



NLCHP

NEWFOUNDLAND AND LABRADOR
COUNCIL OF HEALTH PROFESSIONALS



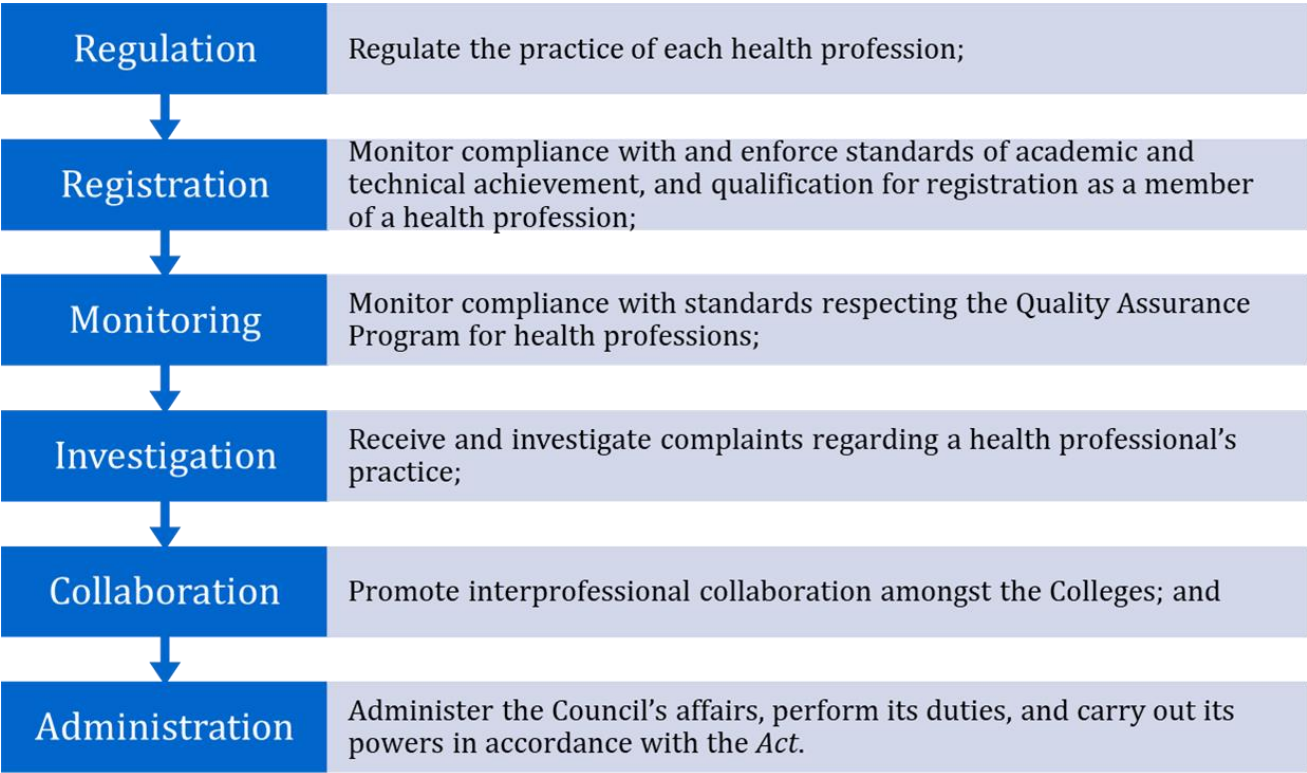
Annual Report 2020-2021

Contents

1	What We Do	3
2	How We Work.....	3
3	Message from the Chair	4
4	Message from the CEO/Registrar.....	5
5	Governance	6
5.1	NLCHP Council.....	6
5.2	Health Professional Colleges	7
5.3	Governance Highlights.....	7
6	Reports from Standing Committees.....	9
6.1	Registration Committee.....	9
6.2	Quality Assurance (QA) Committee.....	10
6.3	Complaints Authorization Committee (CAC)	10
6.4	Finance and Human Resource Committee	11
7	Public Protection	11
8	Stakeholder Engagement.....	12
9	Strategic Priorities.....	14
9.1	Strategic Direction #1	14
9.2	Strategic Direction #2	15
9.3	Strategic Direction #3	16
9.4	Strategic Direction #4	17
10	NLCHP Audited Financial Statements.....	18
11	College Reports.....	30
11.1	College of Audiologists and Speech Language Pathologists of Newfoundland and Labrador (CASLP-NL)	31
11.2	College of Midwives of Newfoundland and Labrador (CMNL)	37
11.3	College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador (CTCMPANL).....	43
11.4	Newfoundland and Labrador College of Dental Hygienists (NLCDH).....	58
11.5	Newfoundland and Labrador College of Medical Laboratory Sciences (NLCMLS)	63
11.6	Newfoundland and Labrador College of Respiratory Therapists (NLCRT).....	74

1 WHAT WE DO

The Newfoundland and Labrador Council of Health Professionals (NLCHP) regulates the practice of Acupuncturists, Audiologists, Dental Hygienists, Medical Laboratory Technologists, Midwives, Respiratory Therapists and Speech-Language Pathologists. These health professionals are required to be registered with the NLCHP to practice in Newfoundland and Labrador. The role of the NLCHP and its authority and powers are set out in the *Health Professions Act* (the *Act*).



2 HOW WE WORK

MISSION

The NLCHP regulates Acupuncturists, Audiologists, Dental Hygienists, Medical Laboratory Technologists, Midwives, Respiratory Therapists, and Speech-Language Pathologists with a focus on and commitment to public protection.



VALUES

- ◆ Sustainability ◆ Integrity ◆ Commitment ◆ Respect ◆
- ◆ Accountability & Transparency ◆ Collaboration ◆

3 MESSAGE FROM THE CHAIR

I am pleased to present the annual report for the NLCHP for the period of April 1, 2020 to March 31, 2021. With the passing of the one-year mark in the COVID-19 pandemic, it has certainly proven to be a challenging year.

I would like to take this opportunity to thank all our health professionals for their ongoing commitment to the people of Newfoundland and Labrador during the pandemic. These have been trying times professionally and personally. Your contributions to the health care system are vital to the health and well-being of the province. I would also like to recognize our Colleges who provided guidance to each of their respective health professions on safe practices and procedures during the various levels of COVID restrictions.



During 2019-2020, the NLCHP Council made the difficult decision to raise registration fees effective April 1, 2021. This was the first fee increase since the NLCHP was formed in 2012. The increase was necessary to help offset costs associated with the movement to the online registration portal and database and other increasing operation costs including legal costs. The NLCHP intends to reach a balanced budget by 2023.

The Council also developed its Strategic Plan for the 2021-2024 period. As part of the consultative process to develop our plan, we surveyed registrants and looked at regulatory trends provincially and nationally. We have developed a comprehensive plan for the next number of years to continue to increase visibility of the NLCHP, to ensure our stakeholders are engaged, and that public protection continues to be at the core of our work.

We hope to see more health professional groups join the Council in the near future including the Medical Radiation Technologists. Council continues to work with the Newfoundland and Labrador Association for Medical Radiation Technologists (NLAMRT) and the Department of Health and Community Services (DHCS) on moving the regulations for the Medical Radiation Technologists forward.

I would like to personally thank our registrants, the Council, its committees, the health professional Colleges, and the NLCHP staff for their continued work and support.

A handwritten signature in black ink that reads "Colin Power". The signature is written in a cursive, slightly slanted style.

Colin Power, B.Sc. MLT
NLCHP Chair

4 MESSAGE FROM THE CEO/REGISTRAR

I am pleased to share with the NLCHP Annual Report for 2020-21. It goes without saying 2020-21 is a year we will not soon forget. Thank you to our health professionals who rose to the challenge during this difficult year and your continued work throughout the COVID pandemic.



Due to the movement to the online registration portal and database, the NLCHP was able to continue operations and registering our health professionals, without interruption, while working from home. The pandemic has demonstrated the importance of the investment Council made in our technological systems.

I would like to recognize the dedication and hard work of our Colleges during this time. They worked tirelessly to develop infection control guidelines to ensure safe practices and public protection. The pandemic also further strengthened our relationship with other health regulators provincially and nationally as we all pulled together to collaborate on plans and strategies throughout the year.

During 2020-21, the NLCHP has achieved a number of operation goals. The final component of the online database, the continuing education portal, was launched on February 1, 2021. Key regulatory documents related to the Disciplinary Process, Telepractice, Self-employment and COVID-19 were developed by the Standing Committees. The NLCHP provided training for all disciplinary panels members as well as held a governance training day for Council and College executives.

This year we held our first disciplinary hearing in December. This was a significant milestone for the NLCHP. Dealing with complaints and discipline continues to be one of the NLCHP's main responsibilities.

As we move into the 2021-22 period, the NLCHP looks forward to focusing on accomplishing many key initiatives outlined in its new Strategic Plan 2021-24. The NLCHP will continue to strive to manage our resources efficiently and effectively in our efforts to deliver high quality, sustainable regulatory programs.

In closing, I would like to thank the Council members, our Colleges, and our registrants who actively participated in helping achieve the NLCHP's mandate. I would also like to thank our dedicated staff for their continued commitment.

A handwritten signature in black ink that reads "Alice Kennedy". The signature is fluid and cursive.

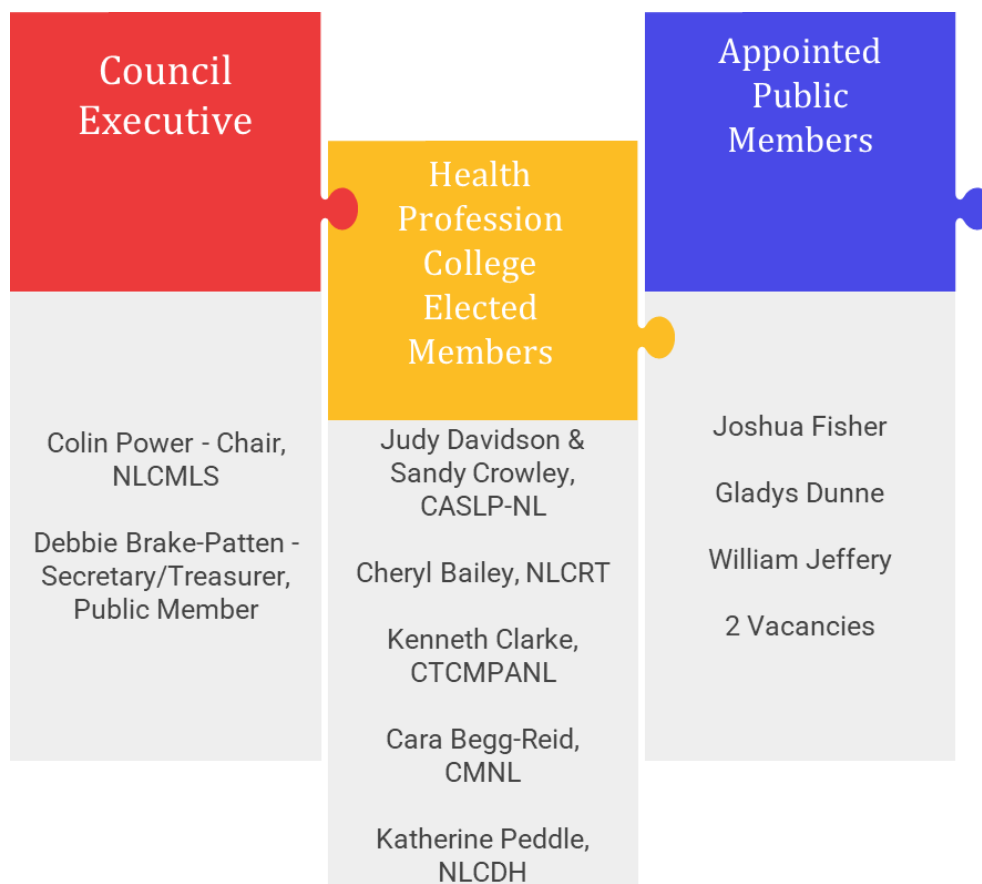
Alice Kennedy
CEO and Registrar

5 GOVERNANCE

The NLCHP is currently governed by a 11-member council including four public representatives and representatives from each of the Colleges: the College of Audiologists and Speech-Language Pathologists (CASLP-NL); the College of Midwives of Newfoundland and Labrador (CMNL); the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador (CTCMPANL); the Newfoundland and Labrador College of Dental Hygienists (NLCDH); the Newfoundland and Labrador College of Medical Laboratory Sciences (NLCMLS); and the Newfoundland and Labrador College of Respiratory Therapists (NLCRT). There are currently two public representative vacancies. The NLCHP has four standing committees including: the Registration Committee, the Quality Assurance Committee (QA), the Complaints Authorization Committee (CAC), and the Finance and Human Resources Committee.

