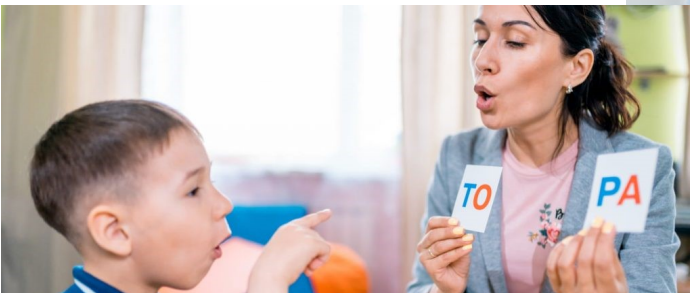
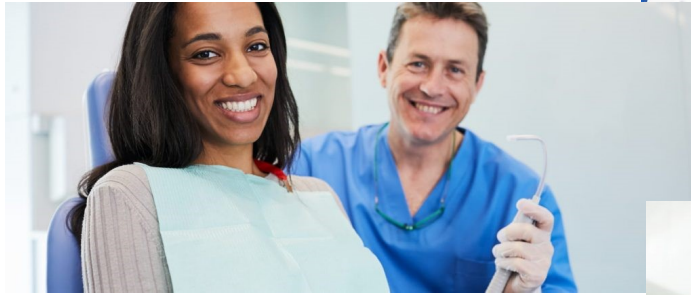
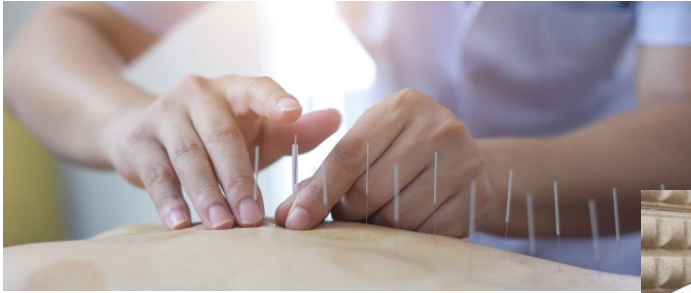




# NLCHP

NEWFOUNDLAND AND LABRADOR  
COUNCIL OF HEALTH PROFESSIONALS



# Annual Report 2021-2022

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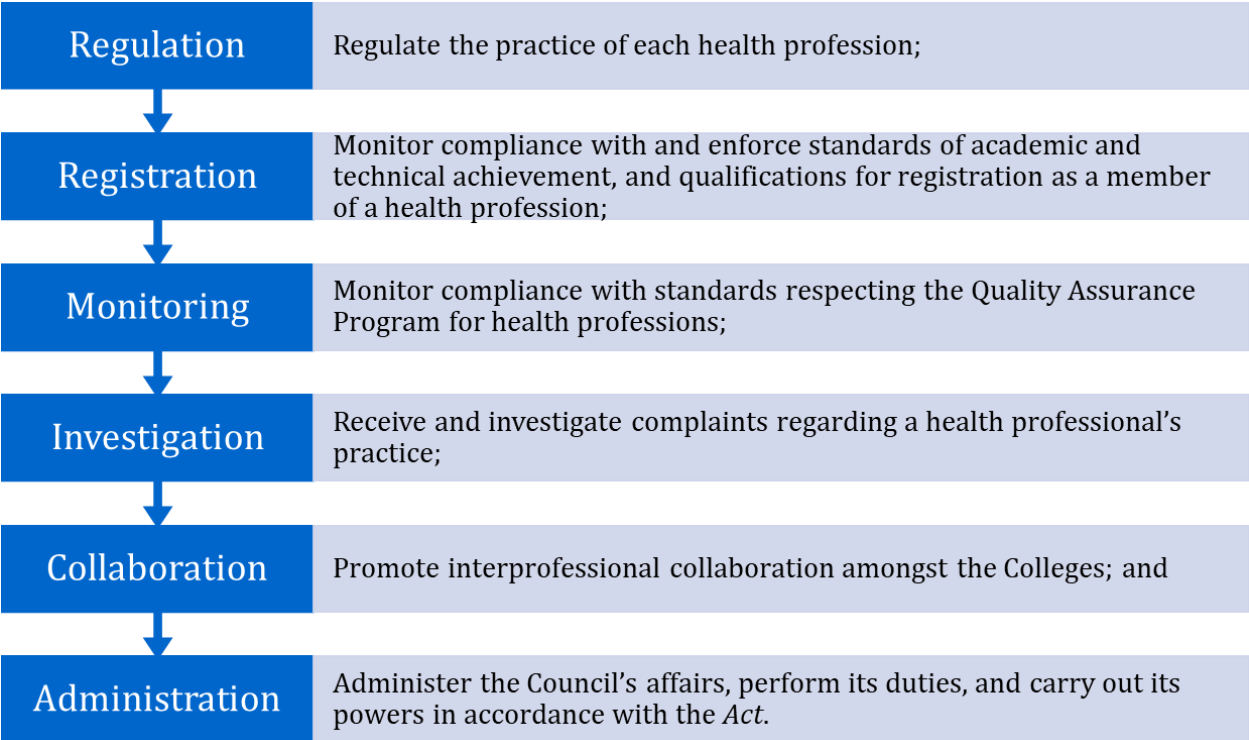
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# 1 OUR MANDATE

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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*).

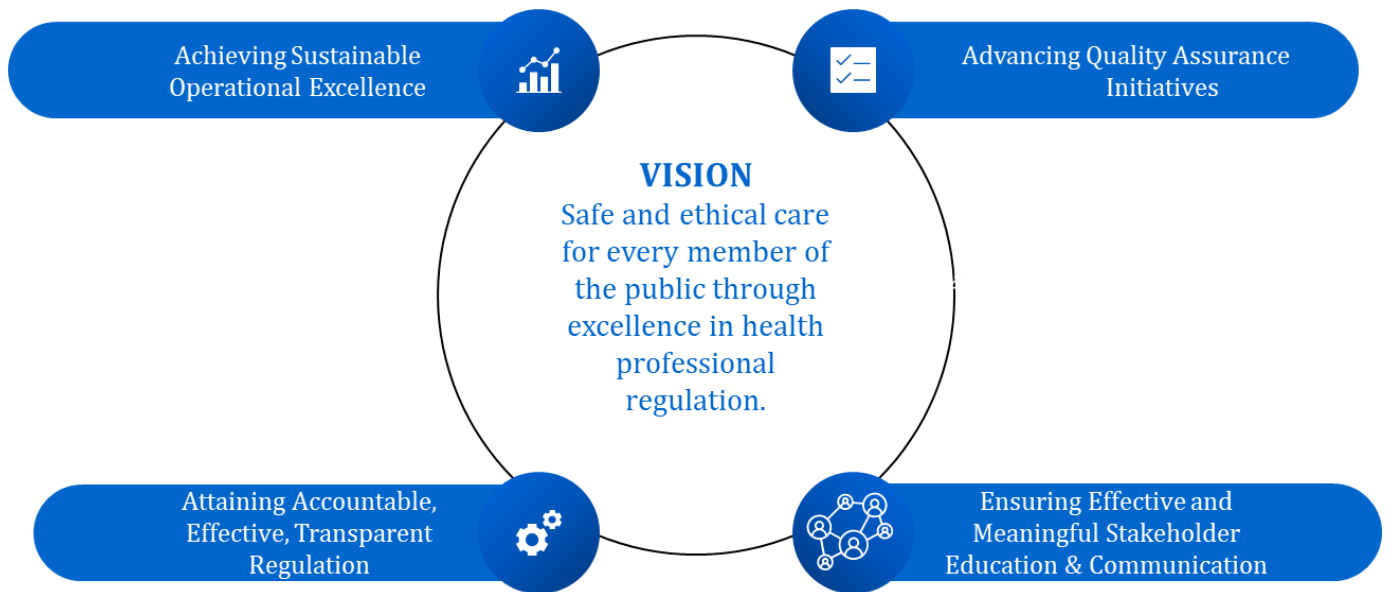


## 2 HOW WE WORK

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### 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 AND CEO/REGISTRAR

---

We are pleased to present the annual report for the NLCHP for the period of April 1, 2021, to March 31, 2022. As we continued to adjust to the challenges of the second year of the pandemic, 2021-2022 continued to test the resilience of our province. The pandemic has certainly been a challenging time for health professionals. It has also encouraged opportunities to enhance scope of practice and interprofessional relationships. Thank you to all health professionals who stepped up during the pandemic and continue to do so.

The NLCHP strives to fulfill its mandate as outlined in the Health Professions Act and keep public protection at the centre of all our efforts. In 2021-2022, the NLCHP continued to be accountable, transparent, and communicative about our activities. This report reflects the many activities, accomplishments and milestones that occurred over the course of the last fiscal year. NLCHP is happy to report a budget surplus for 2021-2022. Throughout the year, NLCHP continued to work with the health professional colleges at the provincial and national level.

