

**Manitoba Naturopathic Association**  
**Continuing Education Policy**  
**For the CE Period November 1, 2023 - October 31, 2025**

**Purpose:**

All naturopathic doctors licensed in Manitoba are required to maintain their competency skills. This policy applies to all course material necessary for the practice of naturopathic medicine in Manitoba. Upgrading of competency skills is mandated under the Manitoba Naturopathic Association Regulations, and serves to protect the public.

**Advanced Therapies:** See pages 3-9

**Switch to Random Audit:** The MNA no longer requires all members to submit their hours at the end of the CE cycle. One week after the end of the cycle the registrar will draw names from 10% of the membership. Those chosen will be required to submit proof of completed verification forms and certificates earned in the previous cycle as outlined in the Policy. Members will have up to three weeks to submit their paperwork by mail or email. Hours submitted must be for the cycle being audited. Penalties for late, missing or non-certified hours will apply.

**Overview:**

- Category A and B hours are granted on an hour per hour basis (e.g. if a course is 5 hours, 5 hours of CE are granted), as determined by the seminar outline
- Category C hours are given on the basis of one hour for each two hours of activity; board and committee hours are capped at 25 hours
- CE hours are valid during the two-year period in which they take place and may not be carried forward. However, up to two months prior to the end of a cycle up to twelve (12) course or seminar hours (excludes Category A) may count towards the next cycle. Example, if you have completed your required 40 hours in September and wish to register for a course in that month you may put those hours towards the next cycle.
- **New Members:**  
New members are required to fulfill continuing education hours on a prorated basis. The two-year continuing education period will be divided into four terms of 6 months each. Each term represents the equivalent of 10 credit hours, prorated for every 6 months of registration.
- **Preceptor Policy:** 1 CE hour for each two hours of activity when taking on a preceptor student or preceptoring with another health professional to a maximum of ten (10) hours per two-year cycle.
- **CPR Requirements:(Online or in-person instruction)**  
All members must maintain certification in CPR/AED Level C and recertify every two years. Include a copy of current card with renewal. CPR hours DO NOT count towards education hours. Certificates of practice will not be issued to members who are not current in first aid training.  
**Members are responsible for keeping track of when they need to recertify.**

**Missing Hours/Penalties:**

At the end of the CE period, the Registrar will submit to the MNA Board a list of audited members and their credit hours. Penalties for registrants who fail to fulfill their continuing educational requirements are as follows:

**1. Payment of a fine:**

Fine is \$50.00 for each outstanding hour, to a maximum of \$500.00 due immediately upon expiration of the continuing education period.

**2. Registration Cancellation:**

If more than 20 hours are outstanding, the result is immediate referral to the MNA Board for potential licensing restriction(s). If compliance with the above penalties does not occur within the time specified, the registrant's name will be forwarded to the MNA Board for suspension of their license to practice.

**Required Hours** Total minimum required hours every two years is **40**

**What is required within the 40 hours?**

**1. Category A & B Hours:**

40 hours of continuing education over each two-year continuing education period drawn from a combination of categories A, B and C.

Category A 4 hours  
 Category B & C +36 hours  
**Total = 40**

**Category A Attendance or Presentation Hours Required 4**

**Examples:**

- Annual General Meetings: MNA, CAND, other provincial naturopathic regulators
- CAND Annual General Meeting

**Category B Naturopathic Education Hours Required 36 combined with C**

In general courses provided by a ND, MD, nurse, psychologist, chiropractor etc., or other regulated health professional are acceptable and do not require pre-approval.

- Educational presentation offered by recognized naturopathic regulatory or professional body
- Presentation by nutraceutical/pharmaceutical company sponsored educational seminars
- Training on the use of therapeutic equipment/medical devices relevant to the scope of naturopathic medicine in Manitoba
- Naturopathic university programs, courses etc.

**Category C Committee/Board/Preceptors/Development Hours Required 36 combined with B**

**Note:** Category C hours are given on the basis of **one hour** for each **two hours** of activity

- MNA Committee or Board membership (maximum of 25 hours)
- Attendance or participation in meetings for Naturopathic initiatives that advance the profession (i.e. Canadian Naturopathic Coordinating Council) contact the Registrar for approval)
- Teaching: courses or workshops to either the public or professionals
- Participation in the preceptor program: (Taking on a preceptor student or preceptoring with another health professional.) 1 CE hour for each two hours of activity when taking on a preceptor student or preceptoring with another health professional to a maximum of ten (10) hours per two-year cycle.
- Attendance or participation at approved professional development courses related to business, office/financial management, communication skills, leadership development, public speaking

**Category D Self Study Hours Required 2 per certification**

Registrants with certification designations must earn an additional two self-study hours per certification area.

