



PRINCE EDWARD ISLAND  
ÎLE-DU-PRINCE-ÉDOUARD

# **DISPENSING OPTICIANS ACT REGULATIONS**

## PLEASE NOTE

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For more information concerning the history of these regulations, please see the *Table of Regulations* on the Prince Edward Island Government web site ([www.princeedwardisland.ca](http://www.princeedwardisland.ca)).

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## DISPENSING OPTICIANS ACT

### Chapter D-12

## REGULATIONS

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Made by the Board of Dispensing Opticians and approved by the Lieutenant Governor in Council under the *Dispensing Opticians Act* R.S.P.E.I. 1988, Cap. D-12

#### **1. Term of office**

- (1) All officers of the board shall be elected for a period of one year.

#### **Meetings**

- (2)
- (a) The chairman shall be responsible for the calling and conducting of board meetings;
  - (b) Any two members of the board may request that the chairman call a special meeting of the board for specific business.

#### **Annual meeting**

- (3) An annual meeting shall be held each year in March wherein all officers will be elected to office.

#### **Quorum**

- (4) A quorum shall consist of no fewer than three members, one of whom must be the chairman or the vice-chairman.

#### **Cheques**

- (5) All cheques issued by the board shall be signed by two of the three appointed signing officers.

The three officers with signing authority shall be the chairman; vice-chairman and the secretary-treasurer.

#### **Receipts**

- (6) The secretary-treasurer shall issue receipts in triplicate for all cheques or moneys received by the board. One copy will be retained for his records, one copy will be sent to the registrar and one copy shall be sent to the issuer of the cheque or moneys.

#### **Approval of accounts**

- (7) All accounts over \$50.00 shall be presented to the board for approval before payment.

**Fees**

- (8) All fees to members of the board shall be paid quarterly. (EC1084/74)

**2. Registration fee**

- (1) The fee for registration as a dispensing optician shall be \$100.00.

**Renewal**

- (2) A renewal of registration shall be issued each year on payment of the prescribed renewal fee. The registration shall show the original registration number and the current year of registration.

**Idem**

- (2.1) Renewal of registration will be issued only with proof of three hours of continuing education having been obtained in the last 12 month period.

**Continuing education**

- (2.2) All continuing education will be approved by the Education Committee of Dispensing Opticians Association of Prince Edward Island.

**Seminars**

- (2.3) In order to obtain a valid credit for the purposes of license renewal in respect of a seminar attended outside the province
- (a) the seminar must be sanctioned by the board; and
  - (b) attendance must be proved by production of a certificate of attendance signed by an officer of the seminar.

**Renewal fee**

- (3) The renewal fee shall be set annually by the board no later than January 31 of each year.

**Application and examination fees**

- (4) Special charges for unsuccessful candidates:
- (a) processing of application for registration .....\$25.00;
  - (b) examination of candidate for registration .....\$50.00.

**Idem**

- (5) Charge for examination of candidates for special registration .....\$25.00.

**Member's fees registration**

- (6) The fees payable to members of the board shall be set at the annual meeting of the board. (EC1084/74; 151/84)

**3. Special registration**

- (1) A special register shall be maintained for special registration.

**Idem**

- (2) The special register shall consist of those currently registered as dispensing opticians who have been certified by the board to fit contact lenses and those who are certified to fit artificial eyes.



**Contact lenses**

- (3) In order to be certified by the Board to fit contact lenses, a dispensing optician shall
- (a) complete a course of study in a school approved by the Board such as the Canadian Guild of Dispensing Opticians; and
  - (b) complete one year of practical training in Canada with a registered optician, ophthalmologist or optometrist qualified to fit contact lenses, such training shall include the fitting, under supervision, of a minimum of fifty contact lenses of which thirty must be soft lenses and twenty must be hard lenses. *(EC1084/74; 151/84)*

**4. Student opticians**

- (1) A student optician is one who is registered on the special student optician register.

**Register**

- (2) A special student optician register shall be kept of all student opticians and it shall provide
- (a) the address of the student optician;
  - (b) his place of employment;
  - (c) the course in which he is enrolled.

**Dispensing**

- (3) A student optician may dispense only under the supervision of a currently registered optician and then only if he has three months of laboratory experience.

**Supervision**

- (4) A dispensing optician may supervise no more than two student opticians *(EC1084/74)*

**5. Business and professional ethics**

- (1) Any complaint to the board regarding unethical practices or actions contrary to the Act must be made in writing to the board and signed by the complainant.

**Price advertising**

- (2) Revoked by EC123/85.

**Certificate of registration**

- (3) The certificate of registration must be displayed in the dispensing area.

**Idem**

- (4) The certificate of special registration must be displayed in a prominent place. *(EC1084/74; 123/85)*

**6. Renewal of licenses**

- (1) Application forms for renewal as approved by the board shall be submitted with notice of renewal fee to each registered dispensing optician by February 28 in each year.

**Idem**

- (2) Registration of a dispensing optician shall lapse if the renewal fee is not paid and application forms not received by the board by March 31 in each year.

**Re-registration**

- (3) In the event that the registration of a dispensing optician lapses for a period of two years or more, no *re*-registration of the dispensing optician shall be made until the licensed optician has been examined to the satisfaction of the board and has paid the registration fee.  
(EC1084/74)