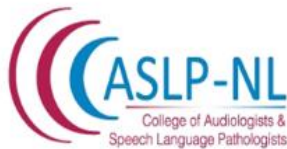
5.1 NLCHP COUNCIL

The NLCHP is accountable for carrying out its activities in a manner that protects the public and serves the public interest. The NLCHP's role of registering safe, competent health professionals is supported by the legislation, by-laws, the Council, and its operational policies. The NLCHP wishes to acknowledge the valued contributions of the NLCHP Council and its committee members. Special thanks to Chris Murphy, Lisa Napier and Jeanie Bavis whose terms with the Council ended during 2020/2021. This year we also welcomed new members Allison Beresford, Katherine Peddle, and Sandy Crowley.



5.2 HEALTH PROFESSIONAL COLLEGES

As per the *Act*, a separate College is established for each health profession designated under the *Act*. Each health profession's College remains focused on establishing education and registration requirements, and articulating entry to practice requirements, scope of practice, code of ethics and standards of practice for their profession. Together, the NLCHP and the Colleges, ensure that there are competent health professionals providing quality care to the public. Annual reports for each of the health professional Colleges are attached in Appendix B.



Newfoundland and
Labrador College of Medical
Laboratory Science



NEWFOUNDLAND & LABRADOR
COLLEGE OF
DENTAL HYGIENISTS INC.



Newfoundland & Labrador
College of Respiratory Therapists

5.3 GOVERNANCE HIGHLIGHTS

Annual General Meeting

- On June 24, 2020 the NLCHP held its first virtual AGM.
- Over 200 registrants attended as the Council provided an update of the work achieved during the year. As well a comprehensive presentation on the registration fee increases was presented.
- The NLCHP received 23 emails from registrants in relation to the fee increase and one written complaint that was forwarded to Council for review.
- Council approved updates to the NLCHP By-laws.



Amendments to MLT and RT Regulations



- In April 2020, in response to the COVID-19 pandemic, the regulations for Medical Laboratory Technologists and Respiratory Therapists were amended. These amendments included the addition of an emergency status registration category, allowing individuals to become registered more quickly when there is an immediate need for these services due to an actual or potential threat to public safety, health, or welfare.

Policy Development

- During the year, the NLCHP updated a number of policies in light of the movement to the online registration portal and database including Registration Re-entry; Records Management; Initial Registration Categories and Requirements; Renewal Registration Requirements; General Status Temporary; and Letter of Good Standing.
- The NLCHP also developed regulatory guidelines for key topics such as Telepractice, Self-Employment, and COVID-19 resources.
- The NLCHP assisted the Colleges in developing detailed practice guidelines for each of their respective health professions to guide safe practice during the various levels of public health restrictions during the ongoing pandemic.
- The Complaints Authorization Committee and Council approved the updated Disciplinary Operations Manual.
- The NLCHP updated its policy on Conflict of Interest and reflected these updates in the By-laws.



Governance Training



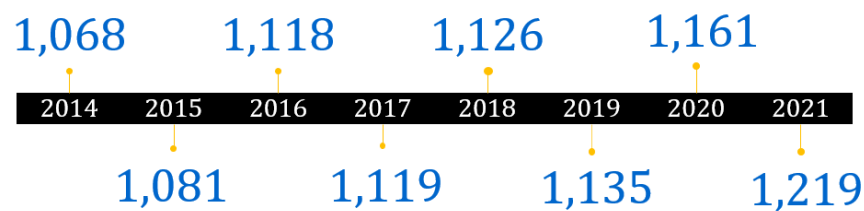
- On March 20, 2021, the NLCHP Council and College executives participated in a full day governance session with the Institute on Governance.
- In total there were 29 participants. The feedback on the session was very positive, 83% of participants rated the day as excellent.

6 REPORTS FROM STANDING COMMITTEES

6.1 REGISTRATION COMMITTEE

The Registration Committee develops registration policies and oversees the registration process of the Council. The Committee met on three occasions during the last year. The 2020-21 registration year was the first full year using the online registration portal and database for all registration and renewals. A total of 1,171 registrants renewed their registration. Overall, the system has worked well and issues identified during the renewal period have been addressed by the developer. There were 94 new registrants during the year and 40 registrant exits (Details provided below). Ninety-seven percent (97%) of registrants had full-practicing registrations.

Number of Registrants by Year (as of March 31)



94 New Registrants

3 R. Ac | 3 R. Aud | 33 R.DH | 39 MLT | 2 RM | 5 R.RT | 9 R.SLP



AS OF MARCH 31, 2021

R.AC

37

R.AUD

41

R.DH

260

LHP

11

MLT

553

R.M

5

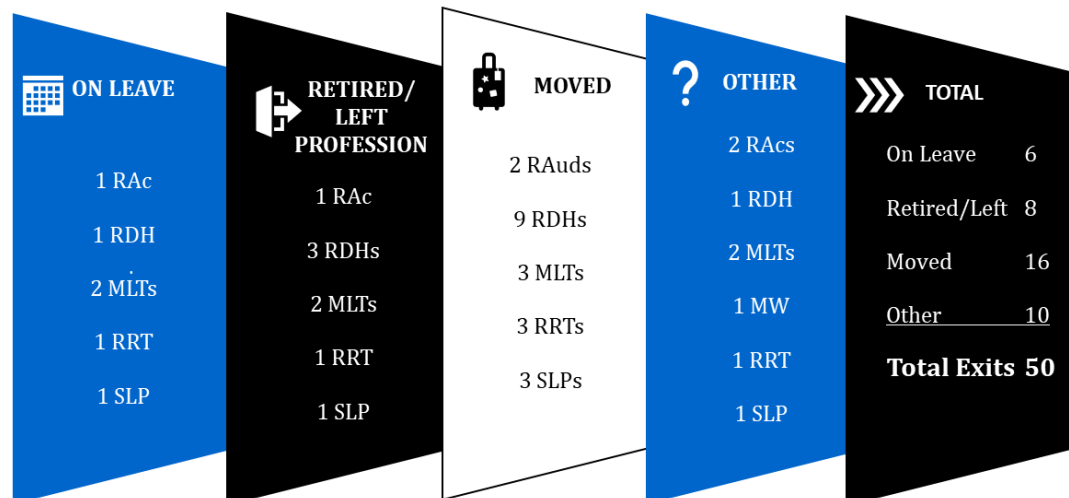
R.RT

160

R.SLP

150

Membership Exits



6.2 QUALITY ASSURANCE (QA) COMMITTEE

The QA Committee develops and administers the QA Program of the Council as well as investigates any concerns that are referred to it from the Registrar, the Complaints Authorization Committee, and/or its own initiative. The QA Committee met three times this year.

In the QA audit for 2019 calendar year, the NLCHP audited 118 registrants and all but one provided their portfolio on time. Eighty-three per cent (83%) of registrants audited met College criteria upon initial review. Nineteen registrants required follow-up. While this is higher than previous years, the registrants were contacted and submitted the necessary outstanding requirements.

On February 1, 2021 the continuing education (CE) portal was launched. Registrants will now be required to track their continuing education and professional development portfolios through the online portal. The portal will make it easier for registrants to ensure that they have met their College requirements and allow the NLCHP to access documents for audit proposes.

Benefits of CE Portal



Easy, fast and reliable platform to store all CE documents .



Makes it easier to ensure registrants are meeting College CE requirements.



Provides easy access to materials if registrants are audited.

6.3 COMPLAINTS AUTHORIZATION COMMITTEE (CAC)

The CAC assists the Council in its objective of protecting the public by providing a mechanism for allegations to be investigated related to professional misconduct and/or incompetence. The CAC met twice in the past year. The main focus of the CAC was finalizing the Disciplinary Proceedings Operation Manual, which was approved on September 2, 2020 by Council.

On September 16, 2020 the NLCHP held a half day training session for all disciplinary panel members. The session was held in person and online and delivered by the NLCHP legal counsel. The Disciplinary Proceedings Manual was provided to all members. The training was timely in particular for disciplinary panel members from the NL Traditional Chinese Medicine Practitioners and Acupuncturists College as the first disciplinary hearing for that College took place in December 2020.

6.4 FINANCE AND HUMAN RESOURCE COMMITTEE

The Finance and HR Committee works to ensure that the NLCHP has sufficient funds to discharge the duties under the *Act*. The Finance and Human Resources Committee met on three occasions during this past year. This Committee developed the 2020-21 budget for Council. In the previous fiscal year, the Committee recognized that the NLCHP would be in a significant deficit for the year ending March 31, 2020 and it anticipated a deficit for 2020-21 fiscal year. This was due to the investment in the online registration portal and database as well as the realignment of the registration renewal to April 1 which resulted in many health professional groups only renewing for a partial year. Other factors contributing to the deficit were increases in legal fees, compensation review and overall increases in general operating costs since fees were established in 2012. The Committee recommended to Council an increase of \$100 to the NLCHP registration fee, increasing it from \$350 to \$450 annually. Council approved the fee increase effective April 1, 2021. This information was shared with registrants at the 2019-2020 Annual General Meeting. The Committee also developed a Q & A for registrants that was made available online.

The Committee oversaw preparation for the 2020-21 financial audit process, and we are pleased to report that the audit did not identify any issues or recommendations. (See Appendix A). Legal costs continued to rise in 2020-21 mostly due to the disciplinary hearing. The NLCHP is targeting a balanced budget by 2022-23.

7 PUBLIC PROTECTION

The NLCHP exists to ensure that the public is safe and protected when cared for by health professionals who the NLCHP regulates in Newfoundland and Labrador. This includes reviewing and, when required, investigating allegations/complaints the NLCHP receives about the conduct and competence of health professionals.

During 2020-21, the NLCHP continued to work through the disciplinary proceedings with a registrant whose allegation was referred to the Disciplinary Panel. The adjudication tribunal hearing was held on December 10, 2020. The NLCHP has not yet received the decision from the hearing. The registrant's registration continues to be suspended.

There were an additional three allegations filed by the Registrar during 2020-21 against registrants who worked without a valid registration. The timelines for working without a valid registration ranged from six to 74 days. These registrants were required to pay fines and the allegations were resolved through an alternate dispute resolution (ADR) process.



