



OACETT CPD Quick Facts

OACETT's mandatory Continuing Professional Development (CPD) program is on-going learning that allows professionals to keep their knowledge and skills current and relevant in today's evolving work world. It provides a framework for certified members to guide their professional development choices.

New CPD Program

Here are the **important facts** about the new CPD program that **you need to know**:

- OACETT members, including Life or Fellow OACETT members (and Associate members past their certification deadline), are required by the **Code of Ethics and Rules of Professional Conduct** to maintain certification. The CPD program helps members fulfil that certification requirement.
- The program requires **30 hours of CPD-eligible activities (active or passive)** over a **3-year cycle** to maintain certification

ACTIVE LEARNING

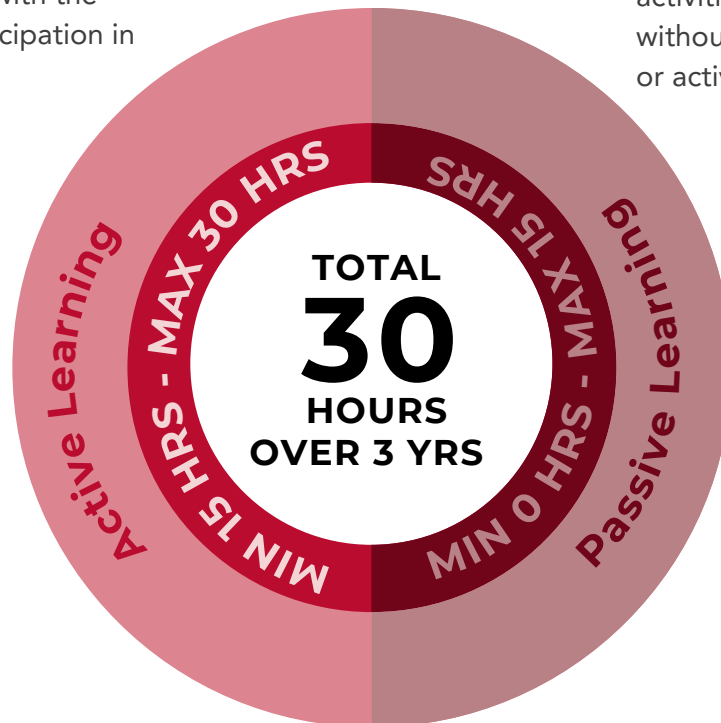
MINIMUM OF 15 HRS

Active CPD Learning involves engaging with technical subject matter through various participatory methods. Active CPD Learning is about actively interacting with the material and requires participation in activities or discussions.

PASSIVE LEARNING

MAXIMUM OF 15 HRS

Refers to professional development activities that do not have participant interaction and can be completed independently at one's own pace. These activities involve absorbing information without direct engagement with others or active participation.



CPD REPORTING GUIDELINES

- Professional development activities require supporting documentation as records of completion
- CPD should be logged and documented through the OACETT member portal
- CPD audits are conducted annually on a **random** selection of members for the previous 3-year cycle

Examples of Active Learning

15 HRS MIN. - Active CPD learning involves engaging with technical subject matter through various participatory methods. Active CPD Learning is about actively interacting with the material and requires participation in activities or discussions. The total CPD requirement can be comprised of hours spent in active learning.

Examples of Passive Learning

15 HRS MAX. - Passive CPD learning refers to professional development activities that do not have participant interaction and can be completed independently at one's own pace. These activities involve absorbing information without direct engagement with others or active participation.

Design a Discipline-related Technical Course

Create/design/teach/present instructional content related to a member's expertise, including volunteer to teach a course/webinar by delivering lessons, in person or online, to convey discipline-specific knowledge and skills without compensation.

Health and Safety Course

Technical health and safety courses offering accreditation in areas like risk management, ergonomic specialty, or electrical safety.

Management or Leadership Training

Structured programs that develop essential skills and knowledge for effective leadership and management with assessments to ensure understanding of subject matter.

Professional Courses

Professional courses must be from recognized educational institutions (colleges and universities), have clear learning outcomes, a defined syllabus, an assessment to test competency and formal documentation of completion (date, individual's name, course title, description, institution).

Technical Training

Technical training (in-person or online) includes hands-on work, assessments, and may lead to licensing or micro-credentials.

Indigenous and DEI Awareness Courses

Indigenous Awareness Courses educate about Indigenous history, culture and issues, promotion respect and understanding. DEI Awareness Courses focus on diversity, equity, and inclusion, addressing bias and fostering equitable, inclusive environments.

Self-taught/Self-managed Learning

Self-study learning allows members to choose when and where to take the course. Members have the flexibility to start and stop the learning process according to their needs.

Seminars and Conferences

In-person events or professional events focused on interaction and shared interests for discussion and learning, often as an audience member or attendee.

Technical Training *(without an assessment)*

These activities may or may not follow a prescribed syllabus or measurable learning outcomes. They do not include assessments to test an individual's competency or retention. Participation credit is provided regardless of active involvement or assignment completion, and a formal record of completion may not be issued.

Volunteering

Volunteering in the industry means offering time and services freely, enhancing job performance by building skills, confidence, communication, teamwork, and awareness of social issues through hands-on experience.

**Visit the OACETT website for further CPD Guidance, Examples and Frequently Asked Questions*