

**NEWFOUNDLAND AND LABRADOR
COUNCIL OF HEALTH PROFESSIONALS**



ANNUAL REPORT 2018-2019



209 BLACKMARSH RD, ST. JOHN'S A1E 1T1

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1 INTRODUCTION

The governing Council of the Newfoundland and Labrador Council of Health Professionals (NLCHP) has been in place since 2010.

As the regulator, the NLCHP regulates the practice of each health profession including monitoring compliance with qualifications for registration and continuing education. The NLCHP assists persons in exercising their rights under the Act, including responding to allegations or complaints about a health professional's practice. NLCHP promotes relations with the colleges, health professionals and the public as well as promotes inter-professional collaboration among the colleges. 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.

NLCHP's second strategic plan for the period of June 2017 – June 2019 included four strategic directions: 1) Further optimize systems and processes to support the current and future roles and functions of NLCHP and colleges; 2) Harmonize all aspects of registration and credentialing in a way that best supports the colleges; 3) Enhance and expand the existing Quality Assurance program at the council, college and registrant level; and 4) Build upon and strengthen NLCHP's communications plan to ensure full understanding of the NLCHP and college roles and mandate.

This report outlines our achievements with respect to the strategic plan, the work of the Council and NLCHP staff, and provides information on our registrants and stakeholders. As per the requirements of the *Health Professions Act (2010)* this report also contains the annual reports of the following colleges:

College of Midwives of Newfoundland and Labrador (CMNL);

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

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

Newfoundland and Labrador College of Dental Hygienists (NLCDH);

Newfoundland and Labrador College of Medical Laboratory Sciences (NLCMLS); and

Newfoundland and Labrador College of Respiratory Therapists (NLCRT).

1.1 OUR MISSION

We ensure that our registered health care professionals are competent to provide safe and ethical care and service to the people of the province.

1.2 OUR VISION

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

1.3 OUR VALUES

Integrity: We are honest and ethical in all our interactions.

Commitment: We are united in our commitment to innovation, rigor and pragmatism for evidence-based decision-making and sound governance practices.

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

Accountability and Transparency: In fulfilling our legislated mandate, we embrace our obligations to stakeholders to uphold the highest standards of accountability and transparency.

Consensus: We work collaboratively to achieve consensus, ensuring all views are considered in making decisions that are in the best interest of public protection.

2 MESSAGE FROM THE CHAIR



I am pleased to present the annual report for the Newfoundland and Labrador Council of Health Professionals (NLCHP) for the period of April 1, 2018 to March 31, 2019. This past year has been one of continued evolution for the NLCHP and our Council as we implement initiatives to achieve our strategic directions which further enhance our services.

The Council continues to focus on its governance role while ensuring its mandate of public protection remains at its core. This year has been very successful with significant progress being made on the Strategic Plan. While the Plan was scheduled to conclude in June of 2019, the Council has decided to extend the current strategic directions for another year to June 2020.

A key focus has been preparing for the implementation of the online database as well as the realignment of the registration for all disciplines moving to a common date of April 1. We continue to explore opportunities to enhance quality assurance activities that will ensure our registrants are competent clinicians.

Communication remains a primary focus and the enhancement and launch of our new “Making Regulatory Connections” newsletter has provided a more user friendly and informative venue for registrants. There also has been significant work completed on the development of a new website that will be launched in 2020.

I am pleased to see the ongoing consultative and amicable approach between the Council and colleges as this relationship is fundamental to the successful achievement of both mandates.

We had anticipated that the Medical Radiation Technologists would have joined the NLCHP this year, however, the proclamation of their regulations was delayed. 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 forward the regulations for the Medical Radiation Technologists.

The Council values its relationships with all our stakeholders. I would like to personally thank our registrants, the Council, its committees, and the health professional colleges for their continued work and support. I also wish to acknowledge the NLCHP staff for their ongoing work and commitment.

Colin Power B.Sc. MLT,
NLCHP Chair

3 MESSAGE FROM THE CEO/REGISTRAR



I am pleased to provide an update on the achievements from April 1, 2018 to March 31, 2019 as our organization continues to evolve and progress to ensure we are better prepared to meet the needs of our registrants and the public.

During the past year NLCHP staff completed registrations and renewals of registration for eight health professions and as of March 31, 2019 the NLCHP had 1135 registrants on its health professional register.

