registered intern optician, after which the certificate of registration will be automatically revoked.</i></p> <p>9. (7) <i>Despite subsection (6), the Registrar may grant up to two additional renewals to,</i></p> <p style="padding-left: 40px;"><i>(a) a registered student optician for the purpose of completion of the educational program required for registration as a registered optician;</i></p> <p style="padding-left: 40px;"><i>(b) a registered intern optician for the purpose of completion of supplemental examinations; and</i></p> <p style="padding-left: 40px;"><i>(c) a registered student optician or registered intern optician in circumstances caused by accident, illness or other cause beyond his or her control.</i></p> <p>9. (8) <i>To be eligible for renewal of his or her certificate of registration, a registered student optician must continue to meet the non-exemptible registration requirements for a certificate of registration as a registered student optician, set out in subsection 6 (1).</i></p>	
<p>6.1 (1) Subject to subsection (2), where section 22.18 of the Health Professions Procedural Code applies to an applicant for a certificate of registration as a registered</p>	<p>6.1 (1) Subject to subsection (2), where section 22.18 of the Health Professions Procedural Code applies to an applicant for a certificate of registration as a registered</p>	<p>The College proposes deleting the sections relating to student registration.</p>

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student optician the applicant is deemed to have met the requirements of subsection 6 (1).	student optician the applicant is deemed to have met the requirements of subsection 6 (1).	
6.1 (2) It is a non-exemptible registration requirement that an applicant referred to in subsection (1) provide one or more certificates or letters or other evidence satisfactory to the Registrar or a panel of the Registration Committee establishing that the applicant is in good standing as a student optician in every jurisdiction where the applicant holds an out-of-province certificate.	6.1 (2) It is a non-exemptible registration requirement that an applicant referred to in subsection (1) provide one or more certificates or letters or other evidence satisfactory to the Registrar or a panel of the Registration Committee establishing that the applicant is in good standing as a student optician in every jurisdiction where the applicant holds an out-of-province certificate.	The College proposes deleting the sections relating to student registration.
6.1 (3) Where an applicant referred to in subsection (1) is unable to satisfy the Registrar or a panel of the Registration Committee that the applicant practised the profession of opticianry to the extent that would be permitted by a certificate of registration as a registered student optician at any time in the preceding two years immediately before the date of that applicant's application, the applicant must meet any further requirement to undertake, obtain or undergo material additional training, experience, examinations or assessments that may be specified by a panel of the Registration Committee.	6.1 (3) Where an applicant referred to in subsection (1) is unable to satisfy the Registrar or a panel of the Registration Committee that the applicant practised the profession of opticianry to the extent that would be permitted by a certificate of registration as a registered student optician at any time in the preceding two years immediately before the date of that applicant's application, the applicant must meet any further requirement to undertake, obtain or undergo material additional training, experience, examinations or assessments that may be specified by a panel of the Registration Committee.	The College proposes deleting the sections relating to student registration.
6.1 (4) An applicant referred to in subsection (1) is deemed to have met the requirement of paragraph 3 of subsection 4 (1) where the requirements for the issuance of the applicant's out-of-province certificate included language proficiency requirements	6.1 (4) An applicant referred to in subsection (1) is deemed to have met the requirement of paragraph 3 of subsection 4 (1) where the requirements for the issuance of the applicant's out-of-province certificate included language proficiency requirements	The College proposes deleting the sections relating to student registration.

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equivalent to those required by that paragraph.	equivalent to those required by that paragraph.	
6.1 (5) Despite subsection (1), an applicant is not deemed to have met a requirement where that requirement is described in subsection 22.18 (3) of the Health Professions Procedural Code.	6.1 (5) Despite subsection (1), an applicant is not deemed to have met a requirement where that requirement is described in subsection 22.18 (3) of the Health Professions Procedural Code.	The College proposes deleting the sections relating to student registration.
6.1 (6) The conditions set out in paragraph 2 of subsection 6 (2) do not apply to a member to whom subsection (1) of this section applies.	6.1 (6) The conditions set out in paragraph 2 of subsection 6 (2) do not apply to a member to whom subsection (1) of this section applies.	The College proposes deleting the sections relating to student registration.
6.1 (7) A certificate of registration as a registered student optician that is issued to a member who at the time of application was an applicant referred to in subsection (1) expires on the date on which he or she is no longer qualified to hold an out-of-province certificate that he or she held at the time of applying for registration.	6.1 (7) A certificate of registration as a registered student optician that is issued to a member who at the time of application was an applicant referred to in subsection (1) expires on the date on which he or she is no longer qualified to hold an out-of-province certificate that he or she held at the time of applying for registration.	The College proposes deleting the sections relating to student registration.
	<u>Registration requirements, intern class</u>	Heading added for clarity
7. (1) The following are non-exemptible registration requirements for a certificate of registration as a registered intern optician:	<i>No change</i>	
1. The applicant must either, i. have successfully completed and graduated from an opticianry program referred to in subparagraph 1 i or ii of subsection 5 (1) or meet the requirements of subparagraph 1 iii of subsection 5 (1), or	1. The applicant must, <u>in the three years prior to the date of his or her application</u> , either, i. have successfully completed and graduated from an opticianry program referred to in subparagraph 1 i or ii of subsection 5 (1) or meet the requirements of subparagraph 1 iii of subsection 5 (1), <u>and have successfully completed the practical</u>	This incorporates a currency requirement. It is expected that individuals register as interns and attempt the examinations within three years of completing their education. It also clarifies that individuals must have completed the practical experience requirement before becoming interns. Currently, the practical experience requirement (the “1000 hour” requirement) is

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	<u>experience requirement referred to in paragraph 2 of subsection 5 (1) or</u>	always completed during the course of an accredited opticianry program. However, this wording would survive a change to that practice.
ii. having applied for a certificate of registration as a registered optician and been required by an order made by the Registration Committee under subsection 18 (2) of the Health Professions Procedural Code to complete additional training or specified examinations, or both, have completed the additional training, if any, but not have completed the examinations.	<i>No change</i>	<i>No change from current</i>
2. The applicant must provide a written declaration that he or she is engaged, or intends to be engaged, in the practice of opticianry in Ontario.	<i>No change</i>	<i>No change from current</i>
	<u>Terms, conditions and limitations, intern class</u>	Heading added for clarity
7. (2) The following are conditions of a certificate of registration as a registered intern optician: 1. The registered intern optician shall dispense subnormal vision devices, contact lenses or eyeglasses only under the supervision or direction of a registered optician who is physically present in the place in which the dispensing takes place at the time it	7. (2) The following are conditions of a certificate of registration as a registered intern optician: 1. The registered intern optician shall dispense subnormal vision devices, contact lenses or eyeglasses only under the supervision or direction of a registered optician, <u>optometrist, or medical doctor</u> who is physically present in the place in which the dispensing takes place at the time it	The revisions allow intern opticians to practice under the supervision of a registered optician, optometrist or medical doctor in accordance with the standards of practice. The revisions help the College to fulfill its public protection mandate by ensuring that members cannot unreasonably prolong their registration in this class without having successfully completed the examinations within a reasonable timeframe. However,

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<p>takes place.</p> <p>2. The registered intern optician shall be eligible for the examinations or supplemental examinations set by the College.</p>	<p>takes place <u>in accordance with the standards of practice for supervision.</u></p> <p>2. The registered intern optician shall be eligible for to attempt or re-attempt the <u>College's registration examinations referred to in paragraph 3 of subsection 5 (1)</u> or supplemental examinations set by the College, or shall have completed the registration examinations but have not received the results.</p> <p><u>3. The registered intern shall wear or prominently display at all times when engaged in the practice of opticianry, his or her registration card supplied by the Registrar.</u></p> <p><u>4. If the registered intern optician fails the registration examinations three times, or fails to successfully complete the registration examinations within three years of the date that the intern first became eligible for a certificate of registration as an intern optician, he or she shall complete the upgrading measures specified by the Registration Committee before attempting the examinations again.</u></p> <p><u>5. If the registered intern optician fails the registration examinations a fourth time, he or she shall complete a fresh opticianry program described in</u></p>	<p>there is a mechanism to extend the time period that an intern can remain in the intern class where exceptional circumstances exist. These provisions reflect section 5 of the Examination Regulation but provide more details and flexibility.</p> <p>The revisions also provide public protection by setting out a mechanism through which the Registration Committee can evaluate and address intern opticians who have failed the examination three times and may have deficits that require attention.</p> <p>The standard of practice for supervision is the generally accepted standard of practice of the profession although the College intends to publish guidelines to assist both interns and their supervisors to act appropriately and consistently.</p>

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	<p><u>subparagraphs i or ii of paragraph 1 of subsection 5(1) before attempting the examinations again, if such a program is available, or if such a program is not available or in the event of other exceptional circumstances, shall complete the upgrading measures specified by the Registration Committee before attempting the examinations again.</u></p> <p><u>6. Subject to paragraph 7, a certificate of registration as an intern optician expires if any of the following conditions are met:</u></p> <p><u>i. the intern has obtained a certificate of registration of a different class.</u></p> <p><u>ii. three years have passed since the intern first became eligible for a certificate of registration as an intern optician.</u></p> <p><u>iii. the intern has completed upgrading measures specified by the Registration Committee, and has received the results of any subsequent attempt at the registration examinations that has been permitted by the Registration Committee.</u></p> <p><u>7. The Registration Committee may extend or a renew an intern certificate of registration beyond an expiry date in sub-paragraphs ii or iii of</u></p>	

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	<u>paragraph 6, on such terms, conditions and limitations as the Registration Committee directs, if the Registration Committee is satisfied that exceptional circumstances exist.</u>	
7. (3) The Registrar shall revoke the certificate of registration of a registered intern optician if the intern ceases to be eligible for the examinations or supplemental examinations set by the College or fails to successfully complete the examinations required by an order made by the Registration Committee under subsection 18 (2) of the Health Professions Procedural Code.	(3) The Registrar shall revoke the certificate of registration of a registered intern optician if the intern ceases to be eligible for the examinations or supplemental examinations set by the College or fails to successfully complete the examinations required by an order made by the Registration Committee under subsection 18 (2) of the Health Professions Procedural Code.	The expiry provisions in subsection 7(2) above make this revocation provision unnecessary.
	<u>Labour mobility, intern class</u>	Heading added for clarity
7.1 (1) Subject to subsection (2), where section 22.18 of the Health Professions Procedural Code applies to an applicant for a certificate of registration as a registered intern optician the applicant is deemed to have met the requirements of subsection 7 (1).	<i>No change</i>	<i>No change from current</i>
7.1 (2) It is a non-exemptible registration requirement that an applicant referred to in subsection (1) provide one or more certificates or letters or other evidence satisfactory to the Registrar or a panel of the Registration Committee establishing that the applicant is in good standing as a intern optician in every jurisdiction where the applicant holds an out-of-province certificate.	<i>No change</i>	<i>No change from current</i>
7.1 (3) Where an applicant referred to in	<i>No change</i>	<i>No change from current</i>

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subsection (1) is unable to satisfy the Registrar or a panel of the Registration Committee that the applicant practised the profession of opticianry to the extent that would be permitted by a certificate of registration as a registered intern optician at any time in the preceding two years immediately before the date of that applicant's application, the applicant must meet any further requirement to undertake, obtain or undergo material additional training, experience, examinations or assessments that may be specified by a panel of the Registration Committee.		
7.1 (4) An applicant referred to in subsection (1) is deemed to have met the requirement of paragraph 3 of subsection 4 (1) where the requirements for the issuance of the applicant's out-of-province certificate included language proficiency requirements equivalent to those required by that paragraph.	<i>No change</i>	<i>No change from current</i>
7.1 (5) Despite subsection (1), an applicant is not deemed to have met a requirement where that requirement is described in subsection 22.18 (3) of the Health Professions Procedural Code.	<i>No change</i>	<i>No change from current</i>
	<u>Registration requirements, inactive class</u>	
N/A	<u>7.2.(1) The following are non-exemptible registration requirements for a certificate of inactive registration:</u>	The creation of an inactive class of registration is intended for existing registered opticians who for whatever reason (e.g. illness, parental leave) temporarily do not

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	<p><u>1. The applicant must hold a certificate of registration as a registered optician.</u></p> <p><u>2. The applicant must undertake not to practise opticianry while he or she holds a certificate of registration as an inactive optician.</u></p> <p><u>3. The applicant must have paid all outstanding fees to the College and have provided all outstanding information requested of the applicant by the College.</u></p> <p><u>4. The applicant must not be subject to any outstanding requirements of the quality assurance program.</u></p> <p><u>5. The applicant must surrender his or her photographic identification badge to the Registrar and must undertake to cease to publicly display his or her certificate of registration.</u></p>	<p>intend to practise the profession. This allows individuals to continue their membership with the College while taking time off from practice. Inactive members do not need to maintain professional liability insurance, and may pay a reduced fee. Only registered opticians are eligible for inactive status.</p> <p>Practising the profession is inconsistent with this class of registration.</p> <p>Going “inactive” is a privilege, not a right. At the time of requesting inactive status, the member must be in full compliance with his/her regulatory obligations.</p> <p>If the member is undergoing any quality assurance process, he/she will not be permitted to transfer to inactive status until those requirements have been met. This provision is designed to ensure that inactive status will not be used as a means to avoid the quality assurance requirement of the College.</p> <p>Inactive members must return their identification badges to the College and must not publicly display their certificates of registration. This is intended to reduce the risk of misuse of the member’s identification badge and/or certificate of registration.</p>
	<u>Terms, conditions and limitations, inactive class</u>	
	7.2 (2) <u>It is a condition of registration as an</u>	Since inactive membership offers special

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	<p><u>inactive optician that the member shall not do the following while he or she holds a certificate of registration as an inactive optician:</u></p> <ul style="list-style-type: none"> <u>a. practise opticianry;</u> <u>b. supervise the practice of the profession;</u> <u>a-c. display his or her certificate of registration at any location that is visible to the public.</u> 	<p>privileges to the member, certain safeguards are required to prevent abuse of this registration category.</p> <p>Practising the profession, or supervising the practise of the profession, is inconsistent with this class of registration. Inactive members will not have insurance and cannot appropriately supervise interns.</p>
	<p>7.2 (3) <u>A member who holds an inactive certificate of registration shall be reissued a certificate of registration as a registered optician if the member,</u></p> <ul style="list-style-type: none"> <u>1. has paid all outstanding fees to the College, has provided all outstanding information requested of the applicant by the College and is in compliance with all other applicable terms, conditions and limitations,</u> <u>2. requests in writing to the Registrar that he or she be issued a certificate of registration as a registered optician, and</u> <u>3. meets at least one of the following requirements:</u> <ul style="list-style-type: none"> <u>(a) The member has practised opticianry within the previous</u> 	<p>This provision describes the conditions that must be met for members with a certificate of Inactive Registration to return to their previous certificate. The public interest requires members who have been inactive to demonstrate that they have current knowledge, skill and judgment prior to returning to active practice. In addition, members who are delinquent in their regulatory obligations should remedy their default prior to resuming practice.</p>

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	<p><u>three years and has done so in a manner that demonstrates that the member could meet the current standards of practice in Ontario.</u></p> <p><u>(b) The member has, within the time specified by the Registration Committee, successfully completed,</u></p> <p><u>i. a refresher or upgrading program set or approved by the Registration Committee, or</u></p> <p><u>ii. a professional competency assessment as set or approved by the Registration Committee and, if recommended by the professional competency assessment, upgrading courses as set or approved by the Registration Committee.</u></p>	
<p>8. (1) All registered opticians shall have professional liability insurance containing coverage of not less than \$1,000,000.</p> <p>8. (2) It shall be a requirement for the issue, renewal or reinstatement of a certificate of registration of a registered optician, that the</p>	<p>8. (1) All registered opticians shall have professional liability insurance containing coverage of not less than \$1,000,000.</p> <p>8. (2) It shall be a requirement for the issue, renewal or reinstatement of a certificate of registration of a registered optician, that the</p>	<p>Section 8 is deleted. Specific insurance requirements will instead be addressed through the College's by-laws.</p>

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<p>applicant provide documentary evidence, at the time the application form supplied by the Registrar is submitted, of,</p> <ul style="list-style-type: none"> (a) current membership in a professional association that provides protection against professional liability; or (b) professional liability insurance obtained from some other source, containing coverage of not less than the limit set out in subsection (1). <p>8. (3) An applicant for the issue, renewal or reinstatement of a certificate of registration as a registered optician shall be exempt from the requirements of subsections (1) and (2) if, at the time of submitting the application form, the applicant provides the Registrar with a written undertaking that until his or her certificate is next renewed he or she will neither engage in the practice of opticianry nor supervise or direct a registered student optician or a registered intern optician.</p> <p>8. (4) Breach of an undertaking referred to in subsection (3) shall be an act of professional misconduct for the purposes of clause 51 (1) (c) of the Health Professions Procedural Code.</p> <p>8. (5) A registered optician shall be entitled to engage in the practice of opticianry before the expiry of an undertaking provided under subsection (3) if he or she,</p>	<p>applicant provide documentary evidence, at the time the application form supplied by the Registrar is submitted, of,</p> <ul style="list-style-type: none"> (a) current membership in a professional association that provides protection against professional liability; or (b) professional liability insurance obtained from some other source, containing coverage of not less than the limit set out in subsection (1). <p>8. (3) An applicant for the issue, renewal or reinstatement of a certificate of registration as a registered optician shall be exempt from the requirements of subsections (1) and (2) if, at the time of submitting the application form, the applicant provides the Registrar with a written undertaking that until his or her certificate is next renewed he or she will neither engage in the practice of opticianry nor supervise or direct a registered student optician or a registered intern optician.</p> <p>8. (4) Breach of an undertaking referred to in subsection (3) shall be an act of professional misconduct for the purposes of clause 51 (1) (c) of the Health Professions Procedural Code.</p> <p>8. (5) A registered optician shall be entitled to engage in the practice of opticianry before the expiry of an undertaking provided under subsection (3) if he or she,</p>	

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<p>(a) submits to the Registrar the documentary evidence referred to in subsection (2); and</p> <p>(b) complies with subsection (1).</p>	<p>(a) submits to the Registrar the documentary evidence referred to in subsection (2); and</p> <p>(b) complies with subsection (1).</p>	
<p>9. (1) A certificate of registration shall be renewed on or before,</p> <p style="padding-left: 40px;">(a) December 31 of each year in the case of registered opticians; and</p> <p style="padding-left: 40px;">(b) September 1 of each year in the case of registered student opticians and registered intern opticians.</p> <p>9. (2) The Registrar shall supply and send by mail to each member, at the member's last address as shown on the register, an application for renewal of the certificate of registration in a form to be supplied by the Registrar, on or before,</p> <p style="padding-left: 40px;">(a) October 31 of each year in the case of registered opticians; and</p> <p style="padding-left: 40px;">(b) July 1 of each year in the case of registered student opticians and registered intern opticians.</p> <p>9. (3) A member may apply for the renewal of a certificate of registration by returning to the Registrar,</p> <p style="padding-left: 40px;">(a) a completed application;</p> <p style="padding-left: 40px;">(b) the required annual fee; and</p> <p style="padding-left: 40px;">(c) in the case of a registered optician,</p>	<p>9. (1) A certificate of registration shall be renewed on or before,</p> <p style="padding-left: 40px;">(a) December 31 of each year in the case of registered opticians; and</p> <p style="padding-left: 40px;">(b) September 1 of each year in the case of registered student opticians and registered intern opticians.</p> <p>9. (2) The Registrar shall supply and send by mail to each member, at the member's last address as shown on the register, an application for renewal of the certificate of registration in a form to be supplied by the Registrar, on or before,</p> <p style="padding-left: 40px;">(a) October 31 of each year in the case of registered opticians; and</p> <p style="padding-left: 40px;">(b) July 1 of each year in the case of registered student opticians and registered intern opticians.</p> <p>9. (3) A member may apply for the renewal of a certificate of registration by returning to the Registrar,</p> <p style="padding-left: 40px;">(a) a completed application;</p> <p style="padding-left: 40px;">(b) the required annual fee; and</p> <p style="padding-left: 40px;">(c) in the case of a registered optician,</p>	<p>All of section 9 (Annual Renewal) is deleted.</p> <p>Administrative details regarding renewal dates and details have been deleted entirely. These will be set out in policy or by-law, which can be changed more readily as needed.</p> <p>Details regarding student renewal are removed because the College is considering eliminating student registration.</p> <p>Details regarding intern renewals are moved to subsection 7(2).</p>

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<p>evidence of insurance.</p> <p>9. (4) An application for renewal made five years after initial registration and every five years thereafter shall include two passport-sized colour photographs of the applicant, signed on the reverse.</p> <p>9. (5) It shall be a condition of the renewal of the certificate of registration of a registered optician that he or she have participated in, and fulfilled the requirements of, the College's Quality Assurance Program.</p> <p>9. (6) A registered student optician shall be entitled to a maximum of four renewals of a certificate of registration as a registered student optician, and a registered intern optician shall be entitled to a maximum of one renewal of a certificate of registration as a registered intern optician, after which the certificate of registration will be automatically revoked.</p> <p>9. (7) Despite subsection (6), the Registrar may grant up to two additional renewals to,</p> <p style="padding-left: 40px;">(a) a registered student optician for the purpose of completion of the educational program required for registration as a registered optician;</p> <p style="padding-left: 40px;">(b) a registered intern optician for the purpose of completion of supplemental examinations; and</p> <p style="padding-left: 40px;">(c) a registered student optician or</p>	<p>evidence of insurance.</p> <p>9. (4) An application for renewal made five years after initial registration and every five years thereafter shall include two passport-sized colour photographs of the applicant, signed on the reverse.</p> <p>9. (5) It shall be a condition of the renewal of the certificate of registration of a registered optician that he or she have participated in, and fulfilled the requirements of, the College's Quality Assurance Program.</p> <p>9. (6) A registered student optician shall be entitled to a maximum of four renewals of a certificate of registration as a registered student optician, and a registered intern optician shall be entitled to a maximum of one renewal of a certificate of registration as a registered intern optician, after which the certificate of registration will be automatically revoked.</p> <p>9. (7) Despite subsection (6), the Registrar may grant up to two additional renewals to,</p> <p style="padding-left: 40px;">(a) a registered student optician for the purpose of completion of the educational program required for registration as a registered optician;</p> <p style="padding-left: 40px;">(b) a registered intern optician for the purpose of completion of supplemental examinations; and</p> <p style="padding-left: 40px;">(c) a registered student optician or</p>	

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<p>registered intern optician in circumstances caused by accident, illness or other cause beyond his or her control.</p> <p>9. (8) To be eligible for renewal of his or her certificate of registration, a registered student optician must continue to meet the non-exemptible registration requirements for a certificate of registration as a registered student optician, set out in subsection 6 (1).</p> <p>9. (9) The Registrar shall issue renewal validation decals to a member whose certificate of registration is renewed under this section.</p> <p>9. (10) Each member shall affix a renewal validation decal to his or her certificate of registration and photographic identification badge.</p>	<p>registered intern optician in circumstances caused by accident, illness or other cause beyond his or her control.</p> <p>9. (8) To be eligible for renewal of his or her certificate of registration, a registered student optician must continue to meet the non-exemptible registration requirements for a certificate of registration as a registered student optician, set out in subsection 6 (1).</p> <p>9. (9) The Registrar shall issue renewal validation decals to a member whose certificate of registration is renewed under this section.</p> <p>9. (10) Each member shall affix a renewal validation decal to his or her certificate of registration and photographic identification badge.</p>	
<p>10. If a member fails to apply to renew his or her certificate of registration or to pay the required annual fee prior to the deadline for so doing, the member shall pay the required fee for late renewal in addition to the annual fee.</p>	<p>10. If a member fails to apply to renew his or her certificate of registration or to pay the required annual fee prior to the deadline for so doing, the member shall pay the required fee for late renewal in addition to the annual fee.</p>	<p>Renewal fees can be dealt with in the by-laws, and are also addressed in section 2(1).</p>
	<p><u>Suspensions, revocations and reinstatements</u></p>	<p>Heading added for clarity</p>
<p>11. (1) The Registrar shall give a member notice of default and of intention to suspend a member's certificate of registration upon,</p> <p style="padding-left: 40px;">(a) failure to apply to renew a certificate of registration;</p> <p style="padding-left: 40px;">(b) failure to pay the required annual</p>	<p>11. (1) The Registrar shall give a member notice of default and of intention to suspend a member's certificate of registration upon,</p> <p style="padding-left: 40px;">(a) failure to apply to renew a certificate of registration;</p> <p style="padding-left: 40px;">(b) failure to pay the required annual</p>	<p>The provision simplifies the language of the current provision and provides a non-disciplinary enforcement mechanism for a failure to comply with the reporting requirements in the by-laws. The proposed revision does not include a corresponding suspension for failure to pay the annual fee as</p>

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<p>fee or any other required fee; or</p> <p>(c) failure to meet the requirements for renewal of the certificate of registration set out in subsections 9 (5), (6) and (7).</p> <p>11. (2) The Registrar may suspend a member's certificate of registration two months after notice is given under subsection (1).</p>	<p>fee or any other required fee; or</p> <p>(c) failure to meet the requirements for renewal of the certificate of registration set out in subsections 9 (5), (6) and (7).</p> <p><u>11. (1) If a member fails to provide the College with information about the member as required under the by-laws or a completed annual renewal form within the time period set by the College.</u></p> <p><u>(a) the Registrar may give the member notice of intention to suspend the member's certificate of registration; and</u></p> <p><u>(b) the Registrar may suspend the member's certificate of registration if the member fails to provide the information within 30 days after the notice is given.</u></p> <p>(2) The Registrar may suspend a member's certificate of registration two months after notice is given under subsection (1).</p>	<p>that issue is captured under section 24 of the <i>Health Professions Procedural Code</i>.</p>
	<p><u>11. (3) If the Registrar suspends a member's certificate of registration under subsection (1), the Registrar shall lift the suspension upon being satisfied that the former member,</u></p> <p><u>(a) has given the required information to the College;</u></p> <p><u>(b) has paid any fees required under the by-laws for lifting the suspension;</u></p>	<p>The provision provides a non-disciplinary enforcement mechanism for a failure to comply with the reporting requirements in the by-laws, explaining how a suspension imposed in these circumstances can be lifted.</p>

