

## Jurisprudence Tool Instructions

Thank you for your efforts in completing the Jurisprudence Tool. The following instructions will assist you in completing the Professional Boundaries and Sexual Abuse Prevention test, which is a Quality Assurance requirement, as well as the Record Keeping, Confidentiality and Privacy test which is an optional education resource.

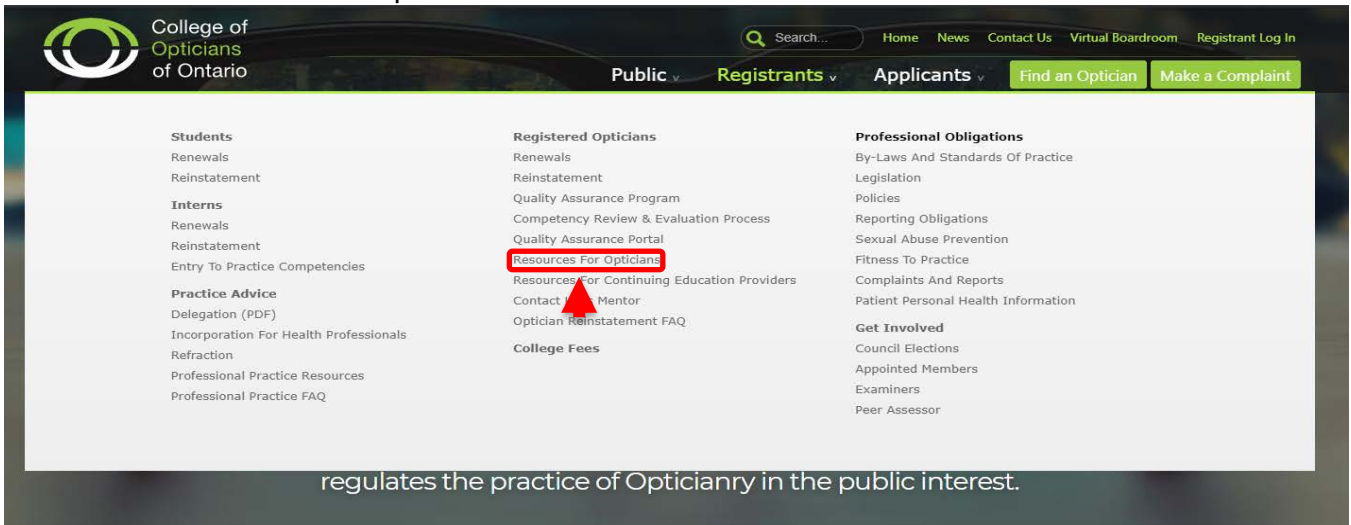
Please feel welcome to contact the College for assistance, or if you have any feedback to share. We can be reached by email [qa@collegeofopticians.ca](mailto:qa@collegeofopticians.ca) or by phone at 416-368-3616 ext 204 (or Toll-Free 1-800-990-9793).

### Let's get started!

1. Prior to attempting a Jurisprudence Tool test, please ensure to read the Jurisprudence Handbook. The Handbook serves as a basis for all test questions, so it is important to review the Handbook before attempting any test.
2. Access the Jurisprudence test [here](#). This is how you get to the page from the College homepage. Click 'Registrants'.

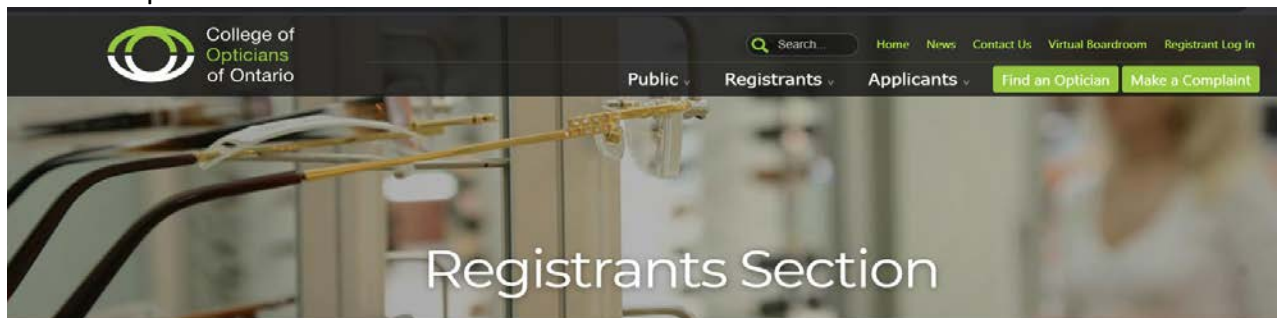


3. Click 'Resources for Opticians'.



regulates the practice of Opticianry in the public interest.

4. Click 'Jurisprudence'.



- Professional Portfolio
- Deferral Request Form
- Multi-source feedback
- Jurisprudence**
- Peer / Practice Assessment

## Resources For Opticians

Every year, registrants must engage in self-assessment and professional development through the completion of a Professional Portfolio.

Tools and forms required for completion of your Professional Portfolio and participation in the Competency Review and Evaluation process (when randomly selected) are available here.

Should you have further questions, please contact the Quality Assurance department by email [qa@collegeofopticians.ca](mailto:qa@collegeofopticians.ca) or telephone 416-368-3616 or 1-800-990-9793, extension 204.

## Continuing Education

For a list of continuing education activities that are accredited by the COO please [click here](#).

For a list of Continuing education (CE) providers please [click here](#).

For more information on activities that can be counted towards your unaccredited, self-directed requirements, please refer to the [Quality Assurance Continuing Education \(CE\) Hours \(PDF\)](#).