With a focus on the four strategic directions of the 2017-2019 Strategic Plan, there has been significant achievements with many of the goals that will be highlighted throughout this report.

We were delighted to have Pam King-Jesso join our team as the Deputy Registrar in March of 2018. We are very sad that Pam had to resign her position due to relocating to Alberta. We want to thank Pam for the significant contribution she has made in policy development, quality assurance and research as well as the overall operations of NLCHP over the past year. We wish Pam and her family all the best.

Significant work has been completed to move forward with the development of the online database with the consultant firm, Thentia. We look forward to launching the database for registration in January 2020. Also, a decision to move to a common registration date for all disciplines in April 2020 will further optimize our systems and processes and improve efficiency. In realigning each colleges registration year to April 1, some adjustments had to be made to registration timelines for the upcoming registration year, but it is anticipated this will have minimal impact on registrants.

We continue to evolve and harmonize the registration and credentialing process, through ongoing communication and engagement with provincial and national counterparts regarding best practices, benchmarks, and regulatory processes. NLCHP staff provide support to the colleges and work collaboratively in development of policies required by the NLCHP to effectively carry out its mandate.

We are very pleased with the launch of our new Newsletter. We are also working on a new website that will be launched in 2020 and will provide improved access to information for both registrants and the public as well as the ability to file a complaint online.

As the Registrar, I continue to work closely with the Department of Health and Community Services (DHCS) on the development of regulations for future disciplines that will come under NLCHP and participate in ongoing Advisory Committees with the College of the North Atlantic (CNA). I continue to work with the Provincial Health Regulators to discuss and review common issues and am actively involved with National Regulatory Bodies that represent our disciplines.

I would like to thank the Council and members of the colleges and all our registrants who actively participate and provide their time and expertise to help achieve NLCHP's mandate. I would also like to thank our dedicated and competent staff for their commitment.

Alice Kennedy
CEO and Registrar

4 GOVERNANCE

The NLCHP is currently governed by a 16-member council including six public representatives and representatives from each of the colleges. The NLCHP Council has four standing committees including: the Registration Committee, the Quality Assurance Committee, the Complaints Authorization Committee, 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 legislation, by-laws, the Council and its operational policies.

During the last year the Council met on five occasions. The Council reviewed and approved 13 policies. Significant work continued on the movement towards the online registration system. A committee was established to review and update the NLCHP By-Laws. The Council also provided guidance on a number of registrations, allegations and quality issues.

The NLCHP wishes to acknowledge the valued contributions of the NLCHP Council and its committee members. Special thanks to Roger Cook, Scott LeMessurier, Tracy Pittman and Dave Phillips whose terms with the Council ended during 2018-2019. This year we also welcomed new members Cheryl Bailey, Debbie Brake-Patten, Joshua Fisher, and William Jeffery.

4.2 REGISTRATION COMMITTEE

The Registration Committee develops registration policies and oversee the registration process of the Council. The Committee met four times during the past year. The NLCHP approved 61 new applications and renewed 1,074 licenses. As per Figure 1, the number of NLCHP registrations has continued to rise since 2014.

The Committee continues to focus on refining the registration process and updating policies in

NLCHP Council Members



Standing (left to right): Colin Power, Lisa Napier, Doug Wright, Judy Davidson, Patty Murphy, Chris Murphy, Roger Cook.

Front (left to right): Dan Mercer, Dave Phillips, Ethne Munden, Liz Whitten, Gladys Dunne.

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

Mr. Chris Murphy, R. S-LP

Ms. Judy Davidson, R. S-LP

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

Ms. Ethne Munden, R. Ac

Mr. Kenneth Clarke, R. Ac (Missing from Photo)

Newfoundland and Labrador College of Dental Hygienists

Mr. Dan Mercer, RDH

Ms. Patricia Murphy RDH

Newfoundland and Labrador College of Medical Laboratory Sciences

Mr. Colin Power, MLT / Chair

Ms. Lisa Napier, MLT

Newfoundland and Labrador College of Respiratory Therapists

Mr. Roger Cook, RRT

Mr. Scott LeMessurier (Missing from Photo)

Ms. Cheryl Bailey (Missing from Photo)

Newfoundland and Labrador College of Midwives

Ms. Cara Begg-Reid, RM (Missing from Photo)

Ms. Tracy Pittman, RM (Missing from Photo)

Public Members

Mr. Douglas Wright

Ms. Gladys Dunne

Mr. Dave Phillips

Ms. Elizabeth Whitten

Ms. Debbie Brake-Patten (Missing from Photo)

Mr. William Jeffery (Missing from Photo)

Mr. Joshua Fisher (Missing from Photo)

preparation for the move to an online registration portal and database. NLCHP signed a contract with Thentia for the registration portal in August 2018. Thentia specializes in providing database services for regulatory bodies.

