

REGISTRATION POLICY

Inactive Class

The Inactive Class is a class of registration for opticians who are not currently practising the profession, but who wish to maintain their registration with the College of Opticians of Ontario (the College).

Reasons to apply for an Inactive Class of registration include, but are not exclusive to parental leave, educational leave, medical or personal leave, move to another jurisdiction, change of profession, or retirement.

Applying to the Inactive Class

Opticians, wishing to register in the Inactive Class, must submit a written request to the College and meet the following requirements set out in section 13 of the Registration Regulation:

1. The applicant must hold a certificate of registration as a Registered Optician. The Registered Optician certificate must be in good standing and cannot be suspended (e.g. for non-renewal/non-payment of fees).¹
2. The applicant must undertake not to practise opticianry while holding a certificate of registration as an inactive optician.
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.
4. The applicant must not be subject to any outstanding requirements of the quality assurance program.

Conditions of the Inactive Class of Registration

Opticians registered in the Inactive Class must not:

1. Practice opticianry, including under the supervision, assignment or delegation of a registered optician, optometrist or physician.
2. Supervise the practice of opticianry.
3. Display their certificate of registration at any location that is visible to the public.

¹ Under a temporary Transition Policy that is in place until July 1, 2025, Registered Opticians who have been suspended for non-renewal/non-payment of fees are eligible to apply for a certificate of registration in the Inactive Class. After July 1, 2025, suspended opticians must first reinstate their Registered Optician certificate prior to applying to join the Inactive Class.

4. Use the title “Registered Optician”. Instead, registrants in the Inactive Class may only use the title “Registered Optician (Inactive)”, the abbreviation “RO (inactive)” or a variation of these titles.
5. Represent to the public that they are entitled to practise opticianry.

Annual Renewal, Professional Liability Insurance, and Quality Assurance Program Requirements

Opticians in the Inactive Class must renew their registration on an annual basis and pay the applicable fees.

Inactive Class registrants are not required to carry professional liability insurance and are not required to participate in the quality assurance program while inactive.

Returning To Practice

Registrants wishing to return to active practice must request a class change from the Inactive Class to the Registered Optician class and meet the requirements set out in the [Reinstatement and Changing from Inactive to Active Practice Policy](#).

Registrants returning to active practice will be required to demonstrate that their knowledge and skills are current. For more information see the [Reinstatement and Changing from Inactive to Active Practice Policy](#).