<b>Practice Certifications</b>	<b>Self-Study Examples:</b>
-Acupuncture	Webinar
-IVIT	Online presentation
-Prolotherapy	Courses/Seminar
-IV Chelation Therapy	Readings
-Ozone/Oxidative Therapies	
-Hyperbaric Oxygen Therapy	

## **Advanced Certification Requirements**

The following are the practice requirements and standards of practice for therapies administered by Naturopathic Doctors requiring additional Certification in Manitoba. Guidelines have been established for each therapy requiring Certification. These guidelines have been approved by the board of the Manitoba Naturopathic Association (MNA) and must be attained to receive Board Certification.

Naturopathic doctors are required to maintain continuing education for each therapy requiring Certification and must provide the Registrar with verification of hours completed. Registrants are required to use the term 'Board Certified' when expressing Certification in a Board approved therapy.

### **Liability Insurance:**

Registrants must have professional liability coverage that adequately insures the registrant and their staff for the practice of any of the therapies that require Board Certification. Those working in Intravenous therapies require a minimum of \$3,000,000.00 (three-million dollar) coverage.

### **Acupuncture Certification Requirements:**

MNA Board Certification to practice Acupuncture requires all of the following:

1. Proof of completion of a minimum of 200 hours of study in Traditional Asian Medicine, to include:
  - A) Syndrome differentiation and formulation of point prescriptions
  - B) Traditional acupuncture anatomy, physiology and pathology
  - C) Acupuncture and moxibustion techniques and point location
2. A minimum 50 hours of supervised clinical training by a licensed acupuncturist or practitioner authorized by the Manitoba Naturopathic Association.
3. Official transcripts of the NPLEX Part II Clinical Science Elective Examination in Acupuncture indicating a cut score of at least 75% on examinations taken prior to August 2007, or a pass designation on examinations taken after August 2007.
4. A naturopathic doctor registered in another province of Canada or another country, who has qualified to practice in Manitoba as a naturopathic doctor and is certified to practice acupuncture elsewhere, may automatically be granted certification to practice acupuncture in Manitoba upon review of his or her records.
5. Applicants not registered in another regulated jurisdiction must successfully pass a competency examination conducted by a Board-Certified naturopathic doctor.
6. To maintain valid certification, a naturopathic doctor must maintain the required amount of continuing education hours in Acupuncture.

### **I.V. Chelation Therapy Certification Requirements:**

Please contact the MNA first before registering for a program of study.

1. Current MNA Board Certification in Intravenous Therapy
2. Successful completion of an MNA approved I.V. Chelation Therapy course (Appendix I). See Appendix IV for course guidelines
3. To maintain valid certification, a naturopathic doctor must maintain the required amount of continuing education hours in Intravenous Therapies which includes Chelation Therapies.

## **Prolotherapy Certification Requirements:**

Please contact the MNA first before registering for a program of study.

Certification in Prolotherapy requires successful completion of one of the following recognized courses:

1. Hackett Hemwall Foundation 4-day course
2. American Academy of Musculoskeletal Medicine 3-part course
3. American Academy of Orthopedic Medicine courses

It is strongly recommended that registrants complete the first two listed courses to become proficient in practicing prolotherapy. Achieving proficiency in peripheral injections prior to attempting axial injections is also strongly recommended.

## **Intravenous Therapy Certification Requirements:**

1. Successful completion of a **minimum** 24-hour course approved by the Board. See Appendix II for Intravenous Therapy Course Guidelines and Appendix I for MNA Board Approved Courses for Certification.
2. Applicants who have been trained in Intravenous Therapy during their education are exempt from subsection 1 as long as their training meets the MNA Intravenous Therapy Course Guidelines (see Appendix II) and they can provide certified evidence of such training.
3. Possession and maintenance of liability insurance coverage issued by a company licensed to carry on business in Manitoba that provides coverage of a minimum of \$3,000,000.00
4. Proof of current certification in **CPR/AED Level C**. This is also recommended for any staff working directly with therapies requiring certification in the clinic.
5. To maintain valid certification, a naturopathic doctor must maintain the required amount of continuing education hours in Intravenous Therapy.
6. Those working in advanced certifications must complete the *Emergency Medicine for IV Certification* to be completed every three years.