8 STAKEHOLDER ENGAGEMENT

It was evident during the AGM and in response to the fee increase that some registrants were not clear on the mandate of the NLCHP and the roles played by both the Council and the Colleges. In response to this feedback and in preparation for the development of the Strategic Plan 2021-2024, the NLCHP surveyed registrants in November 2020. Of the 1185 individuals who held registration with the NLCHP as that time, 283 people responded to the survey – a response rate of 24%. The survey gathered information about registrants’ knowledge of the NLCHP, feedback on the new online registration portal and website, and asked where the NLCHP could make improvements. There were also questions regarding scope of practice, education needs, public engagement and how the NLCHP can assist health professionals.

What registrants said...

What are the roles of the NLCHP...

- License & Renewal
 - Public Safety
 - Compliance with CE
- Investigate allegations/complaints
- Educate Public, Employers, Registrants
 - Work with Colleges
 - Don't know

Online registration portal & website

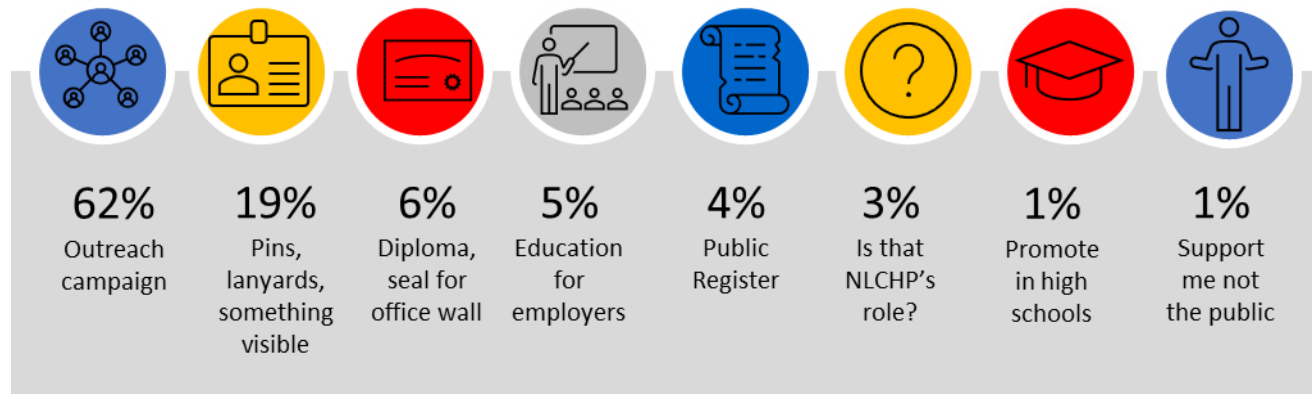
- 94% said it was easy to navigate
- 18% stated they needed assistance with the system and of those 69% assistance was available
- More than 80% said the website was informative & easy to navigate
- 72% use the website for registration & renewal while 6% said they don't go to the website at all.

Scope of Practice

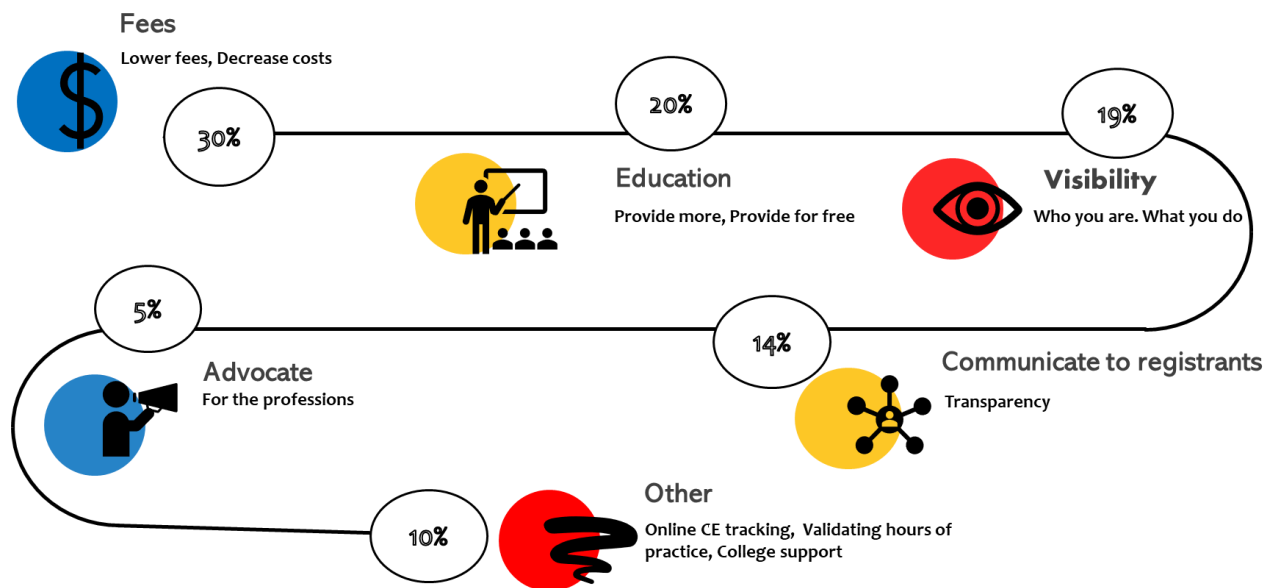
- 67% said they are working to full scope of practice
- 24% said they are not working to full scope because of employer limitations, service limitation, specialized practice or because scope in NL is limited.

Specific questions were posed to registrants on what the NLCHP can do to help increase visibility of its regulated health professionals in the public and how the NLCHP can improve. Summaries of registrant responses are provided below. Please note, while advocacy was identified as an area to improve, the NLCHP does not advocate on behalf of the health professions it regulates. The NLCHP's focus is on public protection.

What can the NLCHP do to help increase visibility?



Where can the NLCHP improve?







9 STRATEGIC PRIORITIES

In June 2017, the NLCHP developed its second Strategic Plan to determine its priorities until June 2019. The Council decided to extend the Strategic Plan until June 2020. The development of the NLCHP's third Strategic Plan was delayed due to the COVID pandemic. Council met in November 2020 to develop the Strategic Priorities. To assist the Council in developing a robust plan, provincial and national regulatory trends were reviewed as well as the results from the registrant survey. The new strategic directions and priorities are outlined below. Achievements from 2020-21 are also outlined, along with some next steps.





9.1 STRATEGIC DIRECTION #1

Achieving Sustainable Operational Excellence

Priorities	Achievements in 2020/2021
Design, prioritize, and implement strategies to address identified areas of risk in human and financial resources.	 Deficit reduced.
Assess Council's governance as a health care regulator against established and evolving standards of good regulation.	 Governance training attended by Council and College executives.
Enhance support to the Colleges for regulatory functions.	 Moving to common a registration date has increased NLCHP staff ability to provide extra support to Colleges.
Outline a strategy for the expansion of the NLCHP to incorporate newly regulated health professional disciplines.	 NLCHP continues to work with Government to move forward with the Medical Radiation Technologists.





9.2 STRATEGIC DIRECTION #2

Attaining Accountable, Effective, Transparent Regulation

Priorities	Achievements in 2020/2021
<p>Provide a full suite of modern and effective policies to support registration, and professional disciplinary proceedings.</p>	 <p>Disciplinary Proceedings Operations Manual updated.</p> <p>Conflict of interest policy updated, and corresponding updates made to By-laws.</p> <p>Six registration policies updated to reflect move to online registration system.</p> <p>Regulatory documents were developed on Telepractice, Self-Employment and COVID-19 Resources.</p>
<p>Streamline a review process for standards, code of ethics, and other core College documents governing the professions.</p>	 <p>NLCHP to work with the Colleges to develop process for review starting in 2021-2022.</p>
<p>Pursue opportunities to harmonize regulatory work provincially and nationally.</p>	 <p>Registrar continues to meet regularly with provincial Health Regulators Network and participate in national regulatory groups. Collaboration during COVID pandemic was beneficial when Colleges were developing practice guidelines.</p>
<p>Explore strategies related to embedding culturally safe practices in regulatory policies and processes.</p>	 <p>This is a new focus area for the NLCHP. NLCHP will look for opportunities to integrate culturally safe practices into its work and provide education for registrants.</p>



9.3 STRATEGIC DIRECTION #3

Ensuring Effective and Meaningful Stakeholder Education & Communication

Priorities	Achievements in 2020/2021
Develop and implement avenues to increase public engagement and understanding of the NLCHP's and Colleges' regulatory mandate.	 NLCHP continues to update its website to make it more user friendly and informative. Work is underway to develop a more comprehensive approach to increasing engagement.
Increase member engagement with both the NLCHP and Colleges.	 NLCHP conducted a survey with registrants in November 2020. Information from this survey will be used to develop strategies to increase engagement.
Enhance NLCHP's visibility.	 NLCHP will use information gained from the registrant survey to develop an outreach campaign highlighting the health professions it regulates.
Develop a strategy to address members' regulatory educational needs.	 Using information gained from the registrant survey, NLCHP has established an education committee to develop a regulatory education plan for registrants.

9.4 STRATEGIC DIRECTION #4

Advancing Quality Assurance Initiatives

Priorities	Achievements in 2020/2021
Further explore best practices in continuing competency.	 NLCHP launched its CE Portal in February 2021. This tool will help assist registrants in tracking their annual CE requirements.
Support the implementation of best practices into the Colleges' continuing education and professional development programs.	 NLCHP continues to work with the Colleges to review CE programs to ensure best practices are incorporated for the upcoming years.

10 NLCHP AUDITED FINANCIAL STATEMENTS

**NEWFOUNDLAND AND LABRADOR COUNCIL
OF HEALTH PROFESSIONALS**
Financial Statements
Year Ended March 31, 2021

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Index to Financial Statements
Year Ended March 31, 2021

	Page
INDEPENDENT AUDITOR'S REPORT	1 - 2
FINANCIAL STATEMENTS	
Statement of Financial Position	3
Statement of Revenues and Expenditures and Changes in Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 9

INDEPENDENT AUDITOR'S REPORT

To the Directors of Newfoundland and Labrador Council of Health Professionals

Opinion

I have audited the financial statements of Newfoundland and Labrador Council of Health Professionals (the Council), which comprise the statement of financial position as at March 31, 2021, and the statements of revenues and expenditures and 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 my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Council as at March 31, 2021, 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

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

Emphasis of Matter

I draw attention to Note 9 to the financial statements, which describes subsequent events related to the global COVID-19 pandemic declared by the World Health Organization. My opinion is not modified in respect of this matter.

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 Council'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 Council or to cease operations, or has no realistic alternative but to do so.

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

(continues)

1

Auditor's Responsibilities for the Audit of the Financial Statements

My 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 my 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.

As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I 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 my 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 Council'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 Council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the Council 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.

I 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 I identify during my audit.



