

Proposed By-Law Amendment

Request for Feedback

The College is seeking stakeholder feedback on proposed changes to the by-laws. The proposed changes relate to:

- Annual renewal process and timing
- Fees for the new Emergency Class of registration
- Fee for document requests

Please read on for information about the proposed changes and for a link to provide your comments and feedback.

Annual Renewal Process

The College is proposing to amend Article 5 of the by-laws to include the following information about the annual renewal process:

- The requirement for Registered Opticians, Inactive Opticians and Emergency Opticians to renew their certificate of registration on an annual basis
- The deadline for annual renewal
- The deadline for the Registrar to open the renewal process
- Penalties for law renewal.

This information must be added to the by-laws because as of July 1, 2024, a new Registration Regulation will come into force that no longer includes this information.

Extension of the Annual Renewal Deadline to January 15

The COO is further proposing to extend the annual renewal deadline to January 15. It is hoped that by extending the deadline, this will:

- Provide additional time after the busy holiday period for opticians to complete the renewal process
- Avoid statutory holiday closures in the final weeks leading up to the renewal deadline
- Provide more time for Registered Opticians to secure the necessary renewal documents, such as proof of professional liability insurance.

Establishing fees for the new Emergency Class of registration

On August 31, 2023, the Registration Regulation was amended to introduce a new Emergency Class of Registration. The Emergency Class will only be opened for registration if the Ontario Government or the COO Board of Directors declare a health care emergency. Currently, there is no fee associated with this class.

The COO is proposing a lower-fee option for the Emergency Optician class of registration to allow eligible opticians to register in the emergency class without creating an undue financial strain. The proposal is to set the emergency class fee at 1/3 the rate of the registered optician fee, making it

consistent with the Inactive Class fee. A pro-rated fee option will be also available to opticians who begin the year as Emergency Optician and apply to register in the Registered Optician class.

Adding a fee for service

On occasion, the COO receives requests from an applicant or registrant for copies of documents in their file. There is currently no fee set out in the by-laws to apply to these requests; however, fulfilling these requests takes staff time and sometimes requires that files be recalled from off-site storage.

The COO is therefore proposing to introduce a \$25 fee be introduced which will cover requests for up to 25 pages, and an additional \$1 per page fee will be charged for each additional page. This will help to offset the administrative cost of fulfilling these requests.

Additional details about each of the proposed changes can be viewed [here](#).

Please complete this [short survey](#) to share your feedback. The survey will be open until **May 11, 2024**.