



ONTARIO RECREATION
FACILITIES ASSOCIATION INC.

**CERTIFIED ICE TECHNICIAN (CIT)
PROFESSIONAL DESIGNATION
Recertification Information
2012**



Recognized by:



ORFA.COM

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Background

The Ontario Recreation Facilities Association (ORFA) introduced the Certified Ice Technician (CIT) professional designation in 1997. This NHL-recognized credential was designed to acknowledge the academic excellence and specialized expertise of individuals who work in artificial ice operations. Overwhelmingly, the CIT designation has been the most sought-after of all the ORFA professional designations. Today, close to 70% of arenas, ice and refrigeration job postings specifically state the preference to recruiting those individuals who hold the CIT professional designation.

Since 1997, over 800 individuals have been awarded the CIT designation. More recently, there has been discussion and reflection, based on industry needs and legal counsel, that to ensure these individuals remain current in industry best practices and knowledge, that a recertification program be designed and implemented.

Recertification

Recertification is a very common self-regulation approach taken by many professional associations seeking to ensure its members represent the most qualified individuals within a particular industry-sector or profession.

Recertification will help CITs update their skills and knowledge on the latest ice and refrigeration technologies and techniques, and on current industry information and legal requirements to ensure safe, effective and efficient ice facilities operations. It also assists the employer to meet the *Occupational Health and Safety Act's* requirement to ensure the workplace has competent workers. Recertification will further enhance the integrity, value and validity of the CIT professional within the recreation facility industry and among the sport and recreation sector, government agencies and the broader public sector.

The guiding principles for CIT recertification are to ensure the process is *appropriate, accessible, attainable* and *affordable* for all CITs.

Effective January 1, 2010, CITs will be required to recertify every five years. This new requirement is retroactive to January 1, 1997 and includes all CIT recipients from January 1, 1997 to December 31, 2009. Individuals will recertify according to the following schedule:

CIT Certification Year	CIT Recertification Year
1997-2001	2010
2002-2004	2011
2005-2007	2012
2008	2013
2009	2014
2010	2015
Etc.	Etc.

The CIT Recertification Process

1. The ORFA will contact the recertifying CIT members in the month of December in the year prior to their recertification year. For example, CITs who obtained their professional designation in 2011 will be required to recertify in 2016; the ORFA will contact them in December 2015 and provide them with recertification information for the following year.
2. The CIT member has *three options* to recertify:

Option 1: Write the ORFA CIT Challenge Exam

This classroom-based, two hour exam will be scheduled throughout the year at selected regional locations around the province.

To assist the challenge exam participants, the ORFA has prepared a syllabus of subject matter topics (available at www.orfa.com/citsyllabus) that the participants should review prior to writing the exam. As well, the exam writers will be encouraged to obtain the latest version of ORFA's *Refrigeration Manual: Ice Rink Applications (2007)* as well as ORFA's training manuals in *Ice Making and Painting Technologies* and *Ice Maintenance and Equipment Operations*.

The exam will contain questions comparable to the exams in the original three courses (Basic Refrigeration; Ice Making and Painting Technologies; Ice Maintenance and Equipment Operations).

If the member fails the CIT Challenge Exam, he/she will have the option to rewrite the CIT Challenge Exam, at the same fee, or register to participate in the CIT Recertification Course (classroom or online) and complete that final exam. If the member once again fails the exam in either scenario, then he/she will be required to re-take the three CIT certification courses: Basic Refrigeration, Ice Making and Painting Technologies and Ice Maintenance and Equipment Operations.

Option 2: Take the ORFA CIT Recertification Course (classroom-based)

This course will provide a comprehensive review of information contained in the original three courses (Basic Refrigeration; Ice Making and Painting Technologies; Ice Maintenance and Equipment Operations) as well as highlight updated best practices. The course will be taught over a two-day period and includes a final exam. The course will be scheduled throughout the year at regional locations around the province.

If the member fails the CIT Recertification Course (classroom-based), he/she will have the option to re-take the CIT Recertification Course (classroom or online), at the same fee, and re-write the exam or choose to write the CIT Challenge Exam. If the member once again fails the exam in either scenario, then he/she will be required to re-take the three CIT certification courses: Basic Refrigeration, Ice Making and Painting Technologies and Ice Maintenance and Equipment Operations.

Option 3: Take the ORFA CIT Recertification Course (online)

This course, developed in partnership with the Office of Open Learning, University of Guelph, will mirror the information presented in the classroom-based course and include a final exam. The course will be three weeks long and will be facilitated online by an ORFA content expert.

If the member fails the CIT Recertification Course (online), he/she will have the option to re-take the CIT Recertification Course (classroom or online), at the same fee, and re-write the exam or choose to write the CIT Challenge Exam. If the member once again fails the exam in either scenario, then he/she will be required to re-take the three CIT certification courses: Basic Refrigeration, Ice Making and Painting Technologies and Ice Maintenance and Equipment Operations.