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 and the addition of Traditional Chinese Medicine Practitioners to the Acupuncturists Regulations.

We 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



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

Alice Kennedy  
CEO and Registrar

## 4 GOVERNANCE

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The NLCHP is currently governed by a 12-member council including four public representatives and representatives from each of the six 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 continues to be two public representative vacancies since June 2020. The NLCHP has four standing committees including: the Registration Committee, the Quality Assurance (QA) Committee, the Complaints Authorization Committee (CAC), and the Finance and Human Resources Committee.

### 4.1 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 Cara Begg-Reid whose term with the Council ended during 2021-2022. This year we also welcomed new member Sarah Harnum who is replacing Cara Begg-Reid as the Chair of the College of Midwifery of Newfoundland and Labrador.





## 4.2 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, as well as articulating entry to practice requirements, scope of practice, code of ethics and standards of practice for their professions. 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 Section 9 of this report.



## 4.3 GOVERNANCE HIGHLIGHTS

### Annual General Meeting

- The 2020-2021 Annual General Meeting was held on June 23, 2021, virtually.
- 55 registrants and council members attended the meeting.
- Changes to the NLCHP By-Laws were approved by the Council in relation to conflict of interest.



### Regulations



- NLCHP continues to work with the Department of Health and Community Services to add the Traditional Chinese Medicine Practitioners to the Acupuncturist Act.
- NLCHP have been working with the Department of Health and Community Services to add a non-practicing registration status to the Midwives Regulations.
- NLCHP presented at the Newfoundland and Labrador Kinesiology Association Townhall discussion regarding regulation.

## Policy Development

During the year, the NLCHP updated a number of policies:

- The Visiting Lecturer Policy was updated to a Courtesy Registration policy recognizing that situations arise where health professionals registered in other jurisdictions may be required to provide services for a short term in Newfoundland and Labrador.
- The Quality Assurance Program Manual was updated.
- The Quality Assurance Continuing Education Audit Process policy was updated to reflect the movement to the online CE Portal.



## Practice

- The NLCHP and NLCDH sanctioned new entry-to-practice competencies developed by the Federation of Dental Hygienist Regulators in May 2021.
- The NLCHP made a submission to the Health Accord in conjunction with the Health Professionals Colleges which identified a number of ways their work can contribute to the Health Accord's vision for improved health and health outcomes for Newfoundlanders and Labradorians through access to services, preventative health care services, and health professional collaboration.
- The NLCHP and various Health Professional Colleges worked with the Department of Health and Community Services and Regional Health Authorities to identify areas where health professionals could provide support during the pandemic. CASLP-NL reviewed and approved training for Speech-Language Pathologists to perform COVID swabbing. A number of health professionals also worked in supportive roles in other areas.

## Regulatory Education



- NLCHP Council members were invited to attend the Health Regulators Network education session on Regulatory Governance on May 11, 2021.
- An Ad-Hoc Education Committee was established as per the Strategic Plan. NLCHP offered a number of regulatory education sessions for registrants throughout the year. Feedback on the session has been positive and attendance has been good. Session offered included:
  - ✓ Burnout Prevention Tips for Health Professionals (Joint Session with CLPNNL) on November 3, 2021.
  - ✓ Roles of Regulation: the NLCHP, the College and the Health Professionals on December 16, 2021.
  - ✓ Gender 101: Building Culturally Competent Practice (Joint Session with CLPNNL) on February 2, 2022.
  - ✓ Strategies for Improving Documentation: Lessons from Medical Legal Claims on March 10, 2022.

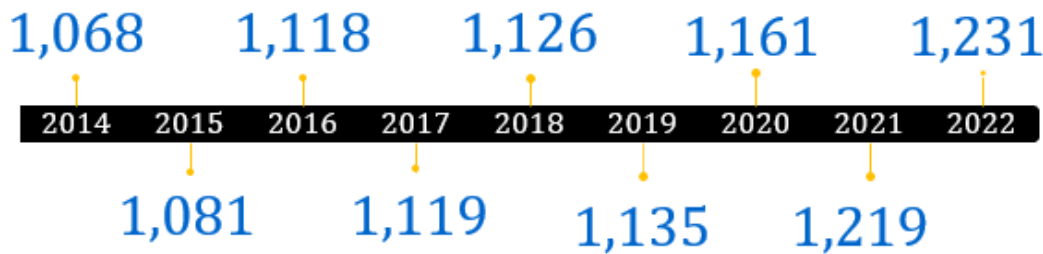


## 5 REPORTS FROM STANDING COMMITTEES

### 5.1 REGISTRATION COMMITTEE

The Registration Committee develops registration policies and oversees the registration process of the Council. The Committee met on four occasions. There were 80 new registrants during the year and 68 registrant exits (Details provided below). Ninety-six percent (96%) of registrants had full-practicing registrations.

#### Number of Registrants by Year (as of March 31)



#### REGISTRANTS AS OF MARCH 31, 2022

R.AC

36

R.AUD

48

R.DH

274

LHP

7

MLT

555

R.M

4

R.RT

154

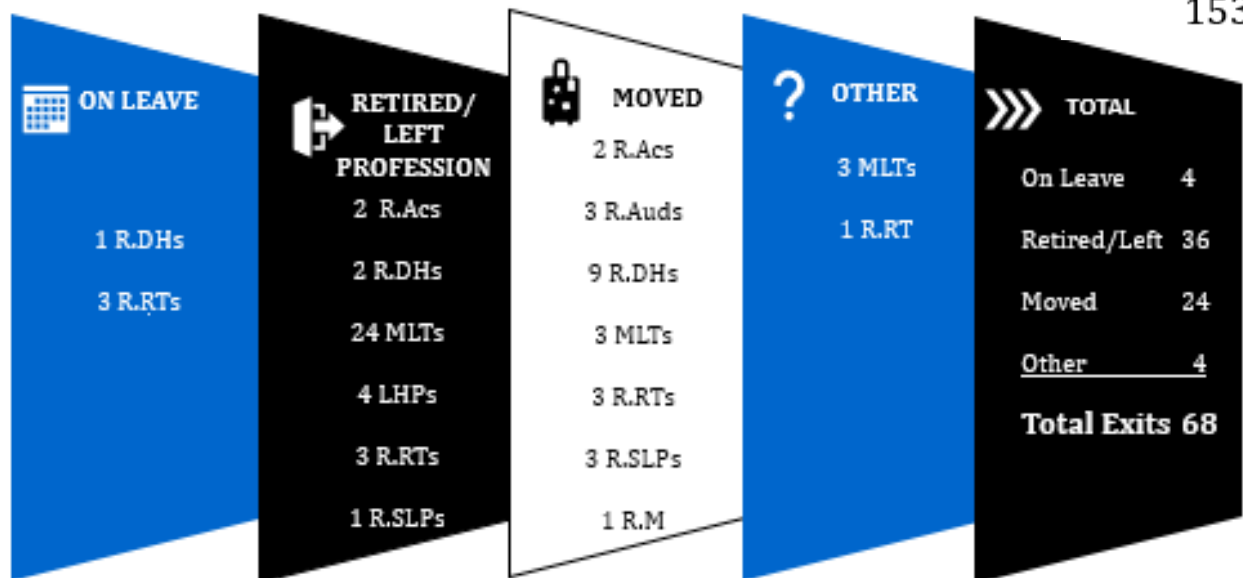
R.SLP

153

#### New Registrants in 2021-2022:

**80** | 2 R.Acs | 7 R.Auds | 26 R.DHs | 33 MLTs | 1 R.M | 4 R.RTs | 7 R.SLPs

#### Membership Exits & Reasons for Exits



## 5.2 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 by its own initiative. The QA Committee met three times in 2021-2022.




In the QA audit for the 2020 calendar year, the NLCHP audited 122 registrants. Ninety-six registrants audited met College criteria upon initial review. Twenty-six registrants required follow-up. While the amount of follow-up was higher than in previous years, the registrants were contacted and twenty-four registrants submitted the necessary outstanding documentation in order to meet requirements. One individual submitted a partial portfolio and one individual did not submit a portfolio. Both individuals were referred back to the QA committee and subsequently referred to the Complaints Authorization Committee.

## 5.3 COMPLAINTS AUTHORIZATION COMMITTEE (CAC)

The CAC assists the Council in its mandate of protecting the public by providing a mechanism for allegations to be investigated related to professional misconduct and/or incompetence. The CAC met four times in the past year. There were 11 allegations received by the NLCHP in 2021-2022. Further information about allegations is available under the Public Protection (Section 6) of this report.

## 5.4 FINANCE AND HUMAN RESOURCE COMMITTEE

The Finance and HR Committee works to ensure that the NLCHP has sufficient funds to discharge its duties under the *Act*. The Finance and Human Resources Committee met on four occasions. The Committee provided oversight in the preparation for the 2021-22 financial audit process. The NLCHP ended the 2021-2022 fiscal year with a surplus as outlined in the audited financial statements in Section 8 of this report.