The Committee was pleased to continue to have the Chair of the Newfoundland and Labrador Association of Medical Radiation Technologists (NLAMRT) participate in the committee. The NLCHP staff have continued to consult with Department of Health and Community Services (DHCS) officials to finalize the Regulations and registration requirements for medical radiation technologists (MRTs).

Figure 1. Total number of registrations by year

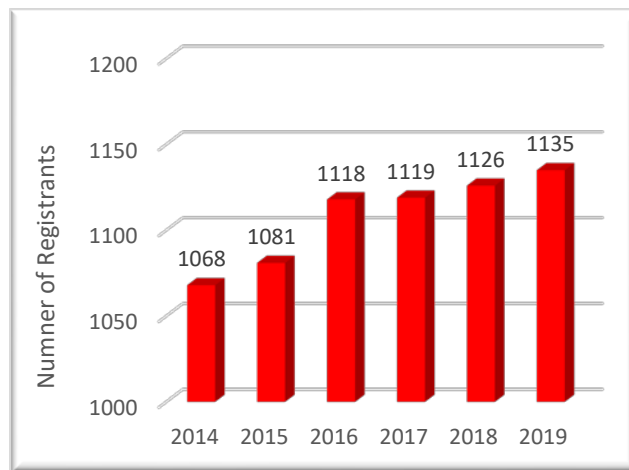


Table 1. Registrations as of March 31, 2019

Health Profession	Number of Registrations
MLT	519
LHP	11
R. Ac	38
R. RT	156
R. DH	226
R.SLP	147
R. Aud	37
R.M	1
Total	1135

4.3 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 of the Complaints Authorization Committee and/or its own initiative. The QA Committee met two times this year. As part of the QA audit process, a total of 122 registrants were audited. Over 97 per cent of registrants audited successfully met the College criteria for continuing education and professional development for the 2018 licensure year.

4.4 COMPLAINTS AUTHORIZATION COMMITTEE (CAC)

The CAC assists the Council in its objective of protecting the public by providing a mechanism for allegations to be investigated related to professional misconduct and/or incompetence. The CAC met two times and continued with the focus on reviewing the Professional Conduct Review Manual (“CAC Manual”) to more appropriately follow the steps of a complaints and disciplinary procedure. A subcommittee was formed to assist with the manual review and has met twice to continue to revise the manual.

The committee is also responsible for providing education to its Disciplinary Panel members. The Health Regulators Education Session “Decision Making and Writing” was held in February 2018 and 21 Disciplinary Panel and Council members participated. Notice of vacant Disciplinary Panel membership has been provided to DHCS for appointment.

4.5 FINANCE AND HUMAN RESOURCE (HR) COMMITTEE

The Finance and HR Committee works to ensure that the NLCHP has sufficient funds to discharge the duties under the *Health Professions Act* (2010). The Finance and Human Resources Committee met on four occasions during this past year. The Committee developed the 2018-2019 budget for Council approval. The budget saw no increase in fees for registrants. The Committee approved the budget associated with the online registration portal and database with Thentia. The Committee oversaw preparation for the 2018-2019 financial audit process, and we are pleased to report that the audit did not include issues or recommendations. (See appendix A). The NLCHP continued to maintain a positive cash flow position and increase its reserve funds for the disciplinary process.

