

## Action Plan: Opticians of Manitoba

In response to the Fairness Commissioner's recommendation in the 2016-17 Registration Review, OOM proposed the following action:

Progress Opportunities	Action Plan	Anticipated Completion Date	Status as of February 2018	Update
1. Drawing on the work done to benchmark the profession, developing a resource(s) to help IEAs better understand how language is used in the field.	1.1 We have requested that CAO E (Canadian Association of Optician Educators) prepare a list of terms commonly used in opticianry in Canada. We will include the list under the PRE ARRIVAL tab which we will be adding to the portal on our website for internationally educated professionals. The Chair of CAO E has agreed to take our request to their national meeting which is being held in Toronto in early November 2016. We have also asked if we could have the list no later than December 31, 2016. CAO E is comprised of representatives from most of the optical programs of the Canadian Colleges.	Spring 2017	Ongoing	The request was well received by CAO E, however, due to current commitments and workload this project is on the backburner until time permits. In the meantime, OOM has purchased a profession specific terminology book with the intention to work towards this resource on their own.
2. Adding a pre-arrival page to OOM's website to provide guidance on actions that could help potential applicants prepare for the registration process before coming to Canada.	2.1 The work to develop PART (Pre-arrival Assessment Tool), a free, online pre-arrival self-assessment tool has been completed. Once the work to develop the website, where it will be housed has been completed, it will be available for use by all optician regulatory bodies in Canada. The College of Opticians of British Columbia has received a grant to cover the cost of	Spring 2017	Ongoing	Opticians Council of Canada (OCC) has recently added pre-arrival information and resources to their website including a number of helpful videos such as 'A Day in the Life of an Optician', 'Is Opticianry a Good Fit for you?', and 'The International Experience' showcasing an internationally educated applicant from Manitoba who has been successful in licensing and practicing in the province. Other videos help potential applicants understand the various aspects of the application and assessment process and even what self-regulation means in Canada. OCC has also developed a 'Licensing Calculator' that potential applicants can use to help

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	<p>creating the PART website. Once the website is live with the PART tool installed, the link to the tool will be installed on the OOM website under the PRE ARRIVAL tab.</p> <p>2.2 The PART tool also has 7 videos to help explain the PLAR (Prior Learning Assessment and Recognition) process to internationally educated candidates pre-arrival. We will however be reviewing the finished videos to determine if they are a fit for Manitoba before we install them in the PRE ARRIVAL section.</p> <p>2.3 We will be adding the following information under the PRE ARRIVAL tab:</p> <p>2.3.1 Where to purchase new or used textbooks that are used in the online opticianry training programs offered through the Northern Alberta Institute of Technology(NAIT)</p> <p>2.3.2 Where to find postings on the Opticians of Manitoba and the Opticians Association of Canada websites and in newsletters, placed by dispensaries who are willing to offer employment to internationally educated professionals who are required to successfully complete a supervised practicum bridging program</p>			<p>estimate the costs of the assessment and registration process in the province in which they wish to practice. OOM will add a tab to their website to introduce and link applicants to this information and resources once the content for all the pre-arrival tools and information has been completed.</p> <p>Further resources are anticipated such as a free, online competency assessment, knowledge assessment and PLAR quiz. Educational modules for gap training that align with the competency framework are also under development. These modules will be available free to those not seeking credit and at a cost to those who are. OOM will add a tab to their website to introduce and link applicants to this information and resources once the content for all the pre-arrival tools and information has been completed.</p> <p>OOM has obtained a list of textbooks from the Opticians Association of Canada as suggested reading for applicants preparing for examinations. This will be posted on OOM's website.</p> <p>A list of national competencies for opticians has also been developed with participation by 1000 opticians from across Canada. The percentages of the questions on the online Competency Gap Analysis based on each national competency are also identified.</p>

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	<p>before they are eligible to sit the national licensing exam.</p> <p>2.3.3 The contact information for opticians in Manitoba who speak languages other than English and are willing to answer questions from internationally trained applicants, about opticianry in Canada.</p>			<p>OOM has developed Practice Directions for each competency in the profession's competency profile. They have presented at the national meetings for opticians and they have been posted on the OOM website and are available for use by all provincial regulators.</p> <p>The Practise Directions provide examples of how to demonstrate competencies and where to get relevant learning resources.</p>
<p>3. Updating OOM's website, continuing to keep web content current and accurate.</p>	<p>3.1. The immediate work which needs to be done to update and fix any broken links on the OOM website will be completed by November 30, 2016.</p> <p>3.2. We will also be updating the video that is in the portal for internationally educated professionals on our website to reflect a) our change in address and b) the elimination of the requirement for internationally educated professionals to submit a third party credential assessment with their application to do PLAR (Prior Learning Assessment and Recognition).</p> <p>3.3. On a go forward basis, the Council of the Opticians of Manitoba will be asked to approve a new policy on Communications which will include the website and the requirement that the site be maintained on a regular and ongoing basis. This work will be done either by our trained in-house staff who can do some of the work that may</p>	<p>November 30, 2016</p> <p>November 15, 2016</p> <p>Spring 2017</p>	<p>Complete</p> <p>Complete</p> <p>Nearing completion</p>	<p>Broken links fixed.</p> <p>Video was updated in 2016. Additional updates are required due to process and resource changes. OOM has contacted their contractor for an estimate of costs and will work with OMFC to update the text.</p> <p>A Communication Committee has been struck and a communications policy is in draft format awaiting review and approval.</p>

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	be required, or by contracting out the work that must be done by the designer of the website.			
4. Developing resources to better support preceptors and participants in supervised practice.	<p>4.1 We have contacted the College of Pharmacists of Manitoba to obtain a copy of their Supervisors Handbook and will use it and other handbooks which have been developed by other organizations for similar purposes, as resources in the development of a handbook for Opticians who supervise practicums for internationally educated professionals, who require them.</p> <p>4.2 OOM will write a letter of introduction for IEAs seeking supervised practice opportunities as a way of helping licensed opticians understand the IEO is active in the registration process and that supervised practice is required as a means of addressing identified gaps.</p> <p>4.3 Information to direct IEAs regarding how to find supervised practice opportunities and options for volunteering will be added to OOM's website.</p>	<p>June 2017</p> <p>Spring 2017</p> <p>Spring 2017</p>	Ongoing	<p>OOM has reviewed the mentorship resources from CPhM and continues to work on improving materials for preceptors.</p> <p>To date, IEAs have had no difficulty in securing opportunities for supervised practice. Most have placements lined up when they come to OOM's office. OOM will develop when needed.</p> <p>See comment above.</p>