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	<p><u>(c) has paid any other outstanding fees required under the by-laws; and</u></p> <p><u>(d) will be in compliance with any outstanding orders or requirements of the College's Quality Assurance Committee and Inquires, Complaints and Reports Committee or any outstanding orders or requirements of the Council, Executive Committee, Discipline Committee and Fitness to Practise Committee as of the anticipated date on which the suspension is to be lifted.</u></p>	
	<p><u>11.1 (1) If the Registrar becomes aware that a member no longer maintains professional liability insurance in the amount and in the form as required under the by-laws, the Registrar may immediately suspend the member's certificate of registration.</u></p>	<p>The provision provides a non-disciplinary enforcement mechanism for a failure to comply with the liability insurance requirements in the by-laws.</p>
	<p><u>11.1 (2) If the Registrar suspends a member's certificate of registration under subsection (1), the Registrar shall lift the suspension upon being satisfied that the former member,</u></p> <p><u>(a) has professional liability insurance in the amount and in the form as required under the by-laws;</u></p> <p><u>(b) has provided any information requested by the College;</u></p> <p><u>(c) has paid any fees required under</u></p>	<p>The provision sets out the means by which a suspension for failure to comply with the liability insurance requirements is lifted.</p>

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	<p><u>the by-laws for lifting the suspension:</u></p> <p><u>(d) has paid any other outstanding fees required under the by-laws; and</u></p> <p><u>(e) will be in compliance with any outstanding orders or requirements of the College's Quality Assurance Committee and Inquires, Complaints and Reports Committee or any outstanding orders or requirements of the Council, Executive Committee, Discipline Committee and Fitness to Practise Committee as of the anticipated date on which the suspension is to be lifted.</u></p>	
<p>12. (1) A member whose certificate of registration has been suspended by the Registrar under section 11 may apply to the Registrar to lift the suspension by,</p> <p>(a) submitting an application for reinstatement in a form supplied by the Registrar;</p> <p>(b) submitting two passport-sized colour photographs of the applicant, signed on the reverse;</p> <p>(c) in the case of registered opticians, submitting evidence of insurance;</p> <p>(d) submitting evidence of having completed the requirements of the College's Quality Assurance Program;</p>	<p>12. (1) <u>If the Registrar suspends the member's certificate of registration under section 24 of the <i>Health Professions Procedural Code</i> for failing to pay a fee or penalty, the Registrar shall lift the suspension upon being satisfied that the former member,</u></p> <p><u>(a) has paid the fee or penalty in question;</u></p> <p><u>(b) has provided any information requested by the College;</u></p> <p><u>(c) has paid any fees required under the by-laws for lifting the suspension; and</u></p> <p><u>(d) will be in compliance with any outstanding orders or requirements of the College's Quality Assurance</u></p>	<p>The provision sets out the means by which a suspension for failure to pay fees is lifted.</p>

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<p>and</p> <p>(e) paying,</p> <p>(i) the fee the member failed to pay, if any, and</p> <p>(ii) the required reinstatement fee or, if the application for reinstatement is made within ten months from the date of the suspension, the required fee for late renewal.</p>	<p><u>Committee and Inquires, Complaints and Reports Committee or any outstanding orders or requirements of the Council, Executive Committee, Discipline Committee and Fitness to Practise Committee as of the anticipated date on which the suspension is to be lifted.</u></p> <p>A member whose certificate of registration has been suspended by the Registrar under section 11 may apply to the Registrar to lift the suspension by,</p> <p>(a) submitting an application for reinstatement in a form supplied by the Registrar;</p> <p>(b) submitting two passport-sized colour photographs of the applicant, signed on the reverse;</p> <p>(c) in the case of registered opticians, submitting evidence of insurance;</p> <p>(d) submitting evidence of having completed the requirements of the College's Quality Assurance Program; and</p> <p>(e) paying,</p> <p>(i) the fee the member failed to pay, if any, and</p> <p>(ii) the required reinstatement fee or, if the application for reinstatement is made</p>	

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	within ten months from the date of the suspension, the required fee for late renewal.	
12. (2) For the purposes of subclause (1) (e) (i), if the member was suspended for failure to pay the annual fee, the member shall be reinstated if he or she pays the annual fee payable for the year in which the member is reinstated.	12. (2) For the purposes of subclause (1) (e) (i), if the member was suspended for failure to pay the annual fee, the member shall be reinstated if he or she pays the annual fee payable for the year in which the member is reinstated.	This section is deleted because specific fee requirements can be set out in the by-laws.
12. (3) To be eligible for reinstatement, the applicant must meet the requirements for renewal of the certificate of registration set out in subsections 9 (4), (5), (6), (7) and (8).	12. (3) To be eligible for reinstatement, the applicant must meet the requirements for renewal of the certificate of registration set out in subsections 9 (4), (5), (6), (7) and (8).	This section is no longer appropriate as section 9 (renewals) has been deleted. Lifting of suspensions is now dealt with in subsections 11(3), 11.1(2), and 12(1).
12. (4) If the application for reinstatement is made within three years from the date of suspension of the member's certificate of registration, and the applicant has met the requirements of this section, the Registrar shall lift the suspension.	12. (4) If the application for reinstatement is made within three years from the date of suspension of the member's certificate of registration, and the applicant has met the requirements of this section, the Registrar shall lift the suspension.	This section is no longer necessary because lifting of suspensions within three years from the date of the suspension is now dealt with in subsections 11(3), 11.1(2), and 12(1).
12. (5) An application for reinstatement made more than three years from the date of suspension shall be referred to the Registration Committee, which shall evaluate the applicant's qualifications and determine whether the applicant must meet any examination and Quality Assurance Program requirements in order to be reinstated.	12. (5) An application for reinstatement made more than three years from the date of suspension shall be referred to the Registration Committee, which shall evaluate the applicant's qualifications and determine whether the applicant must meet any examination and Quality Assurance Program requirements in order to be reinstated.	This section is no longer necessary because members will now be revoked after three years of suspension (see proposed new section 15).
12. (6) The Registrar shall issue renewal validation decals to a member who is reinstated under this section.	12. (6) The Registrar shall issue renewal validation decals to a member who is reinstated under this section.	Issuance of renewal decals is an administrative matter and does not need to be addressed in the regulation.

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12. (7) Each member shall affix a renewal validation decal to his or her certificate of registration and photographic identification badge.	12. (7) Each member shall affix a renewal validation decal to his or her certificate of registration and photographic identification badge.	The requirement to affix a renewal decal is an administrative matter and does not need to be addressed in the regulation.
13. A member whose certificate of registration has been suspended for professional misconduct or incapacity shall pay all outstanding fees and fines before resuming the practice of opticianry.	<i>No change</i>	<i>No change from current</i>
14. Omitted (provides for coming into force of provisions of this Regulation).	14. Omitted (provides for coming into force of provisions of this Regulation).	
	<u>Automatic revocation</u>	
	<u>15. If the Registrar suspends a member's certificate of registration under section 11, 11.1, or 12 and the suspension has not been lifted, the certificate is revoked on the day that is three years after the day it was suspended.</u>	This provision provides for automatic revocation of a certificate of registration that has been suspended for more than three years. The former member would be eligible to reapply to the College, but would have to demonstrate currency or complete a refresher program, and meet all other registration requirements, in order to be readmitted.
	<u>Resignation</u>	
	<u>16. A member may resign his or her certificate of registration by giving written notice to that effect to the Registrar and paying all outstanding fees, penalties or other amounts owed to the College.</u>	This makes it clear that Members can resign their certificate of registration if they so choose. This is not explicit in our current regulation.

Registration Regulation Feedback 2015

Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
<p>2(3) An applicant shall be deemed not to have satisfied the registration requirements for a certificate of registration if the applicant makes a false or misleading statement or representation on or in connection with his or her application, and any certificate issued to such an applicant may be revoked by the Registrar.</p>	<p>Feedback was received indicating an applicant must be provided with an opportunity to make submissions explaining why the false or misleading statement was made prior to allowing the Registrar to revoke a certificate.</p>	<p>The Committee agreed that applicants will be provided an opportunity to respond before action would be taken on an application or a certificate of registration. This would be set out in College policy, similar to the Registration Policy - Dealing with Convictions, Findings and Ongoing Proceedings.</p>
<p>4(1) The following are registration requirements for a certificate of registration of any class:</p> <p>1.The applicant must, at the time of application, provide written details of any of the following that relate to the applicant, and where any of the following change with respect to the applicant after submitting the application but before the issuance of a certificate, the application must immediately provide written details with respect to the change;</p> <p>(i) a conviction for a criminal offence or an offence related to the regulation of the practice of opticianry, finding of guilt for any of the following:</p> <p>(a) A criminal offence.</p> <p>(b) An offence resulting in either a fine greater than \$1,000.00 or any form of custody or detention.</p> <p>ii. a finding of professional misconduct, incompetency or incapacity, or any similar finding by any regulatory body</p> <p>(iii) a current proceeding for professional misconduct, incompetency or incapacity, or any similar proceeding before any regulatory body.</p>	<p>Feedback was received indicating that proceedings involving non-health regulators are unrelated to an applicant's suitability to practice opticianry. The stakeholder felt that reporting requirements should be limited to findings and proceedings involving health regulators. Similarly, the stakeholder felt that the requirement that an applicant's registration must be in good standing with any other regulators be limited to health regulators.</p> <p>Further, the stakeholder suggested that feedback the term "proceeding" should be defined so as to provide clarity to members. The stakeholder felt that proceeding should not include complaints or Registrar's investigations, particularly where such complaints/investigations are resolved with no further action being taken.</p>	<p>The Committee disagreed with this feedback since an applicant's past conduct or standing within any regulated profession may be relevant to a current application, and may provide information about a member's professionalism or judgment.</p> <p>The Committee did not feel it necessary to define the word proceeding in the regulation.</p>

Registration Regulation Feedback 2015

Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
(iv) a proceeding against the applicant under the Regulated Health Professions Act, 1991 or the Health Professions Procedural Code, or any of the professions specific Acts under the Regulated Health Professions Act, 1991 and the regulations under those Acts.		
4(1)(1) The applicant must, at the time of application, provide written details of any of the following that relate to the applicant ... (vii) an attempt to pass a registration examination required for the purposes of being licensed or certified to practise opticianry, whether in Ontario or another jurisdiction, that has not resulted in a passing grade and that would have resulted in a refusal by a regulatory body to register or license the applicant.	Feedback was received indicating that if an applicant failed to obtain a passing grade on a registration examination, but subsequently obtained a passing grade prior to submitting an application to the College, that he/she should not have to report the previous failure to the College.	The Committee noted that within the current language of the draft regulation an applicant would only report their examination failure if this failure would have resulted in them not obtaining a license.
4(1)(3) The applicant must be able to speak and write comprehend and communicate in either English or French, both orally and in writing, with reasonable fluency.	Feedback was received requesting that the Committee ensure that the comprehension level for English is the Canadian Language Benchmark levels endorsed by NACOR, or is a substantially equivalent language requirement.	The Committee will continue to define “reasonable fluency” in policy, as is the current practice in the College’s Language Proficiency Policy .
4(1) (5) The applicant must not have a physical or mental condition or disorder that could pose a risk to the health or safety of any person or that could result in the applicant being incapacitated, such that it would be desirable in the interest of the public that he or she not be issued a certificate of registration unless, should the applicant be given a certificate of registration, the imposition of a term, limit or condition on that certificate is sufficient to address such concerns.	Feedback was received pointing out that the regulation does not address the test by which a physical or mental condition or disorder would be determined.	The Committee did not feel it necessary or appropriate to set this out in the regulation. However, the College may establish new policy explaining how this provision could apply.

Registration Regulation Feedback 2015

Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
<p>4(1)(6) If the applicant is registered by any body responsible for the regulation of any other profession in Ontario or of any profession in any jurisdiction, the applicant's registration must be in good standing and must be fulfilling all terms, conditions and limitations imposed on him or her as evidenced by the applicant being in good standing.</p> <p>4(1)(7) If the applicant ceased being registered with any body responsible for the regulation of a profession in Ontario or in any other jurisdiction, the application must have been in good standing at the time he or she ceased being registered.</p>	<p>A stakeholder suggested that an application should not be automatically rejected on this basis without first providing the applicant with a reasonable opportunity to explain why his/her application should be accepted.</p>	<p>The Committee noted that the current language does not indicate automatic refusal of an application (since these are exemptible requirements). The Committee agreed that applicants will be provided an opportunity to respond before action would be taken on an application or a certificate of registration. This would be set out in College policy, similar to the Registration Policy - Dealing with Convictions, Findings and Ongoing Proceedings.</p>
<p>5(1)(1)(i) The following are non-exemptible registration requirements for a certificate of registration as a registered optician: "have successfully completed and graduated from an Ontario opticianry program that is approved by the Registration Committee or by an accrediting body approved by the Registration Committee, or that, at the time the applicant graduated, met the College's education requirements for registration."</p>	<p>Feedback was received noting that only the accreditation process should be delegated to avoid fettering of the Committee's discretion.</p>	<p>The Committee felt that the language of the draft regulation is appropriate.</p>
<p>5(1)(2) The applicant must have obtained the competence standards acceptable to the Registration Committee, as demonstrated by</p> <ul style="list-style-type: none"> i. successful completion of a practicum approved by the Registration Committee, or ii. practical experience that, in the opinion of the Registration Committee, is equivalent to a practicum mentioned in subparagraph i. 	<p>Feedback was received suggesting that the "approved practicum" would have to be defined in order to determine whether it is an adequate replacement for the 1000 hour requirement currently in force.</p>	<p>The Committee did not feel it necessary to set this out in the regulation. The intention of the proposed wording is to allow more flexibility in the future. However, any change to the current 1000 hour requirement would only happen after appropriate consultation.</p>

Registration Regulation Feedback 2015

Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
5(1)(3) The applicant must have a passing mark in each of the College's examinations, including examinations about contact lenses, or must have successfully completed examinations which are deemed equivalent to the College's examinations by the Registration Committee.	One stakeholder pointed out that the College currently recognizes the National Association of Canadian Optician Regulators (NACOR)'s National Examinations as the entry-to-practice examinations; however, this was not indicated in this section. The stakeholder felt that it would not like to see the College return to administering its own examinations as it has done in the past.	The Committee felt that the language of the draft regulation is appropriate.
5(1)(4) The applicant must have either (i) successfully completed the opticianry program described in paragraph 1 or the examinations described in paragraph 32 within one year prior to his or her application, (ii) practised opticianry within the three years prior to his or her application in a manner that demonstrates that he or she would meet the standards of practice of the profession, or (iii) successfully completed a refresher program approved by the Registration Committee within one year prior to his or her application or after his or her application.	Feedback was received indicating that a definition of what is involved in the "refresher program" is required. In addition, the stakeholder felt that the proposed section does not define what qualifies as "evidence satisfactory to the Registrar that the member has practised opticianry ... in a manner that demonstrates that he or she meets the standards of practice in Ontario." The stakeholder felt that a policy in this regard should be circulated to stakeholders prior to the Regulation coming into effect. Another stakeholder felt that the Committee should consider using a competency assessment to determine whether a member is suitable to practice.	The Committee agreed that it would be necessary to establish policies to clarify these sections of the Regulation. The Committee did not feel it necessary to set this out in the regulation.
(5)(3) The following are conditions of a certificate of registration as a registered optician: (1) By the end of the third year following issuance of a certificate of registration and in every subsequent year, the member shall provide evidence satisfactory to the Registrar that the member has practised	The stakeholder felt that the proposed section does not define what type of "evidence satisfactory to the Registrar" would be required. The stakeholder felt that a policy in this regard should be circulated to stakeholders prior to the Regulation coming into effect.	The Committee agreed that it would be necessary to establish policies to clarify these sections of the Regulation. The Committee did not feel it necessary to set this out in the regulation.

Registration Regulation Feedback 2015

Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
opticianry in the previous three years in a manner that demonstrates that he or she meets the standards of practice in Ontario.		
<p>7(2) The following are conditions of a certificate of registration as an intern optician:</p> <p>(5) If the registered intern optician fails the registration examinations a fourth time, he or she shall complete a fresh opticianry program described in subparagraphs i or ii of paragraph 1 of subsection 5(1) before attempting the examinations again, if such a program is available, or if such a program is not available or in the event of other exceptional circumstances, shall complete the upgrading measures specified by the Registration Committee before attempting the examinations.</p>	Feedback was received proposing that rather than require an intern to complete a fresh opticianry program that the intern should be only be required to complete the portions of the program in which his/her knowledge was deficient as indicated by the examination results.	The Committee felt that the language of the draft regulation is appropriate and allows for adaptability in exceptional circumstances.
<p>8(3) A member who holds an inactive certificate of registration may be reissued a certificate of registration as a registered optician if the member, (1) has paid all outstanding fees to the College, has provided all outstanding information requested of the applicant by the College and is in compliance with all other applicable terms, conditions and limitations, (2) requests in writing to the Registrar that he or she be issued a certificate of registration as a registered optician, and (3) meets at least one of the following requirements:</p> <p>(a) The member has practised opticianry within the previous three years and has done so in a manner that demonstrates that the member could meet the current standards of practice in Ontario.</p>	<p>A stakeholder felt that the section should be reworded to say that the member shall be reissued a certificate of registration if they meet the stated criteria.</p> <p>The stakeholder also felt that the requirement to practice “in a manner that demonstrates...the current standards” is unclear. The stakeholder felt that a policy in this regard should be circulated to stakeholders prior to the Regulation coming into effect.</p>	<p>The Committee agreed to propose an amendment to subsection 8(3) [section 7.2(3) in final proposed regulation] to “A member who holds an inactive certificate of registration may shall be reissued a certificate of registration as a registered optician if the member...”</p> <p>With regard to the current standards, the Committee agreed that it would be necessary to establish updated standards and/or policies to clarify these sections of the Regulation. The Committee did not feel it necessary to set this out in the regulation.</p>

Registration Regulation Feedback 2015

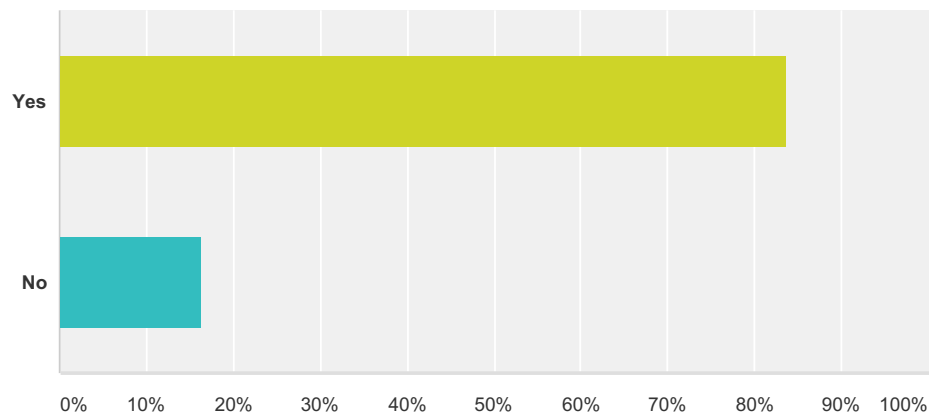
Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
<p>11(1) If a member fails to provide the College with information about the member as required under the by-laws or a completed annual renewal form within the time period set by the College,</p> <p>(a) the Registrar may give the member notice of intention to suspend the member's certificate of registration; and</p> <p>(b) the Registrar may suspend the member's certificate of registration if the member fails to provide the information within 30 days after the notice is given.</p>	A stakeholder suggested that the 30 day time period set out in section (b) should be extended to 60 days, as is the case in the current regulation.	The Committee felt that the 30 day timeline is appropriate.
14. If the Registrar suspends a member's certificate of registration under section 11, 11.1, or 12 and the suspension has not been lifted, the certificate is revoked on the day that is three years after the day it was suspended.	A stakeholder suggested that when a registrant is suspended, their certificate is not valid from the date of suspension and that this provision is not necessary.	When a registrant is suspended he/she remains a member of the College, albeit, not authorized to dispense. The Committee felt that the language of the draft regulation is appropriate. [This is section 15 in the final proposed regulation]
--	A stakeholder suggested adopting a provision allowing a registrant to voluntarily "cancel" their registration.	<p>The Committee agreed that this could be expressly addressed in the regulation and proposed the following section:</p> <p>15. A member may resign his or her certificate of registration by giving written notice to that effect to the Registrar and by paying all outstanding fees, penalties or other amounts owed to the College. [This is</p>

Registration Regulation Feedback 2015

Regulation Section	Stakeholder Feedback from First Stakeholder Consultation ending November 16, 2015 (excludes Survey Results)	Registration Committee Response
		section 16 in the final proposed regulation].
--	A stakeholder wished to see a new section in the Regulation which created a new registration class/pathway for out-of-province applicants who hold an 'eyeglass only' or 'contact lens only' license to practice independently in their area of competence while working towards a full Ontario license.	The Committee determined that creating a new registration class/pathway would not result in a direct benefit to the public and determined that a change to the Draft Regulation was not warranted.

Q1 Do you agree with the creation of an “inactive” class of registration for Registered Opticians in good standing who wish to remain registered with the College while not actively engaging in the profession (i.e., during parental or sick leave, or while working as an educator or optical sales representative)? While inactive, a member could potentially pay a reduced registration fee (if so established in the College’s by-laws), will not be required to carry professional liability insurance, and cannot practise or supervise the practice of other opticians or trainees. Transitioning from “inactive” to “active” registration status will require demonstration of current knowledge, skill and judgement.

Answered: 49 Skipped: 0



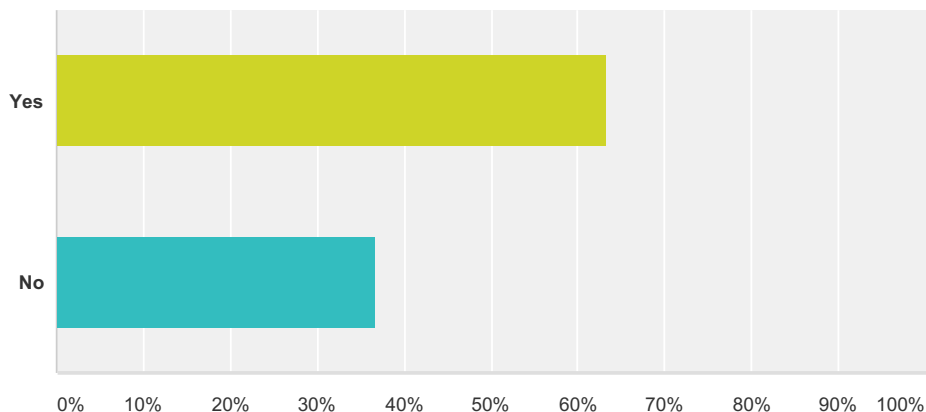
Answer Choices	Responses
Yes	83.67% 41
No	16.33% 8
Total	49

#	Comments:	Date
1	This category is not appropriate for full time teachers of opticianry programs as they would not be able to supervise the students in the clinical environment. In the classroom teachers must supervise students as they acquire and master the controlled acts of opticianry (for both contact lens subjects and eyeglass dispensing subjects)	11/16/2015 6:44 PM
2	The only concern would be the definition of "demonstration of current knowledge, skill and judgment."	11/16/2015 2:53 PM
3	It can be kept on hold for a period of time that Optician needs to be away.	11/16/2015 1:39 PM

4	Clarification should be given to the term "engaging in the profession". Under Health Force Ontario/2007 –page 25 the opticians may practice in a variety of settings. "Opticians practice in a variety of settings. Although a certain percentage practice in optometrists' offices, physicians' offices, clinics or hospitals, the vast majority are employed in non-regulated environments. These include practitioner-owned businesses, independent dispensaries, chain stores, and non-dispensary settings such as eyeglass manufacturing laboratories or wholesale suppliers of ophthalmic appliances and accessories." The new Quality Assurance Program went through extensive changes and was designed to assure that the opticians keep their knowledge in the profession at the current standards. I do not consider that an educator should be an "inactive optician" All educators MUST be registered opticians. They also perform eyeglass dispensing or contact lens dispensing in a non-dispensary settings, eyeglass labs and contact lens labs and in the training process of students they should have liability insurance. I do agree that opticians that are not in any respect practicing due to illness or parental leave can be benefiting from a reduced registration fee.	11/10/2015 2:13 AM
5	I don't think they should have to illustrate their knowledge and skills when returning in every circumstance. Perhaps after 3 years they would have demonstrate their skills, but after 1 year I don't think that is needed.	10/30/2015 8:39 AM
6	I like this idea, I think it is unfair to Opticians that are not dispensing to be paying the same type of fees and held to the same insurance standards as opticians that are working in a dispensary. It is also not fair to these Opticians to pay the full yearly fee considering it is a substantial fee.	10/29/2015 8:12 PM
7	they deserve to be active , why causing all the fuss and duss in the future college will start charging.	10/29/2015 3:04 PM
8	I believe that it would need to be split. Not actively dispensing but work in optical industry & not actively dispensing (Other)	10/29/2015 2:54 PM
9	It should includes retirees.. who desire to practice again. It is understood that this group of members have to be up to date for their quality insurance.	10/20/2015 5:15 PM
10	An "Inactive" class of should not be required to pay the same level of registration fee. There also needs to be incorporated a level of QA assessment that also acknowledges the inactive status.	10/20/2015 10:41 AM
11	I think it is going a bit far to make opticians who choose to take a leave from practicing as an optician to have to demonstrate current knowledge, skill and judgement. This deters people who would benefit from a leave for various reasons because of fear of being "tested". The requirement to keep current with the 16 continuing ed credits per year is sufficient. I think an inactive class is great as long as the pressure of not being able to come back due to fear of testing is eliminated. Fulfilling the continuing ed credits should suffice.	9/29/2015 3:52 PM
12	If an Optician wishes to still be licensed I think they should demonstrate that they are capable of doing so and not being a risk to the public.	9/27/2015 6:26 PM

Q2 Do you agree that the Student Optician class of registration should be removed from the Regulation? Student registration has been optional since 2013. Students who currently choose not to register with the College are authorized to practise under supervision under the Regulated Health Professions Act (RHPA), while gaining the practice experience needed to meet the requirements to become a Registered Optician. This would continue to be permitted if student registration was eliminated. Student optician registration has been steadily declining since it was deemed to be optional. As a result, the benefits to the public of maintaining this optional class appear to be minimal. Most other health professions in Ontario no longer have student registration.

