



OPC Mandatory Continuing Education Program MCE Policy - Designation Credit Chart

Created: Dec. 2015, Updated: Feb. 2018

Certified Members: must complete a minimum of **30** MCEs within the five-year window to have the Credential renewed. Dual Certificatees are required to complete **45 credits for the five-year period**, with a **minimum of 15 MCEs in each discipline**. The MCE windows for both disciplines have been aligned in to one cycle.

Registered Technician Members: must complete a minimum of **20** MCEs in order to have their Certificate renewed. Members who are registered in both disciplines will be required to complete **30** MCEs over a five-year period, with a minimum of **10** in each discipline. The MCE windows for both disciplines have been aligned.

Resident & Intern Members:

Residents and Interns are permitted to attend pre-approved courses, conferences, tutorials, and other similar educational opportunities during their residency or internship. The maximum allowable hours that can be applied toward the residency or internship as continuing education hours are **40 (20 for a 1725 hours Residency)**. Please see applicable Handbook for more information.

DESIGNATION	TOTAL MCE CREDITS	ORTHOTICS (Minimum)	PROSTHETICS (Minimum)
CO(c)	30	30	
CP(c)	30		30
RTO(c)	20	20	
RTP(c)	20		20
RTPO(c)	30	10	10
CPO(c)	45	15	15

	Total	Clinical Cycle	Technical Cycle
If both Certified AND Registered	50	30	20

To maintain good standing, all certified and registered members must obtain the required MCE credits within their five-year window. Failure to do so will result in the loss of their credential and the requirement to return their certificate.

The MCE window expires each year on January 31, the same date as membership dues renewal.

It is **not** necessary for members to obtain pre-approval of MCE credits prior to attending an event. MCE credits can be applied following the event. **However, support documentation (course information and proof of attendance) and the request for MCE credits must be provided to the OPC National office within SIX MONTHS of the event.**

REINSTATEMENT POLICIES:

FOR SINGLE CREDENTIALLED MEMBERS: *

The OPC Professional Development Committee determined granting a once-per-career, reinstatement policy for credentialed members who have failed to comply with the OPC MCE Policy by being deficient in the Mandatory Continuing Education credit requirements at the end of their 5-year Certification/Registration cycle.

The steps for reinstatement must be accomplished within the 6-month period starting at the end of their 5-year cycle. The steps are:

1. Payment of an administrative penalty of 25% of their membership fees in addition to the annual professional membership fees.
i.e. for 2017: Clinicians \$1,100.00 = \$275.00 (25%) + tax
i.e. for 2017: Registered Technicians \$550.00 = \$137.50 (25%) + tax
2. Acquisition of the remaining credits required for credential maintenance

During this 6-month period, the member in question will be suspended from using their Certification or Registration title and number. The member will also be removed from the online Find a Professional Directory.

If the member completes Step 1 and 2 above in less than 6 months, the credential may be reinstated before the end of the 6-month period.

If a member has previously used this reinstatement policy to have one of their credentials reinstated, the member does not qualify for a second reinstatement under this policy.

Failure to complete steps 1 and 2 above will in result in permanent revocation of the credential.

FOR DUAL CREDENTIALLED MEMBERS: **

The OPC Professional Development Committee determined granting a once-per-career, reinstatement policy for Dual Certified/Registered members who were unable to comply with the MCE policy and lost one of their credentials at end of the 5-year cycle.

The steps for reinstatement must be accomplished within a 6-month period from the end of the 5-year cycle.

1. Payment of an administrative penalty of 25% of their membership fees in addition to the annual professional membership fees.
i.e. for 2017: Certifees \$1,100.00 = \$275.00 (25%) + tax
i.e. for 2017: Registered Technicians \$550.00 + 137.50 (25%) + tax
2. Acquisition of the remaining credits required for credential maintenance

During this 6-month period and/or until the provisions are met, the member in question will not be permitted to work in the discipline of the lost credential.

If the member in question fails to meet criteria outlined above, they will be subject to OPC's Reinstatement Policy.

