



# College of Veterinarians of British Columbia

## *Continuing Competence Committee Policy: Defining the 2-Year Continuing Education Cycle*

Revision Published July 19, 2022

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The following is a policy drafted by the Continuing Competence Committee and approved by Council.

### **Preamble**

Part 4 of the College of Veterinarians of British Columbia (CVBC) Bylaws, Ethics and Standards, require that each registrant must complete 30 hours of Continuing Education (CE) every 2 years<sup>1</sup>. The Bylaws also determine that the Continuing Competence Committee (CCC) will establish the criteria for determining how to apply the two-year cycle to each registrant<sup>2</sup>. As the first step in establishing a process for program approval, the CCC presents the following policy regarding Continuing Education program formats.

### **Policy**

The Continuing Competence Committee resolves that a uniform two-year cycle will apply to all registrants and will begin on January 1 of each odd year (eg. January 1, 2019) and end on December 31 of the subsequent even year (eg. December 31, 2020). All registrants are required to accrue a minimum of 30 credit hours of Continuing Education that satisfy the bylaw requirements (and any future CCC Policy requirements) for CE regarding content and format during each two-year cycle, and to report their CE credits online via their Registrant Account (accessed via the Registrant Portal of the CVBC website) on an annual basis.

### **New Registrants**

When a veterinarian is newly registered with the CVBC, their requirement for CE hours will be prorated to the period of the cycle in which they become a registrant. Continuing the example

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<sup>1</sup> Bylaws, Part 4, Ethics and Standards, s. 255 *Mandatory Continuing Education*:

“(1) An active registrant must obtain a minimum of 30 credit hours during each two-year cycle.”

<sup>2</sup> Part 4, s. 255 *Mandatory Continuing Education*:

“(3) The continuing competence committee must establish criteria to determine when each two-year cycle begins for each registrant to whom this part applies.”

where the cycle begins January 1, 2019 and ends December 31, 2020, an individual’s CE requirement will be determined according to the following table:

<b>Date Registered</b>	<b>CE hours required by Dec 31, 2020</b>
January 1 – March 31, 2019	30 hours
April 1 – June 30, 2019	26.25 hours
July 1 – September 31, 2019	22.5 hours
October 1 – December 31, 2019	18.75 hours
January 1 – March 31, 2020	15 hours
April 1 – June 30, 2020	11.25 hours
July 1 – September 30, 2020	7.5 hours
October 1 – December 31, 2020	3.75 hours

A new registrant’s prorated CE hours must be accrued between their date of registration and the end of the 2-year CE cycle.

The CVBC will accept CE credits acquired by the new registrant from the time *before* they are registered with the CVBC but minimum requirements will no longer be prorated. The following must be true of any pre-CVBC CE that is reported for credit:

1. The registrant must report the full 30 CE hours by the end of the current 2-year CE cycle;
2. All reported CE credits that the new registrant claims must have been acquired during the CVBC’s current 2-year CE cycle; and
3. All reported CE credits must satisfy the requirements established in the CVBC’s CE Approval Criteria Policy for content, format, speaker qualifications and verification of completion.

### **New Graduates**

New graduates will not be required to complete any CE hours for the remainder of the calendar year in which they are first registered. CE hour requirements would begin January 1 of the following calendar year and, depending on whether it is an even or odd year, they may need to complete 15 hours by the end of the current (even) calendar year, or 30 hours by the end of the following (odd) calendar year. Again, using the above example for dates, if a new graduate registers with the CVBC at any time in 2019, they will be required to fulfill 15 credit hours of CE by December 31, 2020. If a new graduate registers with the CVBC at any time in 2020, they will be required to fulfill 30 credit hours of CE by December 31, 2022.

*This policy was originally passed by Council on October 12, 2018 pursuant to Bylaw s. 1.2(4) following its proposal by the Continuing Competence Committee under the authority of Bylaw s. 1.51(2)(d). Amendments regarding proration of new registrant requirements were made by the Committee in July 2022 and approved by Council on July 15, 2022.*