

The **Professional Development Program** cycle that began on January 1, 2016 is aligned with all other Canadian Provincial Associations. We are currently half way through this cycle that ends on December 31, 2018.

The MINIMUM requirements for this full three-year cycle are as follows:

Membership Type / Status	IDCEC Credits	NON-IDCEC Credits
Professional *	15 hours	15 hours
Provisional **	5 hours	15 hours

Note:

1. The total credits listed are a minimum requirement. Members are encouraged to exceed the minimum education requirements.
2. Of the required continuing education requirements, a certain amount must be Health Safety and Welfare (HSW) credits
 - * of the total 30 hours required by Professional members, 8 must be HSW
 - ** of the total 20 hours required by Provisional members, 5 must be HSW
3. NON-IDCEC Credits are also Participation Credits

Pro-rated Cycles:

Professional and Provisional Members who join the PIDIM mid-cycle will have pro-rated CEU requirements for this reporting period. To determine what credits are required please contact the PIDIM Office or your PDP council rep.

Compliance:

Please note that the repercussions of not completing the requirements of the PDP cycle are as follows:

- First offence failure to comply with the Professional Development Program requirements will result in a non-compliance fine equaling the member's annual membership dues.
- A second occurrence of non-compliance will result in termination of the individual's PIDIM membership. Please note: Grandfathered Professional Members would then forfeit their grandfathered status and can only re-apply to the PIDIM as a Provisional Member.

We understand that some members are still adjusting to the new reporting system on the IDCEC website but the **requirement** is that your CEUs be reported online using your IDCEC login. Failure to do so is considered failure to complete the PDP requirements of that cycle. To assist members who are still experiencing difficulty logging into the IDCEC website or registering their CEUs, PIDIM has posted a step-by-step tutorial on how to use the IDCEC system on the PIDIM website.

If there are any special circumstances that prevent a member from fulfilling the PDP requirements within the prescribed three-year cycle, a **letter outlining the reasons for non-compliance must be immediately forwarded to the PIDIM Council as soon as possible** and no later than December 31st of the last year in that credit cycle. Letters received after December 31st of the last year in that credit cycle will be returned and the next stage of penalty will be applied