



SASKATCHEWAN COLLEGE OF RESPIRATORY THERAPISTS

August 5, 2015

## CONTINUING EDUCATION PROGRAM

### Education Credits

### Classification and Recording Information

Continuing education is an important and vital part of our ever-changing health care field. With the enactment of the Respiratory Therapy Act (Bill no. 42), Respiratory Therapy is now a self-regulated profession in Saskatchewan. As a licensed health care professional, the Registered Respiratory Therapist (RRT) is responsible to the public to maintain the highest standards of care.

As part of a licensed body, RRTs must show competency to the public through the SCRT continuing education program. Under the SCRT Regulatory Bylaws, (see sections 15 and 18) there are provisions for continuing competency. These requirements are as follows:

1. A minimum of 1500 practice hours over a 4 year period.
- 2. A minimum of 48 continuing education credits (CECs) over a 2 year audit period.**

In order to provide competency to the public, 5% of the eligible SCRT membership will have their continuing education credits audited each year.

The Continuing Education Committee has designed a program that classifies the various types of educational activities an RRT may participate in, and translates that time into credits. CECs are earned from a variety of activities designed to maintain or improve your skills and knowledge as an RRT.

Please take the time to thoroughly review and understand this new version of the Continuing Education Program. Any questions or concerns may be emailed to the Continuing Education Committee at [cec@scrt.ca](mailto:cec@scrt.ca).

## Classification Outline for Continuing Education Credits

The credit categories are as follows:

1. **Attended sessions**
2. **Proactive sessions**
3. **Proactive Advanced learning**
4. **Student preceptoring/staff orientation**

The Continuing Education Committee has set minimum and/or maximum allowable credits in the credit categories.

It is recognized that RRTs work in a variety of environments, and the credit system attempts to be a fair system for all RRTs.

RRTs must continue with their CECs while holding a license, even if on a leave of absence from their employer. (Special consideration for individual cases may occur after consultation with the Continuing Education Committee.)

It is the individual's responsibility to ensure all guidelines are met. Recording **MUST** be done on the available sheets from the College. Recording sheets **MUST be filled out completely and be accompanied with all supporting documentation.** Please realize it is the complete recording sheet and the supporting documents (e.g. handouts, certificate, summation of in-service, conference agenda) you provide that contains the critical information the Continuing Education Committee requires. If the information is incomplete or supporting documentation is lacking, the Continuing Education Committee is unable to count the credit.

This education package is not an exhaustive list of all potential continuing education credit sources, but is intended to give examples of the types of activities that fit in each category.

If a member has any questions about continuing education credits they should forward them to the Continuing Education Committee chair at their earliest possible convenience. The Committee will investigate and respond to the member's request as soon as possible. Any decision made by the Committee will be given to the therapist who will be allowed to review, provide a rebuttal, and/or ask for an appeal to SCRT Council.

## **1. Attended Sessions**

- 1 hour of time = 1 credit (unless otherwise noted)**
- Credits must come from at least 2 different types of attended sessions**
- Minimum 10 credits per 2 year audit period**

### 1.1 Attend a lecture

- A summary of the lecture content must be written up and available for review
- Date, length of talk, speaker must be recorded

### 1.2 Employer Continuing Education Courses

- Offered by your employer, related to the profession of respiratory therapy. SCRT should have access to the material for review.
- Certificates of completion should be sent to committee.

### 1.3 Forums (conferences/education days)

- An outline of the events should be available with notes on each lecture.
- ONLY time spent in lectures may be credited. The education day may be eight hours, but if there was only five hours of lecture time, you are only eligible to claim 5 credits.

### 1.4 Grand/Formal Teaching Rounds

- A summary of the lecture content must be written up and available for review.
- Date, length of talk, speaker, must be recorded
- **Daily rounds/bed rounds cannot be counted for CECs**

### 1.5 Work Shops or In-service

- Can be hands-on interactive learning sessions. A list of activities, skills, or topics covered in the session is required (e.g. CPAP mask fitting).
- A summary of content covered for each in-service (along with speaker's name).

### 1.6 Teleconference, podcast, webinars

- A summary of the lecture content must be written up and available for review.
- Date, length of talk, speaker must be recorded. Website information made available.

## **2. Proactive Sessions**

- 1 hour of time = 1 credit (unless otherwise noted)**
- Credits must come from at least 2 different types of proactive sessions**
- Minimum of 10 credits per 2 year audit period**

### 2.1 SCRT / CSRT / CBRC Volunteer

- Recognition for hours spent at meetings and doing committee work
- Summary of work performed

### 2.2 Other Committee Involvement

- Recognition for hours spent at meetings and doing committee work
- NOTE: these groups must be involved with the workplace/respiratory therapy in some way (e.g. Occupational Health and Safety Committee)
- Summary of work performed, type of committee
- Staff/Manager meetings etc. DO NOT count, unless they have a specific education component to them, which will require a summary of the education component discussed.

### 2.3 Volunteerism promoting Respiratory Therapy

- Recognition of hours volunteered to promote Respiratory Therapy (e.g. Respiratory Therapy Week/Lung Association/Asthma camp)
- Summary of work performed

### 2.4 Recognized Training Courses

- A copy of the certificate indicating successful completion MUST be included with the recording form, (i.e. BCLS, ACLS, TLR, WHIMIS, etc.)
- Initial certification of BCLS = 8 credits; ACLS = 12 credits; PALS = 12 credits
- Recertification of BCLS = 3 credits; ACLS = 7 credits; PALS = 8 credits
- A maximum of 5 courses per audit period will be allowed**

### 2.5 Self Directed Learning:

- On-line courses
  - completed certificate of course, written summary of course and web site information.
- Journal Club
  - credit for participating in a work related journal club. One credit per meeting, with written summary of article discussed along with a copy of the article's front page.

### **3. Proactive Advanced Learning**

**-0 minimum credits required per 2 year audit period**

#### 3.1 Educational Module Development

-Required to submit the module along with hours put into development

#### 3.2 Development/revision of Policies and Procedures

-Submit Policies and Procedures developed along with summary of supporting research and hours of work on the project

#### 3.3 Formal lecture or presentation

-Hours recognized would include preparation and presentation

-Require summary of presentation and date/time etc. of presentation

#### 3.4 Publications

-Submission of article published.

-Hours spent in research

-Hours spent on writing

-The hours will count in the year of publication

**-Maximum credits 10**

#### 3.5 Certifications

Certified Respiratory Educator – 15 credits

Certified Asthma Educator – 10 credits

Spirotrec – 5 credits

Copy of certificate required

#### 3.6 University/College Courses

-each university course is worth 5 credits

-description of course, name of institution

#### **4. Student Preceptorship/Staff Orientation**

- One 8 or 12 hour shift = 1 credit**
- Maximum of 4 credits per year or 8 credits per 2 year audit period**
- 0 minimum credits required per 2 year audit period**

Student preceptorship/staff orientation hours are defined as those contact hours spent in the clinical setting with students, staff and/or other health professionals. Preceptors are mentors and set the standards for patient care and performance expectations within the clinical setting (in conjunction with established policies and procedures, and legislation).

Proof of Student preceptorship/staff orientation:

- Members are responsible for tracking student/new staff contact hours
- Forms provided by the SCRT may be used, or self-recording may be used
- Schedules *may* have to be produced to verify claimed credits

## SCRT Continuing Education Recording Forms

Name \_\_\_\_\_

<i>Credit Category:</i>	
DATE:	PRESENTER:
DETAILED SUMMARY:	
Credits:	

<i>Credit Category:</i>	
DATE:	PRESENTER:
DETAILED SUMMARY:	
Credits:	