

Optometric Education (OE) Diplomate Program Guidelines

The History and Role of the Optometric Education Diplomate Program

A diplomate in Optometric Education was first approved by the American Academy of Optometry (Academy) Board of Directors in 2012; the diplomate program is administered by the Optometric Education Section.

The mission of the Optometric Education Section is to serve the educational needs of its membership by advancing research, promoting innovation in optometric education, encouraging visionary thinking, supporting ethical practices, and affirming provocative concepts in optometric education worldwide.

In achieving its mission, the Section:

- Initiates forums on research in optometric education
- Disseminates knowledge of innovation in professional education
- Serves a visionary role in the advancement of new teaching and learning methodologies
- Advocates for instructors and students engaged in optometric education
- Collaborates with other sections in the joint sponsorship of educational programs
- Enhances the commitment of Academy members to the highest ethical and professional standards of optometric education

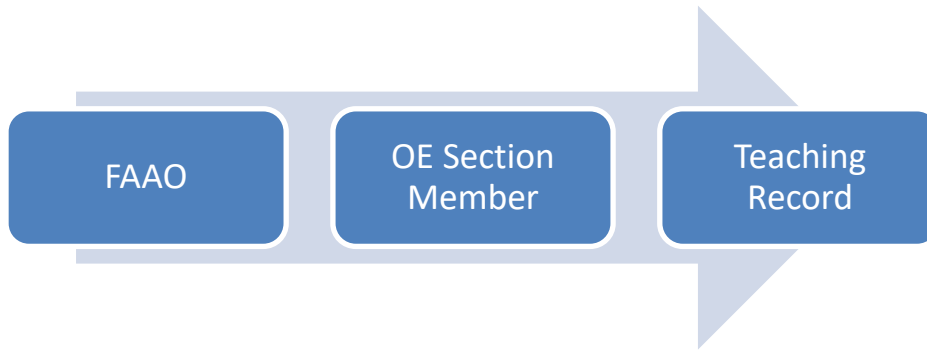
The educational process is the core foundation for the sustenance and advancement of the profession. Most optometry faculty members engage in teaching, scholarship, and service activities, having been hired based on a demonstrated clinical an/or research expertise. Some academics conduct research and scholarship in the field of optometric education. OE scholarship can:

- Take several forms, including:
 - Data-driven studies:
 - scholarship of teaching and learning (SoTL)
 - discipline-based educational research (DBER)
 - Teaching case reports, and
 - Educational reviews
- Be relevant to undergraduate, postgraduate, continuing and/or interprofessional education in areas such as:
 - Pedagogy and andragogy
 - Curriculum
 - Learning
 - Educational evaluation
 - Professional gatekeeping
 - Educational policy
 - Philosophy of education
 - Sociology of education

The Optometric Education Diplomate is an important credential for optometric educators whose research and scholarship focus in whole or in part on optometric education. The OE Diplomate program provides an opportunity to:

- Engage in professional development
- Improve teaching and student learning
- Experience camaraderie and fellowship
- Increase publication productivity
- Obtain recognition for scholarly contributions