Answered: 49 Skipped: 0



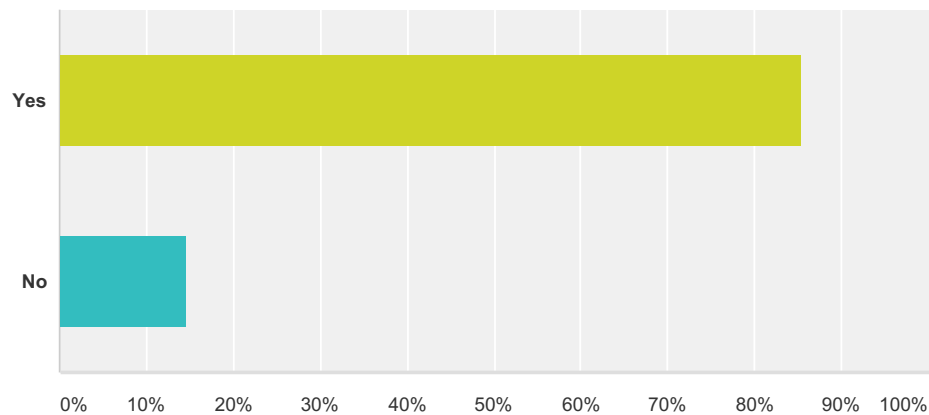
Answer Choices	Responses
Yes	63.27% 31
No	36.73% 18
Total	49

#	Comments:	Date
1	This is a welcome change, however, opticians should be made aware of what constitutes the proper student identification which must be worn in the dispensing environment	11/16/2015 6:44 PM
2	As long as they do their activities under a supervision.	11/16/2015 1:39 PM

3	I think it is important to make it necessary to involve them in the processes and expectations of there profession. There does not need to be a fee for students.	11/8/2015 7:39 AM
4	Only if the public is aware the the person he or she is a student and not an Optician or Optometrits.	10/30/2015 6:09 AM
5	I think that students should be regulated and still displayed on the college of opticians website. When looking to hire a new student Optician I think that Opticians should be able to see how long they have been listed as a student optician by the colleges website and any history that the college would document.	10/29/2015 8:12 PM
6	It should be mandatory to register as a student	10/29/2015 1:08 PM
7	There is 2 sides: It is dangerous for the opticianary profession. . It does open the door to the illegal practice . The student having the option might be less interested to complete the course. Therefore, less opticians available	10/20/2015 5:15 PM
8	Students are the least able to afford additional fees on top of tuition, books, room and board.	10/20/2015 10:41 AM
9	I am strongly against not having Student Opticians register with the COO. I graduated last year from Georgian and became fully licensed in November. It became optional the year after I started at Georgian and I believe that my classmates as well as the year behind us felt like there was less of a connection with the COO. I think it is important to start off the relationship with the COO early in their career. Even if a student is only authorized to practise under a supervision of an Optician, they still may not be aware if they are being taught to do something which is technically wrong. The only way they would 100% know this is if it was mandatory for them to become registered and go through all the things the COO has to offer. Honestly the only good thing about not having to be registered as a student optician is that you do not have to pay the Student License Fee. Being a student is financially difficult as is.	9/27/2015 6:26 PM
10	As an employer I would prefer mandnatory student registration, however it would seem that since other Colleges do not have this it may be legally difficult?	9/24/2015 7:31 PM

Q3 Do you agree that applicants to any class of registration should have to disclose additional information to the College, as set out in the proposed changes to section 4 of the Regulation? This includes: the applicant's history of negligence or malpractice findings, relevant details about the applicant's current and past status with other regulatory bodies, and other information that may demonstrate that the applicant does not have the knowledge, skill or judgement to practise safely and professionally.

Answered: 48 Skipped: 1

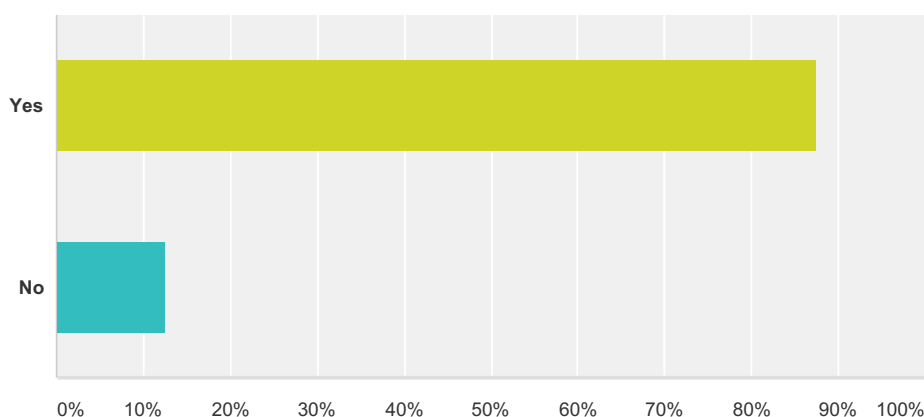


Answer Choices	Responses
Yes	85.42% 41
No	14.58% 7
Total	48

#	Comments:	Date
1	It's a good idea to have enough and sufficient about an applicant's history.	11/16/2015 1:39 PM
2	At a certain matter, if it concerns only the professional side, I'm positively for it. The last point, goes against the privacy.	10/20/2015 5:15 PM
3	I think this is taking things a bit far as well. People make mistakes, self correct, etc. and their personal affairs are, just that, personal. Generally speaking, people want to improve their knowledge base and skill set without having it made public to others to see if they are found lacking in some way.	9/29/2015 3:52 PM
4	I think that as long as a member has been found guilty to any negligence or malpractice it should be posted. The COO is there to protect the public. If a member has any history then it should be available to the public.	9/27/2015 6:26 PM

Q4 Do you agree that the Registration Regulation should clearly set out additional requirements for initial and ongoing registration, such as: not being incapacitated, being in compliance with requirements of other regulatory bodies of which the applicant is a member, and not having engaged in past conduct that is likely to affect the applicant's ability to practise safely and in the public interest?

Answered: 48 Skipped: 1

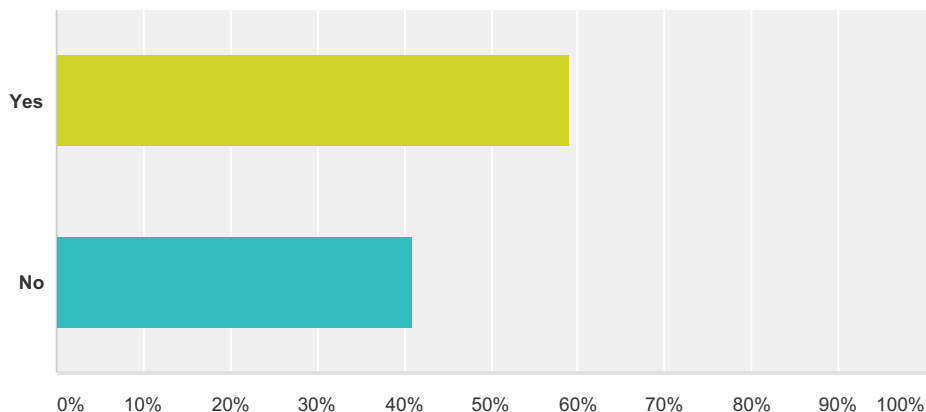


Answer Choices	Responses
Yes	87.50% 42
No	12.50% 6
Total	48

#	Comments:	Date
1	I recommend that a police check should be required in order to become registered.	11/16/2015 6:44 PM
2	It is the same as #3 but formulated differently - IDEM	10/20/2015 5:15 PM
3	I think this also is a bit much	9/29/2015 3:52 PM

Q5 Do you believe that the College should replace the requirement for the “1000 practice hours” with a “College approved practicum”? Note that the content and duration required for the practicum would be set out in Council-approved policy rather than embedded in the Regulation. This would not necessarily mean a change to the 1000 hour requirement. However, it would permit the College to be more responsive to the effect of changing optical standards and technologies on the profession, and to ensure that the practical requirement remains relevant and appropriate. The change would similarly provide the College with more flexibility to change exact requirements for number of fittings of eyeglasses and different types of contact lenses.

Answered: 44 Skipped: 5



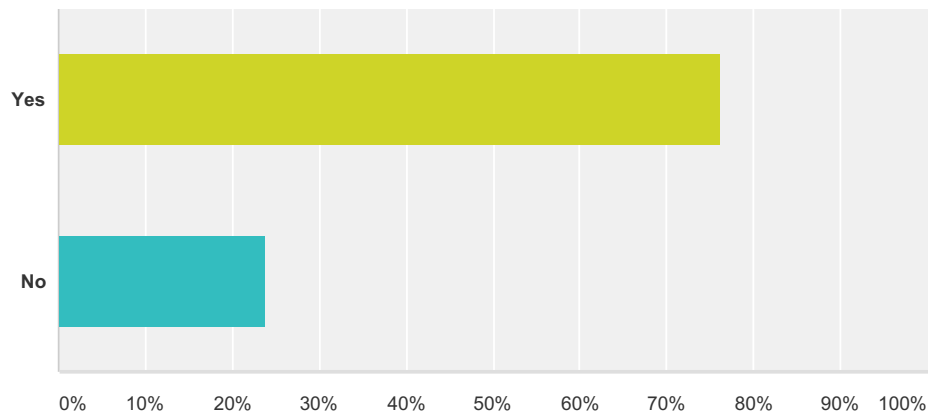
Answer Choices	Responses
Yes	59.09% 26
No	40.91% 18
Total	44

#	Comments:	Date
1	Presently both Ontario Community College Opticianry Programs include 1000 hours of work in a supervised dispensing environment as requirements to graduate. The student's diploma guarantees this has been completed. To ask them to show further proof that they have completed 1000 hours is redundant and causes unnecessary clerical work for both program graduates and College of Opticians staff.	11/16/2015 7:24 PM

2	Re: Replacement of the "1000 practice hours" requirement Under HPRAC/2006 – page 280 and Health Force Ontario/2007 –page 25 the hour 1000 requirements are in place. The educational programs have a practicum in place as a co-op or field placement which includes a certain number of fittings and practice hours to ensure that the students have acquired adequate skills . It is no clarification on how "the equivalent dispensing experience" can be obtained. It should be consistent with that offered by the educational institutions to ensure that the skills are adequate, otherwise may lead to two tier evaluation system. I agree that it should be mentioned in the regulation that the number of fittings be changed as to reflect the technological changes in the industry.	11/10/2015 2:44 AM
3	NO! Students will end up on unpaid placements	10/30/2015 12:42 PM
4	I think it is a good idea to outline a practical baseline, however if an optician only works at one practice and that practice doesn't happen to have patients with the needs you have outlined why should they penalized.	10/30/2015 8:44 AM
5	How the College can do this?	10/20/2015 5:24 PM
6	There must be some practical component to a student's educational experience that is real world based. Students gain invaluable experience under the proper mentorship that cannot be duplicated in a campus environment. Fitting requirements should be at the discretion of the teaching institutions but assessed as part of the NACOR Examination to determine entry level competency. NACOR testing should also reflect the evolution of available technology and the skills required to utilize those advancements. Students should be permitted to choose between manual and automated instruments.	10/20/2015 10:49 AM
7	It will be very sensitive since fittings could be claimed even not have that much practice or misused from diff. coworkers . 1000 hours is at least sure practice that must be done in profession	10/19/2015 9:41 PM
8	it could be reduced to 500	10/8/2015 6:44 PM
9	I work with a few Opticians who only work part-time and they may not be able to fulfill the 1000 hour quota, yet they still are fabulous opticians. I do not think working hours shows how good an Optician may be vs an approved practicum.	9/27/2015 6:33 PM
10	I believe the College needs to have flexibility with setting the number of hours, but I believe there should always be a specified minimum number of practicing hours.	9/24/2015 7:33 PM
11	I feel the 1000 hours is a little excessive but should be lowered to approx. 750 hours	9/15/2015 5:07 PM

Q6 Do you believe that all applicants to the Registered Optician class of registration should be subject to a currency requirement upon application to the College? A refresher program approved by the Registration Committee would be required for those applicants who could not provide evidence of current knowledge, skill and judgment.

Answered: 42 Skipped: 7

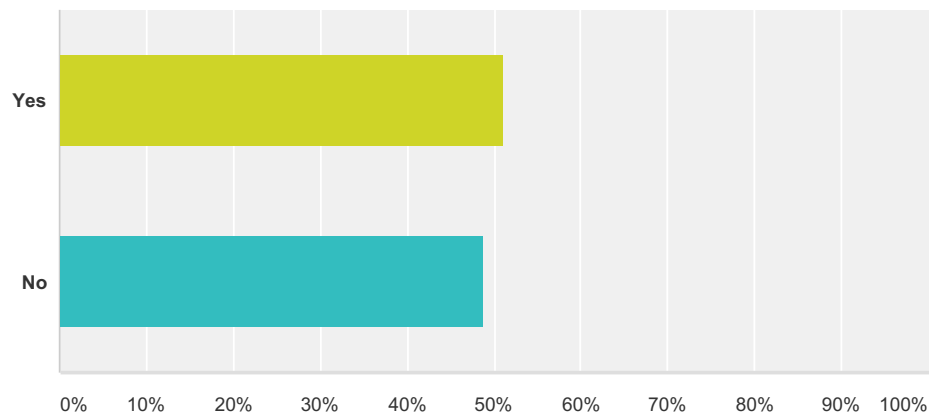


Answer Choices	Responses
Yes	76.19% 32
No	23.81% 10
Total	42

#	Comments:	Date
1	However the College should stipulate how the applicant can demonstrate currency. Would this be done through satisfying the current quality assurance requirements or by other means such as an ongoing practice requirement. Perhaps the details could be clarified included as a guideline.	11/16/2015 7:24 PM
2	I am a bit concerned by the year requirement put directly into regulation. I believe that it would be better to put in that this is approved by Council so the timeline can be changed more easily if deemed necessary. I note that you have changed from 2 to 3. These are both arbitrary numbers and should be left up to the Council to make the decision.	10/29/2015 3:17 PM
3	don't understand this question.. why can not you speak the english we speak.	10/29/2015 3:07 PM
4	How I relate this to is people who drive. A person who just got their G1 license who studied the learnings drivers handbook may be more aware of the rules of the road vs a 60 year old who did it 45 years ago. I can personally relate to this with my father. I believe that this would be the same with us as Opticians. The people who are a danger to the public are the ones who do not think they are.	9/27/2015 6:33 PM

Q7 Do you believe that all members should be required to provide evidence each year that they have practised in the profession in the previous three years? Members who do not meet this requirement could be referred to the College's Quality Assurance Committee and this could trigger a peer and practice assessment. However, members who do not wish to practise for any reason would have the option of applying for the new "inactive" registration class.

Answered: 41 Skipped: 8



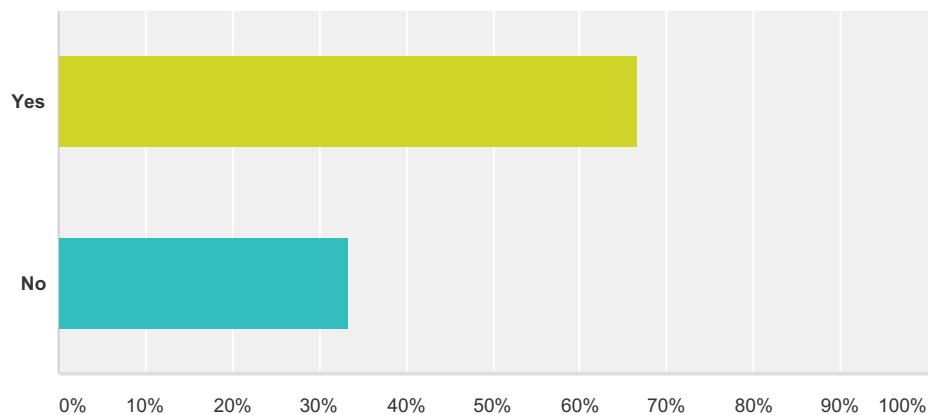
Answer Choices	Responses
Yes	51.22% 21
No	48.78% 20
Total	41

#	Comments:	Date
1	The draft regulation fails to specify the means by which an optician could demonstrate that he or she has met the Standards of Practice in Ontario nor identify what it means to "practice in the profession". Would this exclusively mean that an optician would be required to work a certain amount of time working in an optical dispensary? If so this places full time teachers of opticianry programs in a precarious position as they are required to be licensed to retain their teaching position while at the same time are "practicing opticianry" in the educational setting rather than in a retail optical or optometrists office. The explanatory document which accompanied the draft registration regulation change stated that "The member shall provide evidence satisfactory to the Registrar that the member has practices in the three previous years in a manner that demonstrates that he or she meets the Standards of Practice in Ontario" Through the process of teaching the Standards of Practice for Ontario Opticians, the critical skills of opticianry and the supervision of students in the classroom one would assume that the teacher meets the standards. Could this experience be used to satisfy the currency requirement for license renewal? While I agree in principle that a currency requirement in some form be included in the registration regulation I ask that the Committee consider committing to policy some alternative methods to meet the requirement.	11/16/2015 7:24 PM
2	However, maybe for their past year and not three years.	11/16/2015 1:46 PM

3	Clarification should be given to the expression "practice in the profession", as stated before under Health Force Ontario/2007 –page 25 the opticians may practice in a variety of dispensary and non-dispensary settings. Is the term referring strictly to dispensing eyeglasses and contact lenses in an optical dispensary? That will limit greatly the opticianry profession. Also there are practices which entirely do not dispense contact lenses. How would somebody ensure that in a private own practice with 2 opticians one is the only one dispensing and the other takes care of the business part only. I think that the new Quality Assurance Program was designed to assure that the opticians keep their knowledge in the profession at the current standards. Under this umbrella, along with the seminars in lecture format more practical workshops should be offered to all opticians.	11/10/2015 2:44 AM
4	Again this is current thinking but the limits put in Regulation by using the three years may change to be four or two in the future. Opening regulation is not always an option. Personally I think three years is excessive and how would a peer review or practice assessment be done if they are not practicing. If this is impossible by its very nature why put it in legislation like this?	10/29/2015 3:17 PM
5	What do you mean by "evidence?" Stating where they have worked should be sufficient.	10/29/2015 1:57 PM
6	having license renewal and insurance. will be proof who is in practice or who is not, than other members can be automatically inactive than they can apply to be in active class.	10/19/2015 9:41 PM
7	1. I think this questions should be reworded with "Do you believe" vs the "Do believe" it is now. 2. This is a tough one. Seeing as how a person may have to go on sick or mat leave this could interfere with someones status.	9/27/2015 6:33 PM
8	I feel it doesn't need to be every year rather it should be every 3 years they must show this.	9/15/2015 5:07 PM

Q8 Do you agree that upon four unsuccessful attempts at the registration examinations, an Intern Optician should be required to repeat the opticianry program if available? In the current Regulation, if an intern fails the examination for a fourth time, the Registration Committee may grant a subsequent attempt upon completion of a Committee approved upgrading program of mentoring or bridging modules.

Answered: 42 Skipped: 7



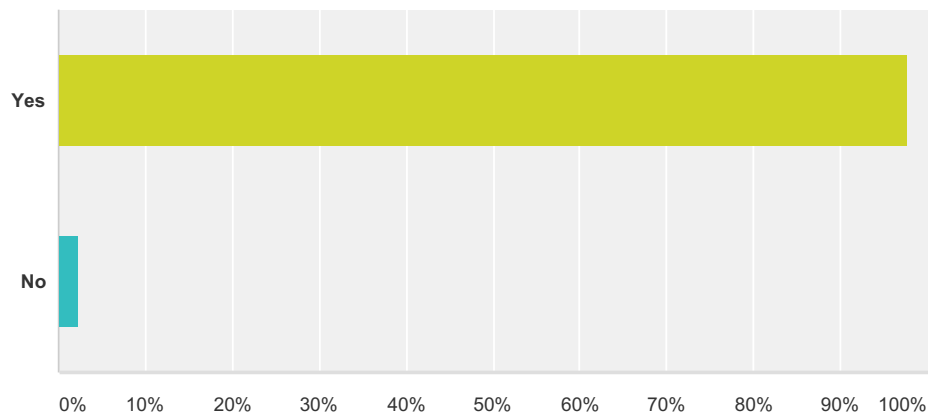
Answer Choices	Responses
Yes	66.67% 28
No	33.33% 14
Total	42

#	Comments:	Date
1	I fear that this may give birth to a "lifetime" student optician category given that a student may dispense while attending an opticianry program. By virtue of being enrolled in an opticianry program the student is eligible to work under supervision in an optical dispensary. This more or less guarantees employment. On another note: If the candidate managed to graduate from a program once he or she is likely to graduate from a subsequent program. I think the current approved upgrading program should remain in the regulation whereby the students deficiencies are noted and an appropriate program of study is prescribed.	11/16/2015 7:24 PM
2	They should be able to participate in a refresher course as opposed to the entire program	11/16/2015 2:55 PM
3	I think to repeat the program is not the answer but go through the difficulties. and mentoring will help for sure	11/1/2015 1:21 PM
4	I don't think an entire repeat should be needed but some sort of course and upgrade should be required.	10/30/2015 8:44 AM
5	I dont believe they should have to repeat the whole program, they should have to go back and re-do relevant courses that pertain to the part of the national exam they struggled with	10/29/2015 8:15 PM
6	i believe four tries is once to many	10/29/2015 5:32 PM

7	I believe that remediation of some sort should be triggered but to state they must go back and take the course again is not realistic. It is my understanding that an educational institution cannot take a student back again in the same program once a certificate diploma or degree has been granted in that program. Again the number limit within legislation should be watched. If the change simply said the Committee may make rules about remediation. NACOR actually says that if a student fails three times they must have permission from their home province to write again.	10/29/2015 3:17 PM
8	yes and no May be the teacher is not good enough for them may be they don't have hand on experience So may things need to consider and that option only student should pick	10/29/2015 3:07 PM
9	It should be assessed as to where the problem lies and dealt with accordingly.	10/29/2015 1:57 PM
10	it may be recommended to do some assessment for intern optician and based on results than repeat some classes but not full opticianry program .	10/19/2015 9:41 PM
11	Coming from someone who wrote their NACOR exams last year, if you fail that test 4 times in a row then I think you may be missing something and should at least get some sort of special assessment to see why you have not passes. It could just be because of a learning/anxiety disability when writing the exam or just plain and simple you have no clue what you are doing.	9/27/2015 6:33 PM

Q9 Do you agree that Intern Opticians should have to successfully complete their examinations within three years of completing their education or practical experience? This would ensure that interns cannot remain in the intern class for an unreasonable period of time without successfully completing the examinations, and that their knowledge and skills remain current. However, there would be a mechanism to extend the time period permitted to attempt the examinations in exceptional circumstances.

Answered: 42 Skipped: 7

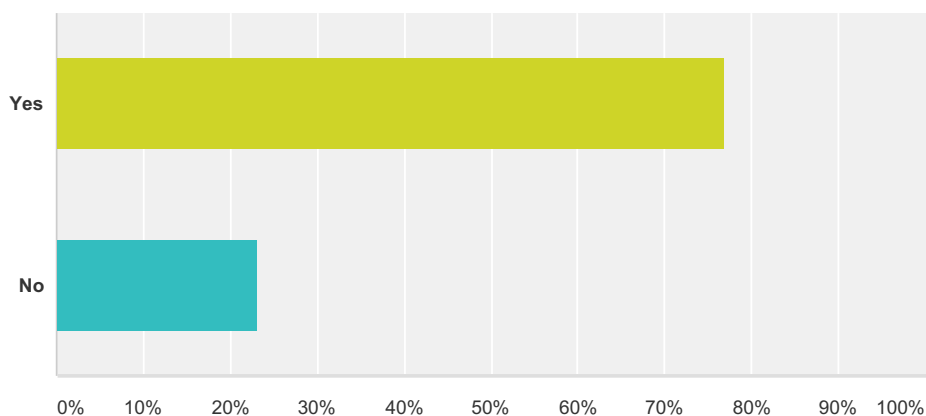


Answer Choices	Responses
Yes	97.62% 41
No	2.38% 1
Total	42

#	Comments:	Date
1	Theoretically as long as the mechanism to extend is there. Once more the number of years in regulation is an issue. The committee (Council) may make rules as to how long an intern can remain on the register.	10/29/2015 3:22 PM
2	prolonging the time intern optician will have harder time to remember required info for exams.	10/19/2015 10:02 PM
3	I just wrote my NACOR exam last year. I was the first out of the graduating class of Georgian to write their exam that year because I did mine out of province. I have no clue why anyone would wait 3 years after becoming an intern to write their exams. You get a higher pay and can work by yourself?	9/27/2015 6:35 PM

Q10 Do you agree that the Registrar should be authorized to suspend a member's certificate of registration for non-compliance with the by-laws (including for not carrying professional liability insurance as required) or for not providing the College with the information required by the by-laws?

