



NEWFOUNDLAND AND LABRADOR COLLEGE OF PHYSIOTHERAPISTS
P.O. Box 21351 St. John's, Newfoundland, CANADA A1A 5G6
Phone: 709-753-6527 (NLCP) Fax: 709-753-6526 E-mail: collegept@nf.aibn.com

2023 Annual General Meeting

CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS BOARD REPORT

The Canadian Alliance of Physiotherapy Regulators (CAPR) is the pan-Canadian federation of provincial and territorial regulators of the practice of physiotherapy in Canada.

Key projects this year:

1. Financial stabilization - the board has focused to ensure CAPR can continue to provide services.
2. Continue PCE WR exam and Credentialing
3. Reviewing Board structure
4. Governance Review - a joint working group has been meeting to confirm a model that will be voted on at the June 2023 AGM.

Michael Kay

2023 Annual General Meeting NLCPT
Chairperson's Report

I am again privileged to provide the Chairperson's Report for the 2023 Annual General Meeting of the Newfoundland and Labrador College of Physiotherapists'. My three years as chairperson have been dominated by Covid-19 and the changes it forced upon our personal and professional lives. As I write this report, thankfully there are signs of a return to the ways of our pre-pandemic living.

On behalf of the Council, I would like to commend all physiotherapists in the province for their continued work during the Covid -19 pandemic. Physiotherapists rose to the challenges and demonstrated to the public and other healthcare colleagues that we are a responsible and trusted healthcare profession.

As you may or may not be aware, the College is made of Council and many committees who all function with volunteer members from the profession. These volunteer efforts make it possible for the College to function. It is this work that allows our profession to have self-governance. Self-governance is a privilege, and it is hard work. We should not take it for granted. In these evolving times in our province's health care system, we should all take interest in the issues that arise to challenge our profession and be well informed College members. I encourage every therapist to take the time to review the reports from the various committees, so you have a better understanding of the work being done on your behalf.

As the reports by all the committee chairs at today's AGM will demonstrate, it has been another busy year for the College and all its volunteers. The work of the previous year leads us to new challenges on the horizon for our profession. Expanding roles for physiotherapists are a real possibility as our public health system evolves to expand access by maximizing every professions' scope of practice. As a College we are already preparing for this possibility. There is a committee working over the previous year to examine and prepare a statement on controlled acts and restricted activities. Another committee has been working on future changes for the role of support personnel. Social media and advertising activities have changed. A social media policy has been developed. Therapists are reminded to review this document and realize their professional responsibilities in this emerging world. This is just to name a few items that will be on the agenda in the coming months as we emerge from under the cloud of the pandemic and rise to the challenges of the new normal.

Finally, I would like to thank our public members, Kerri Smith and Alex McGruer. We are so fortunate to have such a qualified and interested public members willing to give their personal time to serve the College. And to Mike Kay, our executive director, who continues to be invaluable to the workings of the College on all levels.

I hope everyone has a healthy and enjoyable summer.

Respectfully submitted,

Bill Maher
Chair – Newfoundland and Labrador College of Physiotherapists'



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EXECUTIVE DIRECTOR / REGISTRAR'S REPORT

2022 to the present has continued to be an extraordinary year – I would like to start with thank you on behalf of the Council for all your work and patience not only in dealing with the COVID pandemic, but in dealing with the extensive repercussions.

Council has continued to work in a ZOOM based meeting format. This is partly to do with difficulties renewing previously used spaces, but also recognizing the format permits an easier to access meeting space, and we have found we can easily accommodate members of Council who work in a range of locations.

The AGM has historically been a face to face meeting and this year Council opted to meet again at the Innovation Centre.

I would like to acknowledge and thank Council members for their time and dedication in carrying out the business of the College. Their participation and work not only at the meetings but in various committees and tasks. In addition, the College as a whole relies on quite an extensive pool of volunteers who have dedicated time to meet on a range of committees. The attached reports related to: Competency, Governance, Legislation and Registration to name just a few, doesn't detail the level of involvement.

This year Lorne Warren submitted his resignation after a long association with the NLCP as the Office Administrative Assistant. We are grateful for all his work and expertise. Lorne recognized the subtle complexities related to licensing, data collection and graciously extended his time with us to orientate and prepare our new Administrative Assistant – Jade Tretter.

Registrants email and call daily related to a range observations, feedback and questions – we respond as quickly as possible and welcome your input.

