

- Date of course;
- Training expiry date;
- Authorized Instructor or Contract Instructor’s full name printed;
- Authorized Instructor or Contract Instructor’s signature;
- Identification as to whether the training is:
 - Initial OR
 - Re-certification

Temporary Cards

Temporary credentials/card may be issued with the written permission of the OSSA. In order for an accredited provider to be granted permission to issue “temporary” credentials/card, the following guidelines must be followed:

- a formal written request made to the OSSA stating the reason for requesting the use of a temporary card along with a copy of the temporary card
- must have a Training Provider number on the temporary card and it must correspond with the number on the permanent card issued to the participant within 30 days
- the word “Temporary” watermarked diagonally across the card face
- a note in the Expiry Date line of the temporary card that includes the following statement: “This credential/card expires 30 days from date issued” and all other information required on permanent cards (see list above) must be entered on the card. (Appendix A-4)