 Registration Committee	 QA Committee	 CAC	 Finance/HR Committee
Colin Power (MLT) Chair Victoria Burry (R. Ac) Cheryl Bailey (RRT) Katherine Peddle (RDH) Judy Davidson (R.SLP) Cara Begg-Reid (RM) Nicole Jenkins (MRT) Gladys Dunne (Pub. Rep.)	Katherine Peddle (RDH) - Chair Cara Begg-Reid (RM) Tanya Gladney (RRT) Sandy Crowley (R. SLP) Allison Beresford (MLT) Victoria Burry (R. Ac) Josh Fisher (Pub. Rep)	Ethne Munden (R. Ac) - Chair Kenny Clarke (R. Ac) Colin Power (MLT) Cheryl Bailey (RRT) Gladys Dunne (Pub. Rep.) Josh Fisher (Pub. Rep.)	Debbie Brake-Patten (Pub. Rep.) - Chair Leona Ough (SLP) Kristin Dyke (MLT)

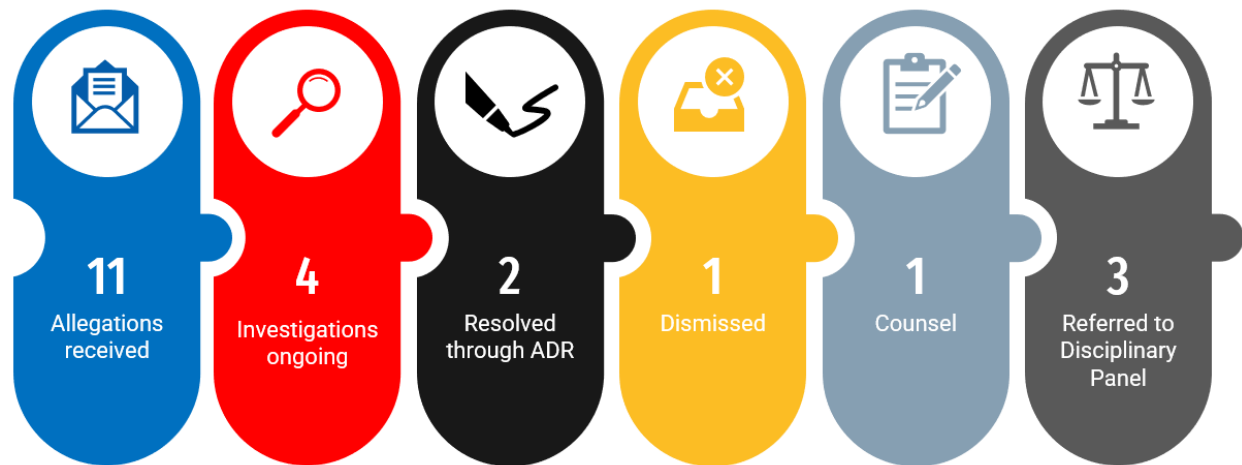
## 6 PUBLIC PROTECTION

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

During 2021-22, the NLCHP continued to work through the disciplinary proceedings with a registrant from the previous year. The hearing was held in December 2020 and the decision from the Adjudication Tribunal was received in April 2021. The decision is available on the NLCHP website.

There were eleven allegations filed during 2021-22. This is a significant increase from previous years. Four of the allegations were related to individuals practicing without a valid registration. For the first time, two individuals were referred to the Complaints Authorization Committee for failing to participate in the QA audit process for continuing education. The remaining allegations were filed based on concerns of professionalism or competence. Below is an overview of the status of the allegations and sources of allegations filed in 2021-2022.

### Status of Allegations



### Sources of Allegations







## 7 STRATEGIC PRIORITIES

NLCHP's strategic directions and priorities are outlined below along with achievements from 2021-22.





### 7.1 STRATEGIC DIRECTION #1

#### Achieving Sustainable Operational Excellence

Priorities	Achievements in 2021/2022
Design, prioritize, and implement strategies to address identified areas of risk in human and financial resources.	 Budget surplus. NLCHP Registration System and Database Manual completed. Operational Calendar developed.
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.	 NLCHP worked on a number of initiatives with Colleges including policy development throughout the year.
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 Regulations for Medical Radiation Technologists. Progress made towards adding non-practicing registration category to Midwives Regulations.





## 7.2 STRATEGIC DIRECTION #2

### Attaining Accountable, Effective, Transparent Regulation

Priorities	Achievements in 2021/2022
<p>Provide a full suite of modern and effective policies to support registration, and professional disciplinary proceedings.</p>	<p>Quality Assurance Program Manual updated.</p> <p>Quality Assurance – Continuing Education Audit Policy updated.</p>  <p>Visiting Lecturer Policy updated to Courtesy Registration Policy.</p> <p>Review of Practicing without a Valid Registration policy ongoing.</p>
<p>Streamline a review process for standards, code of ethics, and other core College documents governing the professions.</p>	<p>NLCHP worked with NLCDH and CASLP-NL to develop RFPs for key policy work.</p>  <p>Annual report template developed for Colleges.</p> <p>NLCHP initiated work with Colleges to look at a review of core documents.</p>
<p>Pursue opportunities to harmonize regulatory work provincially and nationally.</p>	<p>Registrar continues to meet regularly with provincial Health Regulators Network.</p>  <p>NLCHP continues to work with national regulatory groups for all health professions.</p> <p>NLCDH and NLCHP participating in RFP with other dental hygienist regulators for literature review of Orofacial Myofunctional Therapy.</p>
<p>Explore strategies related to embedding culturally safe practices in regulatory policies and processes.</p>	<p>Education session offered on gender competent practice.</p>  <p>Land acknowledgement incorporated into NLCHP Council meetings.</p>

### 7.3 STRATEGIC DIRECTION #3



#### Ensuring Effective and Meaningful Stakeholder Education & Communication

Priorities	Achievements in 2021/2022
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.
Increase member engagement with both the NLCHP and Colleges.	 Education session offered to registrants on the Role of Regulation.
Enhance NLCHP's visibility.	 NLCHP is currently developing educational video clip about the role of the NLCHP and Colleges.
Develop a strategy to address members' regulatory educational needs.	 Work of Ad-Hoc Education Committee ongoing. Four education sessions offered to registrants during 2021-2022.



## 7.4 STRATEGIC DIRECTION #4

### Advancing Quality Assurance Initiatives

Priorities	Achievements in 2021/2022
Further explore best practices in continuing competency.	 NLCHP to have guest speaker present to QA committee on CE trends across Canada.
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.

**8 NLCHP AUDITED FINANCIAL STATEMENTS**

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**NEWFOUNDLAND AND LABRADOR COUNCIL  
OF HEALTH PROFESSIONALS**

**Financial Statements**

**Year Ended March 31, 2022**

**NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS**

**Index to Financial Statements**

**Year Ended March 31, 2022**

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## INDEPENDENT AUDITOR'S REPORT

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### 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, 2022, 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, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO)

#### Basis for Opinion

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.

#### 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.

#### 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:

(continues)

Independent Auditor's Report to the To the Directors of Newfoundland and Labrador Council of Health Professionals (*continued*)

- 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 22, 2022



Chartered Professional Accountant  
Richard K Power, FCPA, Professional Corporation




**NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS**

**Statement of Financial Position**

**March 31, 2022**

	2022	2021
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash (Note 2)	\$ 754,066	\$ 620,156
Short term investments (Note 2)	357,942	157,962
Accounts receivable	-	2,960
Harmonized sales tax recoverable	1,907	-
Prepaid expenses	5,419	5,315
	<b>1,119,334</b>	786,393
CAPITAL ASSETS (Note 3)	<b>99,744</b>	113,111
LONG TERM INVESTMENTS (Note 2)	-	200,000
	<b>\$ 1,219,078</b>	<b>\$ 1,099,504</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities (Note 4)	\$ 29,134	\$ 21,618
Employee deductions payable	8,739	-
Due to colleges - fees (Note 5)	107,984	118,421
Deferred income (Note 6)	519,115	515,703
	<b>664,972</b>	655,742
<b>NET ASSETS</b>	<b>554,106</b>	443,762
	<b>\$ 1,219,078</b>	<b>\$ 1,099,504</b>

**ON BEHALF OF THE COUNCIL**

 \_\_\_\_\_ Council Chair

 \_\_\_\_\_ Chair of Finance and Human Resource Committee

**NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS****Statement of Revenues and Expenditures and Changes in Net Assets****Year Ended March 31, 2022**

	2022	2021
<b>REVENUES</b>		
Registration fees (Notes 2, 6)	\$ 559,454	\$ 420,319
Interest income	1,151	3,626
Other fees	31,231	8,000
	<b>591,836</b>	<b>431,945</b>
<b>EXPENSES</b>		
Accounting fees	9,049	12,410
Advertising and promotion	605	139
Amortization of capital assets	13,368	14,232
Complaints committee	25,541	-
Computer database	21,563	20,250
Consulting fees	100	-
Equipment rentals	939	954
Information technology fees	3,893	6,229
Insurance	5,079	4,775
Interest and bank charges	11,784	13,257
Legal fees	18,930	22,480
Meetings	4,084	3,128
Office	5,023	7,105
Quality assurance assessment	2,975	3,054
Rent	44,641	43,643
Repairs and maintenance	190	692
Salaries and wages	305,248	303,051
Strategic planning	-	5,945
Telephone	7,133	7,351
Training	495	2,640
Travel	852	56
	<b>481,492</b>	<b>471,391</b>
<b>NET EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>110,344</b>	<b>(39,446)</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>443,762</b>	<b>483,208</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 554,106</b>	<b>\$ 443,762</b>