## **Emergency Training Certification Requirements:**

Members who practice IV Therapies must successfully complete the naturopathic emergency training course or Naturopathic Advanced Life Support every three years and submit proof of completion with their renewal application or in advance to the Registrar.

Members who do not complete recertification by their three-year renewal date may not practice IV Therapies until proof of certification is presented to the Association.

## **Authorized Course IVIT and Emergency Medicine Providers:**

The following courses/providers have been approved by the Manitoba Naturopathic Association. Course titles may change. If you are unsure if a course is approved, please contact the Association to confirm.

- Recertification: Emergency Training required every three years.
- Format: Online/In-person
- Certificate: Must be submitted upon completion and prior to practice

[Centre of Excellence in Integrative Medicine](#)

[BKS Courses & Training](#)

[Choice Nutrition](#)

[International IV Nutritional Therapy](#)

[Consult Dr. Anderson](#)

[Naturomedic](#)

Naturopathic Advanced Life Support (NALS) [OHM Medical](#)

## **Hyperbaric Oxygen Therapy Certification Requirements:**

**Hyperbaric Oxygen facilities have provincial, municipal permits and inspection requirements. Members are advised to contact local authorities before obtaining certification.**

A qualified and licensed naturopathic doctor may be certified to practice and supervise hyperbaric oxygen therapy in the Province of Manitoba with the successful completion of all three of the following.

### **1. Education:**

The doctor must have certified evidence they have taken the 40-hour Introduction to Hyperbaric Medicine Course approved and offered by the Undersea and Hyperbaric Medical Society (UHMS) and successfully passed the attendant exam. There shall be no further examination process by the MNA after completing this UHMS approved training. The doctor must be certified in *Advanced Cardiac Life Support* (ACLS), and maintain current certification.

### **2. Practice:**

The safe administration of high-dose inhaled oxygen at pressure is to be practiced as full life-support of a critical life function. The doctor must establish the following for each patient: examine suitability and fitness of patient for therapy, evaluate medical contraindications, inform patient or their agent of the benefits and risks of Hyperbaric Oxygen Therapy (HBOT), and obtain written informed consent for therapy. The supervising doctor overseeing HBOT shall remain in the facility during the patient's first treatment, and the doctor or another HBOT qualified medical practitioner shall be available within five minutes during the treatment of any patient in the facility. Any hyperbaric treatment supervised by a doctor shall only proceed while a reliable communications link is established with the chamber operator. Baro-trauma and emergency procedures may require medical consultation or evacuation to critical care facilities.

### **3. Facilities:**

The facility housing a hyperbaric oxygen chamber shall meet the National Fire Protection Association codes for healthcare facilities NFPA 99, and all applicable sections of Chapter 19 codes for hyperbaric installations. Fire and electrical inspection and approval by local authorities are mandatory. The hyperbaric chamber must meet Lloyd's Register Safety Standard for Pressure Vessels for Human Occupancy. It must be fit for use, properly installed to manufacturer's specifications, commissioned by qualified personnel, and maintained to the specifications of the manufacturer.

### **Other Qualifications:**

**Possession and maintenance of liability insurance coverage issued by a company licensed to carry on business in Manitoba that provides coverage of a minimum of \$3,000,000.00**

i) Proof of current certification of the Canadian Red Cross Standard First Aid Course with Level C CPR with AED/ This is also recommended for any staff working directly with therapies requiring certification in the clinic.

### **Re-Registration:**

i) To maintain valid certification, a naturopathic doctor must maintain the required amount of continuing education hours in Hyperbaric Oxygen Therapy.

ii) Possession and maintenance of liability insurance coverage issued by a company licensed to carry on business in Manitoba that provides coverage of a minimum of \$3,000,000.00

iii) Proof of current certification of the Canadian Red Cross Standard First Aid Course with Level C CPR with AED. This is also recommended for any staff working directly with therapies requiring certification in the clinic.

**Facility:**

The facility may be inspected at any time with 48 hours' notice. This may include a site inspection of the chamber, its housing, its records, records of conformation to the standards of the committee, clinical records of the practice of hyperbaric medicine, and credentials of personnel administering hyperbaric therapy.