Clarenville, Newfoundland and Labrador
June 23, 2021


Richard K Power, FCPA, Professional Corporation

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Statement of Financial Position
March 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash (Note 2)	\$ 620,156	\$ 472,975
Short term investments (Note 2)	157,962	233,323
Accounts receivable	2,960	-
Prepaid expenses	5,315	5,045
	786,393	711,343
CAPITAL ASSETS (Note 3)	113,111	89,009
LONG TERM INVESTMENTS (Note 2)	200,000	200,000
	\$ 1,099,504	\$ 1,000,352
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities (Note 4)	\$ 21,618	\$ 28,485
Deferred income (Notes 6, 9)	515,703	382,023
Due to colleges - fees (Note 5)	118,421	106,636
	655,742	517,144
NET ASSETS	443,762	483,208
	\$ 1,099,504	\$ 1,000,352

LEASE COMMITMENTS (Note 7)

ON BEHALF OF THE COUNCIL

 Council Chair

 Chair of Finance and Human Resource Committee

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Statement of Revenues and Expenditures and Changes in Net Assets
Year Ended March 31, 2021

	2021	2020
REVENUES		
Registration fees (Notes 2, 6)	\$ 420,319	\$ 223,744
Interest income	3,626	7,675
Other	8,000	4,425
Government grants	-	1,078
	431,945	236,922
EXPENSES		
Accounting fees	12,410	10,604
Advertising and promotion	139	194
Amortization of capital assets	14,232	4,403
Complaints	-	1,478
Computer database	20,250	5,675
Consulting fees	-	6,136
Equipment rentals	954	939
Information technology fees	6,229	4,584
Insurance	4,775	4,529
Interest and bank charges	13,257	11,241
Legal fees	22,480	23,720
Meetings	3,128	14,853
Memberships	-	1,388
Midwife standards development	-	3,047
Office	7,105	6,198
Strategic planning	5,945	-
Quality assurance assessment	3,054	3,239
Rent	43,643	43,068
Repairs and maintenance	692	69
Salaries and wages	303,051	312,570
Telephone	7,351	9,013
Training	2,640	-
Travel	56	4,425
	471,391	471,373
DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS	(39,446)	(234,451)
OTHER EXPENSES		
Payment of grant - College of Midwives	-	12,135
NET DEFICIENCY OF REVENUES OVER EXPENSES	(39,446)	(246,586)
NET ASSETS - BEGINNING OF YEAR	483,208	729,794
NET ASSETS - END OF YEAR	\$ 443,762	\$ 483,208

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Statement of Cash Flows
Year Ended March 31, 2021

	2021	2020
OPERATING ACTIVITIES		
Deficiency of Revenues Over Expenses	\$ (39,446)	\$ (246,586)
Item not affecting cash:		
Amortization of capital assets	14,232	4,403
	(25,214)	(242,183)
Changes in non-cash working capital:		
Accounts receivable	(2,960)	-
Accounts payable and accrued liabilities	(6,867)	11,807
Deferred income	133,680	325,023
Prepaid expenses	(270)	(172)
Employee deductions payable	-	(9,526)
Due to colleges - fees	11,785	92,836
	135,368	419,968
Cash flow from operating activities	110,154	177,785
INVESTING ACTIVITIES		
Purchase of capital assets	(38,334)	(45,768)
Purchase of long-term investments	-	(200,000)
Cash flow used by investing activities	(38,334)	(245,768)
INCREASE (DECREASE) IN CASH FLOW	71,820	(67,983)
Cash - beginning of year	706,298	774,281
CASH - END OF YEAR	778,118	706,298
CASH CONSISTS OF:		
Cash	\$ 620,156	\$ 472,975
Short term investments	157,962	233,323
	\$ 778,118	\$ 706,298

The accompanying notes are an integral part of these financial statements

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Notes to Financial Statements
Year Ended March 31, 2021

1. NATURE OF OPERATIONS

Newfoundland and Labrador Council of Health Professionals (the "Council") is incorporated under the Corporations Act of Newfoundland And Labrador without share capital. The council is exempt from income taxes under paragraph 149 on the Income Tax Act of Canada.

The following health professions are subject to the Health Professions Act:

Acupuncturists
Audiologists
Dental Hygienists
Medical Laboratory Technologists
Medical Radiation Technologists (currently not regulated by the council)
Midwives
Respiratory Therapists
Speech Language Pathologists

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 and cash equivalents

Cash includes cash on hand and funds held at chartered bank.

Short term investments

Short term investments, which consist guaranteed investment certificates with original maturities at date of purchase beyond three months and less than twelve month, are carried at amortized cost.

The investment is held for specific projects at the discretion of Council.

Long term investments

Long term investments, which consist of guaranteed investment certificates with original maturities at date of purchase beyond twelve months, are carried at amortized cost.

The investment is held for specific projects at the discretion of Council.

Capital assets

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

Computer equipment	30%	straight-line method
Computer database	10 years	
Furniture and fixtures	20%	
Website	10%	

Capital assets acquired during the year are amortized for a full year when they are placed into use.

(continues)

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Notes to Financial Statements
Year Ended March 31, 2021

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue recognition

The Council recognizes revenues when they are earned, specifically when all the following conditions are met:

- members registration is confirmed
- there is clear evidence that an arrangement exists
- amounts are fixed or can be determined
- the ability to collect is reasonably assured.

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.

Use of estimates

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.

3. CAPITAL ASSETS

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Computer equipment	\$ 15,046	\$ 13,530	\$ 1,516	\$ 2,166
Computer database	117,530	9,532	107,998	82,437
Furniture and fixtures	7,731	4,786	2,945	3,682
Website	1,683	1,031	652	724
	\$ 141,990	\$ 28,879	\$ 113,111	\$ 89,009

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2021	2020
Accounts payable	\$ 5,610	\$ 21,167
Accrued liabilities	16,008	7,318
	\$ 21,618	\$ 28,485

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Notes to Financial Statements
Year Ended March 31, 2021

5. DUE TO COLLEGES - FEES

Colleges for each profession are maintained, and members of the colleges make up the Council members. The Council is responsible for collecting fees on behalf of each college and remitting them.

	2021	2020
Due to colleges - fees	\$ 118,421	\$ 106,636

6. DEFERRED INCOME

Deferred income relates to registration fees collected in advance as of March 31, 2021.

	2021	2020
Deferred registration revenue	\$ 515,703	\$ 382,023

In prior year, the revenue cycle was adjusted for registration revenue to align registration dates for all professions to April 1. In doing so, the new practice is to collect all registration fees for the subsequent year in the final quarter of the previous fiscal year. These fees are deferred until they satisfy the criteria for recognition as outlined in Note 2.

7. LEASE COMMITMENTS

The Council has a long term lease with respect to its premises. The lease contains renewal options and provides for payment of utilities, property taxes and maintenance costs. The lease is due for renewal on December 31, 2021.

8. FINANCIAL INSTRUMENTS

The Council is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Council's risk exposure and concentration as of March 31, 2021.

(a) 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 Council manages exposure through its normal operating and financing activities. The Council is exposed to interest rate risk primarily through interest rates on term deposits.

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

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS
Notes to Financial Statements
Year Ended March 31, 2021

9. COVID 19 DISCLOSURE

The recent outbreak of the Coronavirus Disease 2019, or COVID-19, has spread across the globe and is impacting worldwide economic activity. This global pandemic poses the risk that the organization or its clients, employees, contractors, suppliers, and other partners may be unable to conduct regular business activities for an indefinite period of time. While it is not possible at this time to estimate the impact that COVID-19 could have on the organization's business, the continued spread of COVID-19 and the measures taken by the federal, provincial and municipal governments to contain its impact could adversely impact the organization's business, financial condition or results of operations. The extent to which the COVID-19 outbreak impacts the organization's results will depend on future developments that are highly uncertain and cannot be predicted, including new information that may emerge concerning the spread of the virus and government actions.

10. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

11 COLLEGE REPORTS

**11.1 COLLEGE OF AUDIOLOGISTS AND SPEECH LANGUAGE PATHOLOGISTS OF
NEWFOUNDLAND AND LABRADOR (CASLP-NL)**



College of Audiologists and Speech-Language Pathologists – Newfoundland and Labrador

ANNUAL REPORT 2020

Audiologists and Speech-Language Pathologists have been regulated professions in the province of Newfoundland Labrador for the past 7 years. The College of Audiologists and Speech-Language Pathologists of Newfoundland and Labrador (CASLP-NL) is one of seven colleges under the Newfoundland and Labrador Council of Health Professionals (NLCHP). The public is served and protected by the College of Audiologists and Speech-Language Pathologists of Newfoundland and Labrador through the establishment of a code of ethics, standards of practice and registration requirements for licensure to practice in the professions. CASLP-NL approves continuing education programs and professional development to assure ongoing competency of its members.

CASLP-NL Executive

A call for nominations for Executive positions was made in the late winter of 2020. All positions were filled by acclamation, so no formal election was held.

Judy Davidson assumed the role of Chair after serving a two-year term as College Representative to the NLCHP. This is a three-year term.

Maresa Moyles-Brazil was appointed for an additional 3-year term as Treasurer.

Sandy Crowley was appointed as College Representative to the NLCHP. This is a two year term.

Executive Board members as of May 2020 AGM

- Judy Davidson, Chair
- Jillian Ryan, Vice Chair
- Sandy Crowley, College representative to the NLCHP
- Maresa Moyles-Brazil, Treasurer
- Ashley Rossiter, Secretary
- Sheila Rowe, Member at Large

The College would like to thank Christopher Murphy for the significant time and leadership he provided to CASLP-NL as Chair 2014-2020.

NLCHP Disciplinary Panel Representatives

- Kim Lawlor, SLP, NLESD
- Janice McKay, SLP, NLESD
- Irene Doody, SLP, EH
- Ashleigh Noel, SLP, Private Practice
- Erin Squarey, Audiologist, Private Practice
- Christine Simms, Audiologist, WH

Thank you to Beverley King and Karla Tucker who completed their terms as representatives in 2020.

Membership Report

- General status 179
- General Status temporary 1
- Non-Practicing 10

General Review

The 2020 year presented significant challenges to College members, and to the public, as parts of the province experienced the worst winter weather in decades and as the world plunged into the COVID 19 pandemic. The College and its members focused on how to safely offer professional health care services while adhering to public health measures and following evidence for safe infection prevention and control practices. Virtual care with its associated learning curve and need for risk management was widely adopted by Speech-Language Pathologists and Audiologists to assure the continuity of care for patients and clients. As a result, the College responded to questions related to cross jurisdictional licensing requirements and general guidelines pertaining to care provided virtually. College members capitalized on *new* online continuing education opportunities previously unavailable to them due to the barriers of travel and cost, thus supporting their continued competency as professionals.

CASLP-NL Activities:

The College executive met one evening each month to address the business of the College and to work on various initiatives. Longer face-to-face or virtual meetings were also held to address project work.

Executive members continued to represent the College by participating on the NLCHP Board (CASLP-NL Chair and CASLP-NL Council rep) as well as the Registration committee (CASLP-NL Chair) and Quality Assurance Committee (CASLP-NL Council Rep).

Executive members participated in the development and actuation of the strategic plan of the NLCHP.

Participated with the NLHCP in the development of the online portal for the recording of continuing education for College members (introduced January 2021).

Reviewed and adapted a guideline for virtual care in Speech-Language Pathology and Audiology.

Reviewed and adapted a guideline for infection prevention and control measures and personal protective equipment usage for Speech-Language Pathologists and Audiologists.

Participated as a member of the Canadian Alliance of Audiology and Speech Pathology Regulators (CAASPR). With federal Government funding and significant consensus among various groups, CAASPR developed the National Competency Profiles for both Speech-Language Pathology and Audiology as well as the Blueprint for a Canadian entry to practice exam for both professions. CAASPR, in partnership with Speech and Audiology Canada (SAC) hosted its inaugural sitting of the Canadian national entry to practice exam in December of 2020. Six CASLP-NL members (general status temporary) participated in this exam.

Completed all necessary policies, standards, and processes to support registration, including an extensive review and updating of the CASLP-NL continuing education program.

A new website company has been contracted to update and host the CASLP-NL website. As a result, the Executive, led by Ashley Rossiter, has been revising and creating content to help create an easier to navigate information outlet for members, employers, and the public. Suggestions from members and answers to frequently-asked-questions are being incorporated into the content and design. The new web site is expected to be launched during the fall of 2021.

The Annual General Meeting was held on May 22, 2020 with 53 members in attendance.

