



COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF MANITOBA

245 Lilac Street
Winnipeg, MB R3M 2S2
www.cmltm.ca

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Continuing Competency Program Continuing Education Credit Guide

CATEGORY 1 – FORMAL DOCUMENTED	
Activity	Eligible Hours
Formally evaluated courses (related to med lab practice) - CSMLS PEP hours and ASCLS PACE hours are recognized - Submit others to CMLTM for assessment of hours Note: Activities completed as part of a course cannot be claimed in other categories as well (i.e.: presentations, text reading, etc.)	Log approved hours

CATEGORY 2 – NON-FORMAL DOCUMENTED	
Activity	Eligible Hours
Conference attendance, scientific meeting	Log actual lecture time
Lab-related tele/video conference, in-services, seminars	Log actual lecture time
Article or reference text review (also audio/video cassette) with written abstract (<i>must write abstract outlining article content and provide the original article title, author, publication, issue number, and date</i>)	Log actual lecture/reading time
Workshop attendance	Log actual lecture time

CATEGORY 3 – NON- DOCUMENTED	
Activity	Eligible Hours
Article or reference text review (also audio/video cassette) (<i>must site: article title, author, publication, issue number, and date</i>)	Log actual lecture time to a maximum of 1 hour per article/chapter/ audio/video reviewed
Conference attendance, scientific meeting	Log actual lecture time
Lab-related tele/video conference, in-services, seminars	Log actual lecture time
Education activity with no documentation (i.e.: Attendance at lecture without formal attendance documentation)	Log actual lecture time



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CATEGORY 4 – PROFESSIONAL ACTIVITIES	
Activity	Eligible Hours
Presentation (Paper or Lecture) <i>Hours include prep time and first time presentation hours only</i>	Log actual time
Poster presentation <i>Hours include prep time and first time presentation hours only</i>	Log actual time
Preparation of scientific or lab related article	Log actual prep time
Preparing correspondence course or course exam	Log actual prep time
Preparing Course Evaluation	Log actual prep time
Preparing presenting lecture – live course <i>Hours include prep time and first time presentation hours only</i>	Log actual prep time
Presenting multimedia conference <i>Hours include prep time and first time presentation hours only</i>	Log actual time
Tutoring (lab – outside of work hours)	Log actual time
Preparation of case studies	Log actual prep time
Publishing scientific article in a scientific journal (i.e.: CSMLS Journal, Journal of Clinical Microbiology, etc.)	7.5 hours for 1,000 to 2,900 words 15 hours > 3,000 words
Submitting book review for publication	Log actual prep time
Committee work (for professional organization, union, workplace safety and health committee)	3 hours per year per committee
Committee Chair or Co-Chair	7.5 hours per year per committee
CMLTM Committee or Council work	Log actual hours to a maximum of 6 hours annually
CMLTM Committee Chair or Council Chair or Vice-Chair	Log actual hours to a maximum of 10 hours annually
Examiner (CSMLS / CAMLPR)	Log actual hours
ART Examiner, Reviewer, Evaluator	Log actual time
Professional Volunteerism – public relations (Med Lab Week, Science Fair, Teddy Bear Picnic)	Log 1 hour for every 6 hours of activity
Scientific editor – scientific publication	Log actual time
Scientific advisor or editorial consultant	Log actual time
Laboratory Accreditor (employers facilities ineligible) <i>On site accrediting hours only</i>	Log actual time



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CATEGORY 5 – TRANSFERABLE SKILLS	
Activity	Eligible Hours
Non-Lab related activities that provide transferable skills <i>Must outline transferable skills gained, subject to approval</i>	Log 1 hour for every 6 hours of activity to a limit of 2 hours per year