**Standards of Practice:**

In addition to the completion of these requirements, it is expected of a naturopathic doctor to adhere to common standards of practice of hyperbaric therapy as recommended by the Undersea and Hyperbaric Medical Society Operations Committee (1999).

**Primary Approved Indications for Hyperbaric Oxygen Therapy:**

In addition to the completion of these requirements, it is expected of a naturopathic doctor to adhere to the Board approved indications for appropriate use of hyperbaric oxygen therapy. The MNA Board approved indications are those published and listed by The Undersea and Hyperbaric Medical Society (1977). These indications have scientific and mechanistic validity based on high quality controlled clinical trials, and are an important guideline to practitioners and third-party reimbursement agencies.

**Ancillary Therapies:**

Other conditions may be utilized only if approved by the Board upon institutional review. Review shall consist of evidence of safety and risk analysis effectiveness, recommended protocols and standard of care.

**Ozone/Oxidative Therapies Certification Requirements:**

Please contact the MNA first before registering for the program of study.

MNA Board Certification in Oxidative Therapies requires all of the following:

1. Current MNA Board Certification in Intravenous Therapy
2. Successful completion of an MNA approved Oxidative Therapies course.
3. To maintain valid certification, a naturopathic doctor must maintain the required amount of continuing education hours in Oxidative Therapies

## APPENDIX I

### Intravenous (IV) Therapy Course Guidelines

- Minimum 24-Hour Course including a practical component
- Attendant written and practical examination with a 70% passing grade
- Introduction- including history, uses, basic science, clinical rationale, definitions, advantages/disadvantages, indications/contraindications
- Pharmacology- of all substances used
- Patient Assessment- including relevant health history and physical exam, laboratory assessment
- Review of equipment necessary to perform intravenous therapy
- Sterile technique and waste disposal for intravenous therapy
- Materials and Medicines Used in Intravenous Therapy- including quality assurance and preparation for safe administration
- Intravenous Therapy Techniques- including set up procedures and IV management
- IV Fluid Parameters- including infusion rates and osmolarity
- Emergency protocols for intravenous therapy
- Charting protocols for intravenous therapy
- Formulas/Protocols for intravenous therapy

## APPENDIX II

### **Oxidative Therapies Course Guidelines**

(Ozone Therapy, Hydrogen Peroxide Therapy and Ultraviolet Blood Irradiation)

- Minimum 16-hour course including a practical component
- Attendant written examination with a 70% passing grade
- Requirement to successfully administer one ozone and UVBI treatment
- Introduction- including clinical rationale and uses, basic science, definitions, advantages/disadvantages, indications/contraindications, adverse effects and potential complications
- Pharmacology- a comprehensive review of ozone, hydrogen peroxide and UVBI
- Patient Assessment- including relevant health history and physical exam, laboratory assessment
- Review of equipment necessary to perform oxidative therapies
- Materials and Medicines Used in Oxidative Therapies
- Sterile Technique and Waste Disposal- any additional requirements beyond what is taught in basic Intravenous Therapy
- Oxidative Therapies Techniques- includes set up procedures, administration and patient management for ozone therapy (major autohemotherapy, minor autohemotherapy, rectal and vaginal application and topical application), hydrogen peroxide therapy and UVBI therapy.
- Emergency protocols for oxidative therapies
- Formulas/Protocols for oxidative therapies



## APPENDIX III

### Intravenous (I.V.) Chelation Therapy Course Guidelines

- Minimum 13.5-hour course including a practical component
- Attendant written examination with a 70% passing grade
- Introduction- clinical rationale and uses, basic science, definitions, advantages/disadvantages, indications/contraindications, adverse effects and potential complications
- Pharmacology- a comprehensive review of medicines including EDTA, DMSA and DMPS
- Patient Assessment- including relevant health history and physical exam, laboratory assessment
- Review of equipment necessary to perform I.V. chelation therapy
- Materials and medicines used in I.V. chelation therapy
- Sterile Technique and Waste Disposal- any additional requirements beyond what is taught in basic Intravenous Therapy
- I.V. Chelation Therapy Technique- includes set up procedures and therapy management
- Emergency protocols for I.V. chelation therapy
- Formulas/Protocols for I.V. chelation therapy