Standing Committee Members April 1, 2018 to March 31, 2018

Registration Committee

Colin Power, Chair (MLT)
Judy Davidson (R. S-LP)
Cheryl Bailey (R. RT)
Patricia Murphy (R. DH)
Tracy Pittman (R. M.)
Gloria Penney (R. Ac)
Nicole Jenkins (MRT)
Doug Wright (Public Rep)

Quality Assurance Committee

Chris Murphy, Chair (R. S-LP)
Dan Mercer (R. DH)
Lisa Napier (MLT)
Cara Begg-Reid (R. M.)
Barb Draper (R. Ac)
Doug Wright (Public Rep)

Complaints Authorization Committee

Ethne Munden, Chair (R. Ac)
Kenny Clarke (R. Ac)
Scott LeMessurier (R. RT)
Colin Power (MLT)
Elizabeth Whitten (Public Rep)
Doug Wright (Public Rep)

Finance and Human Resources Committee

Elizabeth Whitten, Acting Chair
(Public Rep)
Colin Power (MLT)
Lisa Napier (MLT)
Leona Lewis (R. SLP)

5 PUBLIC PROTECTION

NLCHP exists to ensure that the public is safe and protected when cared for by health professionals who NLCHP regulates in Newfoundland and Labrador. This includes reviewing and, when required, investigating complaints the NLCHP receives about the conduct and competence of health professionals. In 2018, NLCHP received three allegations. This is an increase from 2017 and 2016 with one allegation being received each year. To date, one allegation was referred to another jurisdiction as the event in question happened outside of Newfoundland and Labrador and prior to the registrant being registered with the NLCHP. NLCHP continues to move through the Alternate Dispute Resolution (ADR) process with the two outstanding allegations.

6 STRATEGIC PRIORITIES

In June 2017, NLCHP developed its second Strategic Plan to determine its priorities until June 2019. A new strategic plan reporting template was developed for reporting to the Council. The following is an outline of the work NLCHP has undertaken to advance each priority:

6.1 STRATEGIC DIRECTION #1

Further optimize systems and processes to support the current and future roles and functions of NLCHP and Colleges.

Registration processes continue to be reviewed and standardized. NLCHP continues to enhance its technology plan to ensure more efficient business operations.

Significant policy work was completed with 13 policies being reviewed and approved by Council including policies related to registration, internal operations and finance. Ongoing policy revisions and development are one of the key focuses for NLCHP staff. All policies are reviewed by the appropriate NLCHP committees before being forwarded to the Council for final approval.

NLCHP continues to actively follow the progression of the MRT Regulations and updates on the regulatory review being conducted by the Provincial Government. NLCHP continues to collaborate with the Provincial Government, College of the North Atlantic, and national bodies on issues related to scope of practice.

6.2 STRATEGIC DIRECTION #2

Harmonize all aspects of registration and credentialing in a way that best supports the Colleges.

NLCHP continues to focus on refining the registration process. An agreement was signed with Thentia to move to an online registration portal called Open Regulate for registration and database management. Thentia will also develop a new website for NLCHP. Council approved a plan to move all registrants to a common registration date, effective April 1, 2020, to align with the launch of Open Regulate.

The Registrar participates in the national regulatory bodies for the professions of Speech-Language Pathology and Audiology, Midwifery, and Acupuncture, as well, as the National Alliance of Respiratory

Therapy. NLCHP continues to be a member of the Provincial Health Regulators Group. These forums provide opportunity for NLCHP to engage with other regulators regarding benchmarks and best practices and maintain communication regarding credentialing and accreditation nationally.

The Registrar and Deputy Registrar participated in sessions with the Provincial Government and members of the CMNL regarding scope of practice, standards and code of ethics in July 2018.

In November 2018, the Registrar and the Chair of the NLCRT participated in a meeting with the National Alliance of Respiratory Therapists regarding participation in Health Standards Organization (HSO) accreditation. An agreement has been signed with the National Alliance for Respiratory Therapy to participate in the Accreditation Agreement with Health Services Organization (HSO). The Registrar also continues to participate in initiatives related to the re-establishment of the respiratory therapy program at the CNA.

The colleges have started the process of reviewing all registration criteria for initial registrations and renewal as part of the pre-planning process for the online registration database.

6.3 STRATEGIC DIRECTION #3

Enhance and expand the Quality Assurance Program at the Council, College and Registrant Level.

In 2018, it was decided that NLCHP would reduce its percentage of audited registrants from 25 per cent to 10 per cent. Audit results were shared with the QA Committee and each health profession college. Overall results showed 97.6 per cent of registrants meeting their college continuing education and professional development requirements. Feedback about the QA process from registrants and QA assessors was positive.