Special thanks to Kerri Smith who continues to work as our public appointed Council member.

I would like to extend a welcome and thanks to Alex McGruer, who was appointed to the Council by the Minister of Health earlier this year as the second public member and has been attending meetings with us since the new year.

Council met monthly.

Pandemic Response

The College continued to revise our COVID approach based on Community Health direction. Several times we extended the mask requirement – thank you for your patience throughout the year. Despite the frustration with the situation all registrants continued to respectfully ask challenging questions and Council took all suggestions into consideration. I was able to

reach out to Department of Health, our provincial counterparts and our national registrars group to provide perspective.

CPA Membership

The NLCP received notice in November that based on a constitutional complaint from another discipline the GovNL was preparing to repeal the mandatory requirement for membership in professional organizations. There has been no update at this time.

PCE Exam

The National PCE CC is currently on hold while an Expert Panel convenes to consider the practical exam. The final report has now been submitted and I may be able to share more details at the AGM.

Proposed Diagnostic and Treatment Protocols

A follow-up response was sent to GovNL to assist in their review process. I attended a meeting on line, but to date there has been no official change.

Regulation Change

The Regulations are now in place and it has been up to Council to administer the criteria, which have allowed us to implement an alternative pathway to licensure. This year we initiated the Jurisprudence Exam and we have been working out details with SmarterU who administers the exam for us and communicates the results, which fulfils the final criteria.

Cultural Safety

We will be reviewing with the Legislative Committee to determine any unique elements for the College in NL.

Ukrainian refugees and crisis

This year I attended a meeting with Minister of Immigration and staff. I was able to explain our current pathway for licensing plus the credentialing process. CAPR has changed the language proficiency requirement - ultimately, this should make the process more accessible for all. In addition, the CAPR credentialing process has been shortened dramatically.

To date I have received two inquiries.

NL Health Professions Regulatory Network

The NLHPRN is comprised of 16 regulated health professions in Newfoundland and Labrador which typically meet on a quarterly basis to discuss and share topics of mutual interest.

Through July to May the HRN met monthly via ZOOM and occasionally met for extra COVID discussions, particularly when new information was made available.

Canadian Alliance of Physiotherapy Regulators:
National Registrars met monthly through ZOOM meetings.

Topics discussed:

- Cross border Physiotherapy
- Pandemic issues
- PCE WR exam review
- PCE CR examination cancellation, issues and jurisdictional challenges

Council positions:

There are two vacant Council positions this year.

Two individuals' terms are being completed this year and I would like to recognize the following individuals:

Raeleen Baggs
Rachelle Ryan

Office Management:

I would like to acknowledge the work done by our office support specialist Lorne Warren and Jonathan Miller our IT expert. They have been working throughout the year and especially during the registration time period. There were no issues with Pay Pal this year and by all accounts the process was efficient and straight forward. Jonathan assisted greatly in submitting data for CIHI and similarly with the Deloitte review. In summer 2022 Lorne tendered his resignation, but kindly assisted Jade Tretter in taking over the position in one of the busiest renewal times we have had. Welcome Jade.

Health Human Resources Plan:

In April 2023 the GovNL embarked on a plan to analyze health care resources with Deloitte and included the College to determine data:

- Total numbers
- Dates of registration
- Inflows to province
- Number of IEPTs
- New Canadian residents

The request, like the data requirements for CIHI required an accurate and complete database. These requests reinforce the importance for registrants to ensure accurate information and updates are contained in renewal documentation.

Adult Protection Act:

Thanks to Brittany Murphy for alerting Council to Government legislation changes to the Adult Protection Act (APA) and implications for physiotherapists who were working with patients in long term care and the community, for whom this may apply. The policy which Brittany took the lead on writing, was approved by Council, posted on the website and sent to all registrants.

Complaint Process:

Council is in the process of preparing a formal complaint process. The process will be posted on the website and included in the Governance Manual.

REGISTRAR'S REPORT

A considerable part of the dual position is taken up by Registrar responsibilities.

Registration:

Registrants as of May 12, 2023:

- Total 350
- Active 324
- Inactive 14
- Conditional 12

Late registrations: 12

Unfortunately, late registrations occur because there is a necessary deadline.

Each year - I alert Council about the possibility of late registrations, this year was particularly difficult because we were training a new person while our long time registration expert was exiting. In the interests of fairness - everyone who missed the midnight deadline, was levied a late fee.