** Approved by the Orthotics Prosthetics Canada (OPC) Board of Directors 2017-02-10*

***Approved by the Orthotics Prosthetics Canada (OPC) Board of Directors 2016-05-16*

Credit Value Chart Feb. 2018

DESCRIPTION	CREDIT VALUE	MAX CREDIT ACCUMULATION PER 5 YEAR TERM	ACCEPTABLE PROOF OF SUBMISSION / ATTENDANCE
ATTENDANCE AT SYMPOSIUMS/CONVENTIONS/COURSES/CONFERENCES			
International Conference National Conference or symposium Provincial Conference	Maximum 6 credits per day (maximum of 24 credits per conference)	No limit	Credit Scan; Certificate of Attendance
Conference - Exhibit Hall only	Maximum of 6 credits	No limit	Credit Scan; Certificate of Attendance
Other Symposiums/Courses/Conferences • <i>(Members cannot receive credits twice for the same course in a five-year cycle)</i>	Based on number of hours Maximum 6 credits per day	No limit	Credit Scan; Certificate of Attendance
Indirect Patient Care: <i>Business/Computer/Communication/Facilitating Education/Supervisor courses or seminars</i>	Based on number of hours	5	Certificate; Letter from Facility Event Organizer
PRESENTATIONS OF COURSES/LECTURES			
Lecture, presentation, poster, conference at a provincial, national, international convention or P&O school programs or to other allied professionals • <i>Original presentation only,</i> • <i>Subsequent presentation – see Special Consideration section, below</i>	10	No limit	Agenda
Lectures on the P&O profession to group of health allied professionals <i>(limited to original presentation to one institution, subsequent presentation – see Special Consideration section)</i>	2	No limit	Letter from Facility Event Organizer
MASTERS DEGREE PROGRAM			
Masters/University Post-Graduate of Sciences Rehab Thesis	20	No limit	Transcript; Summary Page/ Appendix
Masters/University Post-Graduate of Sciences Rehab Scholarly Paper	10	No limit	Transcript
Masters/University Post-Graduate of Sciences Rehab Course	5	No Limit	Transcript

DESCRIPTION	CREDIT VALUE	MAX CREDIT ACCUMULATION PER 5 YEAR TERM	ACCEPTABLE PROOF OF SUBMISSION / ATTENDANCE
PUBLICATION			
Full page of text in a Rehabilitation Science related journal EXCLUDING references and appendices	Max of 2 credits/page	10	Copy of Article; Table of Contents
Research Article in Rehabilitation Science related journal. • Credits split between authors	15	30	
Article in Alignment Magazine	5 credits/1 page or less 10 credits/ 2 pages or more	15	<i>OPC National Office to do</i>
OTHERS			
Alignment Magazine Quiz	2	No Limit	Completed Quiz
George Brown College (GBC) Grand Rounds Quiz (20 to 25-minute sessions)	0.5	No Limit	Completed Quiz
Courses through the American Academy of Orthotists & Prosthetists (AAOP) On-Line Learning Center http://www.oandp.org/olc	Same as ABC grants as PCEs	No Limit	Certificate of Attendance
Other online courses CEUs ratio	TBD	TBD	Certificate of Attendance
Special Consideration – requires support and justification letter	TBD	TBD	TBD
VOLUNTEERING			
<p>A member is eligible to receive credit for Humanitarian volunteer work in or outside of Canada.</p> <p>In order to earn educational credits for this type of activity, the member must document their clinical, educational or technical involvement.</p> <p>The member must provide OPC National Office with a copy of the itinerary, letter from the sponsor or person responsible for the project and a brief summary report.</p> <p><i>Humanitarian work is defined by Orthotic and/or Prosthetic rehabilitation services work done in partnership with local, national, or international organizations for economic growth and human progress.</i></p>	3 credits per day	15	Sponsor Letter, Itinerary, Summary

Chart approved by the Orthotics Prosthetics Canada (OPC) Board of Directors 11-29-2015

*Amended November 28, 2016 - GBC Grand Rounds addition