A continuing education audit was conducted, where 10% of members submitted proof of CE to trained auditors acting on behalf of the College and Council. All audited members were found to be complying with the CE requirements. Portfolios submitted were substantial and generally complete.

Finances

The Board continues to work with an accountant in all matters related to the financial operations of the College. It has established a reserve fund to ensure the College remains able to conduct its legislated activities. At the AGM, the executive informed members that due to the healthy financial status of the College, the temporary fee reduction (of \$50) that started with the 2018 registration renewal would be continued for the 2021 renewal (April 2021-March 31, 2022). As seen in the financial statement (appendix 1), revenue is sufficient to support the ongoing activities of the CASLP-NL. Note: The fiscal year for CASLP-NL is July 1-June30th.

Summary and Future Considerations

The College of Audiologists and Speech-Language Pathologists Newfoundland and Labrador was enacted with the proclamation of the Regulations in April 2013. Significant effort has been made by this and past Executives to support the mandate of the College. Looking forward, the College Executive will consider:

- A comprehensive review and update of current policies with additional policies added as indicated.
- Opportunities to enhance member's understanding of regulation and the mandate of the College
- Work related to updating current professional standards in both Audiology and Speech-Language Pathology.
- A refreshed website which will improve access to relevant documents and processes.
- Licensure as related to the provision of virtual care in our profession.
- Portability of professionals across jurisdictions.
- Entry-to-practice requirements and processes, as well as re-entry to practice requirements after a period of non-practice.
- A policy regarding appropriate advertising/use of social media.
- Continued adherence to good governance practices and policies.
- Opportunities to support the strategic plan of the NLHCP.

The CASLP-NL would like to express gratitude for the ongoing support and expertise of the NLHCP Registrar, Alice Kennedy; Deputy Registrar, Janine O'Malley; and Administrative Assistant, Lori Newhook. Your dedication, hard work and attention to detail supports the College in so many ways and your assistance to the College Executive members is ever appreciated. Thankyou.

Also, sincere thanks to the many volunteers who have championed the importance of public protection and quality care over many years. Thanks to those who advocated for the creation of the College of Audiologists and Speech-Language Pathologists here in Newfoundland and Labrador, and to those who have contributed to the progress of the College since its inception. Thank you for your time and commitment.

Respectfully Submitted



Judy Davidson

Chair, CASLP-NL

CASLP-NL 2020-2021

Accounts Summary	
Bank account balance: May 15, 2021	\$84,764
GIC	\$20,186
GIC	\$3080

BUDGET & ACTUAL

Type	Budgeted	Actual	
Revenue			
Registration fees	18,600	19,167.25	
Interest from GIC	100	20.67	
Other	---		
Expenses			
			Proposed Budget for 2021-2022
Annual Meeting of Members	\$500	\$200	\$300↓
Insurance	\$1700	\$1562.85	\$1700
Teleconference/Zoom	\$1500	\$764.34	\$600↓
Board Travel	\$9500	\$0	\$9500
Operations (P.O. Box, etc)	\$1000	\$599.51	\$2500↑ <small>*Changing to Board Operations/Meetings</small>
Lawyer/Accountant	\$2000	\$1725	\$2000
Advertising/Promotion	\$2000	\$252	\$500↓
Website	\$2000	\$3680	\$2000
Computer/Software	\$500	\$68.99	\$500↓
Interest and Bank Fees	\$75	\$48.75	\$700↑
Canadian Alliance of Audiologists and Speech- Language Pathologists	\$2000	\$2267	\$2500↑
Elections	\$3400	\$0	\$0↓
TOTALS	BUDGETED 2020-2021	Expenditures ACTUAL 2020-2021	Proposed Budget 2021- 2022
	\$26,175	11,168.44	\$22,800

11.2 COLLEGE OF MIDWIVES OF NEWFOUNDLAND AND LABRADOR (CMNL)



Name of Organization – College of Midwives of Newfoundland and Labrador (CMNL)

Executive Members:

Chair	Cara Begg-Reid, RM (ON)
Vice Chair	Edie Posca, RM (ON)
Secretary & Treasurer	Brianna Thompson, RM
NLCHP Representative	Cara Begg-Reid, RM (ON)
Northern and Indigenous Midwifery Representative	Tracy Elliott, RN, former RM (NU)

College Membership Numbers and Categories:

Six General Registrants: Maud Addai, Gisela Becker, Renee Boland, Sarah Donnelly, Chantal Hoffman, and Brianna Thompson.

Four Honorary Members - Midwives registered in other provinces actively participating in the College: Cara Begg-Reid, Edie Posca, Melissa Roberts, Tracy Elliott.



On behalf of the College of Midwives of Newfoundland and Labrador, I am please to share this year's 2020 annual report. We have had a busy year with many successes, despite the impact of COVID. However, we also have concerns regarding the stalled expansion, implementation and integration of Registered Midwives into the Newfoundland and Labrador healthcare system.

We believe Midwifery services in Canada should be universally accessible to all people wherever they live, and that adequate supports must be in place to ensure that the model of midwifery care can succeed. This must include sustainability and accessibility with growth of Indigenous Midwifery for all Canadian Indigenous communities. In Newfoundland and Labrador, a Canadian Midwifery Model that is supported and well-integrated within the existing Regional Health Authorities is essential to improving reproductive and newborn health across the province.

Currently, the midwifery model in Newfoundland and Labrador only allows for publicly funded positions and is limited to four full time Registered Midwife positions in Central Health. There was no further expansion of midwifery services in the province since 2019. We also lost our vital Midwifery Provincial Chief/Newfoundland government employee, Gisela Becker, whose resigned position was critical to the expansion of midwifery in Newfoundland and Labrador. We acknowledge and thank Gisela for her tremendous contributions for midwifery services in the province

From a regulatory perspective, this causes challenges as it is difficult for the College of Midwives of Newfoundland and Labrador to be sustainable with such small registration numbers. We are concerned that the model of midwifery in Newfoundland and Labrador may collapse without further support and initiative from the government. There are Registered Midwives ready and waiting to fill positions across Newfoundland and Labrador, and there is community demand. This previous year, citizens from across the province contacted the CMNL in search of midwifery services. They were disappointed and frustrated when they were told they could not access a Registered Midwife in their community.

We ask that the government start actively participating in expanding midwifery across the province through hiring a replacement Midwifery Provincial Chief, and start actively integrating funded Midwife positions in every Regional Health Authority.

Sincerely,

A handwritten signature in black ink that reads "C Reid". The signature is written in a cursive, flowing style.

Cara Begg-Reid
Chair-College of Midwives of Newfoundland and Labrador

Activities and Accomplishments for the period of January 1 – December 31, 2020

The CMNL continued to work on important Documents, Standards and Policies that set the scope for Registered Midwives practicing in the province. Our College members met three times last year with extra work being accomplished through subcommittees.

Our prior Provincial Midwifery Chief Gisela Becker continued to support the CMNL during this process and met regularly with the Chair to help establish the necessary Standards and Scope of Practice for NL Registered Midwives.

Through these regular meetings, the CMNL either established or revised the following Communications, Standards, Policies and Guidelines in 2020:

- Essential Equipment, Supplies and Medications Required for Out of Hospital Births
- Prescribing and Administering Drugs
- Second Attendant Policy
- Use of Complimentary & Alternative Therapies
- CMNL Bylaws
- CMNL Standards of Practice
- Guideline for the Use of Water in Labour and Birth
- COVID Guidance
- Funding Proposals
- Choice of Birthplace Standard
- Record Keeping Standard
- CMNL Position Statement on Choice of Birthplace
- Responding to Client Requests for Care Against Midwifery Advice

Other CMNL News and Activities for 2019

Celebrating the work by our Gander Midwives

The CMNL is pleased to report that the Midwives in Gander, during their first full year of practice, attended 45 births! Client feedback is superb, and we look forward to midwifery services extending to more communities across Newfoundland and Labrador. We want to congratulate the Midwives for this groundbreaking work.



Newfoundland and Labrador (NLCHP) Partnership

The CMNL continues to sit on the council of the NLCHP. It was a busy year as we worked collaboratively with the NLCHP on a strategic plan, and participated in various sub-committees.

Canadian Midwifery Regulators Council

The CMNL Chair, Cara Begg-Reid, sits on this Council along with the NLCHP Registrar Alice Kennedy. This year, we attended the two-day Annual General Meeting online due to COVID restrictions. It was a fantastic means of connecting with other Canadian Midwifery Regulators and gain knowledge of trends in midwifery across the country. The CMNL remains actively involved in subcommittees at this national level of midwifery.

Financial Support

Due to our small number of registrants, the CMNL is reliant on NL Government funding to continue operations. We were unable to secure funding in a timely manner in 2020, and thus deferred many operating costs to the 2021 year. We are pleased to announce that our funding did arrive in the spring of 2021 to cover the 2020 deficit and carry us through 2021. We thank the Government of Newfoundland and Labrador for their continued financial support of the CMNL.

CMNL Financial Report
Reporting Period: Jan. 1, 2020 – Dec. 31, 2020

Opening Balance	\$9422.71	
Deposits	\$300.00	Incorporation Refund
	\$731.25	Registration Fees (Partial)
	\$2437.50	Registration Fees
	\$12,891.46	Total Available 2020
Expenses/Deductions	\$3600.00	Chair remuneration for Jan. 2020 – Sept. 2020
	\$184.00	Zoom account
	\$445.74	Website account
	\$80.00	Website maintenance
	\$1725.00	CMRC Fees
	\$3321.20	HIROC insurance
	\$36.00	Bank service fees
	\$75.00	Logo (carried over from 2019)
	\$210.40	Mileage expenses (carried over from 2019)
Closing Balance	\$3214.12	

11.3 COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF NEWFOUNDLAND AND LABRADOR (CTCMPANL)

The College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador



2020 Annual Report

Email: info@ctcmpanl.ca
Website: www.ctcmpanl.ca

Table of Contents

Definitions	3
Mission	4
Vision	4
Values	4
Introduction	5
Message from the Chair	6
Report from the Board	7
Report: College Examination Committee 2020	8
Report: College Activity at the Quality Assurance Committee of Council	9
Report: College Activity at the Registration Committee of Council	10
Report: College Activity at the Complaints Authorization Committee of Council	11
Report: Acupuncturists CE Auditor to Council 2020	12
Report: TCMPA Regulations	12
Treasurer's Report 2020	13
CTCMPANL Proposed Budget 2021	14

Definitions:

Meaning of acronyms used in this report:

CTCMPANL ----- the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador “the College”

NLCHP ----- the Newfoundland and Labrador Council of Health Professions “the Council”
Colleges represented on and governed by the Council:

College of Audiologists and Speech-Language Pathologists of Newfoundland and Labrador (CASLP-NL)

College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador (CTCMPANL)

Newfoundland and Labrador College of Dental Hygienists (NLCDH)

Newfoundland and Labrador College of Medical Laboratory Sciences (NLCMLS)

Newfoundland and Labrador College of Respiratory Therapists (NLCRT)

Reference to “the Act” is *The Health Professions Act*, (2010, NL).

College of Midwives of Newfoundland and Labrador

CARB-TCMPA ----- the Canadian Alliance of Regulatory Bodies for Traditional Chinese Medicine Practitioners and Acupuncturists “CARB-TCMPA” “the Alliance”

Member Regulatory Colleges of the Alliance:

CTCMA - College of Traditional Chinese Medicine Practitioners and Acupuncturists of British Columbia

CAAA - College and Association of Acupuncturists of Alberta.

CTCMPAO - College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario.

OAQ - Ordre des Acupuncteurs of Quebec

CTCMPANL - College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador.

