



OPTOMETRIST AND OPTICIAN REGISTRATION RENEWAL CHECKLIST

The following list identifies what supplemental documentation is required for registration renewals.

Additional information pertaining to registration policies and procedures can be found in the applicable *Registration Guidelines* document published by the relevant Statutory Board or Council. Please refer to the Health Council's Health Professional Registration page for links to the Statutory Bodies *Registration Guidelines* documents.

Supplemental documentation **must** be uploaded and attached to your online application, unless otherwise specified below.

Documentation	Relevant Profession(s)	Notes
Registration Renewal Application Form	All	Health Professional Registration Renewal Application (cognitofrms.com)
Proof of Eligibility to Work in Bermuda	All	Spousal letter, permanent residency card, valid work permit, etc.
Proof of Identification	All	Copy of passport or birth certificate.
Registration Fee Payment	All	An invoice will be sent by e-mail. Confirmation of Payment must be attached to your application form.
Name Change Verification Documentation	All	Where applicable. Only required if name changed and differs on application and supporting documentation. Copy must be notarized .
Continuing Professional Development Documents	All	<ul style="list-style-type: none"> For Optometrists: Documents that provide sufficient evidence of completing 24 continuing education hours. (ie Certificates of Completion/Participation) Refer to Guidelines. For Therapeutic Opometrists: Documents that provide sufficient evidence of completing 40 continuing education hours. (ie Certificates of Completion/Participation) Refer to Guidelines. For Opticians: Documents that provide sufficient evidence of completing 20 continuing education hours. (ie Certificates of Completion/Participation) Refer to Guidelines.