OE Diplomate Program Eligibility

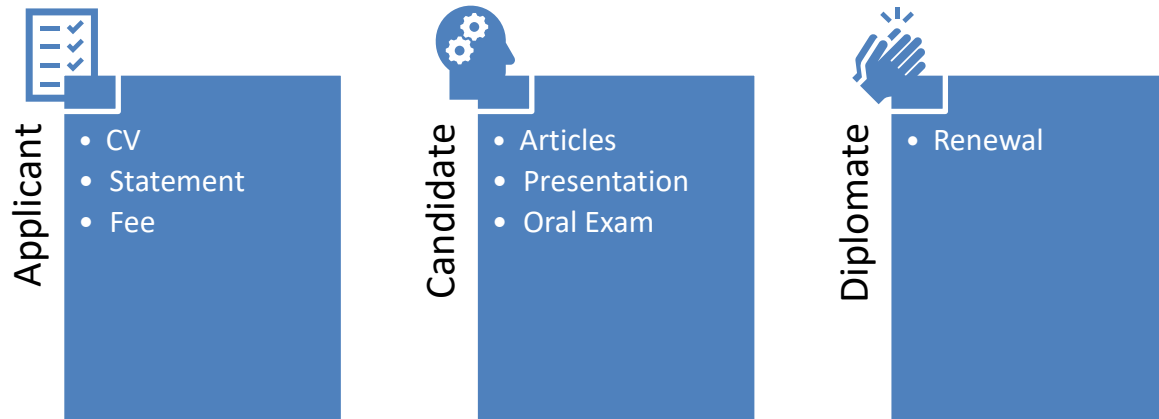


Eligibility criteria for applying to the OE Diplomate program are:

1. Be a Fellow of the American Academy of Optometry in good standing
2. Be a member of the Academy's OE Section (join [here](#))
3. Have a record of either:
 - At least 5 years of optometric teaching, or
 - At least 3 years of optometric teaching and an optometry residency¹

For those who apply to the OE diplomate program, the Academy will verify the FAAO standing and OE Section membership and the OE Diplomate Committee (Committee) will verify the teaching record.

Lifecycle of the OE Diplomate Program



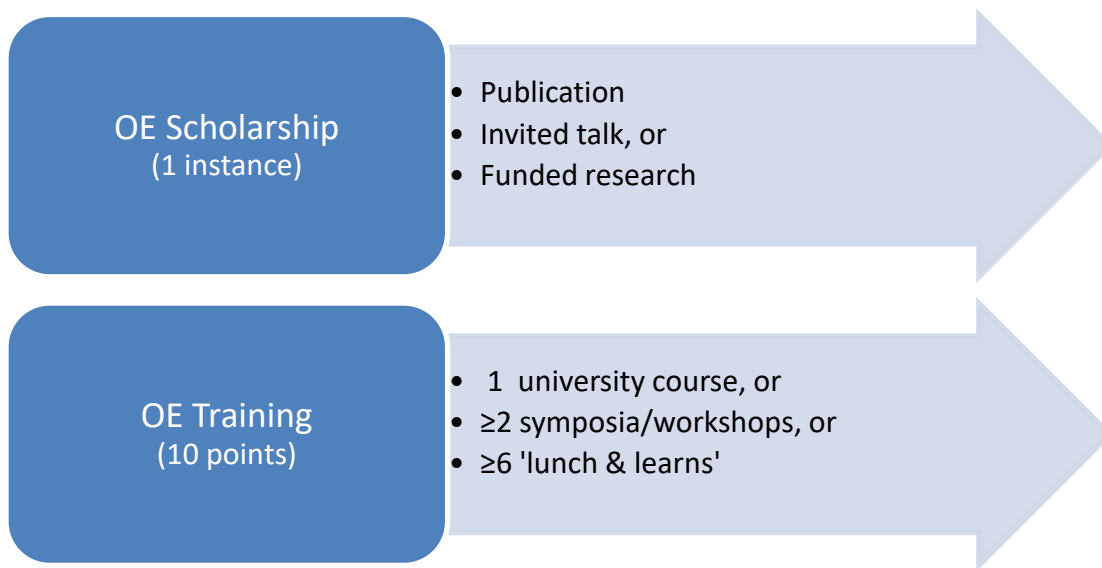
¹ The Committee may consider optometric residencies not accredited by the Accreditation Council on Optometric Education (ACOE).

OE Diplomate Program Application Process

The application is submitted through the Academy diplomate online [portal](#) and it consists of an:

- Academy fee of \$100 US (waived if the [OE Diplomate Information Module](#) has been completed²)
- Up-to-date curriculum vitae (CV) that demonstrates:
 - A record of teaching optometry
 - Evidence of OE scholarship activity
 - Evidence of training about education
- Candidate statement

The Committee believes that success in the program is increased by candidates already having gained some experience with teaching and conducting educational scholarship as well as having completed some training about optometric education. After confirming the required record of teaching, the Committee will evaluate the application based on the following two elements.



This assessment will occur via the applicant's curriculum vitae. If evidence of the OE training is not listed in the CV, applicants will need to specify the training they have completed using the 'Education Training Summary' document found on the OE Diplomate [webpage](#).

