



Registration Committee

Terms of Reference

Mandate:

To assess an applicant's qualifications to practice Opticianry in British Columbia in an equitable and consistent manner for all applicants. To conduct exam reviews on an as needed basis.

Membership:

The committee consists of 5 members: 1 appointed board member, 1 elected board member and 3 registrants.

Nature of Committee Work:

The Committee assesses an applicant's qualifications against regulated criteria for registration in British Columbia, and determines if additional activities are required to meet program, exam or practice requirements, or if any terms, conditions, or limitations should be imposed on the Certificate of Registration of an applicant. The Committee also develops policies and procedures that facilitate the process of assessing qualifications in an equitable and consistent manner, balancing public interest with access to the profession.

Reporting Relationships:

Committee makes independent decisions regarding applications for registration, and prepares regular and annual reports for the Board.

Time Commitment:

Weekly meeting through email correspondence. Committee Members also participate in two to three educational and/or policy sessions per year. The Committee Chair attends hearings before the Health Professions Board, if required. Members may also participate on expert panels, e.g., those related to examination development or program reviews.

Staff Support:

Registrar and Manager of Registration

Resource Materials:

Committee Correspondence
Committee Resource Materials Binder

Statutes:

BC Health Professions Act, 1996
Opticians Regulations, 2002
COBC Bylaws, 2006
Standards of Practice, 2004

There are funds available for training relating to the nature of the Committee's work, and members are encouraged to submit their training proposals to the Board of Directors for approval.