Answered: 43 Skipped: 6

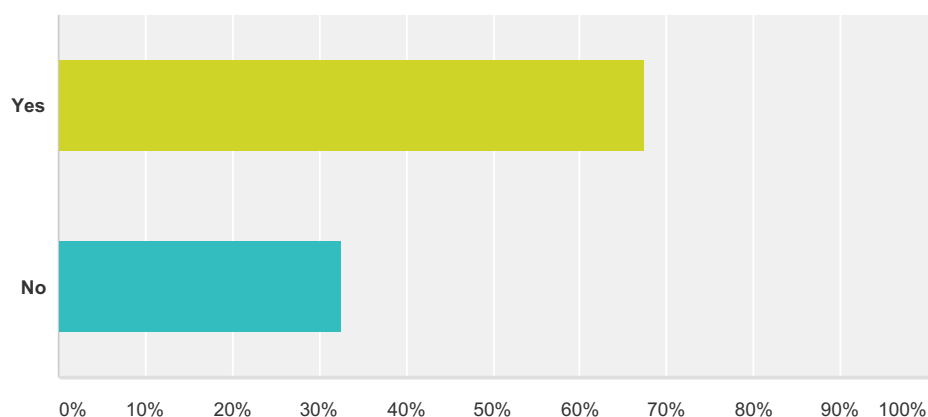


Answer Choices	Responses
Yes	76.74% 33
No	23.26% 10
Total	43

#	Comments:	Date
1	I think that if the member has a good reason to be non - compliant then they should not be suspended.	10/30/2015 5:54 PM
2	no suspend the optician's licence should be frozen till he provide all the documents	10/29/2015 3:10 PM
3	why will be diff . for some members	10/19/2015 10:02 PM
4	If you do not follow your rules then it is your own fault. That is how I see it.	9/27/2015 6:35 PM

Q11 Do you agree with the automatic revocation of members who have suspended their certificate of registration for three years? Note that members who wish to re-enter practice after the revocation will be required to submit a new application to the College, which will include a requirement that the member demonstrate current knowledge, skill and judgement to practice safely and professionally.

Answered: 40 Skipped: 9



Answer Choices	Responses
Yes	67.50% 27
No	32.50% 13
Total	40

#	Comments:	Date
1	No sure about this one. Would this apply to those who are in the "inactive" class? I there a limitation on the time one can be in the inactive category?	11/16/2015 7:27 PM
2	I think it should depend on the circumstances	10/29/2015 8:17 PM
3	Not sure what revocation is in Ontario. We do have limits for how long a person may be out of practice with monetary penalties and retraining or remediation requirements attached but do not have that revocation.	10/29/2015 3:22 PM
4	this diploma shold be our property and shold be frozen or suspended till the time we don't practice and after we decided that if we want to continue then there should be a small fees to continued again it is like you have born but you don't exist.	10/29/2015 3:10 PM
5	Does it concern the inactive member?	10/20/2015 5:27 PM
6	Should be a personal choice to be able to take time off to care for children or aging parents without having a license suspension. Way too strict and unnecessary	9/29/2015 3:55 PM

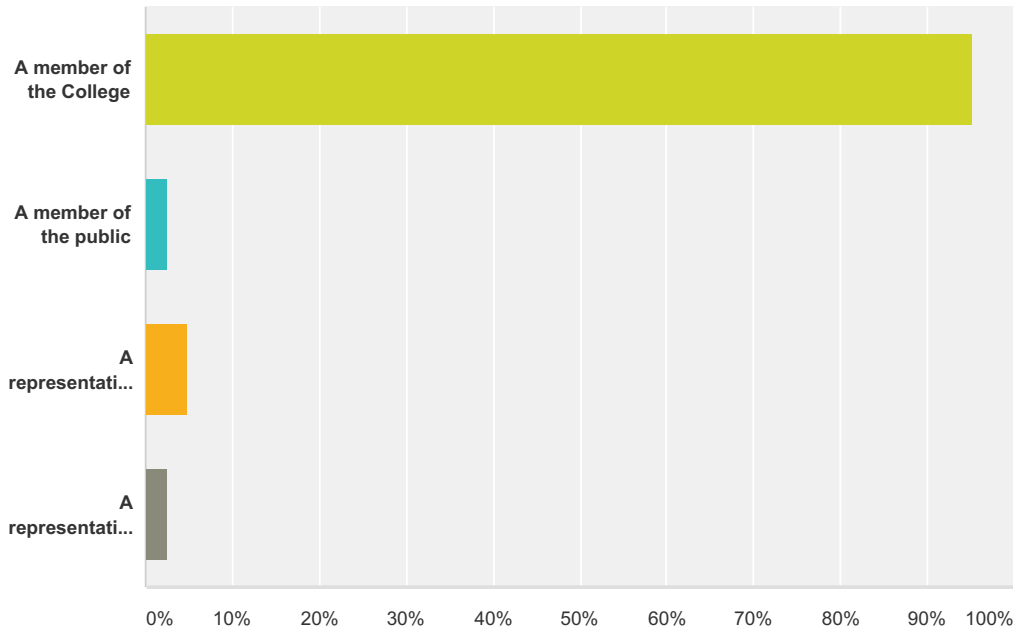
Q12 Do you have any comments or suggestions about any of the other proposed changes to the Registration Regulation?

Answered: 16 Skipped: 33

#	Responses	Date
1	I think that they are in line with taking the College into a new and improved direction	11/16/2015 2:55 PM
2	No Thank you and all the best.	11/16/2015 1:51 PM
3	No	11/10/2015 2:47 AM
4	Should try to offer opticianry courses at more colleges because seneca and georgian is too far for some students in the west end of the GTA.	11/5/2015 7:19 PM
5	I think the fees we pay are very high comparing with other professional fees...college should provide us with all the courses we need to upgrade our knowledge....because every time we need to get that done we have also to be part of other associations and pay again...	11/1/2015 1:31 PM
6	Not approving of the new Registration process. The book that needs to be filled out on a yearly basis. Who has the time for this??? I foresee that a lot of the opticians will be non-compliant. The annual fees are already exuberant now we also have to spend a huge amount of time filling this out properly!	10/30/2015 7:19 AM
7	no	10/30/2015 6:14 AM
8	The only comment I have is that the registration fees are too high. It does not seem to line up with the fees that members of other college's have to pay annually It also does not seem like it is a fair amount considering the average wage opticians are paid hourly, our CE course cost and that some of us also have to pay for liability insurance.	10/29/2015 8:19 PM
9	I really see a difference in the quality of opticians , depending where they recieved there education. If some one is doing a 6 month program, they should be required to do an extended interm , compared to a 2 year or 3 year program.....	10/29/2015 5:37 PM
10	No	10/29/2015 5:06 PM
11	Caution should be exercised when making rules with timelines attached. An example of where problems may arise is in labour mobility. If other provinces do not make the changes that you make are you putting barriers in place for license transfer? If you found that one of the new rules does put up a barrier and you wish to correct it do you have to open regulations again to accomplish this? What if NACOR (all of the provinces) get together and decide that a rule needs to be put in to protect the integrity of the exam but you already have a rule in regulation that contradicts this do you have to say sorry the rest of Canada cannot make that rule until we open our regulation again?	10/29/2015 3:28 PM
12	College is to strict , they should loosen up bec opticians do not make enough money in the first place on the top on line is up to our #\$\$% then contact lenses then eye surgery at last optometrist are opening stores as well. college is only seeing the interest in the public, fine! we are only taking pd and some measurements and we have to pay a huge price for it.. Financially and Psychologically. Not GGGOOOODDDDDD	10/29/2015 3:12 PM
13	For inactive registration class: . Add retirees part of the inactive class; . Re-activing within 5 years instead of 3 requiring during that period a proof of Quality Insurance completion after the regulated 3 years; .	10/20/2015 5:35 PM
14	I hope that others take the time to comment on these proposed amendments and how they would affect opticians who need time off for personal reasons. I don't see the value in being accessively restrictive	9/29/2015 3:57 PM
15	Other than what I disguised in this whole survey, nothing else I can think of!	9/27/2015 6:36 PM
16	no	9/23/2015 9:58 PM

Q13 Please indicate whether you are:

Answered: 41 Skipped: 8



Answer Choices	Responses	
A member of the College	95.12%	39
A member of the public	2.44%	1
A representative of an association	4.88%	2
A representative of another regulatory body	2.44%	1
Total Respondents: 41		

Q14 If you are submitting a response on behalf of an organization, please provide the name of the organization you represent:

Answered: 1 Skipped: 48

#	Responses	Date
1	College of Opticians of Alberta	10/29/2015 3:28 PM

Registration Regulation Feedback 2016

Proposed Regulation Section (as circulated in 2016)	Stakeholder Feedback from Second Stakeholder Consultation ending November 9, 2016 (excludes Survey Results)	Registration Committee Response
<p>5(1) The following are non-exemptible registration requirements for a certificate of registration as a registered optician:</p> <p>1. The applicant must,</p> <p>i. have successfully completed and graduated from a Canadian opticianry program that is approved by the Registration Committee or by an accrediting body approved by the Registration Committee, or that, at the time the applicant graduated, met the College's education requirements for registration,</p> <p>ii. have successfully completed and graduated from an opticianry program outside of Canada which is deemed equivalent to a program referred to in subparagraph i in accordance with the policy guidelines of the Registration Committee, or</p> <p>iii. have successfully completed and graduated from a program outside of Ontario Canada that is similar but not equivalent to a program referred to in subparagraph i, and have successfully completed a prior learning assessment approved by the Registration Committee demonstrating that the applicant has obtained the entry-to-practice competencies possessed by a graduate of an opticianry program referred to in subparagraph i.</p>	<p>Feedback was received from one stakeholder expressing fairness concerns with not allowing non-accredited Canadian graduates to be evaluated to determine whether they meet the College's requirements. The stakeholder felt that these graduates should continue to be permitted to complete the Prior Learning Assessment and Recognition (PLAR) process, after which they may be required to complete further examinations, testing, education, training, experience and other upgrading and/or assessments as determined by the Registration Committee.</p> <p>Another stakeholder provided feedback that non-accredited Canadian graduates should be permitted to access the PLAR, and did not see a public interest reason to cease this practice.</p> <p>A third stakeholder agreed with the position that the PLAR process should be restricted to international graduates.</p> <p>A fourth stakeholder pointed out that allowing non-accredited Canadian graduates to complete the PLAR process has allowed some applicants to circumvent the regular entry-to-practice standards that accredited graduates are required to complete, and could encourage the development of additional non-accredited programs. The stakeholder also points out that unaccredited Canadian programs are not fairly</p>	<p>As a result of the feedback, the Registration Committee decided not proceed with this change, and proposed the following:</p> <p>5. (1) The following are non-exemptible registration requirements for a certificate of registration as a registered optician:</p> <p>1. The applicant must,</p> <p>(i) have graduated from a Canadian opticianry program that is approved by the Registration Committee or by an accrediting body approved by the Registration Committee, or that, at the time the applicant graduated, met the College's education requirements for registration,</p> <p>(ii) have successfully completed and graduated from a Canadian opticianry program which is deemed equivalent to a program referred to in subparagraph i in accordance with the policy guidelines of the Registration Committee, or</p>

Registration Regulation Feedback 2016

Proposed Regulation Section (as circulated in 2016)	Stakeholder Feedback from Second Stakeholder Consultation ending November 9, 2016 (excludes Survey Results)	Registration Committee Response
	representing information to graduates about the registration process and the PLAR and that regulatory bodies are diverting resources from international graduates and other statutory duties in order to process these applicants.	
<p>Removal of student class of registration 6. (1) It is a non-exemptible registration requirement for a certificate of registration as a registered student optician that the applicant meet one of the following qualifications:</p> <p>1. The applicant is enrolled in an Ontario opticianry program approved by the Ministry of Training, Colleges and Universities at an institution set out in the Schedule.</p> <p>2. The applicant, having applied for a certificate of registration as a registered optician or as a registered intern optician, is in the process of completing additional training, as ordered by a panel of the Registration Committee.</p>	A stakeholder recommended to the Registration Committee that it should take steps to ensure that current student opticians are not adversely affected by this change. The stakeholder recommends developing a communication and transition plan.	The Committee agreed that it would be necessary to clearly communicate the deletion of these sections of the Regulation, as well as a transition plan.
<p>5(1)(2) The applicant must have obtained the competence standards acceptable to the Registration Committee, as demonstrated by</p> <p>i. successful completion of a practicum approved by the Registration Committee, or</p> <p>ii. practical experience that, in the opinion of the Registration Committee, is equivalent to a practicum mentioned in subparagraph i.</p>	Feedback was received in support of allowing the Committee the flexibility to define the required practicum content based on the national entry-to-practice competencies. The stakeholder also recommends that the practicum requirements are transparent and clear to applicants, is consistently applied, and is regularly reviewed.	The Committee agreed that it would be necessary to establish policies to clarify these sections of the Regulation.

Registration Regulation Feedback 2016

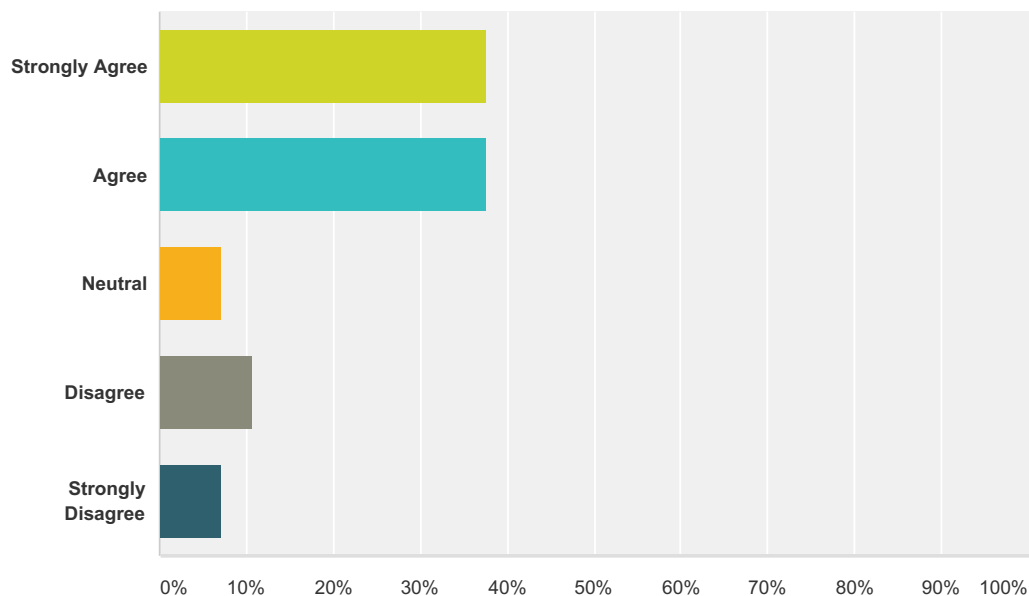
Proposed Regulation Section (as circulated in 2016)	Stakeholder Feedback from Second Stakeholder Consultation ending November 9, 2016 (excludes Survey Results)	Registration Committee Response
<p>5(1)(4) The applicant must have either</p> <p>(i) successfully completed the opticianry program described in paragraph 1 or the examinations described in paragraph 32 within one year prior to his or her application,</p> <p>(ii) practised opticianry within the three years prior to his or her application in a manner that demonstrates that he or she would meet the standards of practice of the profession, or</p> <p>(iii) successfully completed a refresher program approved by the Registration Committee within one year prior to his or her application or after his or her application.</p>	<p>Feedback was received that the requirement to complete an education program or examinations within one year prior to applying to the College may be too inflexible. The stakeholder also pointed out that the circumstances where a refresher program is required were not clear.</p>	<p>As a result of the feedback, the Registration Committee decided to amend the draft regulation as follows:</p> <p>5(1)(4) The applicant must have either</p> <p>(i) successfully completed the opticianry program described in paragraph 1 or the examinations described in paragraph 3 within one year <u>18 months</u> prior to his or her application,</p> <p>(ii) practised opticianry within the three years prior to his or her application in a manner that demonstrates that he or she would meet the standards of practice of the profession, or</p> <p>(iii) successfully completed a refresher program <u>or professional competency assessment as set or approved by the Registration Committee</u> within one year prior to his or her application or after his or her application, <u>and, if recommended by the professional competency assessment, upgrading courses as set or approved by the Registration Committee.</u></p>
<p>8(3) A member who holds an inactive certificate of registration shall be reissued a certificate of registration as a registered optician if the member...</p>	<p>Feedback was received expressing agreement with this section.</p>	<p>The Committee agreed to proceed with the proposed section. [Note this is section 7.2(3) in the final proposed</p>

Registration Regulation Feedback 2016

Proposed Regulation Section (as circulated in 2016)	Stakeholder Feedback from Second Stakeholder Consultation ending November 9, 2016 (excludes Survey Results)	Registration Committee Response
		regulation.]
15. A member may resign his or her certificate of registration by giving written notice to that effect to the Registrar and by paying all outstanding fees, penalties or other amounts owed to the College.	Feedback was received expressing agreement with this section.	The Committee agreed to proceed with the proposed section. [Note this is section 15 in the final proposed regulation.]
--	A stakeholder wished to see a new section in the Regulation which created a new registration class/pathway for out-of-province applicants who hold an 'eyeglass only' or 'contact lens only' license to practice independently in their area of competence while working towards a full Ontario license.	The Committee determined that creating a new registration class/pathway would not result in a direct benefit to the public and determined that a change to the Draft Regulation was not warranted.

Q1 Do you agree that access to the PLAR should be restricted to international applicants to the College, and not to applicants who attend non-accredited Canadian education programs? The PLAR is a process that assesses an applicant's current knowledge, skills and judgement so that the College can ensure that the applicant meets the competencies and will dispense safely and effectively. Graduates of accredited Canadian education programs will continue to access registration through the regular route.

Answered: 56 Skipped: 0



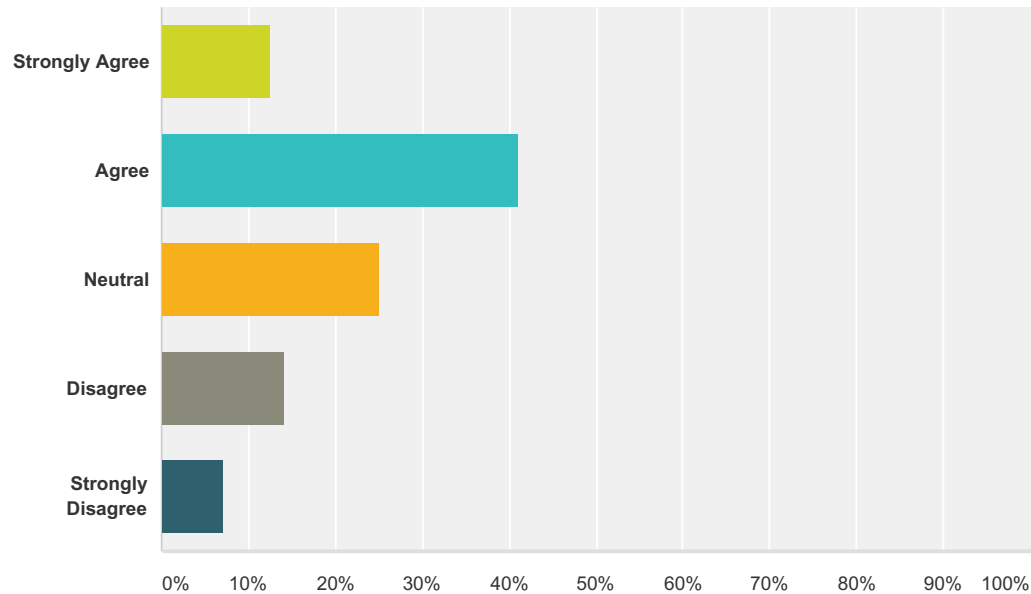
Answer Choices	Responses
Strongly Agree	37.50% 21
Agree	37.50% 21
Neutral	7.14% 4
Disagree	10.71% 6
Strongly Disagree	7.14% 4
Total	56

#	Comments	Date
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1	I think all applicants should have to write the Exams the rest of us have had to write. This sets an equal standard to all. It will also prove a level of communicating effectively in both official languages as well knowledge of the industry and practice.	10/19/2016 12:32 PM
2	If someone still passes the assessment and they are from a NON Accredited Canadian education program. The College should not stop them from Access to registration.	10/8/2016 12:23 PM
3	Non accredited means they are not approved by college ,therefore the candidates who come out may not be able to handle the challenges of today's opticianRy	8/12/2016 6:43 PM

Q2 Do you agree that members should be permitted to voluntarily resign membership with the College? Any member who wishes to become a member again must reapply as a new applicant and comply with any registration requirements in force at the time of applying to the College.

Answered: 56 Skipped: 0



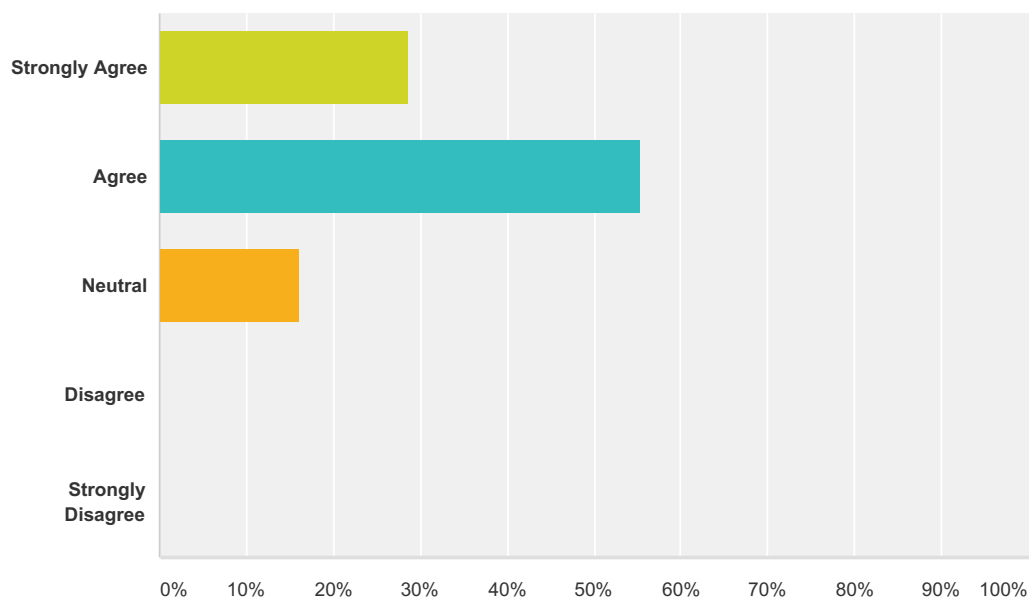
Answer Choices	Responses
Strongly Agree	12.50% 7
Agree	41.07% 23
Neutral	25.00% 14
Disagree	14.29% 8
Strongly Disagree	7.14% 4
Total	56

#	Comments	Date
1	As long as they meet the requirements of the College, the public is protected and No legal or pending legal problems is on the table the member should be able to become a member again	11/8/2016 9:55 PM
2	If a member retires, I don't feel that they should have to resign membership or have have to continue paying fees which they will no longer benefit from.	10/23/2016 9:53 PM
3	This should be a freedom not a slavery..... what the hell is opticianery any ways just a pd and a seg hight.	10/18/2016 7:32 PM
4	If someone wants to take time off to raise a family or care for an elderly parent, as long as the continuing ed credits are kept up, the 3 year time off limitation is unreasonable.	10/18/2016 10:58 AM
5	If they resign for less than three years, they should be required to submit their continuing education credits and pay any reasonable fines imposed.	10/8/2016 12:23 PM

6	Should be able to just pay dues and continue to take continuuing education.	8/16/2016 9:46 PM
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Q3 Do you agree with the change made to the proposed inactive class of registration that if a member satisfactorily completes all the requirements, an active certificate of registration must be reissued?