It is important to remember Physiotherapists cannot practice without a license. This year two individuals were notified they could not work until fees were paid and license issued.

Inactive to Active

While your status is Inactive you cannot practice physiotherapy, as a result you can not accumulate hours.

Should your position be in education or administration you would be required to renew your license as Active.

*It is critical that Registrants remain vigilant about their hours. Several individuals did not complete this section for 1-2 years making it impossible to renew their license.

Conditional Registrants

- 12 registrants remain Conditional Registration (P.C.E. Candidates) as of May 10,2023

Physiotherapy Clinics

- 47 clinics registered as of May 2023

Canadian Institute of Health Information (CIHI): The College continues to collaborate with CIHI and provides the data collection on NL registrants' demographics in order that CIHI can develop a report on Physiotherapy across the country. Our 2022-2023 submission was submitted, errors corrected and data added. Thanks to Jonathan, for his IT expertise assistance in preparing the data. The CIHI work could not have been completed without his knowledge.

Overall accomplishments:

1. Regulation changes implemented
2. Alternative pathway to Active license achieved for Conditional registrants implemented
3. Governance Manual – more additions to be included
4. Participation in National Core Standards development
5. Council approved participation in validation survey for Core Standards
6. Values Project and Code of Ethics completed, survey sent to all registrants
7. 2023 fillable CCC Portfolio on website
8. Registration Committee meeting throughout the year to review files
9. Pandemic response regularly reviewed
10. Met with EngageNL re: Diagnostics and Treatment Protocols
11. Continued Competency Portfolio submission
12. Ongoing Board representation with CAPR
13. Participation in Health Human Resources Project
14. Controlled Acts discussion and development for rostering plan
15. Review and discussion of Adult Protection Act (APA) and physiotherapy
16. Review of NL Standards document

Respectfully submitted,

Michael Kay

Michael Kay
Executive Director/Registrar

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TREASURER'S REPORT

2022 Fiscal Year

The Newfoundland and Labrador College of Physiotherapist's Financial Statements for the period of January 1, 2022, to December 31, 2022, shows another sound financial year. This year ended with no financial deficit after expenses.

The Contingency Reserve Fund currently has \$30,000 in anticipation of any unexpected costs of disciplinary proceedings.

The College's current investment strategy continues to aim to ensure maximal interest with low risk. This continues with a 2-year laddering strategy of GICs and a high-power savings account. This continues to be an appropriate and fiscally responsible approach for the College's needs.

2023 Proposed Budget

Below is a summary of anticipated revenue and expenditures to accompany the attached 2023 proposed budget.

Revenue Notes

Membership Fees:

Active: 324 @ \$325

Conditional: 12 @ \$325

Inactive: 14 @ \$55

Clinics: 47 @ \$100

Levied Fines - Any fines from disciplinary process; undetermined amount

Interest - Estimation based upon previous year

Expenses Notes

Executive Director - Salary based on ~ 22 hours/week for Registrar/ED position; Increase in salary in 2018 with new contract to reflect current job market. Numbers reflect transition of previous Registrar/ED to current.

Legal Fees - Based on last year's fees and current anticipated needs; Contingency Reserve Fund in place to cover any disciplinary fees more than the projected budget.

Office - Includes office staff hours up to 300 hours/year, office supplies, and professional fees for IT and website.

Rent - Rental term will stay the same at ~\$537/month

Meetings - 4 Alliance meetings including 2 CAPR Board of Directors and 2 Registrar meetings/year; Also includes AGM, Council and Committee meetings or other special meetings e.g. Health Regulator's Network Meeting

Membership Fees - Includes CAPR Fees and Canadian Society of Association Executives (CSAE). CAPR Fees include \$500 for NLCP as member and registrant levy; increased by 2%/yr (cost of living increase).

Accounting Fees – Occurred to prepare the college finances for the yearly audit.

Audit Fees - Based on 2022 Audit fees

Gifts and Honorariums - Honorariums to be equivalent to registration fee;

Bank Charges – Fees associated with accounts as well as PayPal charges

Telephone/Internet - Same or gradual increase costs expected

CAPR Loan – During the pandemic, due to increase in operational costs, CAPR requested a loan from each provincial college. The NL College of physiotherapists provided a loan in the amount of ~\$50 per registrant. This loan was provided under the legal contract that it be repaid in full and in addition to the yearly CAPR fees mentioned above.