To see our Frequently Asked Questions please [click here](#).

## Taking a Test

5. Click 'COO Jurisprudence Tool'.

# The Jurisprudence Tool

The Jurisprudence Tool has been developed by the College as an educational resource for registrants. It consists of a [handbook](#) and two online multiple-choice tests.

This tool helps registrants acquire knowledge about the laws, standards, and guidelines that affect Opticianry in Ontario. It also helps registrants to understand and maintain professional boundaries in their practice.

Registered Opticians are required to complete Chapter One: Professional Boundaries and Sexual Abuse Prevention within 12 months of registration and then once every three years. This will count as a Professional Growth (PG) hour the year in which it is completed.

<b>Chapter 1:</b> Professional Boundaries and Sexual Abuse Prevention This module assists Registered Opticians in understanding the concepts of professional boundaries and their importance.	<b>Mandatory</b>	New Registered Opticians must complete the Jurisprudence Tool within 12 months of registration with the College of Opticians of Ontario  Current Registered Opticians must complete once every three years
<b>Chapter 2:</b> Record Keeping, Confidentiality and Privacy This module assists Registered Opticians in understanding the importance of record keeping, confidentiality and privacy.	<b>Optional</b>	Registered Opticians not required to submit proof of completion to the college.  However, a downloaded completion certificate may be used as proof of 2 hours of self-directed CE. This activity must connect to a learning goal and be recorded on Form 3 of the Professional Portfolio.

## Instructions for completing the Jurisprudence Tool

[Click here](#) for instructions on completing the Jurisprudence Tool.



6. Log in with your email and password.



COO Log in

[Forgot / Reset Password](#)

7. Click 'Start Test'.

Note: the “Professional Boundaries and Sexual Abuse Prevention Test” is mandatory for all Registered Opticians to complete once every three years. The “Record Keeping, Confidentiality and Privacy Test” is an optional resource.

Feel free to refer to the Jurisprudence Handbook while you complete a test. The Handbook is available on the College’s website [here](#).

## COPTONT Tests Dashboard

Test Name	Status	
Optional - Mandatory - Professional Boundaries and Sexual Abuse Prevention Test	Incomplete	<input type="button" value="Start Test"/>
Optional - Optional - Record Keeping, Confidentiality and Privacy Test	Incomplete	<input type="button" value="Start Test"/>

### Successfully completing a Test

- 8. The passing score for any jurisprudence test is 80%. There is no limit to the number of times you can attempt a test before passing. Once you successfully complete a test, you may not reattempt it.

You can view your test completion status on the Dashboard. Once you successfully complete a test, your status will show as 'Passed'.

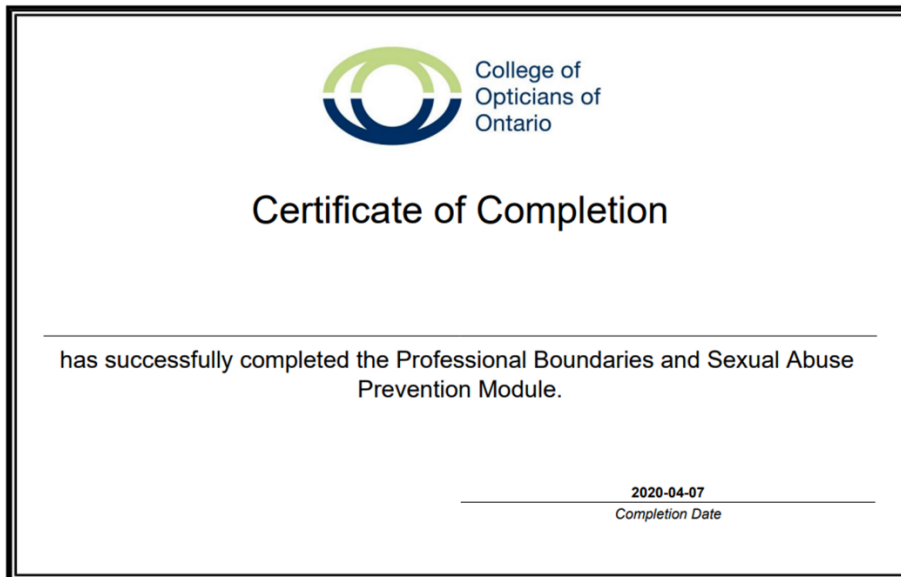
### Previous Attempts

Test Name	Status	Date	
Optional - Mandatory - Professional Boundaries and Sexual Abuse Prevention Test	Passed	2020-04-07	<a href="#">View Results</a>

- 9. To download a completion certificate for your Professional Portfolio, click on the "Download Certificate" button. You can choose to save the certificate to your computer or print the certificate, depending on the format in which you are maintaining your Portfolio.

Test Name	Status	
Optional - Mandatory - Professional Boundaries and Sexual Abuse Prevention Test	Complete	<a href="#">Download Certificate</a>

- 10. Here is what the Certificate looks like.



## If you are not successful on your first attempt

11. If you are not successful at a test, you will be provided with feedback on the sections of the Handbook that should be reviewed again. You can view your test score, and the questions that you did not answer correctly, by selecting the “View Results”.

Optional - Mandatory - Professional Boundaries and Sexual Abuse Prevention Test	Failed	2020-04-07	<a href="#">View Results</a>
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12. In the “View Results” section, you will see the questions that were not answered correctly, and the section of the Handbook where the correct answer can be found.

13. Review the Handbook again and try the test again. There is no limit to the number of times you may attempt the test.

# Thank you for your participation!