The QA Committee attended a presentation from the College of the Speech-Language Pathologists of British Columbia on the results of their pilot project on peer review. The decision was made during the year to put ongoing work regarding the development of a peer review process for NLCHP on hold until the implementation of the online registration portal and database are complete.

The decision was made by some colleges to adopt their own guidelines for infection control based on best practices and/or national guidelines. Therefore, the NLCHP Infection Control Manual will just be used as a reference tool if needed.

6.4 STRATEGIC DIRECTION #4

Build upon and strengthen NLCHP’s Communications plan to ensure full understanding of the NLCHP and College roles and mandates.

Communication initiatives with registrants, the colleges, and the public have continued over the past year. Inquiries from new applicants and current registrants on quality assurance, scope of practice, registration, self-employment continue to be addressed by NLCHP staff.

NLCHP continues to meet annually with students graduating from the Medical Laboratory Technologists and Respiratory Therapists program in the province to discuss self-regulation and registration requirements.

The NLCHP website continues to be a key communication tool. There was an increase of 19 per cent in visits to the website in 2018 with on average of more than 104 visitors per day. As part of the agreement with Thentia, a new website will also be developed in conjunction with Open Regulate. The website will make it easier for registrants and members of the public to find information.

In December 2018, a new format for the NLCHP newsletter, “Making Connections”, was presented and approved by Council. The new format is user friendly and has received positive feedback. The NLCHP plans to use the newsletter to communicate more frequently with registrants in the future.

Figure 1: NLCHP Newsletter



7 NLCHP STATISTICS

As registration numbers change throughout the registration year, NLCHP uses March 31 for compilation of its yearly statistics.

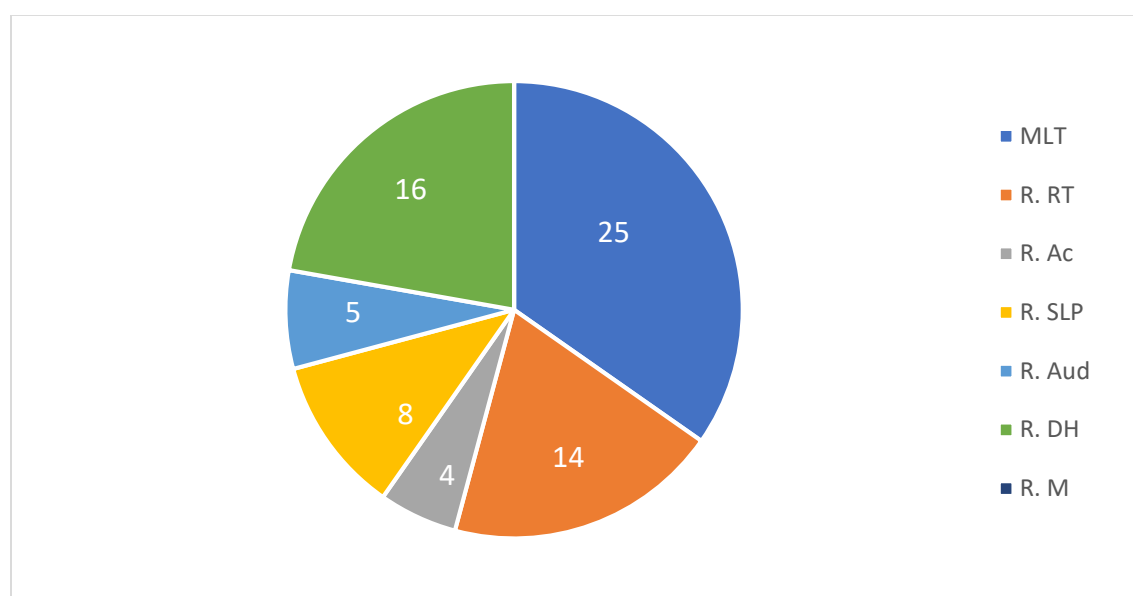
Table 2. Number of registrations per health profession by year

Health Profession	2015	2016	2017	2018	2019
LHP	22	20	14	13	11
MLT	509	517	517	511	519
R. Ac.	33	35	33	38	38
R. Aud.	33	39	38	39	37
RDH	207	215	225	225	226
RRT	141	150	150	154	156
R.S-LP	136	142	142	145	147
RM	-	-	0	1	1
Total	1081	1123	1122	1129	1135

Note: In each registration year there are a small number of individuals who are dual registered in the LHP and MLT category. These individuals are included and counted in both registration categories.