Curriculum Vitae (CV)

Purpose:

- To review the overall career training, scholarship, teaching and service record and identify specific accomplishments pertaining to OE scholarship and OE training.

Written Submission:

- Applicants will provide their up-to-date CV, which includes their education, employment record, licensure, awards and honors, professional development, publications, presentations, invited talks, funding, teaching (undergraduate, clinical, graduate, continuing), graduate supervision, committees, appointments, memberships, appointments, refereeing, and consulting.

² Applicants should contact the OE Diplomate Chair who will provide a code to waive the application fee, once the Academy verifies completion of the [OE Diplomate Information Module](#).

- Specific attention will be placed on identifying two areas of activity:
 - Evidence of OE scholarship³: At least **one** instance must be identifiable. It can take any of the following forms:
 - Published abstract, peer-reviewed journal article, book chapter, or book,
 - Invited talk at a regional, national, or international meeting, or
 - Funded research grant
 - Evidence of training about aspects of optometric education (10 points required)⁴: Aspects include but are not limited to training about curriculum, pedagogy, educational theory, educational policy, or educational technology. This can be achieved by one of the following methods or a combination deemed acceptable by the Committee⁵:
 - One university course (10 pts),
 - At least two multi-hour symposia or workshops (10 points), or
 - At least six 'lunch and learn' sessions⁶ (10 points)

Candidate Statement

Purpose:

- To review the intentions and motivations of applicants for attaining diplomate status and to gain an appreciation of their commitment to optometric education (OE) through evidence of their record of teaching, advanced training in the field of education and commitment to OE scholarship

Written Submission:

- Using the 'Candidate Statement' feature of the OE Diplomate Portal, candidates will provide a brief statement elaborating on their motivation for pursuing the OE diplomate and their perspectives on optometric education in the context of the diplomate process (maximum 200 words)

Fellows not admitted to the OE diplomate program will be notified and any paid application fee will be refunded; they can reapply after waiting one year. Fellows who have satisfied the application requirements will be notified that they are now diplomate candidates. They will be offered supports such as an OE diplomate mentor and connection with other OE diplomate candidates.

³ Proof must be provided if the instance cannot be viewed online (e.g., funding letters, talk invitations). The Committee will determine if multi-authored submissions qualify for consideration (applicants must articulate their role in the submission before the Committee renders a decision).

⁴ If this training is not listed in the CV, applicants must indicate the types of training they have completed using the 'Education Training Summary' document found on the OE Diplomate [webpage](#). Proof of training will be required by the Committee (e.g., diplomas, transcripts, confirmed conference registration, attendance certificates, and CE credits for lectures, workshops, symposia, or 'lunch and learns').

⁵ The Committee's assessment of training allows for different combinations of activities to meet the required 10 points (e.g., approval might be given for a submission that includes one multi-hour symposia plus four 'lunch and learns').

⁶ 'Lunch and learn' sessions are typically 1-hour professional development seminars/webinars that address a specific topic.

Candidate Process

Candidates have a maximum of 5 years to complete the three components of the diplomate process: 1) four articles, 2) oral presentation, and 3) oral examination. If either the oral presentation or final examination is not successfully completed, the candidate must wait a minimum of one year to repeat the component.



* One article can be substituted with an approved invited talk

Articles

Candidates will be required to demonstrate ongoing engagement and expertise in OE scholarship. This will be demonstrated through the submission of original, unpublished written articles, as described below.

Purpose:

- To allow candidates to showcase some of their strengths in educational scholarship, and
- To demonstrate their ability to communicate effectively

Evidence:

- Candidates will submit four, original, written articles of publishable quality. These submissions, which cannot have been submitted for publication yet, are to be based on the OE scholarship activities of candidates. Work may be done in collaboration with others. For multi-author work, the candidate must describe the nature of their contributions and their role relative to the other authors. The Committee will make the determination whether the contribution is substantial enough to count as an article and may require additional documentation. Candidates may request that one of the required four written articles be substituted with an upcoming invited talk; the Committee will determine if this substitution is acceptable⁷.
- Submissions may take the form of:
 - Data-driven research articles (i.e., scholarship of teaching and learning [SoTL] or discipline-based educational research),
 - Teaching case reports⁸, or
 - Critical analyses of current educational concepts

⁷ An invited talk must be from outside the candidate's institution. The talk abstract and an outline must be approved by the Committee before the talk is given and proof that the talk was given must be provided (the Committee will consider an exception to the 'before requirement' for OE diplomate candidates admitted before March 2021).

