

## Certified Ophthalmic Assistant Certification (COA)

To qualify for certification at the COA level, you must meet one of the following three options:

Eligibility Pathway	Required Education	Required Work Experience Under the Supervision of Ophthalmologist
<b>COA – A1<sup>1</sup></b>	COA-OMP or CMA <sup>2</sup> accredited clinical training program at the Assistant level <sup>3</sup> <ul style="list-style-type: none"> <li>♦ If you completed the program more than 12 months ago, you will need to submit 18 JCAHPO Group A credits for each year following graduation.</li> </ul>	None necessary
<b>COA – A2</b>	COA-OMP or CMA <sup>2</sup> accredited non-clinical training program at the Assistant level <sup>3</sup> <ul style="list-style-type: none"> <li>♦ If you completed the program more than 12 months ago, you will need to submit 18 JCAHPO Group A credits for each year following graduation.</li> </ul>	Employed 500 hours within 12 months prior to submitting application
<b>COA – A3</b>	Graduated from high school or the equivalent <i>and</i> Approved Independent Study Course such as the JCAT course or AAO Ophthalmic Medical Assisting course with Work Experience <ul style="list-style-type: none"> <li>♦ If you completed the course more than 36 months ago, you will need to repeat the course or submit 18 Group A credits for each year following the 36 month period.</li> </ul>	Employed 1,000 hours within 12 months prior to submitting application

<sup>1</sup> Individuals who graduate from an accredited formal training program at the Technician or Technologist level are eligible to apply for a lower-level certification under the A1 eligibility pathway.

<sup>2</sup> COA-OMP is the Commission on Accreditation of Ophthalmic Medical Programs. CMA is the Canadian Medical Association.

<sup>3</sup> Candidates who attend a formal training program may apply for the certification examination up to two months prior to graduation from the program; however, no examination results will be sent by JCAHPO to the candidate until official notification of graduation is received and verification of the work experience is received if applicable.

### COA Examination Content Areas

Please refer to Appendix A to review the content areas.

### COA Practice Examination

COA examination candidates may elect to complete a COA practice examination. The COA practice multiple-choice examination allows candidates to sit for the COA examination for an initial fee of \$150.00. If the candidate passes the examination, the candidate would pay an additional \$150 to obtain their certificate within 30 days of receiving their practice examination results. The practice examination will not be considered a formal attempt unless a passing score has been achieved. If a passing score is not achieved, there are no refunds for the practice examination and candidates will be required to retest based on the initial COA examination at the fee schedule outlined on page 34.

### COA Recertification

An initial certification is valid for 36 months (three years). After that period, recertification is required every three years to maintain the use of the credential. The recertification period begins exactly 36 months from the month and year that you obtained initial certification.

To recertify, certificants may use one of two pathways:

Recertification Pathway	Application Requirement	Continuing Education Requirement
<b>Continuing Education Credits</b>	<ul style="list-style-type: none"> <li>♦ Recertification application printable at <a href="http://www.jcahpo.org">www.jcahpo.org</a> postmarked by your recertification date</li> <li>♦ Sponsoring ophthalmologist signature</li> <li>♦ Recertification fee. Please see page 34 to review the fee schedule.</li> </ul>	18 Credits with a minimum of 12 JCAHPO Group A credits. The other 6 credits may be Group A or Group B credits*. All credits must be earned within the 36 month recertification cycle.  * Please see page 23 for further information about Group A and Group B credits.
<b>Retest in Lieu of CE Credits</b>	<ul style="list-style-type: none"> <li>♦ Examination application printable at <a href="http://www.jcahpo.org">www.jcahpo.org</a></li> <li>♦ Sponsoring ophthalmologist signature</li> <li>♦ Examination fee. Please see page 34 to review the fee schedule.</li> </ul>	None. Successful completion of the COA multiple-choice exam is required for recertification.

For more information about recertification, please refer to page 23.