

## CPD – Frequently Asked Questions

Q 1: What CPD category would attending an ASTTBC webinar be?

A 1: Attending an ASTTBC webinar, member meeting or other activity is considered informal learning. Two hours of informal learning activity is equal to one CPD Hour.

Q 2: Will these changes also happen in Alberta?

A 2: The changes in CPD policy are specific to ASTTBC. Each provincial association may have a CPD policy that is somewhat different.

Q 3: My employer is unwilling to pay for CPD activity. Will achieving the required CPD Hours be expensive?

A 3: CPD activities may be achieved at very little or no cost.

Q 4: If I participate in a webinar that is not run by ASTTBC will that count towards CPD points?

A 4: Yes, if the topic of the webinar is relevant to your discipline or practice the time attending the webinar may be claimed in the informal learning category.

Q 5: Are BC Building CPD activities recognized as CPD for ASTTBC?

A 5: Yes, if the topic of the webinar is relevant to your discipline or practice the time attending the webinar may be claimed in the informal learning category.

Q 6: If I do 8 hours of self-directed learning will that count as 4 CPD Hours?

A 6: Yes, 2 hours of self-directed learning activity equals 1 CPD Hour therefore, 8 hours of activity = 4 CPD Hours.

Q 7: Are these new CPD point values current or proposed for 2019?

A 7: The ASTTBC Council approved the revised CPD policy on Saturday, November 10, 2018. The revised policy describing CPD activities and time required to achieve CPD Hours in various categories begins January 1, 2019.

Q 8: If I volunteer as an accreditation audit team member or serve on a Technology Accreditation Canada (TAC) committee which category does that fall under?

A 8: Participating on an accreditation team or serving on a TAC committee is considered as volunteering. Three hours of actual activity equals one CPD Hour.

Q 9: Will ASTTBC be adjusting the CPD points that were recorded for the years before the new policy is in effect?

A 9: No, your record of CPD for previous years will remain unchanged.

Q 10: Will the total number of CPD points or units required annually remain unchanged at 20 CPD Hours?

A 10: Yes, the total number of CPD Hours remains unchanged at 20.

Q 11: Can CPDs be harmonized between CSO, CRSP, CSP, ROH, IOH, IOSH, NCSO?

A 11: Attempting to standardize or harmonize CPD requirements for various associations and designations may be desirable but it is highly unlikely that it will ever be achieved.

Q 12: If we engage in CPD activity such as training, webinars or volunteer activity in another province or country will that still count for ASTTBC CPD Hours?

A 12: Yes, if the activity contributes to your professional development for your work in BC or elsewhere the location of where the activity occurred is irrelevant.

Q 13: if I am not working or don't earn enough money to pay for training will my certification be cancelled?

A 13: Many CPD activities are available at little or no financial cost. Doing a web search and accessing information relevant to your field is one option. Volunteering, attending webinars, doing job searches, writing covering letters and other documents to support your application for employment be considered as informal learning.

Q 14: Does attending an ASHAE presentation count for CPD points?

A 14: If ASHAE is the abbreviation for the American Society for Heating and Air conditioning Engineers and the presentation is relevant to your discipline of registration the time attending the presentation would count as CPD. The category of CPD would likely be informal or learning.

Q 15: Are the ASTTBC CPD activities all design related?

A 15: No, the CPD activity includes a wide range of topics that may include learning about new products, new equipment, new techniques and services. The most important consideration is the activity should be relevant to your discipline or practice. For some ASTTBC members the CPD activity may include taking refresher courses or training required to renew certification such as first aid.

Q: 16: Companies doing presentations at my office ask the architects and interior designers to register so the learning units can be credited?

A 16: This question suggests that architects and interior designers are registered with associations that have an agreement with one or more training providers to submit directly to those associations the names of people that attend CPD activities.

Q 17: How are CPD points assessed for each day when attending a conference?

A 17: Determining the number of hours of activity to claim for attending a conference should be based on the conference program or schedule of presentations.

Q 18: Is 8 hours of actual activity per category or 8 CPD Hours per category?

A 18: The requirement is to achieve 20 CPD Hours per category. Please refer to Table 1 of the CPD policy for an explanation of how many hours of actual activity is required for one CPD Hour.

Q 19: Is attending a Lunch and Learn session on the topic of mechanical equipment acceptable for CPD Hours?

A 19: Yes, if the topic is relevant to the work you do the Lunch and Learn session would count as informal learning.

Q 20: Does taking an electrical Field Service Representative (FSR) course count for CPD Hours?

A 20: Yes, taking a course to achieve an FSR from Technical Safety BC would count as formal learning.

Q 21: I have my FSR but need to take an updated Electrical Code course. Will the Electrical Code up-date course that I register for and attend be counted as formal learning?

A 21: Yes, if an instructor leads the Electrical Code course and there is a course outline describing the learning outcomes it would be considered formal learning.

Q 22: I purchased, downloaded and read revised standards that apply to the work I do. Will the time I spend reading and learning the new standards count as Formal or Non-formal self-directed learning?

A 22: The time you spend reading and learning the new standards would be considered as Non-formal, self-directed learning. Two hours of reading and learning the new standards would equal one CPD Hour.

Q 23: I am taking an online course from a private university in the United States. The content of the course is relevant to my work. Is this formal or self-directed learning?

A 23: Taking an online course from a public or private educational institution is considered the same as attending a course in a classroom. This would be considered structured or formal learning. One hour of attending such a course is equal to one CPD Hour.