

1 Mandatory post-licensing public accounting experience and continuing professional development

- (1) An authorized designated body shall provide that a licensee shall not be eligible to renew a licence, if, within the immediate past five years, the licensee has not engaged in the practice of public accounting in a substantive way. Section 15(1) sets out the requirements respecting the issuance of a new licence to such a member.
- (2) An authorized designated body shall provide that a licensee that is granted a licence in accordance with Standard 7A shall not be eligible to renew a licence, if, within five years of the date of issuance of the licence, the licensee has not engaged in the practice of public accounting in a substantive way. Section 15(1) sets out the requirements respecting the issuance of a new licence to such a member.
- (3) An authorized designated body shall require all licensees to undertake continuing professional development to contribute to the development and maintenance of professional competence that is appropriate to their work and professional responsibilities. A preferred approach shall be established by the authorized designated body for measuring the continuing professional development activity from three models: output-based, input-based or combination approaches.

If an output-based approach is followed, each licensee shall demonstrate the development and maintenance of appropriate professional competence by annually providing evidence that has been:

- (a) verified by a competent source; and
- (b) measured using a valid competence assessment method.

If an input-based approach is followed each licensee shall:

- (a) complete at least 120 hours of relevant professional development activity in each rolling three-year period, of which 60 hours shall be verifiable; and
- (b) complete at least 20 hours of relevant professional development activity in each year.

If a combination of input and output-based approaches is followed, each licensee shall comply with the requirements of input and output-based approaches, as applicable.

- (4) An authorized designated body shall require each licensee to fulfill, and upon request to report to the authorized designated body on compliance with, the continuing professional development requirements prescribed in Section 8(3).
- (5) An authorized designated body shall specify the adverse consequences arising from a licensee's failure to comply with the continuing professional development requirements or failure to file annually or upon the request of the authorized designated body a report of compliance with the requirements. Such consequences shall include referral to the disciplinary process of the authorized designated body and, where circumstances warrant, suspension or revocation of the licence to practise public accounting.

- (6) The mandatory continuing professional development requirements that an authorized designated body establishes and maintains for licensees may permit each licensee to determine whether the content of the activity contributes to his or her own personal professional development, but the licensee must be required to base such determination on ensuring that the activity:
 - (a) is quantifiable, meaning it must be specifically identifiable and be able to be expressed in terms of a specific time requirement;
 - (b) is directly related to the competencies needed to practise public accounting;
 - (c) is relevant to the member's current professional needs and/or longer term career interests as a public accountant; and
 - (d) contains significant intellectual or practical content.
- (7) At least 50 per cent of the annual and periodic continuing professional development requirements for the input-based approach must be verifiable, meaning that the learning can be objectively verified by a competent source.
- (8) The annual continuing professional development requirements for a licensee may, at the discretion of the authorized designated body, be reduced or exempted during periods of absence from the practice of public accounting due to parental leave, medical or compassionate circumstances provided that:
 - (a) the authorized designated body is satisfied that the licensee otherwise has the required capabilities, competence and current skills to provide public accounting services; and
 - (b) the authorized designated body documents in writing its reasons for doing so.