

CONTINUING EDUCATION REQUIREMENTS IN CANADA – updated 2015

	Newfoundland and Labrador (NLASW)	Prince Edward Island (PEI Social Work Registration Board)	Nova Scotia (NSCSW)
Name	Continuing Professional Education (CPE)	Continuing Education Policy	Professional Development
Requirements	<p>40 CPE credits each registration year</p> <p>At least 20 CPE credits must be from the required category. The remaining 20 may be from either the required or the elective credits category.</p> <p>One CPE credit equals one hour spent in a continuing professional education activity.</p> <p>Click here for more information.</p>	<p>25 hours of continuing education per year</p> <p>CE hours must fall within certain specifications outlined in the CE Policy, and must contain two or more of the approved activities as outlined in the Policy.</p> <p>Click here for more information.</p>	<p>40 hours of professional development activity in social work each year</p> <p>These hours may be met by the following categories which are outlined here. These categories are assigned maximum values.</p> <p>There is also a requirement for a minimum of 5 hrs of specific social work related ethics training is required every 5 years.</p>
Assessment /Reporting	<p>CPE summary sheet is provided with renewal forms that must be submitted as part of the annual registration renewal process.</p>	<p>Must sign a statement which confirming minimum requirements of continuing education have been met during annual registration/renewal</p> <p>RSWs must keep a record of their CE activities. Although it is not necessary to submit these records, they will be subject to examination at the request of the Registrar.</p>	<p>Required to record and submit professional development activities yearly</p> <p>Registration approval/renewal cannot be granted until the requirements for professional development have been supplied and met.</p>

	New Brunswick (NBASW)	Quebec (OTSTCFQ)	Ontario (OCSWSSW)
Program Name	Continuing Professional Education	Formation continue/continuing education	Continuing Competence Program
Requirements	<p>40 CPE credits (hours) per year are required of employed members. There are different stipulations for part time, unemployed, and other types of members.</p> <p>One CPE credit = 1 hr.</p> <p>Types of CPE hours are defined and allocated different maximum values. Members may meet the requirement through any combination of these activities, or through one activity if that activity allows the full 40 hrs. Read more here.</p>	<p>30 hours of continuing education per 2 year period, coming into effect April 1 2016. These hours must fall into approved categories in approved numbers as outlined in the above linked document.</p> <p>There is also a category for those grandfathered in.</p> <p>Read more about the general policy here.</p>	<p>Not defined in credits or hours. The program requires members to conduct an annual review of your practice using the self-assessment tool and make an annual declaration of your participation in the program.</p> <p>Read more here.</p>
Assessment /Reporting	<p>At the time of annual registration, each member must sign a statement included in the member registration form which confirms he/she has met the minimum requirements or will be averaging the year's credits with the previous year's to meet the requirements over two years.</p> <p>The submission of documentation/proof of attendance is optional.</p>	<p>Members must submit a declaration form describing the activities as well as the number of hours of continuing education no later than 30 days after the end of the two year 'reference period.'</p>	<p>Self-assessed and recorded, and must declare that the hours are complete during the renewal process.</p>

	Manitoba (MCSW)	Saskatchewan (SASW)	Alberta (ACSW)
Program Name	Continuing Competence Program	Continuing Professional Education	Continuing Competence Program
Requirements	The Continuing Competence Program is currently being developed and will come into effect in April 2016.	40 hours of continuing professional education is mandatory for SASW practicing members. These hours must satisfy at least two of three categories outlined here .	<p>40 CPE credits (hours) per year are required of employed members. There are different stipulations for part time, unemployed, and other types of members.</p> <p>There are three types of credits which are defined and allocated different minimum values. Read more here.</p> <p>Inactive Social Workers who have 5 years inactive with no recommended competency completed must complete an exam to become active. If an RSW is cancelled they are required to write an exam after 3 years.</p>
Assessment /Reporting		Members must fill out a Continuing Education Activity Record form during renewal. Members are asked to keep copies of their supporting documentation (brochures, certificates, receipts, etc.). Members will be randomly selected for audit and will be required to submit documents at that time.	<p>In the 90 days prior to renewal, members must enter their credits through an online portal and will be prompted to renew once their competence requirements have been met.</p> <p>Additionally, Portfolios can be requested for audit six months prior to your renewal period and may require anywhere from 1 to 5 years of documentation. Members are responsible for</p>

maintaining a full five year portfolio in case of an audit.

British Columbia ([BCCSW](#))

[Northwest Territories](#)

Program Name

Continuing Professional Development

Continuing Competency Program

Requirements

40 hours of CPD activities from a minimum of three of the six categories of CPD activities, with not less than 3 hours of the total 40 hours dedicated to ethical conduct. Members must also record a Statement on Learning and set professional development goals.

Registrants will be required to complete 40 hours of formal or informal activities or a combination of the two.

Read more [here](#).

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Assessment /Reporting

Activities are documented using the online CPD system. Completed CPD submissions – consisting of registrants’ goals, activities and a brief, reflective ‘Statement on Learning’ – are required to renew registration.

“Registrants will be required to keep a log book noting their completion of continuing competency requirements. Every 3 years, the Registrar will request that all registrants sign a statutory declaration declaring that they have completed the requirements. Registrants may be asked to submit their log sheets from time to time.”

Currently, the College is not conducting audits on CPD submissions, however, it is anticipated that in the future, on an annual basis, a percentage of registrants will be requested to provide additional documentation for audit review by the Quality Assurance Committee.