

Continuing Competence Committee

| Policy Title | Policy Number |
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| Eligibility of Repeat Courses for the Continuing Competence Program | CCC-3 |
| | Date of Approval |
| | July 16, 2014 |
| Responsible Authority | Date of Revisions |
| CMLTM Council | June 21, 2017 September 23, 2022 December 6, 2023 |
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The Continuing Competence Program (CCP) requires members to participate in Continuing Education (CE) activities to ensure our members expand their knowledge and maintain their competency in the areas of practice outlined in the CMLTM Self-Assessment.

In their pursuit of knowledge, members may choose to repeat courses from time to time to refresh their knowledge in an area of practice. While repeat courses may serve to refresh and update a member's knowledge in an area of practice, excessive repetition of the same courses do not serve to expand a member's knowledge. As CMLTM Board of Assessors Re-Entry to Practice policy BOA-6 has established that members who have not practiced in more than five years require a refresher course, the CCP will accept a repeat course after five years as a refresher. More frequent repeats would be considered a review and not eligible for credits hours.

Therefore a course will not be accepted more than once in any 5 year audit period and may not be repeated to make up a shortage of CE hours in any 5 year audit period.

Reference: CMLTM Board of Assessors policy BOA-6 Re Entry to Practice