Answered: 56 Skipped: 0

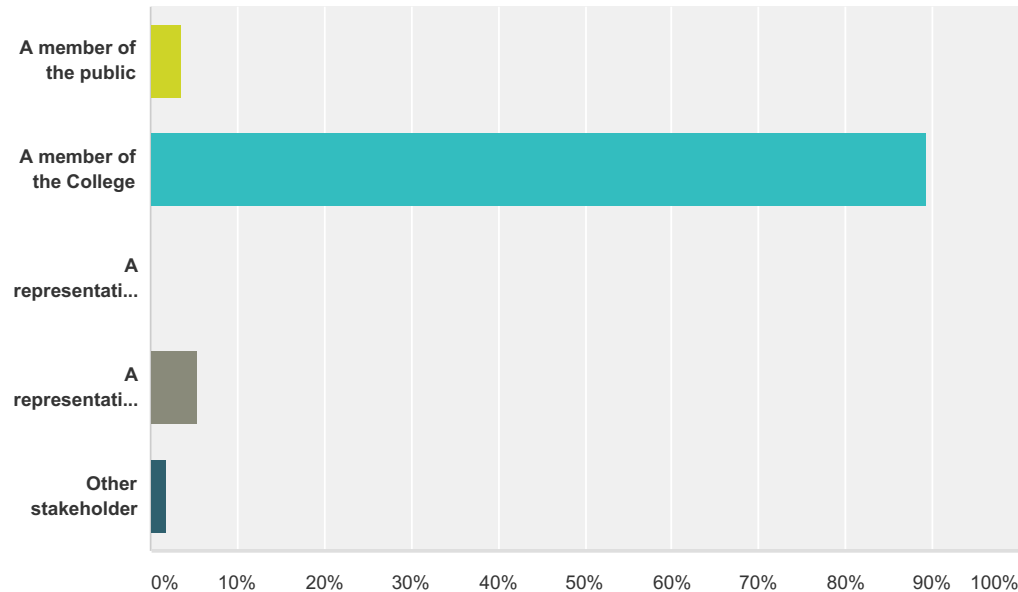


Answer Choices	Responses	
Strongly Agree	28.57%	16
Agree	55.36%	31
Neutral	16.07%	9
Disagree	0.00%	0
Strongly Disagree	0.00%	0
Total		56

#	Comments	Date
1	As long as they can show ethics and honesty.	10/19/2016 12:32 PM
2	Definitely	10/8/2016 12:23 PM

Q4 Please indicate whether you are:

Answered: 56 Skipped: 0



Answer Choices	Responses	
A member of the public	3.57%	2
A member of the College	89.29%	50
A representative of an association	0.00%	0
A representative of another regulatory body	5.36%	3
Other stakeholder	1.79%	1
Total		56

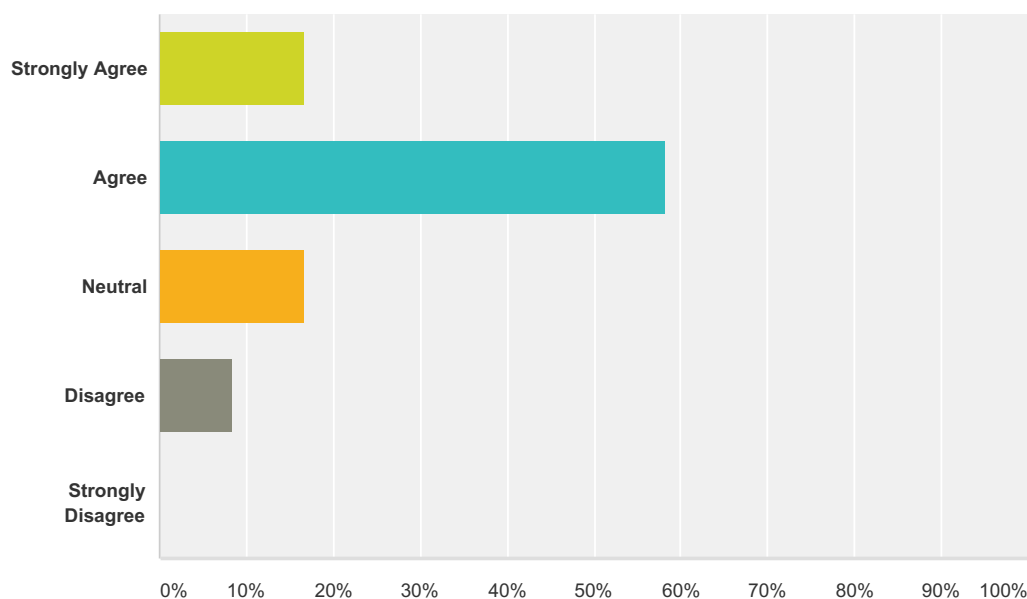
Q5 Do you have any comments or suggestions about any of the other proposed changes to the Registration Regulation?

Answered: 11 Skipped: 45

#	Responses	Date
1	We must make sure the there is a certain passing mark before let the new member join COO. as well Coo must not allow graduate from other province to get accepted by COO.	10/23/2016 6:16 PM
2	N/A	10/23/2016 8:55 AM
3	no I do not	10/20/2016 12:41 PM
4	I like the inactive portion that may provide a reduced fee, if an optician is on maternity leave or parental leave.	10/18/2016 6:53 PM
5	Student opticians should continue to be licensed, wearing a badge issued by the college so the public can identify that they are legitimate. Otherwise, anyone could claim to be a student optician.	10/18/2016 5:00 PM
6	no	10/18/2016 10:23 AM
7	No,	10/18/2016 10:05 AM
8	Once an optician becomes 65 years old, they should be exempt from taking continuuing education and get a reduced fee on membership.	8/16/2016 9:46 PM
9	I will read propoSed regulation and reply	8/12/2016 6:43 PM
10	It is always good to clear up redundancy , too many words saying the same thing	8/11/2016 9:56 AM
11	I believe there should be a renewal policy in effect for people who are on maternity leaves or are off for an extended period of time due to sickness. Having to pay the full college fee for the year when they are not working the full year is not right.	8/10/2016 6:28 PM

Q1 Do you agree with the creation of an “inactive” class of registration for Registered Opticians in good standing who wish to remain registered with the College while not actively engaging in the profession (ie, during parental or sick leave, or while working as an educator or optical sales representative)? While inactive , a member could potentially pay a reduced registration fee (if so established in the College’s by-laws), will not be required to carry professional liability insurance, and cannot practise or supervise the practice of other opticians or trainees. Transitioning from “inactive” to “active” registration status will require demonstration of current knowledge, skill and judgement.

Answered: 12 Skipped: 0



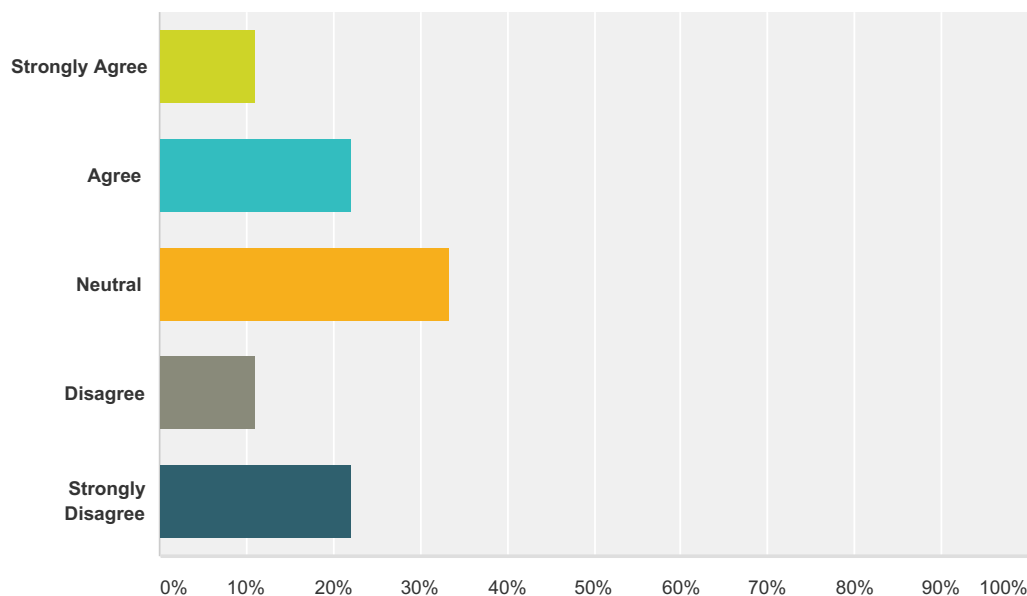
Answer Choices	Responses	
Strongly Agree	16.67%	2
Agree	58.33%	7
Neutral	16.67%	2
Disagree	8.33%	1
Strongly Disagree	0.00%	0

Total	12
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#	Comments	Date
	There are no responses.	

Q2 Do you agree that the Student Optician class of registration should be removed from the Regulation? Student registration has been optional since 2013. Students who currently choose not to register with the College are authorized to practise under supervision under the Regulated Health Professions Act (RHPA), while gaining the practice experience needed to meet the requirements to become a Registered Optician. This would continue to be permitted if student registration was eliminated. Student optician registration with the College of Opticians has been steadily declining since it was deemed to be optional. As a result, the benefits to the public of maintaining this optional class appear to be minimal. Most other health professions in Ontario no longer have student registration.

Answered: 9 Skipped: 3



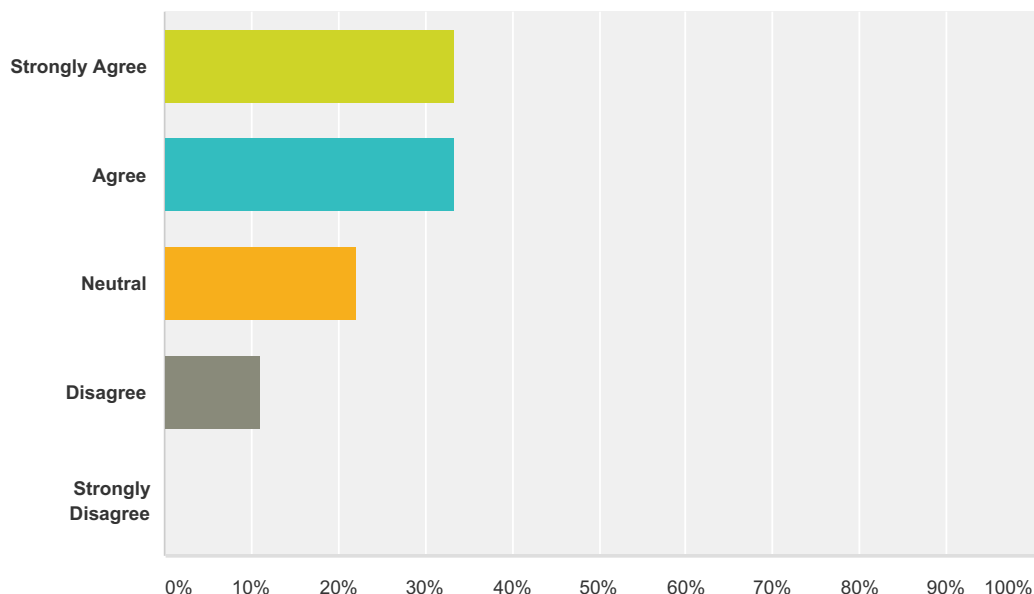
Answer Choices	Responses
Strongly Agree	11.11% 1
Agree	22.22% 2

Neutral	33.33%	3
Disagree	11.11%	1
Strongly Disagree	22.22%	2
Total		9

#	Comments	Date
	There are no responses.	

Q3 Do you agree that applicants to any class of registration should have to disclose additional information to the College, as set out in the proposed changes to section 4 of the Regulation? This includes: the applicant's history of negligence or malpractice findings, relevant details about the applicant's current and past status with other regulatory bodies, and other information that may demonstrate that applicant does not have the knowledge, skill or judgment to practise safely and professionally.

Answered: 9 Skipped: 3

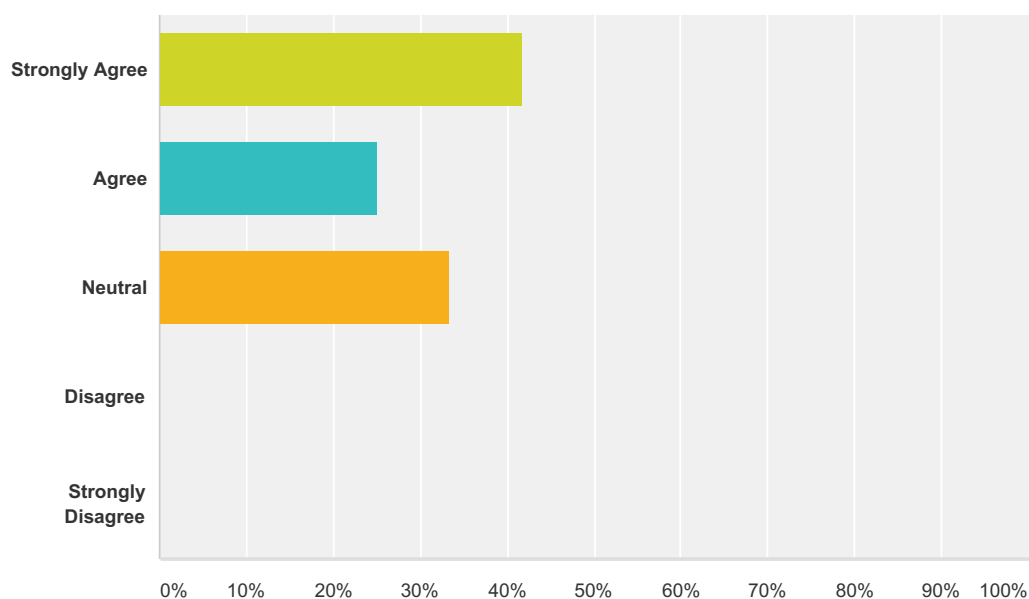


Answer Choices	Responses
Strongly Agree	33.33% 3
Agree	33.33% 3
Neutral	22.22% 2
Disagree	11.11% 1
Strongly Disagree	0.00% 0
Total	9

#	Comments	Date
	There are no responses.	

Q4 Do you agree that the Registration Regulation should clearly set out additional requirements for initial and ongoing registration, such as: not being incapacitated, being in compliance with requirements of other regulatory bodies of which the applicant is a member, and not having engaged in past conduct that is likely to affect the applicant's ability to practise safely and in the public interest?

Answered: 12 Skipped: 0

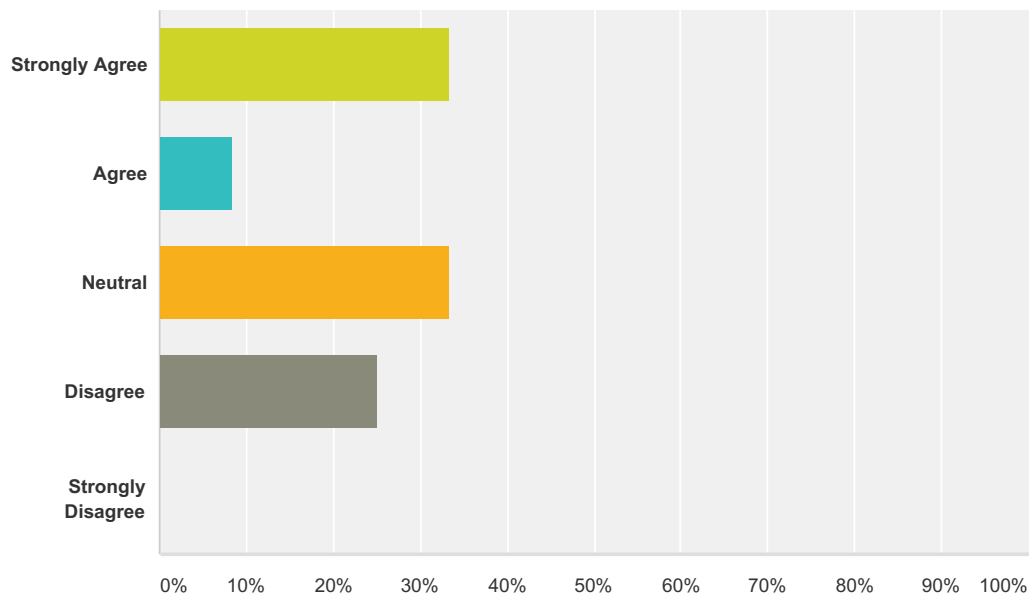


Answer Choices	Responses
Strongly Agree	41.67% 5
Agree	25.00% 3
Neutral	33.33% 4
Disagree	0.00% 0
Strongly Disagree	0.00% 0
Total	12

#	Comments	Date
	There are no responses.	

Q5 Do you believe that the College should replace the requirement for the “1000 practice hours” with a “College approved practicum”? Note that the content and duration required for the practicum would be set out in Council-approved policy rather than embedded in the Regulation. This would not necessarily mean a change to the 1000 hour requirement. However, it would permit the College to be more responsive to the effect of changing optical standards and technologies on the profession, and to ensure that the practical requirement remains relevant and appropriate. The change would similarly provide the College with more flexibility to change exact requirements for number of fittings of eyeglasses and different types of contact lenses.

Answered: 12 Skipped: 0



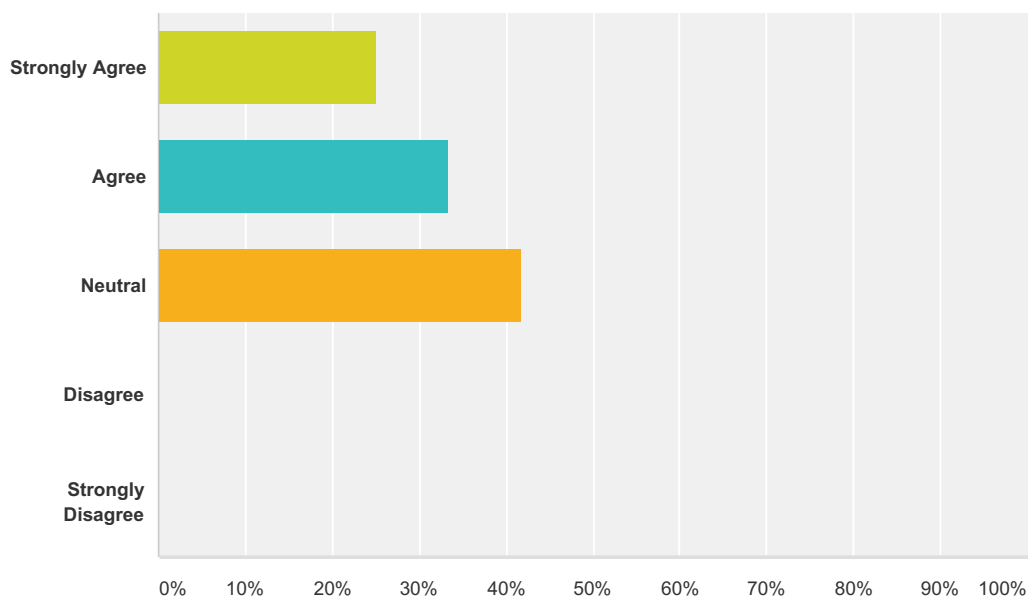
Answer Choices	Responses
Strongly Agree	33.33% 4
Agree	8.33% 1
Neutral	33.33% 4

Disagree	25.00%	3
Strongly Disagree	0.00%	0
Total		12

#	Comments	Date
	There are no responses.	

Q6 Do you believe that all applicants to the Registered Optician class of registration should be subject to a currency requirement upon application to the College? A refresher program approved by the Registration Committee would be required for those applicants who could not provide evidence of current knowledge, skill and judgment.

Answered: 12 Skipped: 0

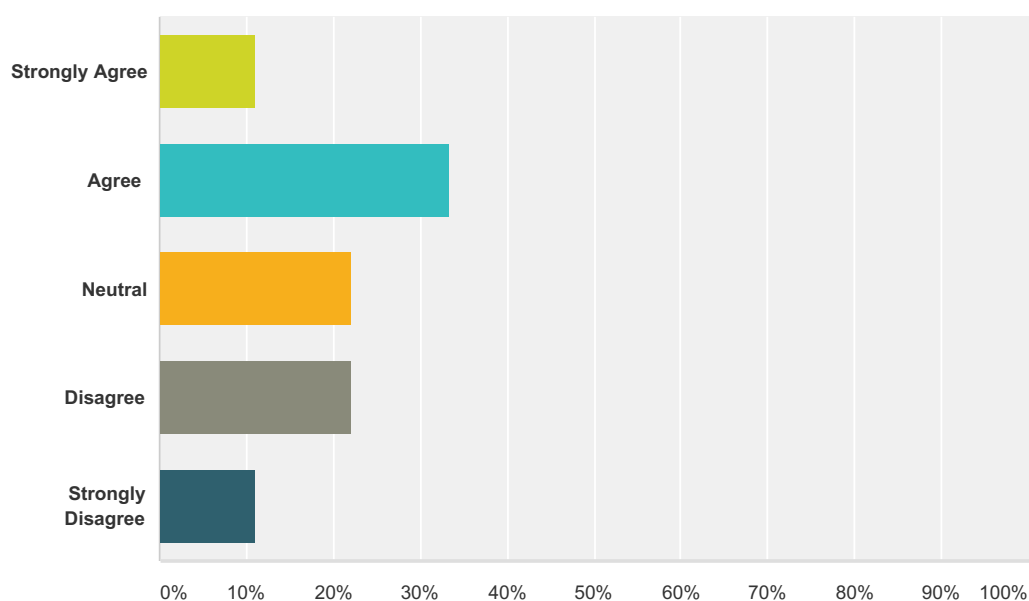


Answer Choices	Responses
Strongly Agree	25.00% 3
Agree	33.33% 4
Neutral	41.67% 5
Disagree	0.00% 0
Strongly Disagree	0.00% 0
Total	12

#	Comments	Date
	There are no responses.	

Q7 Do believe that all members should be required to provide evidence each year that they have practised in the profession in the previous three years? Members who do not meet this requirement could be referred to the College's Quality Assurance Committee and this could trigger a peer and practice assessment. However, members who do not wish to practise for any reason would have the option of applying for the new "inactive" registration class.

Answered: 9 Skipped: 3

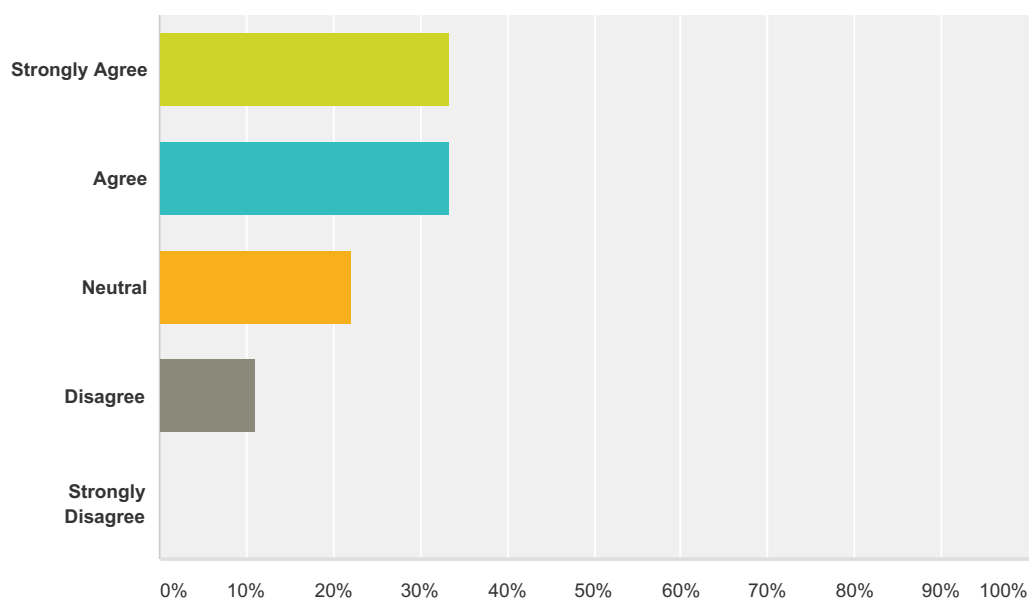


Answer Choices	Responses
Strongly Agree	11.11% 1
Agree	33.33% 3
Neutral	22.22% 2
Disagree	22.22% 2
Strongly Disagree	11.11% 1
Total	9

#	Comments	Date
	There are no responses.	

Q8 Do you agree that upon four unsuccessful attempts at the registration examinations, an Intern Optician should be required to repeat the opticianry program if available? In the current Regulation, if an intern fails the examination for a fourth time, the Registration Committee may grant a subsequent attempt upon completion of a Committee approved upgrading program of mentoring or bridging modules.

Answered: 9 Skipped: 3

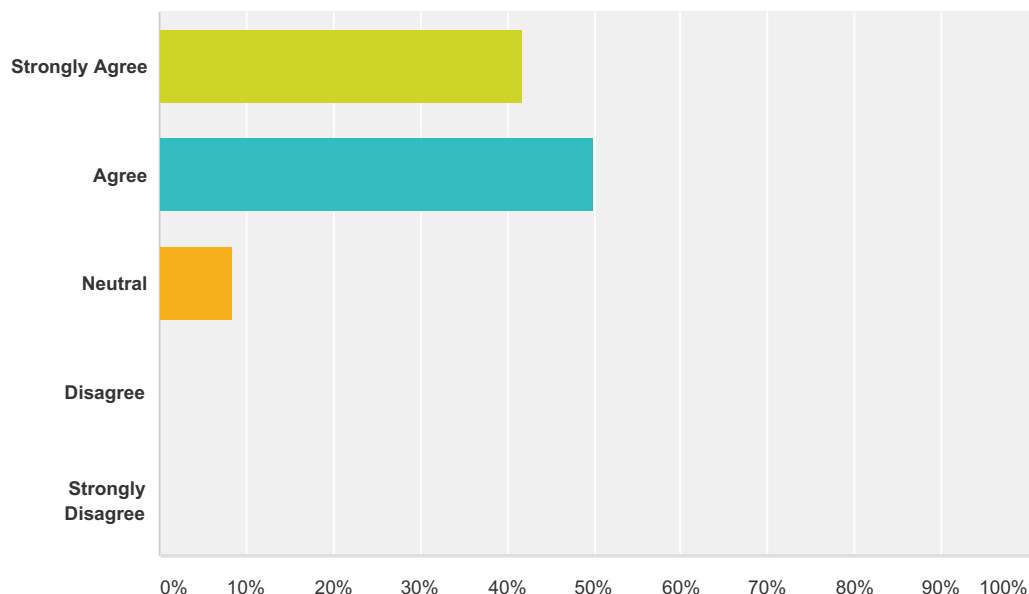


Answer Choices	Responses
Strongly Agree	33.33% 3
Agree	33.33% 3
Neutral	22.22% 2
Disagree	11.11% 1
Strongly Disagree	0.00% 0
Total	9

#	Comments	Date
	There are no responses.	

Q9 Do you agree that Intern Opticians should have to successfully complete their examinations within three years of completing their education or practical experience? This would ensure that interns cannot remain in the intern class for an unreasonable period of time without successfully completing the examinations, and that their knowledge and skills remain current. However, there would be a mechanism to extend the time period permitted to attempt the examinations in exceptional circumstances.

