



# American Orthoptic Council

3914 Nakoma Road Madison, WI 53711

[AOC.Veronica@gmail.com](mailto:AOC.Veronica@gmail.com) 608 233-5383 [www.orthoptics.org](http://www.orthoptics.org)

## NEW PROCESS!!

### *Application for Recertification 2023-2025*

**Due November 20, 2022**

Yes, you can use CE earned from the 2022 AAO national meeting

**Recertification fee is \$155 [now payable via PayPal online]**

A late fee of \$75 should be added to forms submitted after November 20, 2022 (\$230 total)

Complete the forms, add more pages, if necessary, scan and email to: [AOC.Veronica@gmail.com](mailto:AOC.Veronica@gmail.com)

\*\*\*\* If you are unable to download the recertification forms contact us for an emailed version

FULL NAME (type or print legibly): \_\_\_\_\_

Previous name (if changed since last renewal): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: [    ] \_\_\_\_\_ - \_\_\_\_\_

Initial certification date (year): \_\_\_\_\_

Sponsoring Ophthalmologist printed name if currently working: \_\_\_\_\_

SUMMARY OF CREDITS EARNED; provide details on attached spreadsheet

CORE credits earned \_\_\_\_\_

CORE meeting credits earned \_\_\_\_\_ *minimum of 10 hours required*

Non-core credits earned \_\_\_\_\_

**TOTAL CREDITS EARNED** \_\_\_\_\_

# Detail of CE credit hours claimed

Orthoptist name \_\_\_\_\_

**Refer to the 2022-2023 CE guidelines posted on the website**

Number of credits

List meetings, courses, lectures, self study, or publications

PROGRAM SPONSOR

DATE

CORE  
hours

NON-CORE

| List meetings, courses, lectures, self study, or publications | PROGRAM SPONSOR | DATE | CORE<br>hours | NON-CORE |
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*Use additional pages if necessary to complete the CE hours*

***Code of Ethics must be signed read following page***

## **CODE OF ETHICS** *must be signed*

The purpose of this *Code of Ethics* is to inspire Certified Orthoptists to act in ways that will merit trust, confidence and respect of their professional peers, the general public and other professional organizations. This *Code of Ethics* is designed to guide our profession's conduct, strengthen our profession's integrity, and signal to others that we, as certified orthoptists take our responsibility seriously with regard to our patients, our colleagues, and to society as a whole.

- I. Certified Orthoptists will possess those qualifications set forth by the American Orthoptic Council. Certified Orthoptists should pursue professional excellence through life-long learning.
- II. Certified Orthoptists will strive to deliver the highest quality of care, free from prejudice.
- III. Certified Orthoptists will maintain appropriate patient confidentiality.
- IV. Certified Orthoptists will protect their profession and their patients by practicing within the scope of their certification.
- V. Certified Orthoptists will conduct themselves in a professional manner.
- VI. Certified Orthoptists will adopt the *Rules and Regulations Governing Department of Certified Orthoptists*.

### ***Rules and Regulations Governing the Department of Certified Orthoptists***

For American Orthoptic Council certification or recertification, an orthoptist also must adopt the following:

I agree that the certificate issued to me remains the property of the American Orthoptic Council, and that I may hold it while in good standing, based on compliance with the provisions of this agreement and with the rules adopted from time to time by the Council. I understand that the certificate can be revoked if, in the judgment of the council, I am no longer in good standing.

I agree to render orthoptic services only with the approval of my sponsoring ophthalmologist.

I release the American Orthoptic Council, Inc. its officers, directors, members, agents, and employees from liability for disciplinary or other actions taken in good faith pursuant to its Articles of Incorporation, Bylaws, rule standards and policies.

I authorize the American Orthoptic Council, Inc. in its discretion, to request and receive information concerning matters relevant to this Agreement and to my certification, recertification, and review.

Issues and concerns regarding ethical violations and/or principles may be communicated confidentially in writing to the Chair of the AOC Ethics Committee via the AOC Office: 3914 Nakoma Rd. Madison, WI 53711

### **Questions 1 through 4 must be answered by all applicants. Questions 5 and 6 are for recertification only.**

1. Have you been denied a professional license or certificate, or has such been revoked, suspended, or restricted?  Yes  No
2. Have you been the subject of any disciplinary action or proceeding by any licensing board, regulatory agency, or other body, or is such an action or proceeding against you now pending?  Yes  No
3. Have you relinquished any license or certificate, or your employment, to avoid the involuntary loss of these?  Yes  No
4. Have you been charged with a felony or misdemeanor (excluding minor traffic offenses)?  Yes  No
5. Have you rendered orthoptic services without the approval of your sponsoring ophthalmologist?  Yes  No
6. Have you knowingly violated the *Rules and Regulations Governing the Department of Certified Orthoptists*?  Yes  No

If you answered yes to any of the above, please provide complete details, including final dispositions, on a separate page.

*I understand that if I intentionally and/or negligently violate the Code of Ethics or Rules and Regulations Governing the Department of Certified Orthoptists or fail to meet the continuing education requirements as set forth by the AOC, I may be subject to censure by the AOC. My AOC certification may be subject to suspension or permanent revocation.*

*Documents amended 9/27/2002*

\_\_\_\_\_  
Applicant signature

\_\_\_\_\_  
Date