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, 2022**

	2022	2021
<b>OPERATING ACTIVITIES</b>		
Excess (deficiency) of revenues over expenses	\$ 110,344	\$ (39,446)
Item not affecting cash:		
Amortization of capital assets	13,368	14,232
	<b>123,712</b>	<b>(25,214)</b>
Changes in non-cash working capital:		
Accounts receivable	2,960	(2,960)
Accounts payable and accrued liabilities	7,515	(6,867)
Deferred income	3,412	133,680
Prepaid expenses	(104)	(270)
Harmonized sales tax payable	(1,907)	-
Employee deductions payable	8,739	-
Due to colleges - fees	(10,437)	11,785
	<b>10,178</b>	<b>135,368</b>
Cash flow from operating activities	<b>133,890</b>	<b>110,154</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	-	(38,334)
Change in long-term investments	200,000	-
Cash flow from (used by) investing activities	<b>200,000</b>	<b>(38,334)</b>
<b>INCREASE IN CASH FLOW</b>	<b>333,890</b>	<b>71,820</b>
Cash - beginning of year	778,118	706,298
<b>CASH - END OF YEAR</b>	<b>1,112,008</b>	<b>778,118</b>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 754,066	\$ 620,156
Short term investments	357,942	157,962
	<b>\$ 1,112,008</b>	<b>\$ 778,118</b>

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, 2022

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### 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

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### 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 (ASNFPO).

#### 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%	
Computer database	10 years	straight-line method
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)*

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# NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS

## Notes to Financial Statements

Year Ended March 31, 2022

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### 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.

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### 3. CAPITAL ASSETS

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Computer equipment	\$ 15,046	\$ 13,985	\$ 1,061	\$ 1,516
Computer database	117,530	21,790	95,740	107,998
Furniture and fixtures	7,731	5,375	2,356	2,945
Website	1,683	1,096	587	652
	\$ 141,990	\$ 42,246	\$ 99,744	\$ 113,111

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### 4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2022	2021
Accounts payable	\$ 10,586	\$ 5,610
Accrued liabilities	18,548	16,008
	\$ 29,134	\$ 21,618

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**NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS**

**Notes to Financial Statements**

**Year Ended March 31, 2022**

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**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.

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	2022	2021
Due to colleges - fees	\$ 107,984	\$ 118,421

---

**6. DEFERRED INCOME**

Deferred income relates to registration fees collected in advance as of March 31, 2022.

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	2022	2021
Deferred registration revenue	\$ 519,115	\$ 515,703

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**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.

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**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, 2022.

**(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.

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

# **College of Audiologists and Speech- Language Pathologists**



## **ANNUAL REPORT 2021-2022**

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[www.caslpnl.ca](http://www.caslpnl.ca)

# ANNUAL REPORT

## Introduction

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*). 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.

2021 presented challenges to all health care professionals working through the COVID 19 pandemic. Audiologists and Speech-Language Pathologists continued to adhere to public health directives adapting services to the changing and challenging environment. Safe and effective clinical practice regularly meant relying on telepractice and safe infection prevention and control procedures. Members looked to the College for direction pertaining to scope of practice during times of health care deployment and licensing advice as geographical boundaries fell away in the virtual world. Student placements in our fields got back on track and Universities graduated Audiology and Speech-Language Pathology professionals who demonstrated their resilience while training amidst the pandemic restrictions.

## College Executive

Chair: Judy Davidson, SLP

Vice Chair: Jillian Ryan, Audiologist

Member to Council: Sandy Crowley, SLP

Treasurer: Maresa Moyles-Brazil, SLP

Secretary: Ashley Rossiter, SLP

Member at large: Mihaela Fost, Audiologist

CASLP-NL is pleased to have an Executive in 2021-22 that represents Speech-Language Pathologists working in health, education, and the private sector.

The College would like to acknowledge Sheila Rowe who completed her term as Director at Large with our Executive in Sept 2021. During her tenure, Sheila provided appreciated leadership especially with policy refinement and website management.

## **Highlights of the Year**

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, Quality Assurance Committee and Education Committee.

Working with NLCHP staff, CASLP-NL produced a statement for college members regarding professional standards related to participation in nasopharyngeal swabbing in support of public health efforts.

CASLP-NL also worked with the Council to enhance member's understanding of regulation and the mandate of the College through shared presentations. It is recognized that ongoing work in this area will be beneficial for new members and to refresh current member's understanding over time.

The CASLP-NL Executive embarked on a review of its core documents. As the College approaches its 10<sup>th</sup> anniversary, core documents related to ethics, policy and its general mandate are being reviewed and refreshed. This work is ongoing.

Following considerable planning, CASLP-NL launched a new web site with enhanced navigation features, a fresh look and supported by a new agency.

Following education that was sponsored by NLCHP, the Executive also took a critical look at its governance practices and policies, enhancing Board activities and focusing efforts on improving Board member role descriptions and orientation.

The Annual Meeting of Members were held virtually on May 28, 2021, and then again this year on May 6 (2022).

## **Updates to Key Regulatory Documents**

CASLP-NL updated the Scope of practice for Speech-Language Pathology and Audiology this year and created formal mission and mandate statements. Policy review is ongoing.

A new guideline for Professionals returning to practice is in draft and will be finalized and operationalized in 2022.

During the May 2022 AMM, the membership approved the CASPNL 2022-2023 budget which allows for possible spending to contract the development of college specific standards of practice. CASLP-NL hopes to issue a *request for proposals* prior to September 2022.

Focusing on past and common membership inquiries, several FAQ pages were developed in conjunction with the new CASLP-NL web page to assist members' navigation of regulatory processes.

## **National Collaboration**

2021 saw the unfortunate fall out of provincial regulators who previously participated with the **Canadian Alliance of Audiology and Speech-Language Pathology Regulators (CAASPR)**. CASLP-NL and CASLPM of Manitoba are the 2 remaining provincial College members of CAASPR, which continues to be the steward of key national professional documents and assets. CAASPR members continue to look for opportunities to bring Canadian regulators in our fields together for future projects with the goal of enhancing and harmonizing the regulatory framework for Audiology and Speech-Language Pathology in Canada.

CASLP-NL now sits as a regulatory representative on a committee of the Council for the **Accreditation of Canadian University Programs in Speech-Language Pathology and Audiology (CACUP)**



## Financial Summary

- The CASLP-NL board continues to work with an accountant in all matters related to the financial operations of the College. It maintains a reserve fund to ensure the College remains able to conduct its legislated activities.
- Accounting activities that were initiated this year include contracted enhanced bookkeeping services, the subscription of an online banking system that assures greater transparency within the Board, and new procedures related to archiving accounting documents.
- Based on budget projections and after a few years of a “temporary” fee reduction, the College fees were reduced as of 2022. As seen in the financial statements, funds are sufficient to support the ongoing activities of CASLP-NL.

Note: the current fiscal year for CASLP-NL is July 1-June 30<sup>th</sup>. CASLP-NL is acting to adjust its year in keeping with the NLCHP accounting calendar.

## Looking Forward

The College of Audiologists and Speech-Language Pathologists Newfoundland and Labrador was enacted with the proclamation of its Regulations in April 2013. The executive continues to take on activities to support the mandate of the College.

### **Future work includes:**

- Continue to seek opportunities to enhance members’ understanding of regulation and the mandate of the College.
- Review and potentially develop College specific standards of practice in Audiology and Speech-language Pathology.
- Address issues pertaining to portability requirements across jurisdictions.
- Develop and operationalize reentry to practice requirements and processes with associated guidelines to support same.
- Adjust the fiscal year for the College to fall in line with NLCHP
- Continue to review core documents to better support Audiologists and Speech-Language Pathologists.