Answered: 12 Skipped: 0

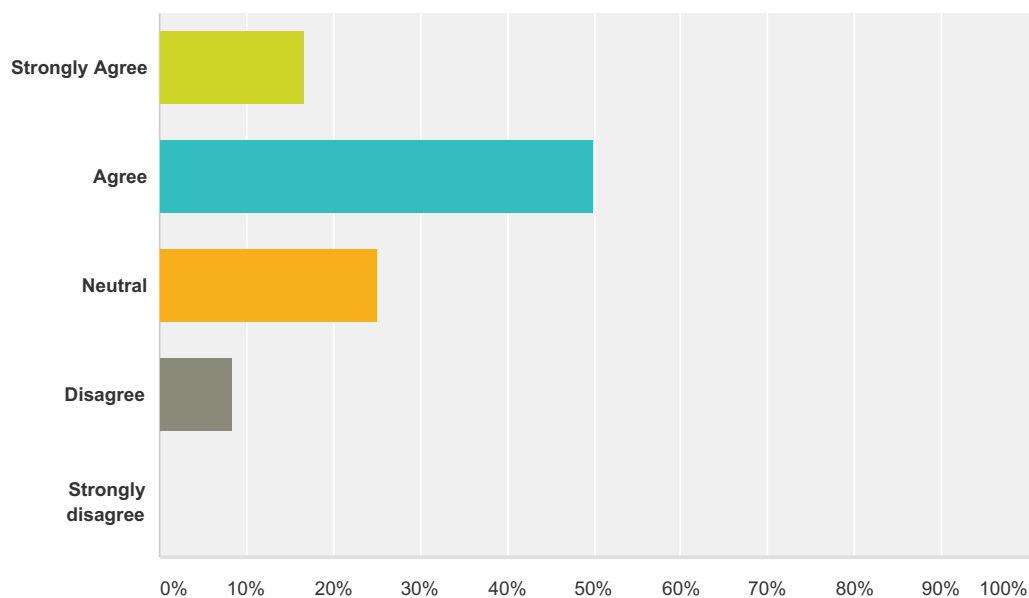


Answer Choices	Responses
Strongly Agree	41.67% 5
Agree	50.00% 6
Neutral	8.33% 1
Disagree	0.00% 0
Strongly Disagree	0.00% 0
Total	12

#	Comments	Date
	There are no responses.	

Q10 Do you agree that the Registrar should be authorized to suspend a member's certificate of registration for non-compliance with the by-laws (including for not carrying professional liability insurance as required) or for not providing the College with the information required by the by-laws?

Answered: 12 Skipped: 0

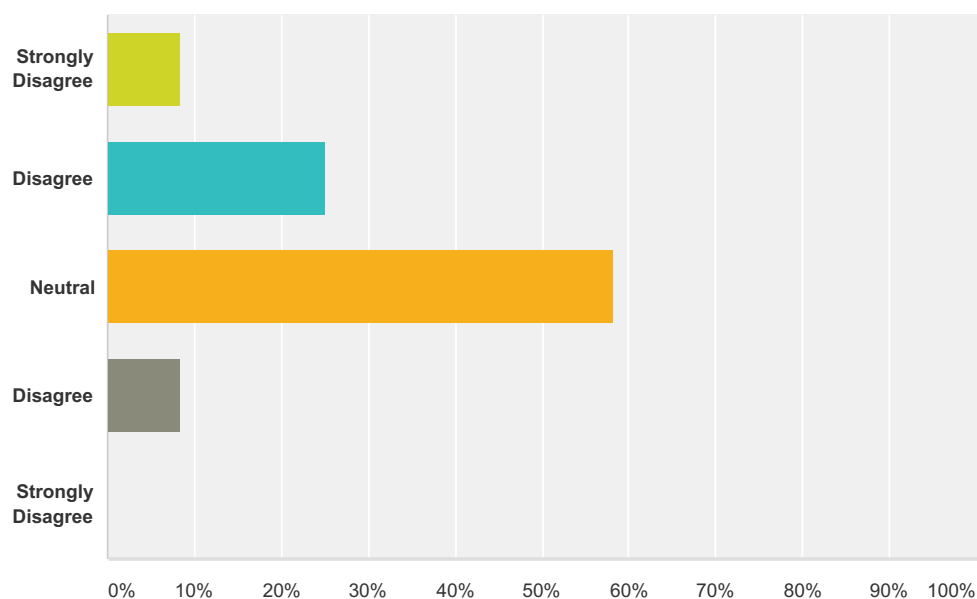


Answer Choices	Responses
Strongly Agree	16.67% 2
Agree	50.00% 6
Neutral	25.00% 3
Disagree	8.33% 1
Strongly disagree	0.00% 0
Total	12

#	Comments	Date
	There are no responses.	

Q11 Do you agree with the automatic revocation of members who have suspended their certificate of registration for three years? Note that members who wish to re-enter practice after the revocation will be required to submit a new application to the College, which will include a requirement that the member demonstrate current knowledge, skill and judgement to practice safely and professionally.

Answered: 12 Skipped: 0

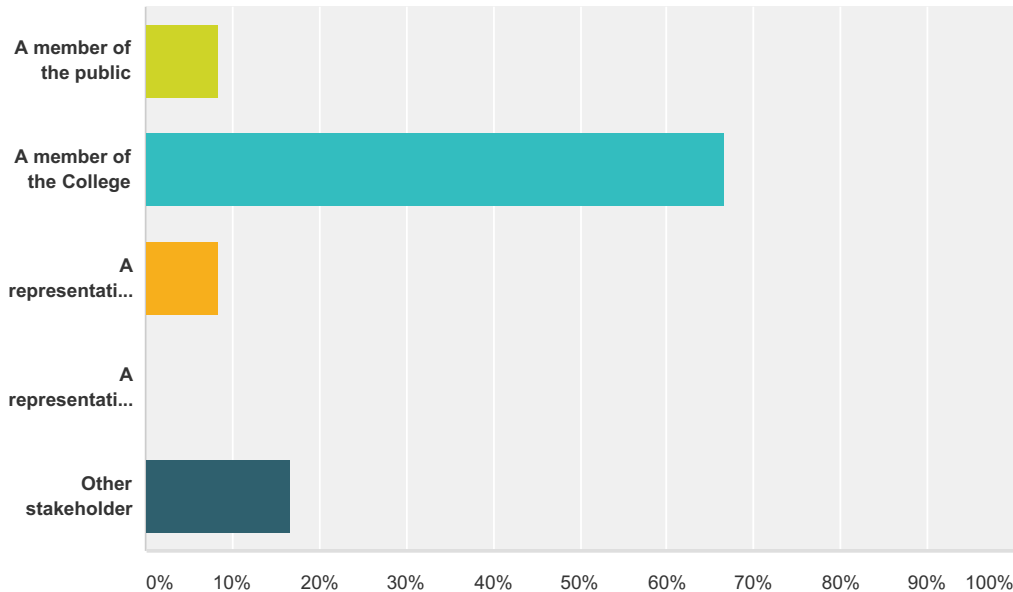


Answer Choices	Responses
Strongly Disagree	8.33% 1
Disagree	25.00% 3
Neutral	58.33% 7
Disagree	8.33% 1
Strongly Disagree	0.00% 0
Total	12

#	Comments	Date
1	Are these typo's in the selection of answers????	10/18/2016 10:46 AM

Q12 Please indicate whether you are:

Answered: 12 Skipped: 0



Answer Choices	Responses	
A member of the public	8.33%	1
A member of the College	66.67%	8
A representative of an association	8.33%	1
A representative of another regulatory body	0.00%	0
Other stakeholder	16.67%	2
Total		12

Q13 Do you have any comments or suggestions about any of the other proposed changes to the Registration Regulation?

Answered: 3 Skipped: 9

#	Responses	Date
1	N/A	10/23/2016 9:05 AM
2	Regulation should apply to all members.	10/18/2016 12:20 PM
3	An 'inactive' member should not be required to pay more than nominal fee. As it is, the burden of \$1000 per year means \$1 per hour for a part time optician working a 50% workload. You already have the suspension possibility with a re-instatement for \$120 per year out. So, any more than that would not be attractive for a member wishing to remain inactive. Also the college should consider a reduced fee for part-time opticians with small children, (they can submit tax returns showing income the subsequent year and apply for re-imbursement for example) and those who have been registered at least 25 years whether consecutive or with short breaks for parental or sick leave, who wish to semi retire or work part time , and perhaps for those with medical conditions that prevent them from a full time workload. Opticians owning their own businesses would need to provide other records to the college such as proof of employing other opticians to stand in their place to qualify for these reductions.	8/11/2016 9:05 AM

Briefing Note

TO: Council

FROM: Registration Committee

DATE: January 30, 2017

SUBJECT: 4.1.2 Contact Lens Fitting Policy

Background:

The College's Registration Regulation requires that applicants for the Registered Optician (RO) class of registration obtain a number of contact lens and eyeglass fits prior to obtaining registration.

Section 5(2)3 of the Registration Regulation states that it is an exemptible requirement for registration as a Registered Optician (RO), that an applicant must:

have completed, and must present evidence of, at least twenty contact lens fittings, including at least five rigid gas permeable (RGP) contact lens fittings, under the supervision or direction of an optician who is certified in the fitting of contact lenses or an optometrist or an ophthalmologist.

To ensure that students are eligible for RO registration upon completion of the national exams, the accredited education programs have incorporated the College's regulatory practice hour and fit requirements into the opticianry curriculum. The College has delegated the verification (via the logbook) of the practice hours and fits to the accredited schools.

The Committee has developed a policy to provide more guidance to educators and students on completing contact lens fitting experience.

Recommendation:

The Registration Committee recommends that Council approve the Contact Lens Fitting Policy, which would come into effect on September 1, 2017.

Current Issue:

Advancements in contact lens technology since the College's regulation was adopted in 1993 have resulted in fewer patients opting for rigid contact lenses. Specialty fits are also on the rise, which are not reflected in the current regulation as mandatory fitting requirements.

Consequently, students are report difficulty obtaining the requisite number of RGP fits to graduate and become registered as an RO.

In the draft Registration Regulation, the Committee has proposed to deal with practice hours and fittings by way of policy which allows the Committee to be more responsive to technological and industry changes in the profession to ensure that opticians have the right knowledge and skills for the modalities that are being recommended for patient use. In the interim, the Committee has proposed the Contact Lens Fitting Policy as a way to ensure that students are gaining the experience necessary to practice independently.

The Contact Lens Fitting Policy is included for Council's consideration and approval.

Policy Considerations:

- 1. RGP Definition:** The policy sets out the Committee's definition of an RGP lens, which includes but is not limited to, hybrid and scleral lenses. The Committee's intention is to reduce confusion about the types of fits that could be counted, while allowing for adaptability to new technologies that include rigid materials.
- 2. Fitting Steps:** the draft policy states that a complete fit must include three steps: the collection and documentation of patient health history, performing the initial fit and conducting a follow-up visit. The steps include assessment and documentation to reinforce the importance of record keeping. The follow-up is critical to ensuring patient safety and determining the suitability of the lens so must be part of a complete fit for the purposes of the logbook. The Committee also determined that it is not necessary for each fitting step to be conducted on the same patient.
- 3. Patient type:** Traditionally, the College, and the accredited schools have taken the position that student fits must be performed on actual/retail patients in the dispensary setting. In the Committee's proposed policy, students may choose to conduct contact lens fits on actual patients in a dispensary setting or via peer-to-peer role play in a school or dispensary setting.

Research studies available analysing medical training, student role play and standardized and actual patients has been used to inform the Committee's policy, appreciating the differences in scope of practice and training between medical practice and opticianry practice. These studies show that learning is effective in both peer-to-peer and actual patient interactions.

All fitting interactions, regardless of patient type, must be supervised and logbooks signed by a RO registered with the College as a contact lens mentor to ensure the safety of patients/student peers and to ensure that logbooks are accurately reported.

4. **Policy timing:** The Committee wishes to make the policy effective on September 1, 2017, to allow adequate time for educators and students to understand the new policy and adapt accordingly.

Stakeholder Feedback

The Registration Committee circulated the draft policy, along with a memo explaining the changes to educators from August 24 – September 30, 2016. Educators were in favour of the policy changes.

MOTION:

Approve the Contact Lens Fitting Policy, with an effective date of January 1, 2017, as circulated.

Moved:

Seconded:

Vote:

Briefing Note

TO: Council

FROM: Registration Committee

DATE: January 30, 2017

SUBJECT: 4.1.3 Contact Lens Mentor Policy

Background:

The Contact Lens Mentor policy sets out the criteria for acceptable supervisors for student and intern contact lens fits. The policy requires that Registered Opticians (ROs) who wish to supervise student contact lens fits register with the College as mentors and verify that they have completed a specific number of hard or soft contact lens fits within a three year period.

While contemplating the Contact Lens Fitting Policy, the Committee turned its mind to student supervision and considered that in the current Contact Lens Mentor Policy, any Registered Optician who holds the Certified Contact Lens Fitters (CCLF) designation is authorized to supervise student contact lens fits (soft and rigid) and sign the student logbook. CCLF ROs are not required to declare their currency in contact lens fitting.

Recommendation:

The Registration Committee recommends that Council approve the amended Contact Lens Mentor Policy, with the amendments coming into effect on September 1, 2017.

Current Issue:

In the current Contact Lens Mentor Policy, ROs with the CCLF designation are automatically permitted to supervise and sign student logbooks. The Committee considered that some members with the CCLF designation may not currently dispense hard and/or soft lenses, yet would be permitted to supervise student contact lens fits, which is not consistent with the Committee's policy that non-CCLF opticians who supervise students must declare their currency and register with the College as hard or/and soft contact lens mentors.

The Committee considered that in order to effectively and safely monitor student contact lens fitting, it is necessary that supervisors are current in the scope of practice that they are supervising. Therefore, the Committee approved amendments to the Contact Lens Mentor Policy, such that **any RO** who wishes to supervise student contact lens fits must declare their currency and register with the College as a mentor.

The amended Contact Lens Mentor Policy, with tracked changes, is included for Council's consideration and approval.

Policy Considerations:

1. **Number of Contact Lens Fits constituting currency:** The Committee also considered whether to amend the fitting benchmarks for Contact Lens Mentors. To this end, a survey was circulated to members from November 17 to December 5, 2016, requesting their feedback on the number of contact lens (hard and soft) that they fit in a year, along with their thoughts on the number of fits that they believe would constitute reasonable competency. 227 ROs, approximately 10% of the membership, participated in the survey.

The Committee noted that the current policy states that mentors who wish to supervise student soft contact lens fits must have fit 50 soft contact lenses in the previous three years. The Committee noted from the survey feedback that the majority of ROs surveyed (64%) are fitting more than 21 fits per year, most of which (45%) are toric or multi-focal fits. 48% of respondents stated that they believe that 21 soft fits or more per year are necessary to maintain reasonable competency.

The Committee also noted that the current policy states that mentors who wish to supervise rigid contact lens fits must have fit 15 rigid contact lens fits in the previous three years. The Committee noted from the survey feedback that most opticians are not fitting any rigid lenses (59%), but that 39% of members were fitting between 1 – 7 rigid fits per year. The majority of members (56%) believe that 5-6 rigid fits per year are necessary to maintain reasonable competency.

Given the results of the survey, the Committee felt the current benchmarks for mentor currency were appropriate.

2. **Policy Timing:** The Committee wishes to make the policy effective on September 1, 2017, to allow adequate time for educators, CCLF opticians, RO supervisors and students to understand the new policy and adapt accordingly.



MOTION:

Approve the amended Contact Lens Mentor Policy, with an effective date of January 1, 2017, as circulated.

Moved:

Seconded:

Vote:

Contact Lens Fittings Requirements

It is a requirement under Section 5 (2) 3. of Ontario Regulation 869/93, that an applicant for a certificate of registration as a Registered Optician must have,

“... completed, and must present evidence of, at least twenty contact lens fittings, including at least five rigid gas permeable (RGP) contact lens fittings, under the supervision or direction of an optician who is certified in the fitting of contact lenses or an optometrist or an ophthalmologist.”

Supervision of Contact Lens Fittings and Signing of Logbooks

All Registered opticians, who wish to supervise the contact lens fittings of student or intern opticians and sign the student or intern logbook, must **be recognized by the College as a Contact Lens Mentor for either “soft” or “soft and rigid” fits.**

- ~~1. Hold the designation of Certified Contact Lens Fitter (CCLF) with the College of Opticians of Ontario (the College); or~~
~~Be recognized by the College as a Contact Lens Mentor for either “soft” or “soft and rigid” fits.~~

Eligibility Criteria for Contact Lens Mentor Status

A Registered Optician who wishes to be recognized as a Contact Lens Mentor by the College must submit the appropriate application to the College, which confirms that s/he meets the following criteria, as set out by the Registration Committee:

1. Is a member in good standing with the College;
2. Has been registered with the College for a minimum of three years;
3. Is currently and actively fitting contact lenses, and has done so continuously for a minimum of three consecutive years;
4. Currently works in a practice which includes the dispensing of contact lenses as part of the services offered to the public; and
5. In order to supervise soft contact lens fits: has fitted a minimum of 50 soft contact lenses (including 40 spherical and 10 non-spherical [toric or multifocal]) in the previous three years, *OR*

Registration Policy

Contact Lens Mentor Policy

6. In order to supervise soft and rigid contact lens fits: has fitted a minimum of 50 soft contact lenses as described above *and* a minimum of 15 rigid contact lenses (including spherical and complex designs) in the previous three years.

A member who is approved by the College as a Contact Lens Mentor must agree to the following:

1. That his/her name be added to an official registry of Contact Lens Mentors for the purpose of supervising student or intern opticians who wish to obtain contact lens fittings;
2. Permit the College to inspect contact lens files for verification of required fittings; and
3. Not charge a fee to sign logbooks or supervise student or intern opticians.

Registered opticians may only begin supervising contact lens fits and signing student or intern logbooks after receiving confirmation from the College that his/her Contact Lens Mentor status has been approved. A letter will be provided by the College certifying the Contact Lens Mentor status.

Registered Opticians who are considered “soft Contact Lens Mentors” may *only* supervise and verify soft contact lens fits. Registered Opticians who are considered “soft and rigid Contact Lens Mentors” ~~or~~ **CCLF** may supervise and verify *both* soft and rigid fits.

The Contact Lens Mentor status is valid for a period of three years from the date of approval. Registered Opticians are required to re-apply after three years in order to continue signing student logbooks.

TO: Council

FROM: Registration Committee

DATE: January 30, 2017

SUBJECT: 4.1.4 By-law proposal – Disclosure of Charges

Council is asked to consider a new by-law that would require members to disclose any federal and *Health Insurance Act* charges that have been made against them.

BACKGROUND:

The College recently enacted new by-laws requiring the College to post relevant criminal and other charges on the public register. It will be up to the Registrar (with appropriate legal advice where necessary) to determine whether a charge is relevant to the suitability of the member to practise.

Note that all *offences* committed by a member, whether federal (e.g., criminal offences) or provincial, must be reported to the College (see section 85.6.1 of the *Health Professions Procedural Code*). This is true for all regulated health care professionals in Ontario.

However, the Colleges by-laws do not make it clear what *charges*, if any, members must proactively disclose to the College.

For clarity, the Registration Committee recommends that the following be added to Articles 15.7 and 15.8 of the by-laws (proposed new wording underlined):

15.7 Providing Information to the College

If requested, the Member shall immediately provide the College with the following information, in the form requested by the College:

(xvii.1) Information about any currently existing charges against the Member, commenced on or after January 1, 2017, in respect of a federal offence or an offence under the Health Insurance Act;

15.8 Notification of Changes of Information

The Member shall notify the College, in writing, of any changes to the following information within 30 days of the effective date of the change:

(vii) information about any currently existing charges against the Member, commenced on or after January 1, 2017, in respect of a federal offence or an offence under the Health Insurance Act, including where the charges have been dropped, where additional charges have been laid, or where a finding has been made; and

(viii) information about any currently existing charges against the Member that are in the register pursuant to Article 15.6(xxv), including where the charges have been dropped, where additional charges have been laid, or where a finding has been made.

This would mean that members would be required to disclose all federal and *Health Insurance Act* charges against them, regardless of relevance to suitability to practise. It would then be up to the Registrar to determine whether the charge is relevant to the member's suitability to practise and should be posted on the public register.

What would have to be reported:

Federal charges may include all charges under the *Criminal Code*, *Controlled Drugs and Substances Act*, *Firearms Act*, and *Income Tax Act*. Charges under the *Health Insurance Act* may include insurance billing fraud.

Members would also have to promptly report changes to any federal or *Health Insurance Act* charge (e.g., if the charge is dropped), as well as changes to any other charge that the Registrar is aware of and has deemed relevant and posted on the public register.

What would not have to be reported:

Other provincial charges would not have to be reported under the proposed wording. For example, charges under the following statutes are excluded:

- Liquor License Act (e.g., buying alcohol for minors; consuming liquor in public; public intoxication; driving a car or operating a boat with open liquor)
- Fish and Wildlife Conservation Act (e.g., hunting, buying or selling protected wildlife)
- Highway Traffic Act (e.g., speeding, careless driving)
- Occupational Health and Safety Act (e.g., failing to fulfill workplace safety requirements, where the optician is an employer or business owner)

- Dog Owners Liability Act (e.g., failing to prevent dog from attacking)
- Trespass to Property Act (e.g., trespassing on private property)

An alternative approach would be to require members to disclose all charges, since the *Code* ultimately requires all offences to be disclosed. However, the College arguably has a more compelling need to promptly know about more serious charges (i.e., federal charges and *Health Insurance Act* charges).

Rationale for by-laws:

- Without by-laws of this nature, the College may not be aware of a potentially relevant charge against a member.
- It would be significant burden on the College to have to constantly seek out information about charges against members and monitor the information to ensure it is up to date.
- It should be up to the College, not the member, to determine whether a charge is relevant to their suitability to practise.

Similar disclosure is required by:

- College of Physicians and Surgeons (members must disclose information relating to criminal arrests and charges)
- College of Physiotherapists (all charges under the Criminal Code or Health Insurance Act are published on the public register and must be disclosed)
- College of Nurses (members must disclose details of charges in respect of any offence in any jurisdiction)
- College of Dental Hygienists (currently circulating a by-law that would require disclosure of any current charges)

For Consideration:

Council is asked to consider circulating for feedback new by-laws requiring members to disclose any current federal or *Health Insurance Act* charges against them, including any changes to the charges.

Briefing Note

TO: Council

FROM: Quality Assurance Committee

DATE: January 30, 2017

SUBJECT: 4.2 Proposed By-law Amendment: QA Program Fees

Background:

In light of the staff and committee costs involved with addressing portfolio submissions that are deficient and the current level of QA non-compliance¹, the QA Committee considered whether it is appropriate to recommend an amendment to the by-laws to include certain fees for members who have not completed the QA requirements.

Recommendation:

The Registration Committee recommends that Council amend the by-laws and add the following Quality Assurance Program Fees:

1. Fee for Peer and Practice Assessment of \$1000 (plus HST), when the assessment is ordered by the QA Committee due to member non-compliance with the Professional Portfolio requirements or Competency Review and Evaluation (CRE) process.² Effective date, January 1, 2018.
2. Late fee of \$50 (plus HST) for members who submit the professional portfolio past the due date required by the Quality Assurance Committee.³ Effective date, January 1, 2018.
3. Fee of \$50 (plus HST) for submission of a professional portfolio which is deficient in accredited continuing education. Effective date, January 1, 2018.

¹ Please refer to [December 2016 QA Committee Report](#) for statistics on non-compliance in 2016 CRE.

² Members who are asked to complete a Peer and Practice assessment because of a below-cut score MSF will not be required to pay the assessment fee, since members would have been randomly selected, and the MSF itself has not yet undergone program evaluation.

³ As per the Quality Assurance Regulation, O. Reg. 219/94, s. 10(2)(a) members are required to provide information about their continuing education or professional development activities within 30 days of being notified of the request.

Rationale:

1. **Proposed Fee for Peer and Practice Assessment:** To-date, peer assessment has primarily been used by the QA Committee as a result of a below-cut score MSF or non-compliance with MSF. Given the resources involved in administering a peer assessment, the Committee has underutilized this tool. The Committee wishes to use the assessment tool more fully in the future for members who are non-compliant with the portfolio to ensure that a member has maintained safe and effective knowledge, skill and judgement.

The Committee considered the costs of the seven QA assessments completed in 2016, with an average cost of \$667. The Committee noted that 4 of these assessments were local; the costs of assessments that took place outside of Toronto were much higher (average cost outside of Toronto \$1068). These costs do not include staff or committee processing time.

The Committee also considered that other regulators, such as the College of Optometrists of Ontario, and the College of Midwives of Ontario charges fees for peer assessments in instances where members are non-compliant.

2. **Proposed Late Fee for Late Portfolio Submission:** To-date, the Committee has not imposed any consequences for late submission of portfolio or MSF. Many regulators charge a fee for members who submit the portfolio past the deadline. A number of Colleges charge between \$25 and \$70 for late fees. Late fees are also charged to our members for missing registration renewal deadlines.
3. **Proposed Late Fee for Deficient Portfolio Submission:** The costs to the College incurred by addressing deficient portfolios are high. Staff and Committee panels spend considerable time reviewing, preparing and following up with these members. When a member submits a satisfactory portfolio, staff completes three steps to process the portfolio; whereas when a member submits in unsatisfactory portfolio, staff must complete at least 10 steps to process the portfolio. In 2017, an additional temporary staff resource is being proposed to address the backlog created by the high volume of non-compliant portfolios.

MOTION:

Moved:

Seconded:

Vote:

TO: Council

FROM: Fazal Khan, Registrar

DATE: January 30, 2017

SUBJECT: 4.3 Collaborative Practice Environment – Jointly Developed Record Keeping Guidelines

BACKGROUND:

At the December 2016 Council meeting, Council was presented with a proposed joint record keeping document, developed by the College of Optometrists of Ontario and College of Opticians of Ontario. The document is intended to assist optometrists and opticians who work together. It explains the record keeping and record transfer obligations of each professional.

Council provided feedback regarding the document, in particular that an opticianry patient should be able to request that their file go to any health information custodian. This feedback has now been incorporated.

FOR CONSIDERATION:

Council is asked to approve the Jointly Developed Record Keeping Guidelines, as set out below (with changes tracked).

Records: Optometrists and Opticians Working Together

Purpose

The College of Optometrists of Ontario and the College of Opticians of Ontario have developed this joint document to assist optometrists and opticians who work together. It explains the record keeping and record transfer obligations of each professional.