YASI ----- Yardstick and Assessment Strategies Inc. the Canadian firm of expert Psychometricians responsible for the development, validation and security of the Pan-Canadian TCM Practitioners, TCM Herbalist and TCM Acupuncturist examinations.

Other References

The Act ----- *The Health Professions Act*, (2010, NL)

The Regulations ----- *Acupuncturists Regulations* (2012, NL)

The College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador

Mission

Our mission is to protect the public by establishing a system of mandatory registration in which practitioners have to meet and maintain standards of practice, education, competence and ethical conduct in TCM and acupuncture care established by the College.

We align with the vision and values of NLCHP

“ Quoted from the annual report of the NLCHP 2015-2016”

Vision

We work as partners with our stakeholder community to achieve excellence in professional regulation though and unwavering commitment to accountability, transparency and sustainability.

Values

We recognize that self-regulation is a privilege and we act according to the following set of values:

Integrity:

We are honest and ethical in our interactions.

Commitment:

We are united in our commitment to innovation, rigor and pragmatism for evidence-informed decision making.

Respect:

We engage others with genuine care and respect, openness and trust, in the pursuit of a common purpose.

Accountability and transparency:

We accept responsibility for achieving common goals and objectives.

Consensus:

We work through consensus, ensuring all views are considered in making decisions that are in the best interest of public protection.

Sustainability:

We act in a manner that is environmentally, economically and socially sustainable.

Introduction

The College of Traditional Chinese Medicine Practitioners and Acupuncturists of Newfoundland and Labrador (CTCMPANL “the College”) functions in union with the Newfoundland and Labrador Council of Health Professions (NLCHP “the Council”) in regulating the practice of Acupuncture in accordance with Traditional Chinese Medicine (TCM) in Newfoundland and Labrador. The collaboration of the health professions within the Council and its’ dedicated group of professionals who represent the public voice, continue to lead us forward into a best practice model of professional governance and public protection. This union has become a role model for other Canadian provinces pursuing a “canopy legislation” for smaller professions operating within the health care framework.

The primary focus of the College has been to establish a code of ethics and to approve the educational programs, continuing education, standards of practice and registration requirements for licensure to practice in the profession. The College aligns with pan-Canadian initiatives through its work as a member province of CARB-TCMPA to help in development and timely review of pan-Canadian entry level competencies for TCM Practitioners, TCM Herbalists and TCM Acupuncturists. The College as well works alongside the psychometricians of Yardstick and Assessment Strategies Inc. in the continuing development, delivery and security of the pan-Canadian examinations for those same levels of the TCMA profession. CARB-TCMPA also strives to reach a commonality of standards, professional requirements and educational programs for all levels of the profession between its member provinces, and beyond.

The public is served and protected by the College by:

1. Approving a program of study and education for the purpose of establishing education requirements.
2. Developing entry to practice requirements for Traditional Chinese Medicine Practitioners and acupuncturists, including annual renewal or re-certification requirements and continuing competency requirements
3. Establishing a scope of practice Traditional Chinese Medicine Practitioners and acupuncturists
4. Establishing standards of practice for Traditional Chinese Medicine Practitioners and acupuncturists
5. Developing a code of ethics for Traditional Chinese Medicine Practitioners and acupuncturists
6. Participating in the development of pan-Canadian competencies
7. Participating in the establishment and development of pan-Canadian board examinations
8. Organizing and delivering the pan-Canadian examinations as required 9. Aligning with global developments within the profession

Message from the Chair:

It was my pleasure to serve you all as College Chair this past year. It was my first year, and certainly one filled with new experiences, both expected and unexpected.

Much of the “domestic” operations of the CTCMPANL has been focused on the work surrounding COVID19. 2020 has been a challenging time for all. I would like to thank every member in the CTCMPANL for their support, advice, and experience as our board worked on the task of guideline development as it pertains to COVID-19.

Guideline development was challenging. Developing our guidelines required networking with the NLCHP, the department of health, other TCM regulatory bodies and TCM associations throughout Canada; all during a time when no one really knew how to handle the situation. It was a very humbling and educational process. I thank everyone for their patience as we worked through this process, acknowledging the anxiety and uncertainty we all felt during this trying time. The current draft of the COVID-19 guidelines are to remain in place until there is a change in the alert level in NL.

National Participation

In addition to these domestic tasks the CTCMPANL maintained participation with national endeavors through our membership with the TCMA.

Research and development for the pan-Canadian examination continued through 2020. Item writing, exam rating, and a move to an online administration of the registration exam all took place during 2020.

Other good news nationally was the restoration of exam ownership from the “consortium” back to CARB. This allows for our College to have more active support as costs for meetings, item writing sessions, compensation for subject matter experts will be covered by CARB. Our College struggled to remain active in the past 4 years due to the financial restrictions.

NLCHP

During 2020 the CTCMPANL remained active in collaboration with the NLCHP relating to Registration, Quality Assurance, Complaints Authorization, and discipline.

Further information regarding NLCHP activities can be found in their annual report @ www.nlchp.ca

Acknowledgements:

Sincere gratitude to our Council Registrar / CEO, Deputy Registrar, Office Manager and each of the NLCHP Board members for facilitating our progress.

Sincere gratitude also to the Member Representatives of CARB-TCMPA for the “many minds” that assist our provincial and national efforts.

Kenneth Clarke
Chair CTCMPANL

Transformation doesn't just happen. It takes vision, a plan and a support system.

Report from the Board

The College Board Members have met quarterly in person over the past year and as well have had active electronic dialogue. They have collaborated respectfully towards the positive management of all College business, member meetings, projects and developments.

Highlights for 2020:

1. **Collaborated with the Council in:(** College initiatives)**
 - Formulating direction and support for regulations for the full scope of TCMA and through
 - Participating in the development of the 2020- 2023/2025 strategic plan of the Council
 - Participating in Council Board and Committee meetings and activities
 - Completed the full revision of the Complaints and Disciplinary Procedures Manual
 - Participated in a one day orientation session for the Disciplinary Panel

2. **Collaborated with the Member Colleges of the Alliance: (** College initiatives)**
 - Reviewing participation in the new Committees of the Alliance:
 - The Pan-Canadian Examination Steering Committee
 - The Examination Committee
 - The Appeals and Accommodations Committee
 - The Accreditation Requirements Advisory Committee
 - Continued work towards the NOC (National Occupations Classification) – waiting for review and approval from Statistics Canada.

3. **Continued collaboration with the Dept. of Health and Wellness for the regulation of the full scope of TCMA.**

4. **Accepted the resignation of Gloria Penney as Vice Chair effective Nov. 28, 2020. Gloria will remain on the Board in an advisory capacity as a non-executive member.**

5. **In accordance with Article 6.06 of the By-Laws, appointed Victoria Burry as Vice Chair effective Nov. 28, 2020 to serve the remainder of the current term.**

Recommendations of the Board going forward

Work to be done:

- Updating of the College website

- Public education initiative.

- A full review of College By-Laws:
For this an Ad-Hoc Committee established in 2018 will be required now to develop it's terms of reference and review it's mandate prior to initiating the review.

- The College Education Committee needs to be reaffirmed.

A priority under our regulatory mandate is education. With the commitment of Government to move forward with TCMA regulations a review of Committee mandate and terms of reference should be carried out in keeping with emerging education initiatives.

- Continuing education in professional governance, ethics, standards and malpractice.
- Development of a College newsletter
- We recommend also the establishment of an Ad Hoc Committee to explore funding potential for the development of programs and initiatives for the College

In the past we have acknowledged that with a relative consistency of 32-35 members and we face a shortfall for voluntary work. This is known to most/all small professional groups. As Committees are integral to the optimal function of the College and our continued progress, ways and means for encouraging and sustaining Committee membership will be reviewed

CTCMPANL Board

Kenneth Clarke Chair
Gloria Penney Vice-Chair
Cheryl Oldford Secretary/Treasurer
Ethne Munden Past Chair

CTCMPANL representatives at Council:

Kenneth Clarke - Board of Directors
Barbara Draper - Quality Assurance Committee
Ethne Munden - Chair Complaints Authorization Committee
Kenneth Clarke - Complaints Authorization Committee
Gloria Penney - Registration Committee

Members at large

Bengie Munden
Marc-Alexandre Mestres
Kayla Westcott

CE Assessors

Kenneth Clarke – 2018 CE Assessor

Disciplinary Panel for CTCMPANL

Dana Burry
Shelly Reid
Bengie Munden
Cheryl Oldford

CTCMPANL Finance Committee

Kenneth Clarke Chair
Marc Alexandre Mestres
Gloria Penney
Cheryl Oldford

CTCMPANL Examination Committee

Cheryl Oldford Chair
Shelley Reid
Bengie Munden

CTCMPANL Remote Item Writing Committee for the pan-Canadian examinations

Cheryl Oldford
Bengie Munden
Victoria Burry
Laurie Harnett Dawkins

CTCMPANL Ad Hoc By-Law Committee

Kenneth Clarke Chair

Barbara Draper

Cheryl Oldford

Roberta Hammond

Denise Dooley

Laurie Harnett Dawkins

Special acknowledgements:

Many thanks to all the members of the CTCMPANL Board and College and Council Committee members who have worked alongside each other and have devoted time and energy to College, Council, Committee and Alliance work throughout the year. **Special thanks to Gloria Penney for her years of exemplary contribution to the profession.**

Gratitude to our CTCMPANL Membership for your valuable participation in College activities and your voiced contributions made throughout the year that have upheld the standards of our profession.

Report: College Examination Committee 2020

The Pan Canadian Written Examination:

- There will be a final re-take of the Jan. 2020 case study in Dec of 2020.
- As of Oct. of 2020 the pan Canadian Written multiple-choice examinations and case study examinations are now combined and have moved to a computer-based examination
- A pan-Canadian OSCE (practical examination) will be developed and delivered simultaneously in the provinces regulating TCM & Acupuncture (The delivery format has not yet been determined).
- In NL we shall continue to require our own OSCE until the national OSCE comes into effect.
- Examinations will now be offered twice a year in various provincial exam centres improving availability and retake opportunity.
- NL did not receive any applications for this 2020 year
- 2020-Remote Item Writing - Several remote Item Writing and Review teleconferences have taken place from May 2020 to June 2020 as we moved forward in preparation for the computer-based delivery of the pan-Canadian Exam.

On November 30 2020 a remote EC teleconference to determine the passing mark for the pan-Canadian exam

Members of the Exam Committee and the Board have been working remotely on the ongoing development of the pan-Canadian Examinations for computer-based delivery.

Cheryl Oldford

Chair CTCMPANL Exam Committee

Report: College Activity at the Quality Assurance Committee of Council

The Council Quality Assurance Committee met three times in 2020. The focus of the meetings have been on the following topics.

1. Discussion of the Privacy, Confidentiality and Consent manual and any future additions
 - Concerns raised by NLCHP that they are not experts in the field
 - New registrants are required to complete the PHIA modules and thus educated
 - Decision to withdraw the manual from use at this time
2. Discussion on the Truth and Reconciliation process
 - Updates provided
3. Annual review of QA Committee documents
 - Terms of Reference
 - Mandate
4. Discussion on assisting Self-employed members by putting together a package of standards, policies etc.
 - Draft manual created by NLCHP staff and distributed for comments
 - Provides some basic information for self-employed registrants
5. Discussion regarding increasing use of Telepractice and registrants concerns and questions
 - Developed a draft document, currently gathering information
6. Review of 2019 CE Audit results
 - Discussion of any areas requiring further development/improvement
 - Review of 3 issues that arose from the audits
7. Two QA Complaints were received
 - One was referred to the Complaints Authorization Committee
 - One was dealt with within the QA Committee

Barbara Draper

College representative to the Council Quality Assurance Committee

Report: College Activity at the Registration Committee of Council

The Registration Committee develops registration policies and oversees the initial registration and the registration renewal process of the Council.