Recertification Course/Exam Content

The information used to create the CIT Challenge Exam and presented in the CIT Recertification Course (classroom-based and online) will address the subject matter at the same level of intensity and scrutiny as the information presented in the original three courses. As such, the recertification information will:

- Review current theory, advanced principles and best practices
- Present the latest in technologies, techniques, tools
- Review legal liabilities and responsibilities
- Test to measure the skills and knowledge to work competently as an ice technician professional.



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Non-recertification

5 Years – CIT Recertification All ORFA members who hold the CIT professional designation are required to recertify every five years. They have until December 31st of the fifth year to accomplish recertification through successful completion of the recertification course (online or classroom-based) or the challenge exam. Individual or grandfathered group membership must be maintained in order to retain use of the CIT professional designation.

5 Years plus 6 months – CIT Suspended Individuals who do not recertify by December 31st in their recertifying year will have their CIT credential temporarily suspended for up to six (6) months following the December 31st deadline. Those who wish to recertify during this six month period may do so by successfully completing the recertification course (online or classroom-based) or the challenge exam. A \$50.00 administration fee will be applicable in addition to the recertification course/exam fees. During the six month suspension period, individual or grandfathered group membership must be maintained.

5 Years plus 6 months plus a day – CIT Revoked CIT holders who do not recertify by the end of the six month suspension period will be notified that their CIT has been revoked. They will lose the right to use the professional designation. Those who have had their designation revoked and wish to regain the professional designation must reapply for the designation under the current ORFA application rules. Also, they will be required to successfully complete the recertification course (online or classroom-based) or by writing the challenge exam. Individual membership will be required of all those reapplying under a revoked status. This applies to those who were previously covered under the grandfathered group membership. A \$75.00 administration fee will be applicable in addition to the recertification course/exam fees.

For More Information

Please contact:

Sharon Dias, Administrative Assistant
Ontario Recreation Facilities Association Inc.
1 Concorde Gate, Suite 102, Toronto, Ontario M3C 3N6
tel: (416) 426-7299 fax: (416) 426-7385 email: admin@orfa.com



CERTIFIED ICE TECHNICIAN (CIT) Recertification 2012 • Registration Form

REGISTER and Pay ONLINE at www.orfa.com/events or MAIL/FAX with Payment: ORFA, 102-1 Concorde Gate, Toronto, ON M3C 3N6, Fax (416) 426-7385

STEP I: CONTACT INFORMATION

Mr Ms First Name Last Name

Title/Position Employer

Facility

ADDRESS: Home Business

Town/City Province/State Postal/Zip Code

Home Phone Business Phone Fax Email

STEP II: RECERTIFICATION OPTIONS AND FEES - Pick One

CIT Recertification Course - Classroom-based

Time: 8:30 am to 4:30 pm

Fee \$410.00 plus 13% HST = \$463.30

- Tuesday, May 1 and Wednesday, May 2
Guelph, Ontario
- Monday, December 3 and Tuesday, December 4
Oakville, Ontario

CIT Recertification Course - Online**

- Monday, March 5 to Friday, March 23
(three-week time frame for course completion)
Fee \$495.00 plus 13% HST = \$559.35
- Monday, October 1 to Friday, October 19
(three-week time frame for course completion)
Fee \$495.00 plus 13% HST = \$559.35

****To register for the online course please visit:
www.orfa.com/citonline**

CIT Challenge Exam

Time: 2:30 pm to 4:30 pm

Fee \$130.00 plus 13% HST = \$146.90

If you wish to write the challenge exam, please contact the ORFA at 416-426-7299, info@orfa.com for available dates and locations.

STEP III: DISCLAIMER

As the registered participant, you are required to read and sign the following disclaimer in order for your registration to be processed: "I, the registered participant, agree to assume all risks, including travel to and from the program, and waive all rights and all liabilities for personal injury or property loss whether occurring prior to, during, or subsequent to the program whether caused by the ORFA's negligence or otherwise, and for the consideration aforesaid, I covenant and agree not to make any claim or to commence or maintain any action or proceeding against them. And it is further agreed that the ORFA does not by the payment aforesaid or otherwise admit any liability to me and liability is in fact denied. Also, as a registered participant of an ORFA Inc. event, I hereby consent to the photographing of myself and the use of these photographs for advertising, publicity, commercial or other ORFA business purposes and I hereby release the ORFA Inc. and any of its associated or affiliated companies, their directors, officers, agents, employees and customers, and appointed advertising agencies, their directors, officers, agents and employees from all claims of every kind on account of such use."

REGISTERED PARTICIPANT DATE

STEP IV: PAYMENT

- Cheque (payable to the ORFA)
- VISA Mastercard American Express

Card #

Expiry Date

Card Holder's Name as it appears on card

Authorizing Signature

Cancellation Policy: A complete refund, less a \$50.00 administration fee, will be issued provided written notification of cancellation is received by the ORFA no later than 10 business days prior to the course start date. No refunds will be issued after this time period. Registrants will receive a full refund should the ORFA cancel a course. A \$35.00 service charge will apply to all N.S.F. cheques.