

Certified individuals retiring from the eye care profession, upon approval, may receive the retired credential. e.g. COA (Ret.)

### Eligibility

A certificant may apply for the retirement credential at the most recent level of certification, if they meet the following requirements:

- The certification must be in good standing for the last ten years. This means the certification may not have been in a revoked status for the last ten years.
- The certificant may no longer receive payment for serving in the eye care field and should not plan on using their certification professionally again. Volunteer work is acceptable.

### Application

A certificant must submit a letter of request with the application for the retirement credential. To request an application, please contact the IJCAHPO Certification Department.

Applications must be submitted within 30 days prior to the certification expiration date. An initial fee of \$45 is required to accompany the application. It is not necessary to have a sponsoring ophthalmologist sign the application.

### Recertification

A retired credential needs to be renewed every three years. An application and renewal fee of \$30 needs to be submitted at the time of renewal.

If a renewal fee is not received, the certification will go into revoked status. Once the retirement credential is revoked, an individual may request a one-time option of reinstatement. The request needs to be in writing and include an explanation of any extenuating circumstances.

### Returning to a Practicing Credential

If a certificant wishes to return to a practicing credential instead of the retired credential they need to:

- Submit a complete examination application including a sponsoring ophthalmologist's signature.
- Successfully complete the certification examination(s) at the level at which they retired, or a lower level. This includes the practical examination for the COT and COMT level of the certification.