The proposed budget for 2023 demonstrates a balanced expectation of revenues and expenses. This budget is prepared to show and ensure the College will maintain its fiscal responsibility to maintain a fair and appropriate financial position.

This Treasurer acknowledges that this report and budget currently reflects, as accurately as possible, the College's fiscal outlook for the upcoming year.

Respectfully submitted,

Joshua Hurley
Treasurer

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Proposed	2022 Proposed	2022 Actual	2023 Proposed
Revenue			
Membership Fees	105,000	119,138	110,000
Fines Levied			
Interest	1,500	1,941	1,500
Total	106,500	121,079	111,500
Expenses			
Executive Director	50,000	37,933	50,000
Legal Fees	15,000	8,015	15,000
Office	8,000	14,219	8,000
Rent	6,553	8,525	6,553
Meetings	7,000	2,726	7,000
Accounting Fees	600	800	800
Membership Fees	7,400	8,191	7,400
Audit Fees	5,260	9,388	5,260
Gifts/Honoraria	2,925	3,225	3,225
Telephone/Internet	2,300	3,235	2,300
Insurance	1,750	1,356	1,750
Bank Charges	2,800	3,137	2,800
Amortization	500	211	500
CAPR Loan	N/A	N/A	N/A
Total	110,088	100,961	110,588
Net revenue over Expenses	3,588	20,118	912



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REGISTRATION COMMITTEE REPORT

The Registration Committee, a standing committee of the College, is comprised of the Registrar; a Council member, representing the public; a College member representing the administrative perspective and a College member who is a recent graduate who successfully completed the Physiotherapy Competency Examination (PCE). The Registrar is currently the Chairperson.

This year the following individuals were part of the Committee: Rachelle Ryan, Raeleen Baggs, Caitlin Connolly, Kerri Smith, Michael Kay

The objectives of the Registration Committee are:

To make recommendations to the Registrar regarding issues arising from registration of members. Examples of issues include but not limited to Physiotherapy Competency Examination (PCE) failure, continuing competency issues or re-entry.

To research registration information and practices in other provinces and to maintain current knowledge of the PCE.

To provide input on policy development regarding registration of members.

The Registration Committee focused on the following issues:

1. Review and approval for CRs to move to Active status
2. Active Registration
3. Inactive to Active registration
4. Loss of Active status due to practice hours less than 1200 hr
5. Renewal – late fees
6. Temporary Registration: Cross Border Registration still in place
7. Conditional Registrants - Mentorship agreement change, evaluation review
8. Alternative pathway to Licensure - including use of Jurisprudence exam,

Considerable discussion is expected in future related to the Mentorship Program, modification of Jurisprudence exam, fee to move from Conditional Registration to Active status.

Review and action related to recommendations of Expert Panel.

Respectfully submitted,

Michael Kay

Michael Kay, ED/ Registrar



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CONTINUING COMPETENCE COMMITTEE REPORT - JUNE 2023

Committee members: Michael Kay, Tom Farrell, Tracy Penney, Nicole Peters, Sonja Hoskins, Lisa Durnford, Brooke Wiseman

We are now in the process of the third Portfolio review. Overall, the response has been both timely and positive. There is one outstanding Portfolio.

The CCC welcomes comments, questions and feedback which we try to respond as quickly and directly as possible.

In 2022-2023 I was not able to send out an individual letter to everyone, we are working to improve this aspect of the Continuing Competence review process.

Part 1 of the Portfolio has been overall well done. Many submissions include extensive use of references and individuals provide an indepth review and analysis, these would be considered comprehensive.

The actual goal setting section (Part 2) remains a voluntary submission only. Nevertheless, it is considered a valuable part of the portfolio. Goals give direction, purpose, heighten performance and determine priorities to list just a few benefits. Registrants were advised to utilize a SMART model in writing them: the specific nature of goals means you know exactly what you are striving for, including measurable criteria, and might answer the question: how will I know when I have reached my goal? Assessors review Part 2 as part of the portfolio but do not score.

Part 3 Continuing Education Hrs remains a mandatory section and provides an insight into the range of evidence utilized in work and clinical practice. Assessors are having difficulty with hours that exceed 200hrs – usually because the submission includes the total duration of the placement. While these hours should be included in a employment performance review they are not what is being requested for our Competency Review. References utilized in the reflection could be included. Registrants can list other areas of self-directed education. These may include formal presentations, educational events, courses, providing education, or research. Regular work tasks such as rounds, team meetings, the full duration of a student placement, the length(weeks/hours) of a mentorship, or volunteer trainer for sports team would not be accepted as competency hours. As a result some hours would not be approved for the purpose of Continuing Competence.

