CONTINUING EDUCATION POLICY
Legislative Authority 14(1) and 14(2)
(Developed through a Delphi Review of CE credit protocol)

PREAMBLE:

The Continuing Education Committee has been established to ensure that all members of the Chiropractors' Association of Saskatchewan have the opportunity of sharing in continuing education for the benefit of the profession, their patients and themselves.

REQUIREMENTS:

- All practicing members of the CAS must obtain 30 hours of approved continuing education credit hours (or as indicated in the bylaws under *The Chiropractic Act, 1994*) during each two-year period.
- Ten (10) of these required hours must be obtained through attendance at CAS approved or provided seminars ("inside" hours).
- Continuing education credit hours will be given for seminars, online education, conventions, and tutorials, pertinent to the advancement of the chiropractic profession.
- Each CE offering will be judged on its merits including the course curriculum, course lectures and course protocol.
- The CAS Continuing Education Committee accepts most seminars provided by CMCC and other CCE approved colleges (adhering to CAS guidelines).
- Validation of attendance for both morning and afternoon session is required.
- Seminars that promote monetary gain and unethical patient procurement are not acceptable.

Mandatory Continuing Education Requirements

1. **CPR** – (Regulatory Bylaw 4(6)(a)) Required every three (3) years. **Four (4) inside hours** will be given upon proof of recertification.
2. **Record Keeping** – (Regulatory Bylaw 4(6)(b)) Required every four (4) years. **Six (6) inside hours** will be given upon proof of completion. The CAS will provide this course twice in the spring, twice in the fall of the year 2008 and every 4th year thereafter. New members of the CAS will be required to review the material which will also be included in the Provincial Exam. No CE credits will be provided for this review.
3. **Professional Boundaries** – (Regulatory Bylaw 4(6)(c)) Required every four (4) years starting in 2022. The CAS will provide this course in a format to be determined. A **minimum of two (2) inside hours** will be granted upon proof of completion.

PRIMARY COMPONENTS (MAINSTREAM SEMINARS)

Continuing education credit hours will be given for material approved through CCE recognized institutions, upon review. The CAS, through *The Chiropractic Act, 1994* and regulations, may stipulate areas in which it feels appropriate emphasis should be placed. Automatic approval of hours is not necessarily given if these hours do not fall within the bounds of the following criteria. Each seminar therefore is to be reviewed based upon:

1. **syllabus/curriculum/material to be presented;**
2. **the speaker(s) involved, (curriculum vitae, academic/lecture experience, reputation);**
3. **format for presentation (lecture set up, hours, attendance monitoring).**

Each seminar must meet one of the following curricular areas in order for credit hours:

1. **The Basic Sciences** - anatomy, physiology, pathology, microbiology, biochemistry, etc.
2. **Clinical Sciences** - orthopedics, neurology, chronic care, acute care, radiology, nutrition, sports injuries, psychology, diagnosis, toxicology, rheumatology, drug/alcohol addiction counseling, etc.
3. **Chiropractic Sciences** -
    a. **technique seminars** - those taught at CMCC or other CCE approved colleges. They should only include modality seminars that are sanctioned as acceptable by *The Chiropractic Act, 1994* and its bylaws.
    b. **philosophy seminars** - these seminars would include four (4) categories:
        a. pure history seminars;
        b. metaphysical seminars - those seminars pertaining to basic concepts and underlying assumptions concerning chiropractic;
        c. epistemology seminars - those pertaining to the study of knowledge of chiropractic, such as the acquiring and verification of this knowledge;
        d. ethics seminars - those pertaining to the development of a professional moral code (inclusive of standards of practice seminars -Donahue J; JCCA Vol.34, no.4, December, 1990).

SECONDARY COMPONENTS

These are components of the Continuing Education program which are composed of educational processes which demand variable amounts of time and minimal structured supervision.

1. **Manuscripts** - all academic works submitted for publication, meeting professional standards (ie - submitted to a reputable journal, **not necessarily a referred journal**), including academic historical or philosophical material meeting appropriate journal standards. This process is limited to three categories:
    a. case studies/literature reviews – four (4) hours;
    b. clinical investigations (in-house surveys of practices not necessarily meeting rigid research guidelines) – six (6) hours;
    c. major research publications (meeting strict research guidelines) – ten (10) hours.

    The manuscript category is **limited to a maximum of ten (10) outside hours** accepted in a two-year period.

2. **Exam Preparation:**
    a. A limit of fifteen (15) outside hours will be accepted in a two-year period for CCEB examination participation or exam preparation, which may include, but not necessarily be limited to, the role of the chiropractor as a Standardized Chiropractic Treatment Patient, a Component C Examiner, or a member of any CCEB Committee that strives for the improvement and monitoring of the examination content, process and administration. Hours will be given for the preparation of exam questions based upon the certification of time allocation submitted by the respective Boards.
    b. A limit of fifteen (15) outside hours in a two-year period for work on the 1. Accreditation Committee (Parent Committee) and; 2. Accreditation Standards and Policy Committee (ASPC) of the Federation of Canadian Chiropractic.
3. **Distance Education/Online:** **Unlimited outside hours**. Must be approved by the CE Committee Chair.
4. **Surgical Procedures** (observing/participating): a **maximum of three (3) hours** for any particular surgery, adhering to the following criteria (if less hours, the time spent would be the credit):
    a. neuromusculoskeletal surgeries are given credit for the times;
    b. non-neuromusculoskeletal surgeries, (left to the discretion of the CE committee based upon a submitted report).

    A maximum of three (3) outside hours (10%) will be allowed for each two-year period.

5. **Sitting of Exams/Courses:** this category is limited to a **maximum of 25% of total credit hours**. Hours given will be based upon a structured course program. This category has two areas:
    a. certain recognized courses that have relevant practical/clinical guidelines that meet the standards of the mainstream seminar format, (see primary components section);
    b. University courses pertinent to professional development and continuing education (i.e. - physiology 204, biology 101).

6. **Rounds:** Any member attending Rounds in a hospital setting will receive credit based on time spent. The member must submit proper documentation to the CE committee for approval. A **maximum of 7.5 outside hours will be allowed for each two-year period.**

7. **Professional Mentoring**: Limited to a maximum of 7.5 outside hours per CE cycle.
    a. **Inter-professional** - Any member who provides a mentoring service to students from another regulated health profession, to inform them about the chiropractic profession, by permitting such students to "shadow" them in a clinic setting will receive credit for the time spent preparing for and providing such mentoring. The member must submit written documentation to the satisfaction of the Chair of the CE Committee for approval.
    b. **Intra-professional** – Members who participate in an approved mentorship program will receive credit for the time spent on approved mentoring activities. Members must submit written documentation to the satisfaction of the Chair of the CE Committee for approval.

8. **First Aid:** A member who successfully completes a First Aid Course provided by a recognized First Aid provider will receive credit based on length of course to a maximum of fifteen (15) outside hours in a two-year period.

9. **Board Member or Committee Chair:** Members of the Board of Directors and Chairs of the Investigation, Discipline, Quality Assurance and Continuing Education Committees will receive five (5) outside hours for each two-year cycle in which they hold that position. The hours for the Investigation Committee will be shared by those members taking on the rotating Chair position during the two-year cycle.

10. The writing of national board exams is not eligible for hours.