



Meeting Currency Requirements

Do I meet the currency requirement needed to renew?

In order to maintain registration, OTs must have 600 practice hours in the past three years.

For example:

- **If you work full-time**, you will have accumulated at least 1700 hours in the last year (based on 37.5 hours/week for 46 weeks/year).
- **If you work part-time in a half-time (.5) position**, you will have accumulated at least 860 hours in the last year (based on 18.75 hours/week for 46 weeks/year).
- **If you work part-time and less than half-time but worked steadily in the past three years**, you may also meet the requirement over three years (e.g., 6 hours/week for 46 weeks/year for 3 years is 828 hours).

Do you know non-clinical work may be considered OT practice?

If you are using your occupational therapist (OT) title in the position and your duties fall within the OT [scope of practice](#) then you can use these hours towards the College's currency requirement for occupational therapy practice hours. In this case, you must include the role in your employment profile at www.coto.org. If you are unsure what to select as your nature of practice, here are the definitions:

- **Primarily clinical practice** - A clinical OT who uses occupational therapy knowledge and skills to provide direct service to clients/patients, including assessment, consultation and referral to other services.
- **Mixed nature** - An OT with a mixed nature of practice has primarily a non-clinical nature of practice but provides direct service to clients as well.
- **Primarily non-clinical** - A non-clinical OT who uses occupational therapy knowledge and skill, and does not provide direct service to clients. If you provide direct care to one or more clients then you do not fall into this category.

How should I use my professional title in these situations?

Job titles are often shared by individuals from different professions and are sometimes specific to an organization. By using the protected title together with a job title, the OT confirms their registration as an OT and their accountability to the College. See [Use of Title: What You Must, Must Not and May Do](#)

What about non-paid OT hours like volunteering and academic research?

You can use non-paid professional activity hours, for example, OT volunteer work or academic activities, for up to 25% of your total currency hours for the past three years.

As a general rule, the number of hours accepted by the College cannot exceed 25% as those hours usually do not have the same level of accountability and responsibility as paid employment.

Informal activities that do not have the formal, structured components of occupational therapy practice will not be considered hours of service within the scope of practice of the profession.

What if I still don't have 600 practice hours in the past three years?

If you have not accumulated 600 hours by May 31, 2019, your file will be reviewed for currency during renewal. In this case, you will be asked to complete a Currency at Annual Renewal form and return it to the College at registration@coto.org.

This form will assist the College in determining whether you have sufficient currency hours to qualify for registration. You may be granted an extension depending on the circumstances.

The College has established guidelines in order to apply policies consistently and fairly to all registrants when calculating currency hours.

For more information, please refer to the policy [Currency – Annual Renewal](#) available on the College's website at www.coto.org.