At this time the requirement is 200 hours over 5 yrs. The Committee recognizes that there may be years, when an individual's continuing education hours might be lower than that person's usual average. The expectation of the CCC is that continuing education and references identified in Part 3 would have relevance to clinical practice area, specific goals or work role.

The primary goal for the college is protection of the public and the portfolio assessment is part of that commitment. It ensures that physiotherapists are taking steps to maintain skill and knowledge.

Results:

75 portfolios requested

This year we have had to adjust the expectation that everyone will receive a letter detailing comments and scores until we can implement a new procedure.

Physiotherapists should consider the following:

Registered physiotherapists should keep their portfolios up to date all the time, not just when a formal review is anticipated.

Should the CAC be involved in a review; a copy of your portfolio could be requested.

Webinars, ZOOM events, CPA Congress, other Congress events(IASP, CPS..) and courses are common important sources of education. These are valuable and can certainly be included as part of your submissions.

Registered Physiotherapists are responsible for knowing the requirements to maintain their licence and registration.

Aside from the requirement to submit the CCC a copy on request; using and building your portfolio has inherent value in reflecting on your practice and planning for the future. The hope of the CCC and Council is that individuals will make the best use of the tool and develop it to their unique needs.

Physiotherapists have to be registered to practice and each member signs the declaration statement on the application for registration/renewal indicating they will maintain their professional portfolio. The portfolio and subsequent assessment is an important part of maintaining your licence.

Thank you to my fellow committee members for taking time to serve on the committee and carry out reviews to make meaningful change to the portfolio evaluation system.

Michael Kay

Michael Kay, Chair of the Continuing Competence Committee

Complaints Authorizing Committee Report - AGM 2023

Again this year, I would like to thank the members of the complaints authorizing committee (CAC) for their time and commitment to this very important aspect of the Newfoundland and Labrador College of Physiotherapists' work. During my time serving on the CAC, the allegations received have increased in number and complexity. Each case must be carefully and thoroughly addressed which requires a great deal of professionalism and knowledge. This could not be completed without our dedicated volunteers and staff. Given the evolving nature of cases presented to the committee and the skill required to process them, the NLCP is looking into some additional training for CAC members this year.

In 2022, the CAC investigated several complaints, two of which have been resolved. One case that has been on hold since 2020 has now been closed due to an inability to continue with the investigation. Currently, there is one active case before the committee for investigation.

Based on the work of the CAC in this past year, the committee would like to highlight several items:

- There continues to be a trend in complaints based on social media content. The NLCP has posted an updated social media policy, which aligns with the CPA's social media policy and the Core Standards of Practice for Physiotherapists in Canada, to the website and encourages all members to review it.
- As our profession evolves, there are more and more Physiotherapists working in non-clinical or non-traditional roles. As a response to recent inquiries/concerns and to ensure we are supporting this progression, the NLCP has struck an ad hoc committee to review our current registration categories and make recommendations based on a scan of all colleges nationally.

I respectfully submit this report on behalf of the CAC.

Sincerely,

Rachelle Ryan

Rachelle Ryan
Chair, Complaints Authorizing Committee
Newfound and Labrador College of Physiotherapists

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LEGISLATIVE REVIEW COMMITTEE REPORT

The Legislative Review Committee (LRC) had virtual meetings as needed through the fall of 2022. The purpose of the LRC is to provide input or recommendations on issues regarding policy and procedures, bylaws, regulations and/or legislation as directed by the Council of the NLCP.

The key area of focus that Council has consulted with the LRC over the past year has been in the review of the Newfoundland and Labrador Standards of practice and the National Core Standards of Practice.

The Legislative Review Committee members currently include Susan Quinton, Jennifer Burt and myself. I would like to thank them for volunteering their time, their engagement in our interesting and dynamic discussions and commitment to this committee. Also thanks to Mike Kay for his dedication and participation as support person from the College with this committee.

Respectfully submitted,
Deb Noseworthy
LRC Chairperson



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2023 Annual General Meeting

PHYSIOTHERAPY SUPPORT PERSONNEL COMMITTEE REPORT

The Physiotherapy Support Personnel Committee, a relatively new standing committee of the College and is comprised of members working in both the public and private sector as well as physiotherapy support personnel.