# FINANCIAL STATEMENTS

## CASLP-NL 2021-2022

<b>Accounts Summary</b>	
Bank account balance: May 5, 2021	<b>90,682.57</b>
GIC	<b>20,689.73</b>
GIC	<b>3,084.62</b>

### BUDGET & ACTUAL

Type	Budgeted <small>(as of May 5,</small>	Actual <small>(as of May 5, 2022)</small>	Expected <small>(Renewal year 2022-2023)</small>
<b>Revenue</b>			
Registration fees	18,700 <small>(187 x \$100)</small>	19,167.25 <small>(199 x variable)</small>	199x\$80 Less 3.5%fee <b>\$15,362.80</b>
Interest from GIC	---	508.35	
Other	---	---	
<b>Expenses</b>			<b>Proposed Budget for 2021-2022</b>
Annual Meeting of Members	\$300	\$560	\$800
Insurance	\$1700	\$1798	\$2000
Teleconference/Zoom	\$600	\$230	\$600
Board Travel	\$9500	\$5200	\$9500
Operations (P.O. Box, meetings, etc.)	\$2500	\$1032	\$2500
Lawyer/Accountant	\$2000	-----	\$4000
Advertising/Promotion	\$500	\$0	\$500
Website	\$2000	\$2983	\$3500
Computer/Software	\$500	\$69	\$1500
Interest and Bank Fees	\$700	\$388	\$700

Membership: Canadian Alliance of Audiologists and Speech-Language	\$2500	\$1960		\$2500
Membership: Council for Accreditation of Canadian University Programs	---	\$141		\$150
Proposed Project: Standards of Practice	--	---		\$20,000
Proposed Project: Disposal of financial documentation for 2013-2015	---	---		\$100
<b>TOTALS</b>	<b>BUDGETED 2021-2022</b>	<b>Expenditures ACTUAL as of AMM 2021-2022</b>		<b>Proposed Budget 2022-2023</b>
	\$22,800	\$14,361		\$48,350

## 9.2 COLLEGE OF MIDWIVES OF NEWFOUNDLAND AND LABRADOR (CMNL)



College of Midwives of Newfoundland and Labrador

# ANNUAL REPORT 2021-2022

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Email: [midwivesnl@gmail.com](mailto:midwivesnl@gmail.com)

Website: [www.CMNL.ca](http://www.CMNL.ca)

Tel: (709) 573-3102

111 Water St. Carbonear, NL

A1Y 1A9

# ANNUAL REPORT

## Introduction

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*). 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.



On behalf of the College of Midwives of Newfoundland and Labrador, I am pleased to share this year's 2021 annual report. It was a busy year with the lingering impact of COVID and fluctuating obstetrical access for our Gander Midwives. There remains a concern 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, three of which are vacant or temporarily filled. This lack of staffing coupled with ongoing diversions

makes midwifery-attended births difficult to impossible. Unfortunately, due to the unpredictability of the situation in the area, there have been no applications for the current positions. There was no further expansion of midwifery services in the province since 2019. Our Provincial Midwife Chief position is hopefully resuming soon.

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. We are already seeing the effects of this in Gander where Registered Midwives do not have the hospital access or extra midwives needed to provide home births. 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 by actively integrating funded Midwife positions in every Regional Health Authority.

Sincerely,



Cara Begg-Reid

Chair-College of Midwives of Newfoundland and Labrador

### **College Executive**

Cara Begg-Reid	Chair in 2021
Sarah Harnum	Newly Elected Chair March 31, 2022
Edie Posca	Vice Chair
Brianna Thompson	Secretary

## **Highlights of the Year**

This year the CMNL enjoyed a collaborative teaching experience while providing a webinar for Paramedics in the province. We hope to continue more interdisciplinary interactions in the upcoming year. We participated in interviews with academic researchers regarding postpartum services available in Newfoundland and Labrador. We worked with the NLPDP to establish safe prescribing practices to the scope of midwifery. CMNL was also active in interviews with journalists and the Health Accord about the need for better midwifery access across the country.

## **Updates to Key Regulatory Documents**

CMNL revised the following Standards:

Prescribing and Administering Drugs for Registered Midwives Standard

Registration and Continuing Competencies Standard

Safe Prescribing and Administration of Controlled Substances for Registered Midwives in Newfoundland and Labrador Standard

## **Policy Updates**

The CMNL created a new policy for the Reimbursement of Registration Fees for Extended Leave Policy. This was necessary to compensate Registered Midwives on Leaves as the province did not have a Non-Practicing Class. We are happy that through the diligent advocacy from the NLCHP, and dedication on behalf of the government, this is soon to be resolved.

## **National Collaboration**

Canadian Midwifery Regulators Council

The previous CMNL Chair sits on this Council alongside NLCHP Registrar. This year, we attended the two-day Annual General Meeting online due to COVID restrictions. It was a beneficial way of connecting with other Canadian Midwifery Regulators and gaining knowledge of trends in midwifery across the country. The CMNL remains actively involved in subcommittees at this national level of midwifery. This year, we worked diligently on an Equity, Diversity, and Inclusion (EDI) Committee that aims to assist other Midwifery Colleges



across the country in evaluating and developing a robust EDI statement and actions for their province.

## Financial Summary

	Actual	Budget	Remaining
Directors and Officers Insurance HIROC Jan. 2021	\$3321.20	Deficit	- \$3321.20
Directors and Officers Insurance HIROC Jan. 2022	\$3412.05	\$3321.20	- \$90.85
Membership with CMRC	\$1770.00	\$1725.00	- \$45.00
Website Maintenance	\$500.00	\$500.00	\$0.00
Financial Accounting	\$0.00	\$1000.00	+ \$1000.00
Bank Service Charges	\$53.00	\$45.00	- \$8.00
Office Supplies/Web Conferencing	\$460.00	\$500.00	+ \$40.00
CMRC and CAM conference attendance	\$0.00	\$2500.00	+ \$2500.00
Chair Honorarium Oct - Dec 2020; Jan - Mar 2021	\$2000.00	Deficit	- \$ 2000.00
Chair Honorarium Apr 1, 2021 - March 31 2022	\$4800.00	\$4800.00	\$0.00
Other Administrative Work (Presentations, Secretarial)	\$520.00	\$0.00	- \$520.00
Registrant Refund as per CMNL Policy for Inactive Class	\$500.00	\$0.00	- \$500.00
Total Expenses	\$17,336.25		
Opening Balance - Funds In	\$3214.12	NA	NA
\$16,000.00 Government Grant for Deficit in 2020 and year of 2021 as per COR-2021-146879			
\$3136.25 NLCHP Registrations			
\$3214.12 Opening Balance Jan. 1, 2021			
Total	\$22,350.37		
Closing Balance	\$5014.12		

## Looking Forward

The CMNL plans on working with the government to build the number of Registered Midwives in the province so that we can once again offer midwifery in its full scope. We hope to find alternative ways of integration and collaboration and interdisciplinary learning. We continue to build and revise Standards and Policies as the climate of midwifery changes.

### 9.3 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



## 2021 Annual Report

Email: [info@ctcmpanl.ca](mailto:info@ctcmpanl.ca)  
Website: [www.ctcmpanl.ca](http://www.ctcmpanl.ca)

## 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 (NLC DH)

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 through 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

Dear Members,

It was a pleasure serving as your Chair again this year. I enjoyed working with many of you over the last year and you can access the Annual report of the Council at: [www.nlchp.ca](http://www.nlchp.ca)

### **College participation in National endeavors for TCMA**

Research and development for the pan-Canadian examinations continued through 2021. The Item Writing Committee through YASI (the exam development firm) has continued its' to further develop the item bank of questions, review their language structure and clarity and to assure their compatibility with an on-line platform (a great learning experience for Committee participants). Retired Item bank items will be used in an on-line pre-assessment program initiative. An online platform will ensure the security of the pan-Canadian examinations, a greater availability to exam candidates, more examination offerings and a more efficient exam administration. Our College continues with its participation in the examination development through our remote Item Writing Committee (which had two new volunteer Item Writers in 2021) and its representatives on the Steering and Examination Committees.

### **On the home front:**

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. Preliminary meetings are being scheduled.

During 2019 the College continued to resource approved programs to assist in the preparation of our members in the area of TCM Herbology. This will continue through the remainder of 2019-2020 with best standards of education and practice being considered and inclusive of a refresher and evaluation process for College members already trained at the TCM Herbalist and Practitioner levels. The College will continue with program development initiatives towards the intended outcome through the assistance of Alliance advisors an education Committee of College members who may be considered as subject matter experts

During 2019 the provinces of B.C., Ont., NL partnered on the development of a shared document on safety and infection control. In August of 2019, the Alliance members agreed to further develop this manual inclusive of all five regulatory Colleges.

We have continued essential collaboration with Council through the Registration, Quality Assurance, Complaints Authorization Committees, and ongoing annual education of our Disciplinary panel members. Reports from Committee representatives are written later in this document.

In 2019 we collaborated with Council on the development of the on-line portal for College members to record their Continuing education items. This will allow the Council to assess a member's CE requirements eliminating some of the necessity of Members presenting a portfolio. Under this effort our College policy regarding first Aid and CPR came under review and an edit has been made bringing our policy in line for ease of review of Members CEs by the Council.

In addition, the members of the college board spent considerable time reviewing the CTCMPANL by-laws. Much gratitude is extended to the board members for dedicating such an enormous amount of time to this effort.

### **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.

Chair CTCMPANL

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

## **Report from the Board**

The College Board Members met on several occasions during 2021. Due to challenges set forth by the Pandemic the board followed government suggested guidelines for meetings and held all meetings via Zoom this year. While it offered a number of challenges, board participation remained high, and the meetings were productive.