⁸ Teaching case reports normally include these sections: Background, Case Description, Educational Guidelines, Learning Objectives, Key Concepts, Discussion Questions, Teaching Methodology, Assessment, Discussion, Conclusion, References (e.g., see <http://journal.opted.org/publication-guidelines/>).

Evaluation Criteria:

- Conveying a story through the Introduction and Discussion Sections (e.g., adopting a Problem, Gap, Hook heuristic is encouraged – see Lorelei Lingard’s 2015 [article](#), ‘Joining a conversation: the problem/gap/hook heuristic’ in Perspectives on Medical Education)
- Establishing an understanding of the theory, use, strengths & limitations of relevant educational concepts
- Communicate the impact of the findings on optometric education
- Including appropriate and properly cited references
- Demonstrating publishable quality writing

Oral Presentation

After the Committee approves the four submitted articles, an oral demonstration will be scheduled during an Academy meeting.

Purpose:

- To allow candidates to share their thought processes and techniques regarding their OE scholarship, and
- To demonstrate their ability to communicate effectively

Presentation:

- Candidates will provide a 30-minute oral presentation before the OE diplomate committee
- Alternatives to a stand-alone oral presentation are possible with the prior approval of the Committee. For example, the oral presentation may include:
 - Videos or lecture captures to showcase an employed teaching strategy
 - A paper delivered at the OE Scientific Section or Symposium
- The oral presentation will be based on either:
 - One of their 4 accepted written OE scholarship articles, or
 - An alternate OE scholarship topic that has been approved at least two months before the Academy meeting by the Committee (candidates who choose this option will also have to submit a brief written submission of publishable quality that describes the theory, use, strengths and limitations of the pedagogical concepts raised in their oral presentation)

Evaluation Elements:

- Demonstrating the relevance of the chosen pedagogical method to optometric education
- Exhibiting effective communication strategies

Oral Final Examination

If the candidate has successfully undertaken all prior components, a final oral examination will be conducted. This examination will normally take place, after the oral presentation during the same annual Academy meeting.

Purpose:

- To justify the approaches to and foundational concepts within all the submitted written documents and the oral presentation of the candidate, and
- To demonstrate the candidate’s ability to communicate effectively, in speech

Oral Exam:

- Candidates will discuss, with the Committee, their experience and training in the field of optometric education as well as their OE scholarship submissions

Evaluation Elements:

- Showcasing the applicability of their OE scholarship activity and advanced education to:
 - Practice at personal, institutional and/or professional levels
- Demonstrating experience and expertise in OE scholarship.

Diplomate Renewal Process

- All diplomate programs follow the same [diplomate renewal process](#), which works on a point system
- Diplomate renewal occurs on December 31st of pre-set renewal years, following a 'quinquennial' timeline (i.e., every 5 years): the last renewal date was December 31, 2020
- Fellows who receive their diplomate status between the quinquennial renewal years will have more than five years before their first renewal; thus:
 - For renewal on December 31, 2025:
 - Diplomate status has been earned in 2020 or earlier
 - For renewal on December 31, 2030:
 - Diplomate status has been earned in 2025 or earlier

OE Diplomate Program Checklist:

Applicants:

- FAAO and OE Section membership verification
- Curriculum vitae, including a record of:
 - Optometric teaching (5 years or 3 years plus optometry residency)
 - OE scholarship (1 instance)
 - OE training (10 points)
- Candidate statement
- Application fee (\$100 US); waived if OE Diplomate Information Module completed

Candidates (5-year maximum):

- Four original, unpublished, written articles in OE scholarship (one can be substituted by an invited talk)
- Oral presentation on OE scholarship
- Oral final exam on OE scholarship

Diplomates:

- A point-based, 'quinquennial' [diplomate renewal process](#)