This year, the following individuals were part of the Committee: Josh Hurley, Allison Hussey, Bill Maher, Amy Stacey, Caroline Sullivan and Deanne Wareham.

The objectives of the Registration Committee are:

- To research and review the guidelines for the use of support personnel and update as new information emerges.
- To represent the NLCPT, as required, for educational programs (i.e. CNA, Academy Canada, etc.).
- To be the point of contact for the Newfoundland and Labrador Government and NLCPT on matters pertaining to the use of support personnel.

The committee tried to meet monthly, via Zoom, and the focus was on updating and revising the current College document, "Guidelines for the use of Support Personnel." The ground work for this revision was initiated by an ad hoc committee several years ago. We are pleased to report that the revision is in the final review stage and should be ready to submit to the College Board shortly.

Respectfully submitted,
Caroline Sullivan
Committee Co-Chair



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GOVERNANCE COMMITTEE REPORT - JUNE 2023

Committee members: Michael Kay, Lori Manuel, Susan Kennedy, Eric Lamme, Judy Kay, Mike Davis

The Governance Committee has completed discussions on a number of topics including: Advertising, PHIA(Custodian of Charts), Leaving a Practice, Social Media guidelines.

Future:

Cultural Safety and Humility

Professional Boundaries

Controlled Acts and Restricted Activities

Recruitment of Public Health Appointments

A primary goal is that a Governance Manual will be completed with all updates, new policies and revisions. This Manual will take the place of Policy and Procedures manual.

A critical point that keeps surfacing especially during the last year – our mandate is to protect the public.

I wish to convey a special thanks to all the Committee for their work and time. It has been slow work in the midst of the pandemic. I also appreciate that fitting discussions into the midst of busy clinical workday, remains a challenge for all members of the committee.

Michael Kay

Michael Kay, Chair of the Governance Committee

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS
Financial Statements
Year Ended December 31, 2022

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS

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Year Ended December 31, 2022

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INDEPENDENT AUDITOR'S REPORT

To the Members of Newfoundland & Labrador College of Physiotherapists

Opinion

We have audited the financial statements of Newfoundland & Labrador College of Physiotherapists (the organization), which comprise the statement of financial position as at December 31, 2022, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organization in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

(continues)

Independent Auditor's Report to the Members of Newfoundland & Labrador College of Physiotherapists
(continued)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

St. John's, Newfoundland and Labrador
August 14, 2023


CHARTERED PROFESSIONAL ACCOUNTANTS

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS**Statement of Revenues and Expenditures****Year Ended December 31, 2022**

	2022	2021
REVENUES		
Member dues	\$ 119,138	\$ 116,817
EXPENDITURES		
Executive director	37,933	28,376
Office & Administrative	14,219	3,971
Audit fees	9,388	7,558
Rental	8,525	6,767
Memberships	8,191	7,121
Legal fees	9,583	3,274
Telephone	3,235	2,969
Gifts and honoraria	3,225	1,625
Interest and bank charges	3,137	3,190
Meetings and conventions	2,726	650
Insurance	1,356	1,869
Amortization	211	299
	101,729	67,669
EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	17,409	49,148
OTHER INCOME		
Interest income	1,941	473
EXCESS OF REVENUES OVER EXPENDITURES	\$ 19,350	\$ 49,621

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS

Statement of Financial Position

December 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash	\$ 217,266	\$ 209,292
Term deposits	34,930	34,656
Legal fee recovery receivable (Note 3)	27,115	27,115
Prepaid expenses	1,365	8,528
	280,676	279,591
CAPITAL ASSETS (Note 4)	518	729
LOAN RECEIVABLE (Note 5)	16,254	-
	\$ 297,448	\$ 280,320
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 10,192	\$ 12,414
NET ASSETS	287,256	267,906
LIABILITIES AND NET ASSETS	\$ 297,448	\$ 280,320

ON BEHALF OF THE BOARD



Treasurer



Director

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS

Statement of Changes in Net Assets

Year Ended December 31, 2022

	2021 Balance	Excess of revenues over expenditures	2022 Balance
General Fund	\$ 237,906	\$ 19,350	\$ 257,256
Contingency Reserve Fund	30,000	-	30,000
	\$ 267,906	\$ 19,350	\$ 287,256

	2020 Balance	Excess of revenues over expenditures	2021 Balance
General Fund	\$ 188,285	\$ 49,621	\$ 237,906
Contingency Reserve Fund	30,000	-	30,000
	\$ 218,285	\$ 49,621	\$ 267,906