### **Highlights for 2021:**

#### **1. Collaborated with the Council in:(\*\* College initiatives)**

- The continued development of guidelines to be adopted by the Colleges in: Common standards, in the area of privacy, confidentiality and consent.
- Formulating direction and support for regulations for the full scope of TCMA AND through
- Participating in the development and actuation of the 2020-2021 strategic plan of the Council
- Participating in Council Board and Committee meetings and activities
- Board members participated in NLCHP offered “Good Governance” seminar.
- Development of an on-line profile for Colleges, inclusive of policies, standards, ethics and misconduct documents and a list of schools with approved TCMA programs in Canada

#### **2. Collaborated with the CARB: (\*\* College initiatives)**

- Consideration of the parameters for the amendment of the contract with ASI and Yardstick (YASI) regarding College involvement in Pan-Canadian examination development activities
- Participation in revisions to the pan-Canadian examinations for future on-line offering of the examinations.
- Participation in Committees for pan-Canadian examination development
- Participation in “newly” formed Education Accreditation committee
- Participation in Board meetings of the Alliance
- Participation in the initial stages of research for the development of the pan-Canadian practical examinations
- The development of Common standards for TCMA
- Exam development. Participation in Item Writing, Steering committee.

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



## **Recommendations of the Board going forward**

### **Work to be done:**

- Updating of the College website
- Public education initiative.
- Continuing education in professional governance, ethics, standards and malpractice.
- Development of a College newsletter

### **CTCMPANL Board**

Kenneth Clarke    Chair  
Victoria Burry    Vice-Chair  
Cheryl Oldford    Secretary/Treasurer  
Ethne Munden    Past Chair

### **Members at large**

Bengie Munden  
Marc-Alexandre Mestres  
Kayla Westcott  
Emma Dolan

### **CTCMPANL representatives at Council:**

Kenneth Clarke - Board of Directors  
Victoria Burry. - Quality Assurance Committee  
Ethne Munden - Chair Complaints Authorization Committee  
Kenneth Clarke - Complaints Authorization Committee  
Victoria Burry - Registration Committee

### **CE Assessors**

Marc-Alexandre Mestres – 2021 CE Assessor

### **Disciplinary Panel for CTCMPANL**

Dana Burry  
Shelly Reid  
Bengie Munden  
Cheryl Oldford

### **CTCMPANL Finance Committee**

Cheryl Oldford    **Chair**  
Marc Alexandre Mestres  
Bengie Munden  
Victoria Burry

### **CTCMPANL Examination Committee**

Cheryl Oldford    **Chair**  
Bengie Munden

### **CTCMPANL Remote Item Writing Committee for the pan-Canadian examinations**

Cheryl Oldford  
Bengie Munden

### **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.

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 2021

The Pan Canadian Written Examination:

- The Pan Canadian Written multiple-choice examinations and case study examinations are now combined and have moved to a computer-based examination.
- In NL we shall continue to require our own OSCE until the national OSCE comes into effect.
- Examinations will continue to be offered twice a year in various provincial exam centres improving availability and retake opportunity.
- NL received 1 application for this 2021 year
- 2021-Remote Item Writing - Several remote Item Writing and Review teleconferences have taken place from March 2021 to November 2021.

Remote item writing and EC teleconferences have been ongoing throughout the year to determine the passing mark and exam approval for the pan-Canadian exam.

**Cheryl Oldford**  
**Chair CTCMPANL Exam Committee**

## Report: College Activity at the Quality Assurance Committee of Council

The Quality assurance meeting met several times over the last year. Our meetings cover many topics such as the audits, and CE compliance. Currently there are no outstanding issues with any of our members.

The NLCHP is encouraging members of all its disciplines to use the CE portal on the NLCHP website. This is the same area of the NLCHP's website that we would have used last year for renewing our memberships. The benefit of this portal is that as you complete CE's, you can upload and download the information to your profile to make things easier when renewal time comes. Based on this information that is uploaded by members, the NLCHP can notify each college and let them know the areas in which their members are having trouble acquiring the CEs, so that colleges can better support the members in acquiring their CEs.

**Victoria Burry**  
**College representative to the Council Quality Assurance Committee**

## Report: College Activity at the Registration Committee of Council

The registration committee met several times over the last year. Currently we have 1228 registered health care professionals under the NLCHP. The bulk of these numbers come from the MLT's with 562 members, RDH with 265 members SLP with 151 members. We currently have 36 members working as Registered acupuncturists.

Covid was a worrisome issue as it was initially expected that numbers of practicing people would decrease, however, mostly due to MLTs having a big graduating class, they broke the 1200 threshold and had a wonderful year as most registered numbers stayed the same including acupuncture. We have all endured!

**Victoria Burry**  
**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”. Allegations can arise from the public, other acupuncturist, the College or the Council.
- 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:

June 11, 2020

May 27, 2021

August 2, 2021

June 8, 2021

CAC mandatory annual education session on discipline was held virtually on May 11, 2021 by the Health Regulators Network with some CTCMPANL Board members attending. This session focused attention on whether or not professional regulators are acting in the public interest and the need for fundamental change in governance to retain the public trust.

The CAC has directed an investigation into a second allegation against an acupuncturist.

Any disciplinary findings are listed on the NLCHP website:

<https://nlchp.ca/complaints/making-a-complaint/publication-of-disciplinary-findings/>

Information about restrictions or notices on individual’s registrations are listed on the list of registered health professionals:

<https://nlchp.ca.thentiacloud.net/webs/nlchp/register/#/%20>

If someone is wishing to make a complaint, the online complaint form is available:

<https://nlchp.ca.thentiacloud.net/webs/nlchp/register/#/complaint-form>

### **Ethne Munden**

College Representative to the CAC

Chair of the CAC

## Report: Acupuncturists CE Auditor to Council 2021

Registrants were asked to submit CE portfolios for activity completed in the 2020 calendar year. A total of 3 CTCMPANL registrant portfolios were submitted for this audit. One registrant could not provide documentation. This file was forwarded to the QA Committee for review and the registrant was given one month to provide documentation for credits completed in 2021. The registrant will be audited again in 2022. One registrant was a late submission.

**Marc-Alexandre Mestres**

**Council QA Auditor for Acupuncturists 2021**

## Report: TCMPA Regulations

We have been assured by government that we are still moving forward with our TCMP regulations. However, our patience is requested as we progress through our Covid protective strategies. We look forward to a positive outcome in the New Year.

Entry level competencies for Traditional Chinese Medicine Practitioners, Acupuncturists and Herbalists in Canada.

Can be viewed on the College website [www.Ctcmpanl.ca](http://www.Ctcmpanl.ca)

**Ethne Munden**

**Past Chair CTCMPANL**

**Liaison for TCMPA Regulations**

## Treasurer's Report 2021

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 the CTCMPANL was unable to send any of our provincial experts to item writing sessions scheduled by CARB for the year of 2021.

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 2022

### REVENUE

**2021**

Currently in Account (as of November 3, 2021)	\$24630.60
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**Anticipated revenue for 2022**

**\$14,000.00**

### EXPENDITURES

**2021  
Actual**

**2022  
Projected**

	<b>2021 Actual</b>	<b>2022 Projected</b>
CARB/ACOR Dues	\$1175.00	\$1175.00
Insurance	\$3017.60	\$3017.60
Website Maintenance	\$435.00	\$500.00
Interest & Bank Charges	\$42.00	\$50.00
Legal Fees	\$1745.70	\$1000
Committee Support	\$0.00	\$1000
Costs for involvement in exam activities	\$0.00	\$3000
Accounting Fees	\$1600	\$1600
Postage/Office Supplies	\$100	\$100
Printing & Copying Services	\$100	\$100
Conference & Meetings	\$150.00	\$200
Communication Fee	\$0.00	\$1000
Travel	\$0.00	\$1000
Honorarium	\$0.00	\$1000
<b>Totals</b>	<b>\$8365.30</b>	<b>\$14742.60</b>

## 9.4 NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS (NLCDH)



NEWFOUNDLAND & LABRADOR  
**COLLEGE OF  
DENTAL HYGIENISTS** INC.

# Annual Report

March 2021 - March 2022

Submitted: June 1, 2022



NEWFOUNDLAND & LABRADOR  
COLLEGE OF  
DENTAL HYGIENISTS INC.

## Annual Report

March 2021 - March 2022

### General introduction:

It has been my pleasure to serve another year as the Chair of the NLCDH. The board is composed of dedicated volunteers who are fully engaged and supportive in the work of the NLCDH and NLCHP. Our operations this year has been less reactive related to COVID policy amendments and more focused on strategic work. This includes amending By-laws and reviewing policy to retaining consultants to direct us in amending and creating policies that are in line with national standards as well as preparing for future trends in the profession of Dental Hygiene. These will meet the need for NLCHP in registration and quality assurance.

It is my pleasure to present to you the NLCDH 2021 Annual Report.

