

<b>Association of Hearing Instrument Practitioners of Ontario</b>	
Section	<b>Education</b>
Sub-Section	<b>Cerumen Removal Management Certification Policy</b> <b>January 2025</b>

**1.0 Scope of Practice & Terms of Reference**

The removal of cerumen from the external ear canal is within the scope of practice of Hearing Instrument Specialists (H.I.S.) and Hearing Instrument Dispensers (H.I.D.) pursuant to AHIP’s Article III, Sections 3.1.1 and 3.1.2. The By-Laws provide that the H.I.S. and the H.I.D. whose practice includes the removal of cerumen from the external ear canal must have successfully completed the educational requirements as determined by AHIP for the removal of cerumen from time to time.

The terms of reference for the Education Committee are set out in the By-Laws, Article IX, Section 9.1.2 Subsection (ii) which includes the following purpose: “To establish and maintain policies, procedures and guidelines for continuing education requirements.”

**2.0 Standards**

Members must complete a Cerumen Removal Management Certification Program accredited by the AHIP Board of Directors which meets the required educational principles as outlined in Appendix A to this policy.

The certification process outlined in this policy is the **minimum** acceptable level of standards with respect to cerumen removal training.

Members must practice within the limits of their competence as determined by their education, training, and professional experience.

**3.0 Eligibility**

Full H.I.D. or H.I.S. AHIP members in good standing are eligible to complete the Cerumen Removal Management Certification Program as outlined in this policy.

The practice of cerumen removal is optional for both H.I.D. and H.I.S. members.

**4.0 Qualifications of Monitor and Restrictions**

The clinical experience portion of the certification must be monitored by a qualified monitor who meets the following requirements:

- The monitor is a Hearing Instrument Specialist (H.I.S.) or a Hearing Instrument Dispenser (H.I.D.) who is an AHIP member in good standing; and/or an Audiologist,

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who is a CASLPO member in good standing and must have a minimum of two (2) consecutive years of experience.

- A monitor can monitor no more than two (2) cerumen applicants at any given time.
- In the case of an H.I.S. or H.I.D. monitor, has been certified in cerumen management for at least two (2) years and has provided proof of AHIP approved certification.
- In the case of an Audiologist monitor, must have practiced cerumen management for at least two (2) years and follow the CASLPO Standards for Cerumen Management, October 2018.1.

## **5.0 Process**

The AHIP Cerumen Removal Management Certification Program is a two-step process.

### **Step One**

The member completes and provides, to the AHIP office, proof of successful completion of the Cerumen Management Training in the form of an online course provided by Pacific Audiology Group (<https://pacificaudiologygroup.com/earwax-removal-training/>). This on-line training component can be completed and submitted to AHIP during the last semester of the individuals' recognized, formal H.I.S. program or after becoming a full AHIP member.

### **Step Two**

The member successfully completes a set of criteria and a specific amount of cerumen extractions under the supervision of an eligible monitor. This component must be completed by full H.I.D. or H.I.S. AHIP members in good standing as outlined in section 3.0 Eligibility.

**Important Deadline – step two must be completed within one (1) year of the completion date of the online course, or the applicant will need to complete step one again.**

## **6.0 Procedures**

1. Once the AHIP office receives proof from a member of successful completion of the Pacific Audiology Group on-line course, the member will be sent the ***AHIP Cerumen Removal Certificate Program Application***.

The application must be fully completed by both the applicant and the monitor, and sent to the AHIP office via mail, fax, or e-mail.

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2. Upon the members' successful completion of the listed criteria and required extractions, the monitor and applicant will sign and date the **Criteria and Extractions Log Form** and send the original to the AHIP office via mail or courier.
3. The Chair of Cerumen Removal Training will contact the monitor and interview them in relation to the criteria, extractions performed and the competency of the applicant. The Chair may utilize a series of questions to the monitor and/or member to assist in the assessment.
4. When successful verification is determined, the Chair of Cerumen Removal Training will sign and date the Criteria and Extractions Log Form as complete and send it to the AHIP office.
5. Upon receipt of this verification from the Chair, the AHIP office will produce the **AHIP Cerumen Removal Management Certificate** of completion. The certificate(s) will be signed and dated by the President and Chair of Cerumen Removal Training, then sent to the applicant/member for display and insurance purposes.

## **7.0 Insurance**

AHIP members who perform cerumen removal must obtain Professional Liability Insurance covering cerumen removal. To obtain this additional coverage, members must provide a copy of their AHIP certificate as proof of successful completion of this AHIP approved program.

1. College of Audiologists and Speech Language Pathologists of Ontario, "Practice Standards for Cerumen Management," October 2018

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## Appendix A

### Educational Principles

Training in cerumen removal will provide the following outcomes:

- (i) Demonstrates skill in otoscopy.
- (ii) Demonstrates knowledge of anatomy, physiology and pathology of the pinna, external ear canal and tympanic membrane.
- (iii) Demonstrates skill in inspection of pinna, external ear canal and required clinical procedures such as tympanometry.
- (iv) Demonstrates knowledge of common medical or post-surgical conditions of the external ear canal, tympanic membrane or middle ear which may alter the appearance of the external ear canal or tympanic membrane.
- (v) Demonstrates knowledge of a variety of cerumen removal techniques and appropriate equipment (American Speech-Language-Hearing Association, 1992).
- (vi) Demonstrates skill in at least one of the accepted cerumen removal procedures.
- (vii) Demonstrates knowledge of control and prevention of disease transmission as outlined in the AHIP Infection Control Policy.
- (viii) Demonstrates knowledge of procedures to follow and whom to contact in the event of an emergency or if medical assistance is needed.