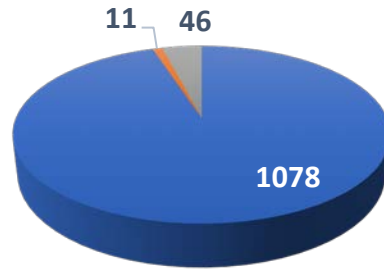
The following figure shows the number of initial/new registrations during 2018-2019. During this year 74 per cent (49/61) of NLCHP new registrants were new graduates. The remaining 26 per cent is mainly health professionals coming from other jurisdictions. LHPs are a closed registration category, meaning there will be no future registrants in this group.

Figure 2. New Registrations by discipline for the period April 1, 2018 - March 31, 2019



As outlined in the following figures and table, the majority of NLCHP registrants, 96 per cent, have General Status registration. The membership is predominantly female (85.3 per cent) and the overall average age of the membership is 45 years old. The biggest reason for attrition is moving to another jurisdiction (42 per cent), followed by retirement (34 per cent).

Figure 3. Number of members by registration type



■ General ■ Temporary ■ Non Practicing

Figure 4. 2018/19 Average Age by Health Profession

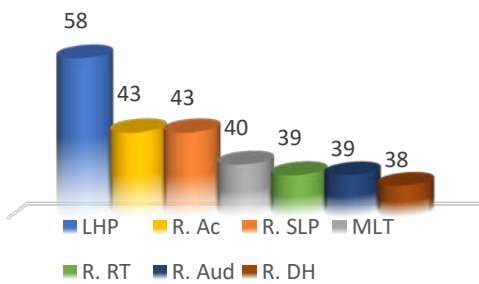


Figure 5. Total membership by gender 2018/19

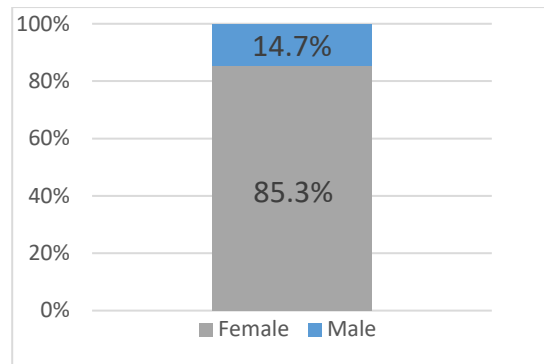


Table 3. Percentage of membership exits by type

Health Profession	Leave	Retirement	Moved to Another Jurisdiction	Other	Total
LHP	0	2	0	0	2
MLT	3	14	5	4	26
R. Ac	0	0	2	0	2
R. Aud	0	1	1	0	2
R. DH	2	1	8	3	14
R. RT	2	1	6	1	10
R. SLP	0	3	5	1	9
TOTAL	7	22	27	9	65
%	10%	34%	42%	14%	100%

8 APPENDICES

- A. NLCHP Audited Financial Statements
- B. College Reports

A. NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS

Financial Statements

Year Ended March 31, 2019

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS

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Year Ended March 31, 2019

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INDEPENDENT AUDITOR'S REPORT

To the Directors of Newfoundland and Labrador Council of Health Professionals

Opinion

I have audited the financial statements of Newfoundland and Labrador Council of Health Professionals (the Council), which comprise the statement of financial position as at March 31, 2019, 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, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

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 the 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 those 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 Canadian accounting standards for not-for-profit organizations, 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 relating 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.