Record Keeping

An **optometrist** engaged in the practice of optometry in an optical store or with an optician or with a corporation, must do so as an independent contractor, which means that he or she is self-employed. Ontario Regulation 119/94 requires that an independent contractor optometrist must have a **written agreement** with the optical store, optician or corporation that states that the optometrist is the Health Information Custodian¹ and must control the maintenance, custody, and access to optometric patient records.²

An **optician** is required to produce opticianry patient records that must be maintained separately from optometric records.³ Either the optician or the optometrist may be the Health Information Custodian of opticianry patient records. This is true both where the optician is an independent contractor and where the optician is an employee. Practitioners are strongly encouraged to enter into a **written agreement** about the custody of opticianry records. An agreement should state that the optician is able to access the opticianry records for regulatory purposes, including complaints and quality assurance. A written agreement regarding custody is also recommended where more than two practitioners work together in a joint practice.

When an Optometrist Leaves a Practice

When an optometrist closes his/her office or retires from practice, he/she must make arrangements to transfer a patient's records to,

- the patient;
- another optometrist, if the patient so requests; or
- another optometrist, with notice to the patient that his/her optometric patient records have been transferred to that optometrist⁴

¹ A Health Information Custodian is responsible for collecting, using and disclosing personal health information on behalf of patients. The [Personal Health Information Protection Act, 2004](#), S.O. 2004, c.3, Sched. A. sets out the rules for the collection, use and disclosure of health information and the responsibilities of the Health Information Custodian. Visit the website of the Office of the Information and Privacy Commissioner of Ontario to learn more: www.ipc.on.ca.

² O. Reg. 119/94 Part II Conflict of Interest paragraph 4. (5)(e) under the *Optometry Act*.

³ See College of Opticians [Standards of Practice](#), Standard 3

⁴ O. Reg. 119/94 Part I Professional Misconduct paragraph 27 under the *Optometry Act*.

Accordingly, when the agreement between an optometrist working as an independent contractor with an optician, optical store or corporation, is terminated, it is as if he/she closed an office. The optometrist cannot abandon the patient health records, nor leave them with the optical store, optician or corporation. The independent contractor optometrist must do one of the following:

- relocate his/her optometric patient records to another practice location, under his/her continued custodianship and with notice to patients of the new location of their records; or
- transfer optometric patient records to another optometrist, with notice to patients of the transfer⁵.

When an optometrist either relocates his/her patient records to another practice location under his/her continued custodianship or transfers patient records to another optometrist at the same or a different practice location, the optometrist must provide notice to patients of the location and identity of the ongoing optometrist custodian of their records.

When an Optician Leaves a Practice

When an independent contractor optician closes his/her office or retires from practice, he/she must make arrangements to transfer a patient's records to:

- the patient;
- another optician, optometrist, or medical doctor, or other person or entity that is a health information custodian, if the patient so requests or with notice to the patient; or
- ~~another person or entity that is a health information custodian, with notice to the patient; or~~
- the Archives of Ontario (or other archives, in certain circumstances).

The optician must make reasonable efforts to give notice to the patient before transferring the records to another health information custodian. If that is not reasonably possible, the optician must give notice as soon as possible after transferring the records.⁶

Cooperation Between Practitioners

Optometrists and Opticians who work together must cooperate to ensure that both are able to meet their regulatory responsibilities.

Interference by an optometrist or optician with another practitioner's record keeping duties may result in a finding of professional misconduct.

⁵ OPR 5.1 The Patient Record under Professional Standards

⁶ *Personal Health Information Protection Act, 2004*, section 42.



Briefing Note

Date: January 20, 2017

To: College of Opticians of Ontario, Council

From: Karen Fryday-Field, Governance Counsel
Meridian Edge Leadership & Governance Consulting

Topic: COO Council Effectiveness Self-Evaluation - Update

This briefing note is intended to assist in positioning the 30 minute presentation at the January 30, 2017 Council meeting on the key findings from the COO Council Effectiveness Self-Evaluation.

Background

The Council has a standard of excellence for the College of Opticians of Ontario (COO) and as a Council, you have committed to doing what is necessary to achieve excellence in governance. An important part of this commitment is to annually assess your performance, to identify what the Council is doing well and what the Council can improve. The Governance Committee worked to facilitate the development of this Council effectiveness self-evaluation process and secured the support of the Council for this process in September 2016.

The Governance Committee shared a briefing note in the September 28, 2016 Council meeting package that addressed the following questions.

- What is Council Self-Evaluation?
- What Should Council Evaluate?
- Why Bother Doing Self-Evaluation?
- When to Do Self-Evaluation?
- Who Should be Involved?
- What Council Effectiveness is NOT?

Also included in that briefing note was a Road Map for Design and Implementation (see Appendix 1).

The actual launch date for Council Effectiveness Self-Evaluation was December 5, 2016.

Twenty Council Members and two staff members were invited to participate in this very important governance process. The evaluation data collection period wrapped up on January 6, 2017 with an exceptional response rate of 19 of a possible 20 Council Members and both staff members responding.



The information you submitted to the 2016 COO Council Effectiveness Self-Evaluation has been anonymously combined with that of your Council colleagues so that the Council as a whole can review a profile of how the full Council believes it is contributing. Again, the results are meant to be an overall profile so no information about any individual will be provided in the report. Please be as open as possible with constructive comments so that true learning by the Council can take place through this Council self-evaluation process.

What to Expect at the January 30, 2017 Presentation to Council?

At the January 30, 2017 you will be provided with a report that summarizes all the data collected in each of the 12 sections:

1. Council Roles and Responsibilities
2. Strategic Outcomes/Public Impact
3. Governance of Risk
4. Council Priorities
5. Council/Registrar Relationship
6. Council Process and Organization
7. Council Service
8. Council Composition
9. Council Orientation and Continuing Education
10. Council Chair Effectiveness
11. External Relations Practices
12. Final Comments

The colour coded ranking system below has been used to identify the Council's Overall Ranking for each question.

Council Overall Ranking	Colour Code	Decision Rule
Strong / Very Strong	Green	Majority of Council Members indicated success on this topic
Potential Areas for Review/Work	Orange	Two to four indicated 'not sure' or 'disagreed' that the Council was successful on the point
Areas for Review/Work (i.e. with weaker or weak results)	Red	Five or more indicated 'not sure' or 'disagreed' that the Council was successful on the point





Briefing Note

A sample question has been provided below for demonstration purposes.

SECTION I: COUNCIL ROLES AND RESPONSIBILITIES

1. The roles and responsibilities of our Council are clearly defined and separate from those of the Registrar and staff.

Combined	5	16	2			
Staff		4				
Council	5	12	2			
	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Do not have enough information to comment

Key observations and trends from the evaluation findings will be themed and summarized. The summary of key findings will include both strengths and areas of opportunity for growth for enhanced Council effectiveness.

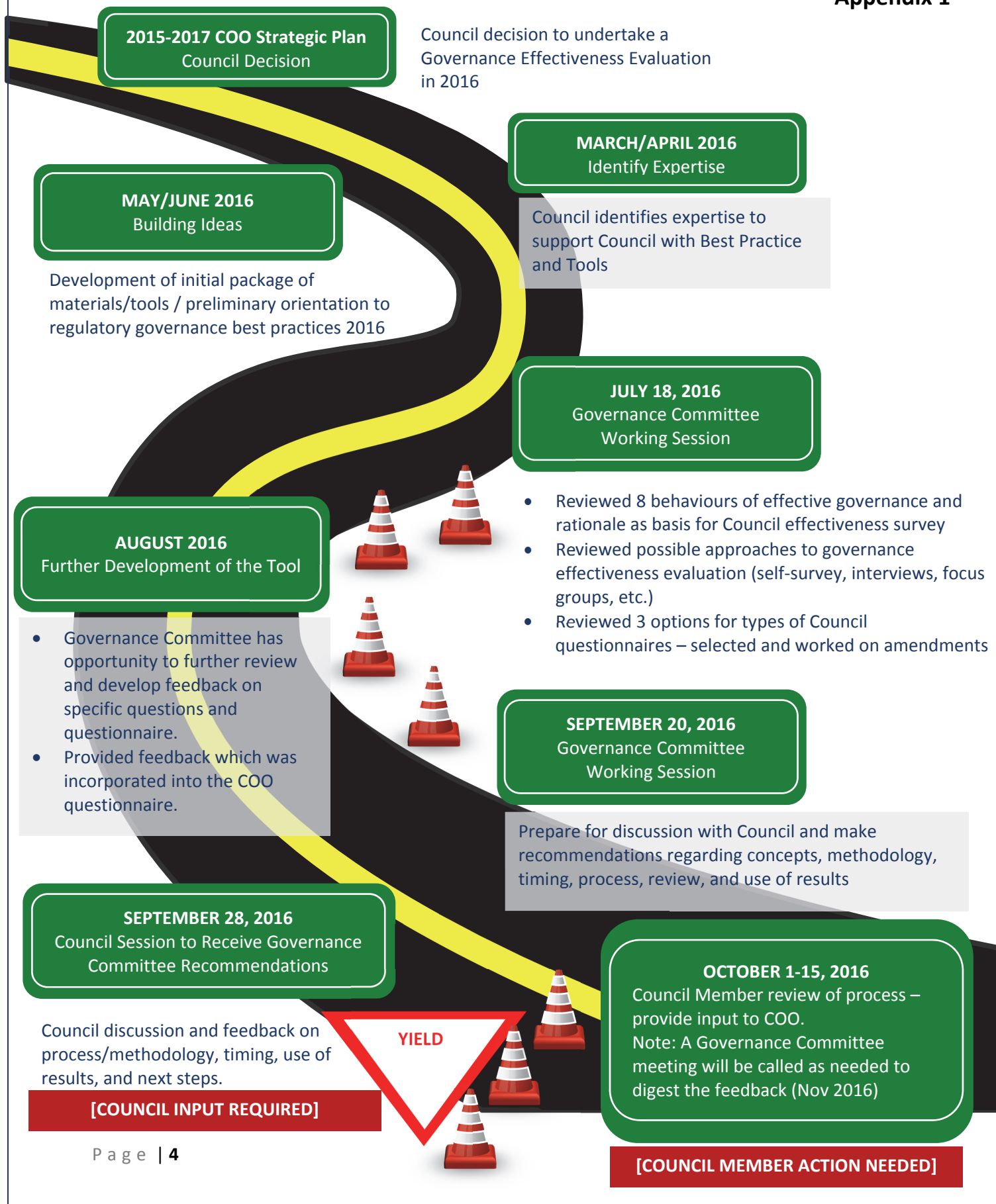
These key findings along with recommendations for the next steps will be presented to Council during the 30 minute presentation at the January 30, 2017 Council meeting.



Road Map for Design and Implementation

The COO Council Effectiveness Evaluation
FOR DISCUSSION

Appendix 1



Road Map for Design and Implementation

The COO Council Effectiveness Evaluation

FOR DISCUSSION

DECEMBER 2016 COUNCIL MEETING

Final Plan/Confirmation for Launch on
December 15, 2016

[COUNCIL INPUT REQUIRED]

DECEMBER 15, 2016 – JANUARY 6, 2017

Electronic Distribution of the Council
Questionnaire

Council Members use their 2016 Council
experience to complete their self-
evaluation of the Council's effectiveness

[COUNCIL MEMBER ACTION NEEDED]

CONSTRUCTION

- Regular "touch points" with Council Members regarding evaluation deadline
- Collation, analysis, and synthesis of results
- Report preparation

JANUARY/FEBRUARY 2017 COUNCIL MEETING

Governance Committee and Council review
of results and action planning

[COUNCIL ACTION NEEDED]



College of
Opticians of
Ontario

Report

TO: Council

FROM: Fazal Khan, Registrar

DATE: January 30, 2017

SUBJECT: 8.1 Registrar's Report

Highlights:

- Staffing update
- Online renewal
- Relocation
- Eye Health Council of Ontario (EHCO)

Staffing Update:

We welcome back Ms. Nitasha Nanda and Katie Chimirri to their positions. Ms. Jennifer Higgs is no longer with the College.

Online Renewals:

The College had a successful renewal season with the 2017 renewal season marking the second year that the college has moved to a fully paperless renewal process. Benefits include members receiving receipts immediately and most members received their badge and wall decals within one week of renewal as opposed to several months. The college was able to realize the bulk of its 2017 revenue prior to the end of 2016, thus assisting in more accurately budgeting for the coming year.

Relocation:

Verbal update to be provided at council meeting.

Eye Health Council of Ontario (EHCO):

EHCO held their first quarterly meeting of the year on January 18, 2017. Items discussed included:

- high level discussion on future funding
- constitution of various working groups including cataract co-management and Tele-eye care.

The Low Vision report and next steps were discussed. There was a consensus that it appears there is some confusion at the ministry level as to what group is driving the issue of reform to the program. Next steps include educating the ministry that the report was a collaborative effort.

Federation of Health Regulated Colleges (FHRCO):

FHRCO held a special meeting on January 19, 2017 to discuss amendments to Regulated Health Professions Act by way of Bill 87. The majority of colleges were in consensus on most of the areas of change with general agreement that the amendments were favorable as they are in the public interest. Bill 87 represents some significant changes to the RHPA and the government is fast tracking these changes. First reading has already taken place in the fall of 2016 with second reading expected in February of 2017.

A further detailed report will follow in the council package.

Respectfully submitted by

Fazal Khan, RO
Registrar

TO: Council

FROM: Fazal Khan, Registrar

DATE: January 30, 2017

SUBJECT: 8.1.1 Update re: Amendments to Regulated Health Professions Act

This is an update about the plans of the Minister of Health and Long-Term Care (Ministry) to amend the *Regulated Health Professions Act* (RHPA).

Background

On December 8, 2016, the Minister introduced Bill 87, the *Protecting Patients Act, 2016*.¹ Bill 87 proposes major amendments to the *RHPA*, which governs the College. The goals of the changes include increasing transparency, and expanding protections for victims of sexual abuse. The Ministry's powers would also be significantly expanded.

The changes proposed include the following:

- **Committee composition changes:** The Minister will have the power to shape the composition of college committees and panels through regulation. This includes the qualification, selection, appointment and terms of office, and disqualification of committee members.
- **Power to require disclosure of personal information:** The Minister will have the power to require colleges to disclose personal information.
- **Expanded public register:** The public register will be expanded to include more information, including:
 - specified continuing education and remediation programs (SCERPs) and cautions, and
 - acknowledgements or undertakings relating to professional misconduct or incompetence.

¹ The full text of Bill 87 is available here:

http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&intranet=&BillID=4477

- **Publication of information about Council meetings:** All colleges will be required to publish information on their websites about upcoming Council meetings, including meeting dates and matters to be discussed at the meetings.
- **1-year “waiting period” for sexual relationships with patients:** For the purposes of the sexual abuse provisions of the *Health Professions Procedural Code*, the definition of “patient” will be expanded to include an individual who was a member’s patient within the last year.
- **Expanded interim suspension power:** The Inquiries, Complaints and Reports Committee will be able to order an interim suspension at any time following the receipt of a complaint or report, instead of only when a matter is referred for discipline or incapacity proceedings.
- **Expanded mandatory revocation & new mandatory suspensions:** The grounds for mandatory revocation for sexual abuse will be expanded, and suspension will be mandatory in sexual abuse cases that do not involve conduct requiring mandatory revocation.
- **Changes to ADR processes:** The Registrar will have the power to approve settlements between a complainant and a member reached through alternative dispute resolution (e.g., mediation). As well, the statutory timelines for resolving a complaint will not run while alternative dispute resolution is attempted.
- **Mandatory reporting to College:** Members will be required to report to the Registrar if there has been a finding of professional misconduct or incompetence against them by any regulatory body, if they are charged with any offence, as well as information about any bail conditions.
- **Expanded funding for patients alleging sexual abuse:** Colleges will be required to provide funding for therapy and counselling for patients before a sexual abuse finding has been made at the Discipline Committee. Currently, funding is only available after a Discipline Committee finding of sexual abuse. Colleges may also be required to provide funding to patients for purposes other than therapy and counselling (to be set out in regulation). However, the College will be entitled to take the member to court to recover any funding provided.

Bill 87 has passed first reading.

For information only.

BRIEFING NOTE

TO: Council

FROM: Fazal Khan, Registrar

DATE: January 30, 2017

SUBJECT: 8.1.2 College of Nurses Governance Reform

In December 2016, the College of Nurses of Ontario approved a new regulatory governance vision. The vision is “for a small governing board made up of an equal number of public and nurse members – with all members having the needed governance competencies, appropriate conflict of interest provisions and ongoing education and evaluation.” This vision includes a change from electing Council members to having Council members appointed based on recommendations of a nominating committee. The goal is to implement this vision by 2020.

For more information, you can visit: <http://www.cno.org/en/what-is-cno/councils-and-committees/council/governance-vision-2020/>

The College of Nurses’ governance vision was presented at meeting of the Advisory Group for Regulatory Excellence (AGRE) in December, 2016. In the months ahead, it will be interesting to see whether aspects of the College of Nurses’ governance vision will be adopted by other Ontario health colleges, and whether the Ministry of Health and Long-Term Care will support the recommendations for regulatory governance reform.

For information only.

Strategic Plan

2015 – 2017

Progress Update:
January 30, 2017



College of
Opticians of
Ontario

**We ensure the highest standard of vision care for all
Ontarians.**

NOTE: The College exists as the governing body for all licensed opticians in Ontario and as such, has the primary role of ensuring that the public's interest is ensured and protected at all times, by opticians providing eye care services.

College of Opticians of Ontario – Mission Statement

We protect the public by regulating Ontario opticians to ensure they maintain a high standard of practice and professionalism.

College of Opticians of Ontario – Core Values

We strongly believe in and are committed to:

Transparency

- Access to information that is not confidential.

Accountability

- Accepting responsibility for decisions and actions.

Integrity

- Acting with conscience, putting aside self-interests and making clear decisions that are aligned with our mandate.

Efficiency

- Performing properly without wasting resources

College of Opticians of Ontario – Key Success Measures

Employee and Council Engagement

- Annual staff engagement questionnaire
- Self-evaluation of Council and Committees

Member Satisfaction and Engagement

- Member engagement initiative
- Member registration analysis

Financial Sustainability

- Budget and budget variance
- Reserve build-ups (capital, legal and strategic initiatives)

Process and Systems Improvements

- Develop member service standards process and conduct an analysis of member requests

NOTE: A comprehensive set of tracking mechanisms have been developed to ensure that targets are set and met over the next 1-3 years.

College of Opticians of Ontario – Core Strategies

1. Transparency and Effective Communications Strategy

- Promote transparency and effective two-way communications.

2. Member Relations Strategy

- Create positive relationships with our members that add value to both parties.

3. I.D. (Illegal Dispensing) Strategy

- To reduce and prevent illegal dispensing.

4. Operational Strategy

- To ensure efficient operations of College activities.

5. Collaboration Strategy

- Working with internal and external stakeholders to achieve mutually beneficial goals.

Strategy # 1: Transparency and Effective Communications Strategy

Strategy Description: Promote transparency and effective two-way communications

Strategic Action Items:

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
1.1 Ensure that the College website is current and informative, and that information is easy to find and understand	Complete	Overhaul	Overhaul in Progress	Ongoing	Admin
1.2 Greater access to updates and appropriate information	Implement	Ongoing	Ongoing	Ongoing	Council/Admin
1.3 Explore expanding contents of public register	By-law passed	Implement	Final By-Law Amendments coming to Council Dec 2016.	Ongoing	Admin/ Governance
1.4 Develop and publish guidelines regarding discretionary disclosure of information	Legal has been researching	Ongoing	In Process	Implement	(FHRCO)/ Admin/ICRC
1.5 Explore technology as a channel for communications and determine the most effective practice. Determine staffing needs to achieve this.	Internal strategic plan conducted	Explore new CRM vendors	In Progress and Ongoing	Ongoing	Admin

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
1.6 Continuous improvement of the member portal	Refined	Overhaul	Overhaul in Process	Ongoing	Admin
1.7 Promote the Strategic Plan via College website and newsletter	Complete	Maintain	Maintain	Maintain	Admin
1.8 Venue for publishing Q and A (e.g., practice advice through chat forums and/or interactive website)	Collection phase complete	Publishing	Publishing and Updating	Maintain	Admin
1.9 Public Awareness Communication Campaign	Maintain	Reassess	Developing	Evaluate	Patient Relations
1.10 Inform members about stakeholder feedback, the By-Laws and the impacts on them	Initiated	Ongoing	Ongoing	Ongoing	Admin/Legal

Strategy # 2: Member Relations Strategy

Strategy Description: Create positive relationships with our members that add value to both parties and the public.

Strategic Action Items:

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
2.1 Continue to participate in member relation functions	Ongoing	Ongoing	Ongoing	Ongoing	Admin/ Council reps.
2.2 Attend specified member networking opportunities/ events	Ongoing	Ongoing	Ongoing	Ongoing	Admin
2.3 Continue to educate members on changes in QA (Quality Assurance) and how to deal with it	Ongoing	Ongoing	Ongoing	Wind Down	QA/Admin
2.4 Continue with student engagement activities regarding the role of the College and importance of registration	Ongoing	Ongoing	Ongoing	Ongoing	Registration Staff/ School rep.
2.5 Website Comment Box	Begin phase II: FAQ	Ongoing	Ongoing	Ongoing	Admin

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
2.6 Conduct a tri-annual Member Needs Assessment process		Research and Develop	Developing	Rollout	Patient Relations
2.7 Manage member expectations by developing and implementing Member Service Standards Protocols	Research ed	Develop and Roll-out	Implemented	Evaluate	Admin
2.8 Re-examine format of the AGM to increase member participation				Re-examine	Council/Admin

Strategy # 3: I.D. (Illegal Dispensing) Strategy

Strategy Description: To reduce and prevent illegal dispensing

Strategic Action Items:

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
3.1 Collaboration with other Regulators (e.g. Internet Dispensing)		Ongoing	Ongoing	Ongoing	Admin
3.2 Public Awareness regarding illegal dispensing		Assess and Develop	Developing	Evaluate	Admin + Exec
3.3 Create College “Illegal Dispensing Task Group” <ul style="list-style-type: none">• Inform internet dispensing companies and “brick and mortar” stores about their infractions• I.D. Task Group to inform all government organizations that illegal dispensing is taking place		Re-evaluate Mandate	Mandate merged with Executive		

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
3.5 Ensure that members comply with dispensing standards when utilizing technology in their practice.	Completed revised standards of practice		Ongoing	Ongoing	SSAHC

Strategy # 4: Operational Strategy

Strategy Description: To ensure efficient operations of College activities

Strategic Action Items:

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
4.1 Adherence to Governance: <ul style="list-style-type: none">• Maintain infrastructure (e.g. updating Standards of Practice, regulations and any other documents that require updating)	Ongoing	Ongoing	Ongoing	Ongoing	Admin
4.2 Annual council self-assessment surveys	Develop	Develop	Launch Dec 2016	Ongoing	Governance
4.3 Ensure adequate resources and appropriate reserve funds (e.g., funding, staff, etc.) for our strategic initiatives including IT, I.D Strategy, lease and new building & legal fees	Ongoing	Ongoing	Ongoing	Ongoing	Executive Committee
4.4 Staff Retention – explore options to enhance staff retention practices (e.g., staff surveys)	Implement	Ongoing	Ongoing	Ongoing	Admin

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
4.5 Predict changes in membership numbers to match resources (e.g., trend analysis).	Research	Research and Budget	Monitor	Monitor	Registration department
4.6 Initiate explorations for alternative office location	Complete	Monitor	In Progress	Monitor	Relocation Ad Hoc Committee/Admin

Strategy # 5: Collaboration Strategy

Strategy Description: Foster relationships with internal and external stakeholders to achieve mutually beneficial goals.

Strategic Action Items:

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
5.1 Cross-committee information sharing and input (including College staff)	Ongoing	Ongoing	Ongoing	Ongoing	Council/ Admin
5.2 Best practices – other Regulators and professional groups	Ongoing	Ongoing	Ongoing	Ongoing	Admin
5.3 Continue to engage educators through feedback and information sharing.	Ongoing	Ongoing	Ongoing	Ongoing	Admin (lead)/ School rep.
5.4 Maintain a current contact list of stakeholders.	Monitor and update	Monitor and update	Monitor and update	Monitor and update	Admin
5.5 Create information sharing sessions with stakeholders	Complete	Ongoing	Ongoing	Ongoing	Admin

Strategic Action Item	2015	2016	Current progress	2017	Lead Role
5.6 Create working groups with stakeholders to tackle specific issues (including the internet)	As required	As required	As required	As required	Admin/Council
5.7 Continuing Education (CE) providers to assist in areas of professional weakness	CE providers approached	Data gathering	Data gathering	Develop and roll-out	QA / ICR

College of Opticians of Ontario

Our 3-Year Business Plan: 2015 – 2017

Building on the Core Strategies outlined on pages 12 - 17, a detailed 3-Year Business Plan has been developed. This Business Plan identifies which Strategic Action Items are to be initiated in each of the next three years. This Business Plan also identifies whether these initiatives are new ones or continuing, regular services. Budget implications – both Capital Budget and Operating Budget – are identified for each of these Strategic Action Initiatives.

This 3-Year Business Plan forms the backdrop for the development of the College of Opticians of Ontario's Annual Operating Budget, as well as its Long-Term Capital / Reserve Budget each year.

Each of our Departments has developed its own Departmental Plan and Budget, based upon this 3-Year Business Plan, to ensure that we are operating across all departments in an integrated and coordinated way.

This 3-Year Business Plan has been produced as a complementary document to this Strategic Plan and it will be used to conduct our regular Plan Review Sessions as well as our Annual Plan Update Session. In this way, we will continue to have an up-to-date Business Plan each year, which addresses our planned activities for the current year and the next two years. This “rolling three-year planning framework” will help us to deal with current issues while always looking forward to potential impacts on future activities.

