



COLLEGE & ASSOCIATION OF
Acupuncturists
OF ALBERTA

CAAA POLICY REGARDING CONTINUING EDUCATION REQUIREMENTS FOR REGISTRATION RENEWAL

Objective

The College and Association of Acupuncturists of Alberta (CAAA) established the policy regarding continuing education requirements for registration renewal to ensure competency of its registrants and provide quality service to the public.

The Act and Regulation

- Section 24 of the *Health Disciplines Act (HDA)* states, “(3) *The registrar shall issue an annual certificate to a registered member who (b) meets any continuing education requirements prescribed in the regulations*”.
- Section 4 of Acupuncture Regulation specifies the requirements for registration renewal. “*For the purpose of section 24 of the Act, the Registrar shall issue an annual certificate to an acupuncturist registered who has submitted a completed renewal of registration form prescribed by the Minister, paid the applicable fees prescribed by the College’s bylaws, and (a) within the 2 years immediately preceding the date of submission of the application for renewal of registration, completed 50 hours of educational programs approved by the Registration Committee and has worked as an acupuncturist for at least 1360 hours*”.

CAAA Policy

The purpose of the Continuing Education Program is to ensure that all acupuncturists maintain at the very least and, preferably, enhance or improve their competence within their scope of practice as it relates to public safety in the delivery of professional services. As such, each applicant for registration renewal is required to have completed 50 hours of continuing education program within the 2 years immediately preceding the date of application for registration renewal, in addition to other requirements prescribed in the Acupuncture Regulation. The types of activities recognized by CAAA and relevant information can be found in the table below.

Categories	Modal Activities	CAAA Policy
<p>A. Participation in Formal Program</p>	<p>Such program is usually planned in advance and registration fee is typically charged. The speakers or instructors of such events have professional credentials in acupuncture, Traditional Chinese Medicine or other health disciplines. Printed certification is usually provided upon successful completion. Courses in this area are usually designed to enhance the regulated member’s professional competence.</p> <p>Online “real time” courses where there is an opportunity to ask and answer questions, and reviewing of recorded version of a CEU event are accepted.</p> <p>CEU events approved by the CAAA are accepted.</p>	<ul style="list-style-type: none"> • Members need to report the title of the course/seminar, the name of the organizer, time and location of program and the topic(s) addressed. • The activity should be related to acupuncture, traditional Chinese medicine or other health related disciplines (e.g. CPR and/or First Aid training or recertification). • Hours documented need to reflect time attending the event. • Members must have completed at least 10 hours continuing education in this category over a 2-year period. • <i>Printed documentation such as certificate should be provided to CAAA for verification upon request.</i>
<p>B. Self-directed Study</p>	<p>Delving into classic books regarding acupuncture and traditional Chinese medicine; Reading academic journals and professional publications.</p>	<ul style="list-style-type: none"> • Details regarding research topic and materials read must be provided as required in the revised Renewal Application Form. • Internet research or online reading is acceptable. • A maximum of ten (10) hours can be claimed under this category per year.

C. Structured Interactive Activities	Regularly scheduled group study with colleagues; peer consultation or case conference; CEU seminars offered at the Annual General Meeting (AGM).	<ul style="list-style-type: none"> • To claim hours under this category, members must provide date and location of the event, the names of participants, the topics addressed and the number of hours claimed. • A maximum of sixteen (16) hours can be claimed under this category.
D. Providing Supervision, Lecturing, Presentation of a Research Paper at a Conference	Members can claim hours for providing supervision to restricted registrants, or presentation of a continuing competence activity to a group of its colleagues.	<ul style="list-style-type: none"> • To claim hours under this category, members must provide information regarding the types of activity involved, the name of the organization/person involved (name of program or name of restricted registrant), and other related information. • A maximum of sixteen (16) hours can be claimed under this category.
E. Publication	Acupuncturists are encouraged to participate in research. Articles relating to acupuncture, traditional Chinese medicine, or professional development, etc. that are published in a recognized journal.	<ul style="list-style-type: none"> • To claim hours under this category, members must provide the name of the published book/paper, the journal/press which published the article, and the date of publication. • A copy of Journal or letter of verification from publisher should be provided to the CAAA for verification upon request. • A maximum of 16 hours can be claimed under this category.
F. Participation as a member of the council/committee, or as an examiner	In recognition of their contribution to the profession and to engage members' participation, members can claim certain CEU hours by serving as a member in the council/committee of the CAAA, or as an examiner.	<ul style="list-style-type: none"> • A maximum of ten (10) hours can be claimed under this category.

Review & Evaluation

Please note that the Registration Committee will periodically select regulated members for review and evaluation of all or part of the member's continuing education program. A member who is selected for review must submit documentation/evidence, on the request of the Registrar or the Registration Committee, respecting any continuing education activities undertaken by the member. As such, a member must retain a copy of related documentation/evidence for a period of not less than 5 years. As a result of such review/evaluation, a member may be required to undertake any additional actions related to the member's continuing education program.