During the 2019 - 2020 year:

The committee met five times during the past year. The online registration process was successfully implemented and has been in effect since January 28, 2020. A common registration renewal was effective as of April 1, 2020. This year due to the pandemic, renewals and registration were completed 100% online. The platform was successful and will continue to be used as this helps to alleviate some of the strain on the NLCHP admin staff as well as cutting down on paper and moving towards a more economical paperless time.

To date we have registered 1196 members across all professions under the Council, with the potential to see 1200 by 2020 years end. All registrants will have access to their information only through the online portal. The information collected on each registrant is private and confidential. This was a concern of the committee in sourcing out platforms. We are pleased to say that the NLCHP has chosen a Canadian company for this purpose and is keeping with Canadian privacy laws as opposed to the United States. As of March 3,1 2020 we have 38 registered Acupuncturists. There remains little variance in our membership since 2014 when there were 33 Acupuncturists.

Gloria Penney
College Representative to the Council Registration Committee

Report: College Activity at the Complaints Authorization Committee of Council

The Complaints Authorization Committee (CAC) exists to review allegations that cannot be settled at the first level of intervention--the Registrar.

The CAC:

- In-depthly investigates allegations to determine if there are reasonable grounds that there is “conduct deserving of sanction”.
- Disposes of complaints through a variety of methods determined in accordance with the severity of the “conduct deserving”. The most severe cases of “conduct deserving” are referred to the Disciplinary panel.
- Is responsible for arranging the annual continuing education of the disciplinary panel (DP).

The CAC met 4 times in the past year:

- Completed the review and amendment of the complaints and disciplinary policy manual titled “**Disciplinary Proceedings under Section V of *The Health Professions Act (2010) Policy Manual*”**
- Referred one allegation against an Acupuncturist to the Disciplinary panel..
- Participated in the Council half day education session for the Disciplinary panel and College Board Members on the legalities and procedures for complaints and disciplinary hearings.

Ethne Munden
Chair of the Complaints authorization Committee of the Council

Report: Acupuncturists CE Auditor to Council 2020

It has been my pleasure to have worked as your QA assessor for the year of 2019. I am happy to report that all CE requirements were met for individuals that were selected. It is very nice to see the diversity of our group’s interests in TCM. Having so many members with such a diverse and rich knowledge in many different areas of Chinese medicine is surely an added benefit to the strength of TCM in NL. Outcomes from QA assessment have presented as a great benefit for the protection of the public.

Kenny Clarke
Council QA Auditor for Acupuncturists 2019

Report: TCMPA Regulations

Throughout 2016-17-18 the College renewed its appeal and continued to engage the government for the regulation of the full scope of TCM. At the 2019 Annual General Meeting of Council, Ms. Gerri Smith the Regulatory Consultant from the Dept. of Health and Community Services announced that agreement has been reached to move forward on the full regulation of the TCM profession in NL. Since that time a preparatory meeting was scheduled inclusive of our Regulatory consultant, our Registrar and myself to review the current regulations and discuss the essential amendments and additions. We have been assured that the process should proceed smoothly.

On Feb. 22, 2020, the CTCMPANL Board held a full day meeting to compare existing TCMPA regulations. Only two provinces (B.C and Ont.) have TCMPA regulations in place and have undertaken a grandparenting process. With best standards at the forefront and with Council approval, a tentative plan has been drafted for the CTCMPANL grandparenting process. Consideration has been given to the following:

1. Safety program
2. Safety exam
3. 1 day Herbal recognition program
4. 1/2 day of case studies
5. Years of practice
6. Education
7. Minimum number of patient treatments utilizing the full scope of TCM in the recent past 4 yrs.

The Board will hold a finalizing discussion in December to be followed by a consultation with Members who will be applying for the grand parented TCMP registration. Council will draft our grandparenting and general registration application forms. It is hoped that our grandparenting process can begin early in 2021 and given our limited number of persons eligible that it can be completed by spring/summer.

Following the grandparenting phase, the requirement for the TCMP or TCM Herbalist designations will be successful completion of the Pan-Canadian TCM Practitioner or TCM Herbalist examinations.

Entry-level competencies for Traditional Chinese Medicine Practitioners, Acupuncturists and Herbalists in Canada can be viewed on the College website www.Ctcmpanl.ca

Ethne Munden

Past Chair CTCMPANL

Liaison for TCMPA Regulations

Treasurer's Report 2020

Thank you to everyone for allowing me to serve as your treasure for this past year. As Kenny always stated, the board has been operating very conservatively in relation to spending. This year as with many other years the board has done an even more admirable job with quite a limited budget. The ambitious participating of the CTCMPANL on the national stage is and has been quite exciting. Due to COVID and changes in the payment structure nationally under CARB the CTCMPANL was unable to send any of our provincial experts to item writing sessions scheduled by CARB for the year of 2020. A special thanks goes out to all who assisted remotely here in NL to still allow or College to have input into the national exam item bank. Recent changes within CARB will hopefully brings more promising financial support for the CTCMPANL going forward. With any luck, this next year, we will be able to resume "in person" participation on the national level.

This past year has been great, serving as treasurer has taught me a lot. I would like to thank you once again for allowing me to have this great opportunity. I look forward to serving as your treasurer in the next year. It has been a wonderful learning experience. Thank you all so much.

Respectfully,
Cheryl Oldford
CTCMPANL-Treasurer

CTCMPANL Proposed Budget 2021

REVENUE	2020	2021	2022
Currently in Account	\$14202.08		

Anticipated revenue for 2020 **\$15,200.00**

EXPENDITURES	2020 Actual	2021 Projected	
CARB/ACOR Dues	\$1,400.00	\$1,400.00	
Insurance	\$3,100.00	\$3,100.00	
Website Maintenance	\$435.00	\$500.00	
Interest & Bank Charges	\$100.00	\$150.00	
Legal Fees	\$0.00	\$1,000.00	
Committee Support	\$0.00	\$1,000.00	
Costs for involvement in exam activities	\$0.00	\$3,000.00	
Accounting Fees	\$1,600.00	\$1600.00	
Postage/Office Supplies	\$100.00	\$100.00	
Printing & Copying Services	\$100.00	\$100.00	
Conference & Meetings	\$0.00	\$1,000.00	
Communication Fee	\$1,200.00	\$1,000.00	
Travel	\$0.00	\$1,000.00	
Honorarium	\$1,500.00	\$1,000.00	
Totals	\$9,535.00	\$15,950.00	

11.4 NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS (NLCDH)



Annual Report Jan 1, 2020 – Dec 31, 2020

Section 1: Overview

Date: January 1, 2020 - December 31, 2020

Name of the Organization: Newfoundland and Labrador College of Dental Hygienists (NLCDH)

Executive members: Katherine Peddle (Chair), Angela Hynes Treasurer, Amanda Thomey, Peggy Rice and Penny Carroll

Membership numbers:

General Status Registration	173
General Status-Additional Skills	
Local Anesthetic	53
Orthodontic/Restorative	14
Non-Practicing Status	<u>15</u>
Total NLCHP (RDH) Registration	255

Section 2: Year in Review

On March 16 2020, due to the COVID 19 global pandemic the Department of Public Health's issued alert level 5 which required all RDH to cease practicing until further notice. This alert level continued until June 8, 2020. The NLCDH consulted with other jurisdictions

across Canada and gathered research to develop the COVID-19 Infection Prevention Control Policy which was first released on May 22, 2020 and amended several times over the last year as new developments and research became available that warranted revisions to the document.

June 5, 2020, Katherine Peddle was nominated and approved by the college executive as the interim chair of the college.

September 23rd, 2020 NLCDH held its AGM via Zoom. Amendments to the bylaws were proposed and approved by the membership regarding reducing dental hygiene representation on the council from two to one. An election was held in accordance with the bylaws to nominate new executive members to the college. Penny Carroll became the new representative by default.

The NLCDH executive participated in the Policy Governance Education session held by the NLCHP. There was positive feedback from all executive members and it was determined that more education would be greatly beneficial in the executive member's development of knowledge and functioning of the college.

The NLCDH were presented with the new Entry-to-Practice Canadian Competencies for Dental Hygienists document by representatives of the FDHRC for the purpose of seeking our approval and support of the new competencies. The NLCDH made a motion to adopt these competencies for Newfoundland and Labrador and will use these as our reference for registration and policy development going forward.

The NLCDH has identified the need for policy around independent practice and the additional skill of Oral Myofunctional Therapy. The Education and Quality Assurance committee, consisting of Angela Hynes, Peggy Rice and Kimberly Schmiedendorf, with the help of deputy registrar Janine O'Malley, has been perusing the development of policy around the practice of Oral Myofunctional Therapy by consulting other jurisdictions, educational institutions and research. It was determined that since there are several NLCDH policies that require updating and given the new Entry-to-Practice Canadian Competencies, the college would contact a consultant to complete this work. An RFP was approved and efforts have been made to seek a consultant to complete the plan of work that has been determined necessary.

NLCDH has contracted a freelance web designer to create a new website that will allow members to find information with greater ease and to help link the NLCDH and NLCHP information.

Jennie Bavis, Patty Murphy and Kimberly Schmiedendorf, resigned from their positions as college executive members this past year and it has been determined new members are required in order to ensure succession of the executive in the future.

Section 3 Financial Statement

NLCDH Financial Report April 1, 2020-March 31, 2021

<u>Expenses/Debit</u>		<u>Credits</u>	
Bank Fees	107.14	May 19	22010.63
CDAC	2082.60	Jan 29	2218.13
	488.58		5.03 (interest)
FDHRC	1000	Total:	22,015.66
Insurance	1353.55		
Website	750		
	135		
Meetings/travel/virtual	640		
	66 Zoom		
College Meetings	574.08 Board meeting		
Accountant	1380		
Postal	271.40(box rental)		
Per Diems	1500 (Chair and Treasurer)		
	2750 Board		
	Total: 13,098.35		

Scotia Bank balance as of March 31, 2021

Chequing Account: 6,597.30

Savings Account: 18,012.86

Section 4 Conclusion

This has been an exception year of challenges due to the Global pandemic. The College executive has given an enormous amount to volunteer hours to research and develop policy and make amendments to the COVID 19 Infection and Prevention Control Policy. There has been tremendous support from the college executive and from the deputy registrar to accomplish what has been required to create guidelines for best practices that ensured safety for the public. It is impossible to adequately express the gratitude to the executive and deputy registrar for their dedication and efforts. We hope to add new members to the executive in the coming year in order to gain new perspectives, added skills, and ensure succession of the positions chair and treasure as the need arises. There was more engagement from the general members this year due to the need for knowledge of the new policy. This was a positive opportunity at educate members and their employers of the role of the college and identify the college as an accurate source of information.

Respectively Submitted,

A handwritten signature in blue ink that reads "Katherine Peddle". The signature is written in a cursive style with a large initial 'K'.