## College Executive

### ARTICLE SIX: BOARD

#### 6.01 Composition of the Board

The Board shall consist of not less than four (4) and not more than eight (8) persons, who shall each be a Member, Honorary Member, or Non-practicing Member, including a Chairperson, an Incoming Chairperson, a Treasurer and a Past-Chairperson.

#### **Executive Members:**

Katherine Peddle chair;  
Nichole Kiely, in-coming chair;  
Angela Hynes, treasurer;  
Amanda Thomey;  
Peggy Rice;  
Penny Carroll

## Highlights of the Year

- Updated Bylaws with the help of Deputy Registrar.
- Contracted a web designer to create the new NLCDH website.
- Amendments to Covid policy based on current research and to align NL Public Health alerts



- Conducted a virtual meeting with members to discuss concerns related to COVID and policy.
- Efforts to encourage collaboration with Dental Board gave no results
- Conducted research in the practice of Orofacial Myofunctional Therapy (MFT). Meet with educators to discuss the scope. Continue to collaborate with Federation of Dental Hygiene Regulators to establish policy in the education requirement and safe practices for MFT.
- Developed RFP for Policy Consultant and signed agreement with Halford Consultants to review current NLCDH policies.

## **Updates to Key Regulatory Documents**

The NLCDH Board met and approved the proposed document published by the Federation of Dental Hygiene Regulars (FDHRC). This document has been posted on the NLCDH website and all members were notified in an email announcement prepared by the FDHRC. All future policy amendments will refer to this document. The FDHRC has planned work to prepare a national standardized document for Code of Ethics. The NLCDH review and vote on adopting these documents as they are presented by the FDHRC.

## **Policy Updates**

- NLCDH has signed a contract with Halford Consultants and have begun work to review, amend the NLCDH current policies as well as conduct a scan of the other national jurisdictions to create new policy to align with national standards.

## **National Collaboration**

The Federation of Dental Hygiene Regulators and the National Dental Hygiene Certification Board we officially amalgamated on January 1, 2022. The past fiscal year has required extensive work from each member of the board to prepare for amalgamation. Both boards have now combined and the NDHCB Board has been eliminated. All administration of the National Certification Exam is now overseen by the FDHRC Board and Staff. The NLCDH Chair continues to hold a voting seat on the FDHRC and the NLCHP Registrar continues to hold a seat as a non-voting member.

## **Financial Summary**

Appendix a is the Financial Statements prepared by Richard Power Chartered Professional Accountant for Fiscal year ending March 31, 2022.

See Attachment.

## **Looking Forward**

The NLCDH key activates are to continue with Halford Consultants to update current and create new policy.

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

Respectively Submitted,  
Katherine Peddle,  
Chair NLCDH

**THE NEWFOUNDLAND AND LABRADOR COLLEGE  
OF DENTAL HYGIENISTS**

**Financial Statements**

**Year Ended March 31, 2022**

**THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS**  
**Index to Financial Statements**  
**Year Ended March 31, 2022**

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Statement of Cash Flows	4
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## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

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### To the Members of The Newfoundland and Labrador College of Dental Hygienists

I have reviewed the accompanying financial statements of The Newfoundland and Labrador College of Dental Hygienists (the organization) that comprise the statement of financial position as at March 31, 2022, and the statements of revenues and expenditures and changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (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.

#### Practitioner's Responsibility

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

#### Conclusion

Based on my review, nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of The Newfoundland and Labrador College of Dental Hygienists as at March 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.



Clareville, Newfoundland and Labrador  
June 1, 2022

Chartered Professional Accountant  
Richard K Power, FCPA, Professional Corporation

**THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS**  
**Statement of Financial Position**  
**March 31, 2022**

	2022	2021
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 26,115	\$ 24,611
Accounts receivable	28,402	25,043
Prepaid expenses	1,459	1,370
	<b>\$ 55,976</b>	<b>\$ 51,024</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 900	\$ 900
<b>NET ASSETS</b>	<b>55,076</b>	<b>50,124</b>
<b>LIABILITIES AND NET ASSETS</b>	<b>\$ 55,976</b>	<b>\$ 51,024</b>

ON BEHALF OF THE BOARD

\_\_\_\_\_ *Chairperson*

\_\_\_\_\_ *Treasurer*

The accompanying notes are an integral part of these financial statements

**THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS**  
**Statement of Revenues and Expenditures and Changes in Net Assets**  
**Year Ended March 31, 2022**

	2022	2021
<b>REVENUES</b>	<b>\$ 26,857</b>	<b>\$ 27,261</b>
<b>EXPENSES</b>		
Insurance	1,469	1,348
Interest and bank charges	108	278
Legal fees	1,438	1,380
Meetings and conventions	4,371	1,280
Memberships and accreditation fees	2,400	2,052
Office	695	338
Website maintenance	2,168	135
Board honourariums	3,700	4,250
Travel and training	5,558	3,226
	<b>21,907</b>	<b>14,287</b>
<b>EXCESS OF REVENUES OVER EXPENSES FROM OPERATIONS</b>	<b>4,950</b>	<b>12,974</b>
<b>OTHER INCOME</b>		
Interest income	2	5
<b>NET EXCESS OF REVENUES OVER EXPENSES</b>	<b>4,952</b>	<b>12,979</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>50,124</b>	<b>37,145</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 55,076</b>	<b>\$ 50,124</b>

The accompanying notes are an integral part of these financial statements

**THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS**  
**Statement of Cash Flows**  
**Year Ended March 31, 2022**

	2022	2021
<b>OPERATING ACTIVITIES</b>		
Excess of revenues over expenses	\$ 4,952	\$ 12,979
Changes in non-cash working capital:		
Accounts receivable	(3,360)	(3,031)
Prepaid expenses	(88)	558
	(3,448)	(2,473)
<b>INCREASE IN CASH FLOW</b>	<b>1,504</b>	<b>10,506</b>
Cash - beginning of year	24,611	14,105
<b>CASH - END OF YEAR</b>	<b>\$ 26,115</b>	<b>\$ 24,611</b>

The accompanying notes are an integral part of these financial statements



**THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2022**

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**1. DESCRIPTION OF BUSINESS**

The Newfoundland and Labrador College of Dental Hygienists (the "organization") is incorporated under the Health Professionals Act of Newfoundland And Labrador. The organization's principal business activity is to govern its members to serve and protect the public interest.

The College is exempt from income taxes as per Paragraph 149 (l) of the Income Tax Act.

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**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

Basis of presentation

The financial statements were prepared in accordance with Accounting Standards for Not-for-Profit Organizations.

Cash and cash equivalents

Cash includes cash on deposit with chartered bank and cash on hand.

Purchase of capital assets

The College expenses the purchase of capital assets in the year of acquisition.

Revenue recognition

The Newfoundland and Labrador College of Dental Hygienists follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

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

- services are provided and delivered to its members
- there is clear evidence that an arrangement exists
- amounts are fixed or can be determined
- the ability to collect is reasonably assured.

Measurement uncertainty

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

*(continues)*

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THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS  
Notes to Financial Statements  
Year Ended March 31, 2022

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

Financial instruments

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.

Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

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3. FINANCIAL INSTRUMENTS

The organization 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 organization's risk exposure and concentration as of March 31, 2022.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from members. In order to reduce its credit risk, the organization conducts regular reviews of its member's fees collection. The organization has a significant number of members which minimizes concentration of credit risk.

Liquidity risk

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

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## 9.5 NEWFOUNDLAND AND LABRADOR COLLEGE OF MEDICAL LABORATORY SCIENCES (NLCMLS)



# Newfoundland and Labrador College of Medical Laboratory Science (NLCMLS) Annual Report 2021

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

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

[www.nlcmls.ca](http://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](#). 2021 marks the 10<sup>th</sup> 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 2021 is as follow:

<b>Allison Beresford</b> Interim President	<b>Vacant</b> Past President
<b>Colin Power</b> College Representative	<b>Samantha Tiller</b> Director of Marketing and Communications
<b>Allison Beresford</b> Treasurer	<b>Trevor Williams</b> Avalon Regional Director
<b>Kristen Lane</b> Central Regional Director	<b>Stephanie March</b> Western Regional Director
<b>Marley Boland</b> Eastern Regional Director	<b>Stephanie Benson</b> Secretary
<b>Lorna Brennan</b> Director of Professional Development	<b>Kailey Gillingham</b> Student Representative

Our membership for the 2021-2022 registration consisted of 555 Medical Laboratory Technologists and 7 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 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.

2021 continued with the challenges due to the COVID-19 pandemic. There was a continuous barrage of new guidelines to follow, and it was an ever-changing environment- everyone had to adapt. The College

did hold a virtual Spring Education Symposium from Clarendville in April of 2021. With the uncertainty of the pandemic, there was hope that a fall AGM and Education Symposium could be held in person but that too was unable to happen due to public health guidelines, we did hold another virtual AGM and Symposium from St.John's. At this AGM Stephanie Benson was selected as the New Secretary with the vacancy left by the resignation of Margaret Steele. We thank Margaret for her service with the Board. Membership started to feel better about the availability of CE with the reintroduction of the Symposium format albeit, Virtual. The College took this opportunity to look for and provide the membership with multiple online sources to obtain CE.

