

# MANDATORY!



COLLEGE OF CHIROPRACTORS OF ONTARIO

## VIRTUAL RECORD KEEPING WORKSHOP

DECEMBER 3, 2020

CCO is holding a virtual record keeping workshop on December 3, 2020, 8:30 am - 12:00 pm.

The workshop is **FREE** for candidates writing the Legislation & Ethics examination on October 8, 2020, or CCO members within their **FIRST YEAR OF REGISTRATION** with CCO.

There is a **FEE** for all other CCO members - \$200 per person. (Cheques/money orders payable to the College of Chiropractors of Ontario.)

Please note, all members holding a **GENERAL (ACTIVE)** certificate of registration who have not yet attended a workshop are **REQUIRED** to attend.

The workshop features a **STEP-BY-STEP** approach that will include:

- value of good record keeping
- importance of sign-in sheets
- schedule of care / financial plans
- informed consent - when and how
- patient visit from start to finish (consultation, history, examination, report of findings, treatment, SOAP notes, dismissal)
- re-assessment, progress examinations and outcomes assessment
- x-rays and x-ray reports
- professional portfolio
- privacy legislation
- COVID-19 Protocols and Updates

### DATES

December 3, 2020, 8:30 am - 12:00 pm

Registered participants will receive a Zoom link to the meeting by email.

Check CCO's web site at [www.cco.on.ca](http://www.cco.on.ca) for updated information.

**To register:** Please confirm your attendance with **Ms Rose Bustria**, Administrative Assistant, via e-mail at [bustria@cco.on.ca](mailto:bustria@cco.on.ca) or **Fax: 416-925-9610**. (Tel.: 416-922-6355, ext. 101).

**Presenters:** Dr. J. Bruce Walton (Director of Professional Practice), Mr. Joel Friedman (Director, Policy and Research).

**Space is limited so book early!**

**GOOD RECORD KEEPING = PEACE OF MIND!**