(continued)

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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




NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS


Statement of Financial Position

March 31, 2019

	2019	2018
ASSETS		
CURRENT		
Cash (Note 2)	\$ 287,344	\$ 308,171
Term deposits (Note 2)	486,937	480,082
Prepaid expenses	4,873	4,760
	779,154	793,013
CAPITAL ASSETS (Note 3)	47,644	8,889
	\$ 826,798	\$ 801,902
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities (Note 4)	\$ 30,479	\$ 28,326
Employee deductions payable	9,526	9,653
Deferred income (Note 5)	57,000	61,010
	97,005	98,989
NET ASSETS	729,793	702,913
	\$ 826,798	\$ 801,902

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, 2019

	2019	2018
REVENUES		
Registration fees	\$ 397,821	\$ 393,333
Interest income	7,305	8,645
Government grants	7,110	1,248
Other	4,150	3,275
	416,386	406,501
EXPENSES		
Advertising and promotion	514	660
Amortization of capital assets	2,542	3,031
Computer database	250	1,175
Equipment rentals	1,765	2,215
Insurance	4,348	4,311
Interest and bank charges	5,590	6,753
Midwife standards development	5,449	-
Meetings	6,880	4,710
Memberships	1,356	1,017
Office	8,186	7,570
Professional fees	21,401	25,628
Quality assurance assessment	3,000	9,725
Rent	42,320	41,928
Repairs and maintenance	511	1,054
Salaries and wages	260,293	262,678
Telephone	7,807	6,131
Training	9,085	293
Travel	8,209	4,246
	389,506	383,125
NET EXCESS OF REVENUES OVER EXPENSES	26,880	23,376
NET ASSETS - BEGINNING OF YEAR	702,913	679,537
NET ASSETS - END OF YEAR	\$ 729,793	\$ 702,913

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, 2019

	2019	2018
OPERATING ACTIVITIES		
Excess Of Revenues Over Expenses	\$ 26,880	\$ 23,376
Item not affecting cash:		
Amortization of capital assets	2,542	3,031
	29,422	26,407
Changes in non-cash working capital:		
Accounts payable and accrued liabilities	2,153	2,518
Deferred income	(4,010)	12,135
Prepaid expenses	(113)	-
Employee deductions payable	(127)	9,653
	(2,097)	24,306
Cash flow from operating activities	27,325	50,713
INVESTING ACTIVITY		
Purchase of capital assets	(41,297)	(4,323)
Cash flow used by investing activity	(41,297)	(4,323)
INCREASE (DECREASE) IN CASH FLOW	(13,972)	46,390
Cash - beginning of year	788,253	741,863
CASH - END OF YEAR	774,281	788,253
CASH CONSISTS OF:		
Cash	\$ 287,344	\$ 308,171
Term deposits	486,937	480,082
	\$ 774,281	\$ 788,253

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, 2019

1. NATURE OF OPERATIONS

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

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

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

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

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

Cash and cash equivalents

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

Term deposits

Term deposits, 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.

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 software	30%
Furniture and fixtures	30%
Website	20%
	10%

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

(continues)

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS

Notes to Financial Statements Year Ended March 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Revenue recognition

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

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

Financial instruments policy

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

Use of estimates

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

3. CAPITAL ASSETS

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Computer equipment	\$ 15,046	\$ 11,952	\$ 3,094	\$ 4,421
Computer software	46,201	7,058	39,143	1,155
Furniture and fixtures	7,731	3,129	4,602	2,419
Website	1,683	878	805	894
	\$ 70,661	\$ 23,017	\$ 47,644	\$ 8,889

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2019	2018
Accounts payable and accrued liabilities	\$ 16,679	\$ 10,869
Fees payable to Colleges	13,800	17,457
	\$ 30,479	\$ 28,326

NEWFOUNDLAND AND LABRADOR COUNCIL OF HEALTH PROFESSIONALS

Notes to Financial Statements

Year Ended March 31, 2019

5. DEFERRED REVENUE

Deferred revenue relates to registration fees collected in advance as of March 31, 2019.

	2019		2018
Deferred registration revenue	\$ 57,000	\$	53,900
Deferred foreign qualifications recognition funding	-		7,110
	\$ 57,000	\$	61,010

6. 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, 2019.

(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 its interest rate 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.

7. COMPARATIVE FIGURES

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

B. College Reports

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

**College of Audiologist and Speech-Language Pathologists of
Newfoundland and Labrador**





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

Annual Report

With the proclamation of the Health Professions Act in June 2010, the professions of Audiology and Speech-Language Pathology were designated for self-regulation in the province of Newfoundland and Labrador. The Act allows for the governance of multiple health professions under one Health Professions Council in combination with profession specific colleges. The Health Professions Council has the responsibility for the regulation of all professions captured by the legislation including provisions of registration, quality assurance and discipline. The Act provides for the creation of profession specific colleges which would be a source of professional expertise to assist and guide the council in the establishment of criteria for registration, entry to practice and continued competency matters. The Act authorizes profession specific colleges to establish by-laws, scope of practice, standards of practice and a code of ethics for the profession it represents.