College of Opticians of Ontario – Operational Plan – 2015

Our Annual Operating Plan and Budget is prepared and has been presented for approval as part of our annual budget approval cycle. This plan will guide the way resources are allocated throughout the year. Adjustments which may be needed in response to emerging issues will be considered from month to month and appropriate amendments will be made to the Operational Plan following each of the regular plan review sessions to be conducted throughout the year.

8.3.1 DISCIPLINE COMMITTEE ANNUAL REPORT 2016

Committee Members:

Elected Members:

Robert Vezina, RO, Chair

Ingrid Koenig, RO
Bryan Todd, RO
Mike Smart, RO
Edward Viveiros, RO
Balbir Dhillon, RO
Neda Mohammadzadeh, RO
Jeff Fernandes, RO

Public Members:

David Milne
Joseph Richards
Susan Carlyle
Omar Farouk
Eve Hoch
Hugh Corbett
Trudy Mauth
Gordon White

Appointed (Non-Council) Members:

Natalie Dalcourt, RO, Vice Chair

John Battaglia, RO
Alain Chow, RO
Peggy Dreyer, RO
Karen Maynard, RO
Dorina Reiz, RO

Hearings/Prehearing Conferences:

There were two discipline hearings held in 2016. All hearings resulted in findings of professional misconduct against the members. The Decision and Reasons for one of the findings are posted on the College's website along with an Order of the Discipline Committee for the other.

No prehearing conferences were held in 2016.

Committee Training:

Two Discipline Committee members attended discipline training through FHRCO in the spring of 2016. Five Discipline Committee members attended discipline training through FHRCO in the fall of 2016. New Discipline Committee members will attend discipline training at the next session in 2017.

Submitted by:

Robert Vezina – Discipline Committee Chair
Nitasha Nanda – Manager, Professional Conduct

8.3.2 REGISTRATION COMMITTEE REPORT January 2017

Committee Members:

Robert Vezina, RO, Committee Chair
John Battaglia, RO
Natalie Dalcourt, RO
Jeffrey Fernandes, RO
Eve Hoch, Public Member
Joseph Richards, Public Member

Registration Appeal Panel:

Alain Chow, RO
David Milne, Public Member
Balbir Dhillon, RO

Number of Meetings:

In January 2017, the Registration Committee held one webinar meeting.

By-law Recommendation – Disclosure of all Charges against Members

The Registration Committee considered a new by-law that would require members to disclose any criminal and other charges that have been made against them. The recommendation to amend the by-laws to include a provision in this regard is being brought forward to Council for its consideration at its meeting on January 30, 2017.

Respectfully submitted,

Robert Vezina RO, Chair
Melanie Woodbeck, Manager of Professional Programs

8.3.3 FITNESS TO PRACTICE COMMITTEE REPORT

Annual Report 2016

Committee Members:

Robert Vezina, RO, Committee Chair
Thomas Michael Smart, RO, Vice-Chair
John Battaglia, RO
Natalie Dalcourt, RO
Jeffrey Fernandes, RO
Eve Hoch, Public Member
Joseph Richards, Public Member

Alain Chow, RO
Balbir Dhillon, RO
David Milne, Public Member

Number of Meetings:

The Fitness to Practice Committee holds hearings to determine if a member is incapacitated to such a degree that this prevents him/ her from practising safely and effectively. The Committee meets on an as-needed basis, should allegations of incapacity of a member be referred.

There have been no referrals made to the Fitness to Practice Committee in 2016.

Respectfully submitted,

Robert Vezina, RO, Chair
Melanie Caione, Manager of Professional Programs

8.3.4 Inquiries, Complaints and Reports Committee Annual Report 2016

Committee Mandate:

The Inquiries, Complaints and Reports Committee (ICRC) investigates all written/recorded complaints regarding the conduct or actions of a member of the College of Opticians of Ontario. The Committee endeavours to conduct thorough investigations in a fair and efficient manner and makes reasonable and fair decisions. The ICRC also investigates and, where evidence gathered warrants it, recommends prosecution in matters involving unauthorized practice.

Committee Activities:

In 2016, the Committee, as a group, met 4 times; Panel 1 held three in-person meetings and one teleconference; Panel 2 held four in-person meetings; and, Panel 3 held one in-person meeting.

Nature of Formal Complaints Filed in 2016:

1. Quality of eyeglasses and/or contact lenses – 17
2. Unprofessional behavior /conduct – 17
3. Insurance fraud – 1
4. Delegating a controlled act in contravention of the regulations – 1
5. Holding out as an optometrist and performing eye examinations – 1
6. Breaching the Refraction Standard of Practice
7. Failing to satisfactorily complete the College's quality assurance requirements – 1

Nature of Registrar's Reports Initiated in 2016:

1. Failing to satisfactorily complete the College's quality assurance requirements – 19
2. Using the doctor title, performing eye examinations and dispensing prescription eyewear based upon the results of those examinations, and contravening the College's Standards of Practice – 1

ICRC Statistical Report 2016

(Statistics accurate as of December 31, 2016)

Complaints Disposition	# of Files
Inquiries:	
Total number of complaint inquiries received in 2016	98
Inquiries that became a formal complaint	27
Inquiries abandoned / outside jurisdiction / not a complaint	69
Inquiries pending further information	2
Formal Complaints:	
Complaint files opened in 2016	27
Frivolous and vexatious	-
Closed with no further action (files opened in 2016)	15
Closed with no further action (files opened in 2015)	1
Closed with a referral to discipline	-
Closed with written/oral caution only (files opened in 2016)	2
Closed with written/oral caution only (files opened in 2015)	2
Closed with a specified continuing education and remediation program only	-
Closed with oral caution and written advice (files opened in 2015)	1
Complaints disposed of in 2016	21*
Open complaints pending further investigation	10

**Of the complaints disposed of in 2016: 4 were opened in 2015; and 17 were opened in 2016.*

Registrar's Reports Disposition	# of Files
Registrar's Reports referred to ICRC in 2016	20
Closed with a referral to discipline (files opened in 2015)	1
Closed with no further action (files opened in 2016)	2
Closed with oral caution issued (files opened in 2016)	1
Closed with oral caution issued and a specified continuing education and remediation program (files opened in 2016)	12
Closed with oral caution issued and an undertaking (files opened in 2016)	1
Closed with written undertaking and a specified continuing education and remediation program (files opened in 2016)	1
Open Registrar's Reports pending further investigation	3

HPARB Appeals	# of Files
Total number of HPARB appeals in 2016	3*
HPARB review pending (files opened in 2016)	1
HPARB decision pending (files opened in 2015)	1
Committee decision confirmed (files opened in 2015)	1
Committee decision returned for further investigation and reconsideration	-

**Of the 3 HPARB appeals: 2 were opened in 2015; and 1 was opened in 2016.*

Unauthorized Practice	# of Files
Total number of UPC inquiries in 2016	15
Inquiry abandoned – not enough information / outside jurisdiction / not unauthorized practice	7
Inquiry pending – further information needed	-
Inquiry – formal file	8
UPC files opened in 2016	8
Open files pending further investigation	2
Files closed in 2016 – no further action – no evidence of illegal dispensing / outside jurisdiction	9*
Files gone for prosecution	8**
Injunction successfully obtained	-

**Of the files closed with no further action: 2 were opened in 2013; 2 were opened in 2015; and 5 were opened in 2016.*

*** Of the files gone for prosecution: 1 was opened in 2012; 3 were opened in 2013; 3 were opened in 2015; and 1 was opened in 2016.*

8.3.5 QUALITY ASSURANCE COMMITTEE REPORT 2016 ANNUAL REPORT

Committee Members:

Peggy Dreyer, RO, Chair
Bryan Todd, RO, Vice Chair
Omar Farouk, Public Member

Dorina Reiz, RO
Ingrid Koenig, RO
David Milne, Public Member

Number of Meetings:

In 2016, the Quality Assurance Committee held two in-person meetings and ten teleconferences.

Quality Assurance Outreach

QA Department and College staff, along with the QA Committee chair, attended four continuing education events to answer questions about the QA program.

2016 Competency Review and Evaluation (CRE) Process

The Competency Review and Evaluation (CRE) is one component of the College's Quality Assurance Program. The CRE is designed to assess member knowledge, skill and judgement, and to provide feedback to opticians in order to encourage practice improvements. The CRE involves submission of a Professional Portfolio, and participation in the Multi-Source Feedback (MSF) process. The MSF requires that a members' patients and colleagues to complete of practice surveys about the member's performance. Following submission of the Portfolio and MSF, some opticians may require a more in-depth, focused, practice assessment.

In February, 480 members received notice that they had been randomly selected for the Competency Review and Evaluation (CRE) Process. Of these, 240 members were randomly chosen to participate in Stream One and 240 members were randomly chosen to participate in Stream Two:

- Stream One - Members were required to submit their 2015 Professional Portfolio to the College by March 31.
- Stream Two – Members were required to submit their 2015 Professional Portfolio to the College by March 31 and participate in the Multi-Source Feedback (MSF) by April 25.

Of the members who participated, 203 successfully completed the portfolio. 69 members completed the accredited continuing education requirements, but submitted incomplete portfolio forms. 187 members submitted portfolios which were deficient in terms of completion of accredited continuing education activities.

Portfolio Form Revisions

Taking into consideration the feedback the College received from members about the Professional Portfolio forms and the Committee's experience with reviewing the portfolios in 2015, a number of improvements were made to two of the Professional Portfolio forms which require members to record their accredited and unaccredited learning activities. The forms are now also electronically fillable.

Pro-rated Continuing Education

At its meeting on May 17, 2016, the QA Committee clarified its policy on the CE that all new members are required to complete upon registration. The Committee policy states that new registrants must complete the QA requirements within 12 months of registration with the College. The Committee created a table to help guide new registrants about how to go about completing the requirements. Starting on July 1, 2016, new registrants will complete a requisite number of accredited and unaccredited CE depending on when in the year the member is registered. Following this rubric, each new member will have completed 16 hours of CE within 12 months of registration in accordance with the current policy.

Jurisprudence and Sexual Abuse Module

As part of the QA program, all members are required to complete the Jurisprudence and Sexual Abuse module every three years. The tool is designed to support opticians in understanding their obligations around professional boundaries, and to help members develop ways to prevent the crossing of professional boundaries, including those related to sexual abuse. The Jurisprudence handbook and bank of test questions, developed by the Patient Relations Committee, was provided to the Quality Assurance Committee for administration.

The Jurisprudence Module was launched on the College's website in March 2016. Members were advised by email; and updates and instructions about the module were shared at the spring continuing education events. An article was also published in the fall electronic newsletter.

Peer and Practice Assessments

The onsite practice assessment includes a behavioural-based interview, a chart review, and an inspection of the dispensary. The practice assessment is a tool used by the QA Committee where other

steps in the QA process have not adequately demonstrated the competence of a member. Seven practice assessments were conducted this year.

Continuing Education (CE) Accreditation Policy

The Quality Assurance Committee, in consideration of several recent trends in CE provider accreditation, decided to make further amendments to its Accreditation Policy. The amended policy was approved by Council at the September 28, 2016, meeting.

Accreditations

The QA Committee continues to work via email, utilizing the COO Virtual Boardroom in order to review accreditation requests generated by providers of continuing education courses. In 2016, The Quality Assurance Committee has accredited 66 continuing education courses.

Respectfully submitted,

Peggy Dreyer, RO, Chair
Melanie Caione, Manager, Professional Programs

8.3.6 PATIENT RELATIONS COMMITTEE ANNUAL REPORT 2016

Committee Members:

Peggy Dreyer, Chair, Appointed (Non-Council) Member
David Milne, Public Member, Vice-Chair
Jeff Fernandes, Elected Member
Alain Chow, Appointed
Susan Carlyle, Public Member

Number of Meetings:

In 2016, the Patient Relation Committee had one in-person meeting and one conference call.

Overview:

The College of Opticians Strategic Plan is to promote transparency and effective two-way communications¹. The College of Opticians is working with the Opticians Council of Canada on the Licensed Optician and Love Your Eyes campaigns. Additionally, a joint public awareness campaign with the College of Optometrists is in development. Grosso McCarthy a government relations firm is presently working with both Colleges.

The College collaborated with the College of Opticians of British Columbia (COBC) and the College of Opticians of Alberta (COA) to become more relational in our mission to regulate opticianry and protect the public. The Patient Relations Committee reviewed research conducted by Outsidein Communications and determined that the re-implementation of a members needs assessment every three years was necessary to maintain the regulatory standards identified in the Outsidein report. Listed below are the recommendations and initiatives that have been implemented:

Recommendations	Initiative
#1. Relationalize written communications.	<ul style="list-style-type: none"> A day-long workshop on relational writing was completed by all College staff and steps have been taken to make sure the content and formatting on all correspondence are more relational in nature. We have developed a style guide that will streamline the look and feel of all College correspondence.

¹ Strategy #1.9 Public Awareness Communications Campaign

#2. Prioritize phone and email request from Members.	<ul style="list-style-type: none"> We have implemented a service guarantee, ensuring timely responses to member phone and email inquiries. This includes easy access to live assistance.
#3. Proactively build the relationships with Members.	<ul style="list-style-type: none"> Member support at tradeshow with QA portfolios and live access to our website. During registration renewal season after hour's staff are available to answer calls and emails. We have increased email blast correspondence to our members. Full Council meeting packages are available to all stakeholders. Council meetings are now being streamed live via webinar and the recordings are posted on the College website.
#4. Improve the relational experience on website.	<ul style="list-style-type: none"> We are overhauling the College of Opticians website.
#5. Continue and enhance your communication about the QA Program.	<ul style="list-style-type: none"> We have appointments for members that need help with their Registration Renewal and their Quality Assurance (QA) portfolios. We continue to bring QA committee and staff members to member events for assistance.

Richard Steinecke of Steinecke Macuira LeBlanc developed a module called "Record Keeping, Privacy and Confidentiality". The module has relevant scenarios and valuable information for our members' to guild them in ethical responsibilities, professional boundaries and decision making. The finalized handbook and test questions will be provided to the Quality Assurance Committee who will administer the test if requested. The handbook and test questions are not mandatory.

The Committee reviewed the literature that was developed by Richard Steinecke called "Sexual Harassment in the Workplace". This literature and 5 additional test questions will be added to the Jurisprudence & Sexual Abuse Handbook and provided to the Quality Assurance Committee for implementation.

Submitted by:

Peggy Dreyer, Chair, Appointed (Non-Council) Member
Denise Bailey, Manager, Patient Relations and Governance

8.3.7 EXECUTIVE COMMITTEE

ANNUAL COMMITTEE REPORT - 2016

Executive Committee Members:

Ingrid Koenig RO, Elected Member (Chair)
David Milne, Public Member (Vice-Chair)
Omar Farouk Public Member
Mike Smart RO, Elected Member
Bryan Todd, Elected Member

During 2016 the Executive Committee met eight times. Three in person meetings: January 25, May 18 and November 21; Five teleconferences: February 29th, March 17th, June 30, September 12, and September 22.

Highlights:

During the February 29 teleconference, Executive discussed participation in the Opticians Council of Canada (OCC), the Eye Health Council of Ontario, and in upcoming trade shows. The Committee also discussed the next phase of implementation of by-law amendments recommended by the Advisory Group for Regulatory Excellence (AGRE).

At its March 17 teleconference, Executive moved to release funds for the OCC Public Awareness Campaign.

On May 18 at the in-person meeting, Executive reviewed the audited year-end financial statements and discussed reserve fund allocation, along with the current 2016 year to date financial reports. The committee received an update on the abovementioned AGRE by-law amendments and also reviewed committee composition in light of recent changes in a member's time availability.

During the June 30 teleconference, the Committee approved prosecutions for a set of unauthorized practice referrals. It also discussed the recent legal decision regarding an internet dispensing appeal in Quebec. Finally, the committee discussed committee composition, given the resignation of an Appointed Member.

At the September 12 teleconference, Executive reviewed the year-to-date financial report, the strategic plan, and the proposed agenda of the upcoming Council meeting. Finally, at its September 22 teleconference the Committee received various legal updates.

During the November 21 meeting the Executive Committee began the screening process for the selection of Appointed Members and interviewed applicants by phone. Executive also reviewed the year-to-date financial report, the strategic plan, and the proposed agenda for the upcoming Council meeting.

Ingrid Koenig RO
Chair Executive Committee, Finance Committee

8.3.8 GOVERNANCE COMMITTEE ANNUAL REPORT 2016

Committee Members:

Eve Hoch, Chair, Council, Public Member
Natalie Dalcourt, Vice-Chair, Non-Council Appointed Member
Neda Mohammadzadeh, Elected Member
David Milne, Public Member
Alain Chow, Appointed Member

Number of Meetings:

In 2016, the Governance Committee had three in-person meeting and one conference call.

Overview:

In 2016, the Committee put forward many proposed amendments to the College By-laws to Council for their review. The Committee with the help of administration addressed sections of the By-laws that required revisions. Some of the by-law changes put forward by the Governance Committee were:

Throughout the by-laws

- Defined terms in order to make the by-laws clearer and more transparent such as defining what is meant by an Appointed Committee Member or Council Member.
- Consistent language is used throughout (clean-up of inconsistent language).

Article 5: Fees

- Updated fees by-law including the fees schedule for 2016 – 2021 for all classes of registration.
- New registrants in all classes pay an application fee plus the annual registration fee upon initial registration with the College.
- Revised formatting to make the fees by-law easier to read and understand.

Article 6: Elected Council Members

- Clarified the cooling-off period for Elected Council Members who have reached their maximum nine (9) consecutive years (as per the RHPA). An amendment was made to increase this cooling-off period from one to three years.

Article 7: Duties and obligations of Council Members and Committee Members

- Clarified that the duties and obligations regarding employment with the College that apply to Council Members set out in Article 7 also apply to Appointed Committee Members.

Article 10: Committee composition:

- Simplified the Committee composition numbers to indicate the minimum number of Elected Council Members and Public Council Members each Committee must have, and removed reference to the required number of Appointed Committee Members.

Article 11: Non-Statutory Committees

- Added the Governance Committee as a standing committee of the College.

Article 12: Committee Appointments and Procedures

- Clarified what constitutes a quorum for a Committee meeting.

Article 13: Remuneration

- Requires claims to be submitted for reimbursement within 60 days of the date of the meeting or other business of the College being claimed.
- Sets out that any claims that do not comply with the by-laws or policies must be forwarded to the Executive Committee for final determination.

All By-law changes proposed by the Committee were given to the membership and stakeholders for feedback prior to the amendments being presented to Council. The Committee reviewed and discussed all feedback received.

The Committee with the help of Ms. Karen Fryday-Field from Meridian Edge Leadership & Governance have developed a Council self-assessment survey, as required by the College Strategic Plan¹. The surveys were launched at the December 5th 2016 Council meeting.

The Committee will continue to address amendments to the By-laws and any other governance related matters in the upcoming year.

Submitted by:

Eve Hoch, Chair, Council, Public Member

Denise Bailey, Manager, Patient Relations and Governance

¹ Operation Strategy #4.2

8.4 ANNUAL EXAMINATIONS REPORT - 2016

The National Examination in contact lenses and eyeglasses is a non-exemptible requirement for a certificate of registration as a Registered Optician in Ontario.

The College, in connection with the National Association of Optician Regulators (NACOR), conducts two national exam sessions in Ontario per year. All eligible examination candidates can complete the examinations anywhere in Canada.

2016 National Examinations Dates

The spring session was held at Georgian College in Barrie on May 13 - 15, 2016. The fall session was held at Georgian College in Barrie on October 21 to 23, 2016.

Examiner Recruitment

In March 2016, a call was extended to all registered opticians with at least three years of practice experience for the role of examiner for both sections of the examination. Interested opticians were asked to submit an application form, resume and references.

The College was fortunate to receive a great response to the examiner posting, with many members expressing interest. Interviews with selected candidates were conducted by College staff and the Chief Examiner, and a number of examiners were recruited for the spring and fall examinations.

The College also extended a call to registered opticians with less than three years of experience to participate in the examination as models. This initiative is intended to engage newly registered opticians and create a roster of opticians who can transition to the examiner role in the future.

2016 Examination Candidates

There were a record number of examination candidates in 2016. **In total, there were 167 eyeglass and 192 contact lens candidates**, not including the out-of-province candidates who wrote the exam in Ontario, but sought registration in other provinces. By comparison, in 2015, there were 163 eyeglass candidates and 182 contact lens candidates.

2016 Examination Statistics

Session	Ontario Candidates	Ontario Candidate Outcomes	Out of Province Candidates
Spring	EG – 50 CL – 67	EG pass rate- 80.00% CL pass rate – 71.64%	EG - 5 CL - 4
Fall	EG - 117 CL - 125	EG pass rate – 86.32% CL pass rate- 70.40%	EG - 3 CL - 4
Combined Exam Session Total	EG – 169¹ CL - 201²	EG pass rate – 84.61% CL pass rate- 70.51%	EG - 8 CL - 8

2017 National Examinations

The dates have been set for the 2017 exam sessions:

May 5 – 7, 2017

Location: Georgian College, Barrie, Ontario

October 27-29, 2017

Location: Georgian College, Barrie, Ontario

Submitted by:

Peggy Dreyer, Ontario Chief Examiner (Acting)
Melanie Caione, Manager, Professional Programs

¹ 2 Ontario candidates for the eyeglass examination wrote the exam in other provinces

² 9 Ontario candidates for the contact lens examination wrote the exam in other provinces

8.5.1 REGISTRATION COMMITTEE REPORT January 2017

Committee Members:

Robert Vezina, RO, Committee Chair
John Battaglia, RO
Natalie Dalcourt, RO
Jeffrey Fernandes, RO
Eve Hoch, Public Member
Joseph Richards, Public Member

Registration Appeal Panel:

Alain Chow, RO
David Milne, Public Member
Balbir Dhillon, RO

Number of Meetings:

In January 2017, the Registration Committee held one webinar meeting.

By-law Recommendation – Disclosure of all Charges against Members

The Registration Committee considered a new by-law that would require members to disclose any criminal and other charges that have been made against them. The recommendation to amend the by-laws to include a provision in this regard is being brought forward to Council for its consideration at its meeting on January 30, 2017.

Respectfully submitted,

Robert Vezina RO, Chair
Melanie Woodbeck, Manager of Professional Programs

8.5.2 QUALITY ASSURANCE COMMITTEE REPORT

January 2017

Committee Members:

Peggy Dreyer, RO, Chair
Omar Farouk, Public Member
Bryan Todd, RO, Vice Chair

Dorina Reiz, RO
David Milne, Public Member
Ingrid Koenig, RO

Number of Meetings

Since December 2016, the Quality Assurance Committee has held one webinar meeting.

By-Law Recommendation - Proposed QA Fee for Peer and Practice Assessment and Proposed QA Fee for Deficient and Late Submitted Portfolios

In light of the costs involved with addressing portfolio submissions that are deficient and the current level of QA compliance, the QA Committee considered whether a fee was appropriate for 1) members who were non-compliant with the QA program, and 2) members who are directed to undergo a peer and practice assessment due to their non-compliance. The Committee also considered fees for members who submit their portfolio past the due date when selected by the QA Committee to demonstrate compliance.

The recommendation for three new quality assurance fees is being brought forward for Council consideration at its meeting on January 30, 2017.

Respectfully submitted,

Peggy Dreyer, RO, Chair
Melanie Woodbeck, Manager, Professional Programs



BRIEFING NOTE

TO: Council

FROM: Fazal Khan RO, Registrar

DATE: January 30, 2017

SUBJECT: 11.0 College Representatives 2017 – Terms of Reference

Background:

The Council appoints College representatives in each year for the following external organizations:

- Georgian and Seneca College's Opticianry Program Advisory Committees
- National Examinations Committee (NEC)
- Chief Examiner for Ontario

Information and/or Terms of Reference for each external organization is presented below.

Georgian College Opticianry Advisory Committee

The role of the Georgian Opticianry Program Advisory Committee is to provide advice on existing programs and influence the development of new, related programs. The Committee membership is made up of at least five voting members to approximately ten voting members. The maximum term of membership is three years, subject to renewal by approval of the Vice-President, Academic. Voting members are expected to regularly attend Committee meetings. Typically, the Committee meets two times per year. Committee Composition is made up of constituency groups of representative employers, professional association, trade unions or employee associations, other educational institutions, social and government agencies, graduates and students. The COO representative to this Committee has voting privileges; they are expected to provide a written report on any meetings attended.

Seneca College Opticianry Advisory Committee

The role of the Seneca Opticianry Program Advisory Committee is to advise Seneca College concerning the development, maintenance and stakeholder acceptance of its programs. The Committee reviews existing programs to ensure they continue to meet the needs of business, industry and society; advises recommends and assists in identifying the need for program development and/or discontinuation; participates in the quality assurance review process; identifies the skills and knowledge graduates require to meet industry needs; suggests revisions

to program curricula and advises on current and future employment opportunities for graduates. Members of this Committee are normally appointed for a three-year term and the Committee usually consists of between six and twelve members. The COO representative to this Committee does not have voting privileges; they are expected to provide a written report on any meetings attended.

National Examinations Committee (NEC)

The NEC is a sub-committee of NACOR and is charged with reviewing and making recommendations, on an annual basis, the NACOR Optical Sciences 1 (Eyeglass Examination) one year and Optical Sciences 2 (Contact Lens Examination) the next year. Each NACOR member may send a representative to sit on the NEC. Typically the NEC meets in Ottawa in January of each year.

Chief Examiner for Ontario

The role of the Chief Examiner in any province is to act as the provincial examination coordinator for schedules, venues and examination personnel. Typically the COO Chief Examiner works with College administration to ensure the smooth running of the National Registration Examinations. The Chief Examiner also works closely with the National Examination Moderator during Registration Examinations and deals with issues that arise at examination sessions.

For Consideration: This is for information only.