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

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, the symposiums of 2021 allowed presenters to lecture from anywhere in the province or country.

Since the Council went live with the new CE portal in winter 2021, the College and Council have worked in tandem to 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 bugs and system errors that were discovered in the first CE Portal were corrected and the upload of CE in 2021 and 2022 went much smoother.

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 2021 is attached.

Respectfully,

Colin Power MLT, BSc

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

Financial Statements  
Year Ended  
December 31, 2021

*Blayden, Tilley and Company*  
*Chartered Professional Accountants*

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*Blayden, Tilley and Company*  
*Chartered Professional Accountants*



*Blagdon, Tilley and Company*

*Chartered Professional Accountants*

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

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E-mail: [blc.clm@eastlink.ca](mailto:blc.clm@eastlink.ca)

## Compilation Engagement Report

To the Board of Directors

On the basis of information provided by management, we have compiled the statement of receipts and disbursements of Newfoundland and Labrador College of Medical Laboratory Science Inc. as at December 31, 2021, and the statement of investments for the year then ended.

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it, and the selection of the basis of accounting.

We performed the engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

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

*Blagdon, Tilley and Company*

Chartered Professional Accountants

Conception Bay South, NL

May 12, 2022

Newfoundland and Labrador College of Medical Laboratory Science Inc.  
 Statement of Receipts and Disbursements - Current Account  
 For the Year Ended December 31, 2021

	2021	2020
<b>Receipts</b>		
Fees	\$ 34,529	\$ 37,516
Congress	130	2,300
Awards	1,450	1,200
Transfer from investments	13,796	-
	<b>49,905</b>	<b>41,016</b>
<b>Disbursements</b>		
Bank charges	390	48
Fees	4,848	2,272
Miscellaneous (Schedule 1)	9,640	5,473
Professional fees	891	891
Seminars, conventions and meetings	13,361	8,694
Transfer to investments	10,000	-
	<b>39,130</b>	<b>17,378</b>
Surplus of receipts over disbursements	10,775	23,638
Bank balance, beginning of year	49,695	26,057
Bank balance, end of year	\$ 60,470	\$ 49,695

*Blyden, Tilly and Company*  
 Chartered Professional Accountants

Newfoundland and Labrador College of Medical Laboratory Science Inc.  
 Statement of Investments  
 December 31, 2021

	2021	2020
<b>Investments</b>		
Bank of Montreal investment account	\$ 14,840	\$ 13,596
Bank of Montreal Guaranteed Investment Certificates	143,087	155,743
Royal Bank of Canada	10,000	-
	<b>\$ 167,927</b>	<b>\$ 169,339</b>

*Blayden, Tilley and Company*  
 Chartered Professional Accountants

Newfoundland and Labrador College of Medical Laboratory Science Inc.  
 Schedule 1  
 December 31, 2021

	2021	2020
<b>Miscellaneous disbursements</b>		
Website	\$ 7,351	\$ 3,147
Office supplies	289	817
Awards	2,000	1,509
	<b>\$ 9,640</b>	<b>\$ 5,473</b>

*Blayden, Tilley and Company*  
 Chartered Professional Accountants

## 9.6 NEWFOUNDLAND AND LABRADOR COLLEGE OF RESPIRATORY THERAPISTS (NLCRT)



Newfoundland & Labrador  
College of Respiratory Therapists

Suite #133, Unit 50 Hamlyn Rd. Plaza • St. John's, NL A1E 5X7  
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# ANNUAL REPORT 2021-2022

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Suite #133, Unit 50 Hamlyn Road

St. John's, NL A1E 5X7

# ANNUAL REPORT

## Introduction

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*). 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.

On behalf of the Newfoundland and Labrador College of Respiratory Therapists, it is my pleasure to share the annual report for 2021. It has been another year of challenges related to the Covid pandemic but it has also seen some successes as well. We continue to work collaboratively with NLCHP to ensure that safety of the public is served with the highest standards of practice.

## College Executive

Cheryl Bailey, Chair

Samantha Fry, Vice Chair

Joy Gallant, Secretary

Lori Gordon, Treasurer

Chris Barclay, Member at Large

Kim Burry, Member at Large

## **Highlights of the Year**

2021 continues to provide challenges to the profession of Respiratory Therapy as the Covid pandemic continues to evolve. Respiratory Therapists continue to provide front line acute care as it relates to Covid as well as the complex pathologies that plague our aging population. The Job Evaluation System has been completed with an appeal process that had a negative effect on the job profile of RTs of this province which has resulted in loss of numerous senior RTs to early retirement & difficulty attracting new RTs to the province. This has resulted in a negative impact to staffing in regional health authorities as well as in the private sector. This, combined with increased work demands has made for a very challenging year for every aspect of respiratory therapy. On a positive note, the Respiratory program at the College of the North Atlantic received 2 year Accreditation with condition, to May 2024 pending data on graduates. This means that the graduating class of 2022 will come from an Accredited program which is required for employment within the province. It is anticipated graduation of the first class of the new program, will help with some of the resource shortfalls.

## **Updates to Key Regulatory Documents**

There have been no updates to any key regulatory documents but with demand for trained professionals for tasks such as swabbing and vaccine administration, scope of practice of a Respiratory Therapist has been reviewed and was determined that both are within our scope. Communication was provided to NLCHP regarding both of these practices.

## **Policy Updates**

All of our current policies were reviewed and updated prior to June 2021 to ensure they were current and comprehensive. For the upcoming year we are developing a policy on Supervision to include preceptorship of various student levels as well as new staff with a temporary license. We are also planning to expand the categories for continuing education so it will capture some of the learning opportunities sought in private practice as well as educational disciplines.



## National Collaboration

The NLCRT belongs to the National Alliance of Respiratory Therapy Regulatory Bodies (NARTRB) who is involved in maintaining our National Competency Framework (NCF) which identifies all aspects of competency within the Respiratory Therapy profession on a national level. This helps to ensure competencies between jurisdictions and promotes mobility between provinces. NARTRB is also responsible for the overseeing of accreditation services of Respiratory educational programs across the country.

There have been a few logistical changes within the NARTRB executive this year. The Registrar of the Colleges of Ontario and Manitoba were replaced with new members. Shane Macdonald, President of the NARTRB for many years and was one of the founding members of the Alliance, announced his retirement in 2021. Troy Denton, Registrar of New Brunswick is the new President of the NARTRB.

Accreditation services changed from COARTE which had been provided through the Canadian Society of Respiratory Therapists (CSRT ) in 2019, to Accreditation Canada. With the Covid pandemic, the process of accreditation was under tremendous strain so many programs risked expiration of their accreditation status. Through development of hybrid models, accreditation surveys have resumed in 2021 and many programs have fulfilled their requirements. As part of this accreditation process the program at the College of the North Atlantic obtained a 2 year accreditation status (with condition), which is typical of a new program seeking status. The first graduating class will be in June 2022.

The focus of the NARTRB this year has been updating of the NCF. A steering committee was established to develop a plan of how to implement this huge task. Another group was established to develop and circulate surveys regarding simulation to assess competency (and the limitations of that within educational programs) as we prepare to revise the NCF. This was due for update in 2020 but with the challenges of communication throughout the pandemic, it was pushed out 2 years with hope that face

to face meetings can occur to undertake this process. The spring meeting is scheduled virtually for June to set a structure for this process in the near future.

Some of the other topics that are being discussed at the NARTRB is vaccine administration, virtual medicine, cultural diversity, communication/social media and supervision of students. Updates on these initiatives will be discussed further in June.

## **Financial Summary**

During the period of 2021-2022, there were some concerns about missing information in the financial report from 2020. This included GIC investments and late billing from NARTRB for Accreditation Canada services. Since then, we have been looking for a complete financial statement which has proven to be more challenging than expected. There have been no significant or unexpected expenditures to date with the full report pending hiring of a new accountant.

## **Looking Forward**

As we continue to move through the pandemic, we are looking forward to

- Offering education sessions to help members fulfill their CE requirements. We are planning to offer sessions throughout the year in virtual and in person format to cater to the varying needs of our members across the province.
- Continuing to develop policies as it relates to changing practice. Supervision policy to be developed to include preceptorship of students and RTs with a temporary license.
- Continue to promote succession planning and provide support to the new executive as they become involved in regulation. To aid in this, development of an orientation manual as it relates to College business including the responsibilities of the executive and tools they need to fulfill their responsibilities.
- Expand committee involvement to include more individuals of the membership to improve understanding of regulatory processes.

- Continue to work closely with the NLCHP Council and staff to ensure the highest standards of practice of Respiratory Therapy in the province.

Respectfully submitted,

Cheryl Bailey

NLCRT Chair

# FINANCIAL STATEMENTS

NLCRT financial statements are not available at this time. The statements will be added to the online copy of the report once they are available.