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS**Statement of Cash Flows****Year Ended December 31, 2022**

	2022	2021
OPERATING ACTIVITIES		
Excess of revenues over expenditures	\$ 19,350	\$ 49,621
Item not affecting cash:		
Amortization of capital assets	211	299
	19,561	49,920
Changes in non-cash working capital:		
Accounts payable	(2,222)	2,353
Prepaid expenses	7,163	(6,801)
Legal fee recovery	-	4,000
Loan receivable	(16,254)	-
	(11,313)	(448)
INCREASE IN CASH FLOW	8,248	49,472
Cash - beginning of year	243,948	194,476
CASH - END OF YEAR	\$ 252,196	\$ 243,948
CASH CONSISTS OF:		
Cash	\$ 217,266	\$ 209,292
Term deposits	34,930	34,656
	\$ 252,196	\$ 243,948

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS

Notes to Financial Statements

Year Ended December 31, 2022

1. PURPOSE OF THE ORGANIZATION

Newfoundland and Labrador College of Physiotherapists is governed by the Physiotherapy Act, 2006, and the Legislature of the Province of Newfoundland and Labrador. The College is a corporation without share capital for the purpose of Part XXI of the Corporations Act.

The Act gives the College authority to regulate itself as a professional body. The objectives of the College are to promote, encourage, and improve the status of Physiotherapists and to maintain, improve, and increase the knowledge, ability, and competence of its members.

The College is not subject to income tax under section 149(1) of the Income Tax Act of Canada.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPPO).

Cash equivalents

Highly liquid investments with maturities of one year or less at date of purchase are classified as cash equivalents.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Comparative figures

Certain comparative amounts have been reclassified to conform to the current year's presentation.

Revenue recognition

- a) Income from membership fees is recognized as income on a cash basis.
- b) Interest income is recognized on an accrual basis.
- c) Fines, penalties and recoupment of costs as a result of disciplinary actions are recognized in the period when the matter becomes settled.

Contributed services

The operations of the College depend on the contribution of time by volunteers. The fair value of services cannot be reasonably determined and are therefore not reflected in these financial statements.

Investments

Investments are measured on a fair market value basis.

(continues)

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS

Notes to Financial Statements

Year Ended December 31, 2022

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates:

Computer equipment	30%
Furniture and fixtures	20%

The organization regularly reviews its capital assets to eliminate obsolete items. Government grants are treated as a reduction of capital assets cost.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

3. AMOUNT RECEIVABLE FROM A MEMBER

As the result of a disciplinary action, a member agreed to repay the College for legal fees incurred in the amount of \$34,115. As at December 31, 2022, \$7,000 has been collected. Related legal costs were incurred through the general fund since 2016. In 2023, the member agreed to a monthly payment plan of \$1,000 per month. expected repayments are as follows:

2023: \$6,000

2024: \$12,000

2025: \$9,115

4. CAPITAL ASSETS

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Computer equipment	\$ 5,885	\$ 5,425	\$ 460	\$ 657
Furniture and fixtures	598	540	58	72
	<u>\$ 6,483</u>	<u>\$ 5,965</u>	<u>\$ 518</u>	<u>\$ 729</u>

5. LOAN RECEIVABLE

The College provided a non-interest bearing loan to the Canadian Alliance of Physiotherapy Regulators (the Borrower) in the amount of \$16,254. The College is a part of a group of Canadian Physiotherapy Associations to provide a loan to assist the Borrower.

The loan is expected to be fully repaid by December 31, 2025, and the Borrower will have the option for earlier repayment.

NEWFOUNDLAND & LABRADOR COLLEGE OF PHYSIOTHERAPISTS

Notes to Financial Statements

Year Ended December 31, 2022

6. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments. These risks are routinely monitored and managed by the Board. The following analysis provides information about the College's risk exposure and concentration as of December 31, 2020.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from members. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The organization has a significant number of members which minimizes concentration of credit risk.

(b) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from its members and other related sources, and accounts payable.

(c) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the organization manages exposure through its normal operating and financing activities.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments.

7. COMMITMENTS

The College has a lease commitment that commenced on June 1, 2021 and expires May 31, 2024. The monthly cost, including taxes, is \$537. Annual commitments are as follows:

	2022
2023	\$ 6,444
2023	6,444
2024	2,685
	\$ 15,573