

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

Eligibility Pathway	Required Education	Required Work Experience Under the Supervision of Ophthalmologist
COT – T1¹	COA-OMP or CMA ² accredited training program at the Technician level ³ <ul style="list-style-type: none"> ◆ If you completed the program more than 12 months ago, you will need to submit 12 JCAHPO Group A credits for each year following graduation. The credits must be earned within 36 months prior to submitting your application. 	None necessary
COT – T2	Current COA certification & JCAHPO Group A credits <ul style="list-style-type: none"> ◆ You will need to submit 12 JCAHPO Group A credits earned within 12 months prior to submitting your application. ◆ Must maintain certification as a COA while pursuing COT certification 	Employed 2,000 hours as a COA within 24 months prior to submitting application
COT – T3	Current CO or OC(C) certification & JCAHPO Group A credits <ul style="list-style-type: none"> ◆ You will need to submit 12 JCAHPO Group A credits earned within 12 months prior to submitting your application. ◆ Must maintain certification as an Orthoptist while pursuing COT certification 	Employed 2,000 hours as CO or OC(C) within 24 months prior to submitting application
COT – T4	Fast Track option: Allows a current COA the use of 6,000 hours of non-certified work experience prior to becoming certified, and JCAHPO Group A credits. <ul style="list-style-type: none"> ◆ You will need to submit 12 JCAHPO Group A credits earned within 12 months prior to submitting your application. ◆ Must maintain certification as a COA while pursuing COT certification 	<ul style="list-style-type: none"> ◆ Current COA certification <u>and</u> ◆ 6,000 hours of non-certified work experience with an ophthalmologist prior to becoming JCAHPO certified. Verification of previous work experience needs to be in the form of a letter from your ophthalmologist on official letterhead.

¹ Individuals who graduate from an accredited formal training program at the Technologist level are eligible to apply for a lower-level certification under the T1 eligibility pathway.

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

³ 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.

COT Multiple-Choice Examination Content Areas

Please refer to Appendix A to review the content areas.

COT Skill Evaluation

Upon successful completion of the COT multiple-choice examination, you may take the Skill Evaluation. Successful completion of the Skill Evaluation must take place within 24 months (two years) of application for the COT multiple-choice examination. Please refer to Appendix A to review the tasks on the COT Skill Evaluation. Lensometry, retinoscopy, and refinement are offered in plus (+) and minus (-) cylinder.

You will have a total of two hours (120 minutes) to complete all seven skills on the initial Skill Evaluation. Time limits on retests are as follows: Lensometry-15 minutes; Visual Fields-15 minutes; Ocular Motility-14 minutes; Keratometry-10 minutes; Retinoscopy-20 minutes, Refinement-20 minutes; Tonometry-20 minutes.

Skill Evaluation Construction and Scoring

The Skill Evaluation scoring system is based on performance steps and the candidate is evaluated on how well each task is performed. The system includes these elements:

- ◆ Each skill is scored independently.
- ◆ Each skill is scored on two components: technique and accuracy of results. To determine the technique score, each skill is divided into steps. Each step is assigned a weighted value based upon its level of importance to the overall process, as determined by the panel of subject matter experts. Points are assigned for correct responses based upon the weighted value of the step. A minimum has been established for achieving a “satisfactory” score. If this established minimum is not met, a “non-satisfactory” score will be assigned. Note: Only technique is scored for Visual Fields since you are not required to report results for this skill. A passing score in all seven skill areas is needed to successfully complete the Skill Evaluation.
- ◆ To evaluate the accuracy of results, the panel of subject matter experts has established tolerance ranges for each of the required categories. To receive a “satisfactory” score on accuracy of results, all required results must fall within the tolerance ranges. Otherwise, a “non-satisfactory” score will be assigned.

Practice Skill Evaluation

You may take the Skill Evaluation on a practice basis for an additional fee. The practice examination will not be considered a formal attempt, but if you pass all components, you may count it toward COT certification; however, no refund for the examination package fee will be issued. If all areas are not passed, you will need to take the full initial Skill Evaluation. Contact the Certification Department for more information about this option.

Skill Evaluation Preparation Strategies

The COT Skill Evaluation confirmation letter contains a link to an online tutorial and a procedural checklist. The checklist details the steps necessary to perform each task. The following suggestions may assist you in preparing for the Skill Evaluation:

- ◆ Review the tutorial carefully for critical information on the mechanics of the computer-simulated Skill Evaluation. The tutorial allows you the opportunity to manipulate some of the dials and controls on the simulated equipment. While the tutorial is not intended to teach candidates how to perform the tasks, it will assist you in becoming familiar with how to maneuver through the exam and record results.
- ◆ Understand the theory behind the task in order to build your confidence and help you make on-the-spot decisions during the evaluation.
- ◆ Review the procedural checklist for a detailed list of steps and the preferred order in which to perform them.
- ◆ Ask your employer for opportunities to practice the skills on actual equipment in your work setting.

Completion of the Skill Evaluation

There are three possible outcomes to the initial attempt of the Skill Evaluation:

1. **Pass** – You successfully complete all seven skill areas. In this case, you are awarded the COT credential, and no retesting is necessary.
2. **Condition** – You successfully complete some, but not all, of the seven skill areas. In this case, you have received a “conditional” pass. You will have the opportunity to retest in the areas you did not successfully complete provided that you are within the 24-month (two year) time period from the date your initial multiple-choice application was approved.
3. **Fail** – You do not successfully complete any of the seven skill areas. In this case, you must reapply and repeat the entire Skill Evaluation at a future session, provided that you are within the 24-month (two year) time period from the date your initial multiple-choice application was approved.

If a retest is not successful, you will be expected to repeat only the areas in which you were not successful. A candidate may retest up to five times as long as you remain within the 24-month (two year) time period stated above. If you do not pass within the 24-month (two year) time period, or after six attempts, a new COT multiple-choice examination application needs to be submitted with all eligibility requirements, and the required fees.

COT 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
Continuing Education Credits	<ul style="list-style-type: none"> ◆ Recertification application printable at www.jcahpo.org postmarked by your recertification date ◆ Sponsoring ophthalmologist signature ◆ Recertification fee. Please see page 34 to review the fee schedule. 	27 Credits with a minimum of 18 JCAHPO Group A credits. The other 9 credits may be Group A or Group B credits*. All credits must be earned within the 36 month recertification cycle. <small>* Please see page 23 for further information about Group A and Group B credits.</small>
Retest in Lieu of CE Credits	<ul style="list-style-type: none"> ◆ Examination application printable at www.jcahpo.org ◆ Sponsoring ophthalmologist signature ◆ Examination fee. Please see page 34 to review the fee schedule. 	None. Successful completion of the COT multiple-choice exam is required for recertification.

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