Katherine Peddle,

Chair NLCDH

11.5 NEWFOUNDLAND AND LABRADOR COLLEGE OF MEDICAL LABORATORY SCIENCES (NLCMLS)



Newfoundland and Labrador College of
Medical Laboratory Science (NLCMLS)
Annual Report 2020



Newfoundland and Labrador College of Medical Laboratory Science

P.O Box 39057, St. John's, NL A1E 5Y7

www.nlcmls.ca

As per the [Health Professions Act \(2010\)](#), a college was established for each profession designated under the act. In the summer of 2012, the former Newfoundland and Labrador Society of Medical Laboratory Science (NLSMLS) became the Newfoundland and Labrador College of Medical Laboratory Science (NLCMLS). Medical Laboratory Technology officially became a licensed profession in NL in the fall of 2012 with government's formal acceptance of the [Medical Laboratory Technologists Regulations](#). 2020 marks the 9th year since the formal acceptance of MLT's as a licensed profession. NLCMLS encompasses Medical Laboratory Technologists (MLT) working in laboratories across Newfoundland and Labrador.

We are one piece of the umbrella organization that is the Newfoundland and Labrador Council of Health Professionals (NLCHP). The NLCHP currently regulates seven health professions, under six colleges in NL.

Our mandate is in line with that of the NLCHP, the protection of the public. NLCMLS establishes registration and education requirements, as well as entry to practice requirements, scope of practice, code of ethics and standards of practice for our profession.

Our major focus is our continuing education and the professional development of our members. NLCMLS strives to provide access to quality continuing education which promotes the professional development of its membership and in turn, enhances each medical laboratory professional's knowledge and promotes safety for the public.

Our board of directors for 2020 is as follow:

Lisa Napier President	Vacant Past President
Colin Power College Representative	Jana Taylor/Samantha Tiller Director of Marketing and Communications
Allison Beresford Treasurer	Trevor Williams Avalon Regional Director
Kristen Lane Central Regional Director	Stephanie March Western Regional Director
Marley Boland Eastern Regional Director	Samantha Tiller Secretary
Lorna Brennan Director of Professional Development	Erin Smyth Student Representative

Our membership for the 2020-2021 registration consisted of 553 Medical Laboratory Technologists and 11 Laboratory Health Professionals (LHP). The LHPs are registered to carry out specific duties as defined by the employer and are only registered to carry out these duties. These LHPs had their education qualifications reviewed by the College of the North Atlantic and the NLCHP Registration Committee. LHPs are a closed registration category, meaning there will be no future registrants in this group.

Individuals of our membership were also served on several NLCHP committees. Some of which include, Registration Committee, QA Committee, Finance and HR Committee, Complaints Authorization Committee, QA Auditors and Disciplinary Panel.

2020 presented its own challenges due to the COVID-19 pandemic. There were continuously new guidelines to follow, and it was an ever-changing environment- everyone had to adapt. The College had to cancel the Spring Education Symposium a month before it was to be held in Stephenville in April 2020. With the uncertainty of the pandemic, there was hope that a fall AGM and Education Symposium could be held in Gander but that too was unable to happen due to public health guidelines. This left membership wondering about their continuing education that they have come accustomed to receiving from the College. The College took this opportunity to look for and provide the membership with multiple online sources to obtain CE. Also, much discussion and research were had around providing a virtual platform to members for 2021 to ensure the opportunity for continued professional development for the membership.

At our first virtual AGM in Clarendville in the Fall of 2020 the board of directors seen some changes in positions. Jana Taylor stepped down as Director of Marketing and Communications, Samantha Tiller gained this position by acclamation. This left the role of Secretary vacant, and Margret Steele took over this position by acclamation. In December, Lisa Napier stepped down from her role as President to enjoy retirement. In January 2021, the board of directors elected Allison Beresford as interim president.

The board of directors wish to thank Lisa Napier for her contribution as President and hopes she enjoys retirement to its fullest. They would also like to thank Jana Taylor for her work as Director of Marketing and Communications.

With increased virtual offerings for education and AGMs there is hope that the participation of members will continue to increase.

Although the College was unable to provide any in-person or virtual CE in the 2020 calendar year they plan to uphold the past practice of symposiums and will be holding two symposia per year with varying locations and types. The intent behind this is to open our educational delivery to a wide audience and enable provincial participation. The virtual options will allow colleagues from anywhere to be able to present and showcase their expertise.

Since the Council went live with the new CE portal in Winter 2021, the College and Council can work in tandem and provide a robust and comprehensive platform to capture the College members continuing education. This allows for an efficient quality assurance and registration procedures and keeps in line with the Council's strategic plan.

The Council continued to consult with the College to support processes and decisions that assist the work to align with the Council legislated mandate.

With this annual report, the College as a professional body would like to highlight some of the opportunities and challenges that we face.

We continue to face challenges around membership engagement, best practices and the development and implementation of quality education for the members and the public. Overcoming these challenges,

we were able to provide educational opportunities to our members to promote lifelong learning, to provide the public with an understanding and education of our profession and promote a dialogue between us and to share information and expertise with our fellow colleges in the Council.

Financial statement for 2020 is attached.

Respectfully,

Allison Beresford

NLCMLS President

**Newfoundland and Labrador College
of Medical Laboratory Science Inc.**

Financial Statements
(Unaudited - See Notice to Reader)
December 31, 2020

Blagden, Tilley and Company
Chartered Professional Accountants

Table of Contents

	Page
Notice to Reader	3
Statement of Receipts and Disbursements - Current Account	4
Statement of Investments	5
Schedule 1	6

Blayden, Filley and Company
Chartered Professional Accountants

Blagdon, Tilley and Company

Chartered Professional Accountants

CLAUDE BLAGDON CPA, CGA
KEITH TILLEY CPA, CGA
KEVIN DWYER CPA, CGA

661 Conception Bay Highway
Suite 200
Conception Bay South, NL
A1X 3G7
(709) 834-2008 Fax: (709) 834-3783
E-mail: blagdon@tilleyandcompany@nl.rogers.com

367 Memorial Drive
Suite 203
Clarendon, NL
A5A 1R8
(709) 466-2644 Fax: (709) 433-3160
E-mail: btj.clar@eastlink.ca

Notice to Reader

On the basis of information provided by management, we have compiled the statement of receipts and investments for Newfoundland and Labrador College of Medical Laboratory Science Inc. as at December 31, 2020, and the statement of investments for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Blagdon, Tilley and Company

Chartered Professional Accountants

Conception Bay South, NL

April 19, 2021

Newfoundland and Labrador College of Medical Laboratory Science Inc.
Statement of Receipts and Disbursements - Current Account
(Unaudited - See Notice to Reader)
For the Year Ended December 31, 2020

4.

	2020	2019
Receipts		
Fees	\$ 37,516	\$ 33,942
Congress	2,300	18,120
Awards	1,200	1,450
	41,016	53,512
Disbursements		
Bank charges	48	45
Fees	2,272	2,723
Miscellaneous (Schedule 1)	5,473	8,249
Professional fees	891	863
Seminars, conventions and meetings	8,694	23,682
Telephone	-	27
Transfer to investments	-	25,000
	17,378	60,589
Surplus (deficit) of receipts over disbursements	23,638	(7,077)
Bank balance, beginning of year	26,057	33,134
Bank balance, end of year	\$ 49,695	\$ 26,057

Blaylock, Tilley and Company
Chartered Professional Accountants

Newfoundland and Labrador College of Medical Laboratory Science Inc.
Statement of Investments
(Unaudited - See Notice to Reader
December 31, 2020

5.

	2020	2019
Investments		
Bank of Montreal investment account	\$ 13,596	\$ 12,835
Bank of Montreal Guaranteed Investment Certificates	155,743	153,422
	<u>\$ 169,339</u>	<u>\$ 166,257</u>

Blaydes, Tilley and Company
Chartered Professional Accountants

Newfoundland and Labrador College of Medical Laboratory Science Inc.
Schedule 1
(Unaudited - See Notice to Reader
December 31, 2020

6.

	2020	2019
Miscellaneous disbursements		
Student night	\$ -	\$ 733
Website	3,147	4,944
Office supplies	817	722
Awards	1,509	1,850
	\$ 5,473	\$ 8,249

Blayden, Tilley and Company
Chartered Professional Accountants

11.6 NEWFOUNDLAND AND LABRADOR COLLEGE OF RESPIRATORY THERAPISTS (NLCRT)



Newfoundland and Labrador College of Respiratory Therapists

Annual Report- January 1-December 31, 2020

It is my pleasure to present the annual report for the Newfoundland and Labrador College of Respiratory Therapists. As the Chair, I will summarize the challenges and successes of the past year.

Overview

On the provincial front, the focus of 2020 was adjusting to the challenges presented by Covid-19. Many Respiratory Therapists in the province have been on the front line as this pandemic has evolved. Education was ongoing within all hospitals and the private sector developed strategies to cope with lockdowns, while still providing services to clients. The College of the North Atlantic also made modifications to program delivery to ensure the content continued to be taught to the first class of the new RT program. As the year progressed and services continued, we worked with members to answer questions about registration as well as vaccine roll out for members outside of the RHAs. There were also many concerns regarding CE requirements in light of the modified work environment faced by many.

On the national level, the National Alliance of Respiratory Therapy Regulating Bodies (NARTRB) worked to establish practices for expediting licenses for retired Respiratory Therapists who re-entered the workforce to help during the pandemic. Meetings that would normally occur during the CSRT conference were not held, due to the online format of the conference. There was a ½ day meeting held on Zoom with all jurisdictions since travel restrictions continued throughout 2020. From this meeting, several subgroups were established to discuss specific concerns. One of the subgroups was established to discuss the use of simulation to assess competency of skills for students with limited access to clinical areas due to Covid restrictions. This work has been ongoing. The National Competency Framework was also set for review in 2021 but in light of challenges surrounding the online format, and difficulty with collaboration, it was decided to defer this review for 2 years.

The NLCRT executive held 5 online meetings in 2020 with the focus on policy updating as well as planning of the AGM in an alternative format. The AGM was held in November 2020 using the Zoom platform which was well received by members. Adjustments were made to the

terms of board positions to stagger the election of new members to the executive in the hope of improving succession planning going forward. During the AGM, the position of Chair and Treasurer were up for nomination, where Cheryl Bailey was re-elected and Samantha Fry was elected as Treasurer. Chris Barclay was also elected as a second Member at Large.

Executive (As of AGM November, 2020)

Cheryl Bailey, Chair (re-elected)	Joy Gallant, Secretary
Erin Letto, Vice Chair	Kristen Benson, Member at large
Samantha Fry, Treasurer (newly elected)	Chris Barclay, Member at Large (new position)

NLCHP Quality Assurance Committee

Tanya Gladney

NLCHP Disciplinary Panel

Erin Letto	Ken Costello
Jill Collins (new)	Lori Gordon (new)

For the coming year, the goals of the board are:

- Continue to review and update all existing policies and by laws to ensure they reflect the requirements of regulation. Develop new policies as required. Several policies require adaptation to reflect the current environment so this is being reviewed for all current policies. Virtual meetings and updated communication methods to be included in all policies/bylaws, as appropriate.
- Improve communication with College members to ensure all Respiratory Therapists are aware of educational opportunities and ongoing initiatives
- Update our current website to provide resources to College members
- Create/support educational opportunities as it relates to evolving trends within the RT profession.
- Commit to being leaders within our profession.

Respectfully submitted,

Cheryl Bailey, RRT
Chair, NLCRT

Newfoundland and Labrador College of Respiratory Therapists					
Income Statement					
April 1, 2020 - March 31, 2021					
Revenue					
Membership Fees					\$21,458.01
Total Revenue					\$21,458.01
Expenses					
Bank Fees			\$ 123.75		
Training			\$ 370.00		
Rentals			\$ 193.20		
Annual Returns NL			\$ 20.00		
Web Renwal			\$ 445.74		
Annual Reports			\$ 50.00		
Insurance			\$1,403.00		
Total Expenses					\$ 2,605.69
Net					\$18,852.32