2018 was the fifth full year of regulation for Speech-Language Pathology and Audiology in the province. Significant preparatory work had been completed in prior years, and most notably in 2013. However, there is still work ongoing to ensure the smooth running of the College.

The 6th Annual General Meeting was held on May 17, 2018 at 3:00 pm NDT. Members participated exclusively via webinar. The College executive felt that a webinar was the fairest way to allow members from across the province to both attend and participate in the AGM. Participation numbers were up from the previous year.

Executive (after the AGM May 17, 2018)

- Chris Murphy, Chair
- Jillian Ryan, Vice-Chair
- Judy Davidson, Member to NL Council of Health Professionals
- Maresa Moyles-Brazil, Treasurer
- Jane Bowering, Secretary
- Sheila Rowe, Member at Large

There were two nominations for the Member at Large position, so an election was held in April. The election was held electronically by a third-party company, and members reported the process was easy. We had a member voting participation rate of over 60%.

Finances

The Board continues to work with an accountant in all matters related to the financial operations of the College. It has established a reserve fund to ensure the College remains able to conduct its legislated activities. At the AGM, the executive informed members that due to the healthy financial status of the College, the temporary fee reduction (of \$50) that started with the 2018 registration renewal would be continued for the 2019 renewal. As seen from the financial statement, revenue is sufficient to support the ongoing activities of the CASLPNL. Please find the Financial Review for the College appended to this report.

Summary

The College of Audiologists and Speech-Language Pathologists was enacted with the proclamation of the Regulations, in April 2013. Significant work has been completed to support the mandate of the College, but there is opportunity for further development. Priorities for the coming year will include guideline and forms review (and revision) where appropriate, continued policy development, development and completion of a Mentoring Module, and working with CAASPR to develop a national set of competencies.

The College would like to acknowledge the continued and excellent support from the Council of Health Professions. In particular, we wish to acknowledge the diligent hard work of our Registrar, Alice Kennedy. Alice has played an important role in CAASPR, attending many meetings with other provincial registrars. We also thank Lori at the Council office, who is quick to help in any of our requests. In late 2018, we learned that our Assistant Registrar will be leaving the province, and we thank Pam King-Jesso for her excellent work during her time with the Council.

The achievements to date have been the result of the ongoing commitment of numerous volunteers who recognize the fundamental importance of public protection and quality care. Sincere thanks are extended to all who have contributed to the progress of the College and the enhancement of services provided to the people of our province.

**THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS
OF NEWFOUNDLAND AND LABRADOR INCORPORATED**

**Financial Statements
Year Ended June 30, 2018**

(Unaudited)

THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

Index to Financial Statements

Year Ended June 30, 2018

(Unaudited)

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Statement of Operations	3
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INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of The College of Audiologists and Speech-Language Pathologists

I have reviewed the accompanying financial statements of The College of Audiologists and Speech-Language Pathologists that comprise the statement of financial position as at June 30, 2018 and the statements of operations, changes in net assets and cash flow 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 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 College of Audiologists and Speech-Language Pathologists as at June 30, 2018, and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Mount Pearl, NL
August 4, 2019

CHARTERED PROFESSIONAL ACCOUNTANT

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THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

Statement of Financial Position

June 30, 2018

(Unaudited)

	2018	2017
ASSETS		
CURRENT		
Cash	\$ 74,717	\$ 81,348
Short term investments <i>(Note 4)</i>	20,441	20,339
Accounts receivable	16,950	7,200
Prepaid expenses	2,910	2,722
	\$ 115,018	\$ 111,609
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 2,314	\$ 1,977
Deferred revenue <i>(Note 5)</i>	16,950	17,256
	19,264	19,233
NET ASSETS	95,754	92,376
	\$ 115,018	\$ 111,609

ON BEHALF OF THE BOARD

_____ *Director*

_____ *Director*

See notes to financial statements

THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

Statement of Operations

Year Ended June 30, 2018

(Unaudited)

	2018	2017
REVENUES		
Membership fees	\$ 17,651	\$ 26,700
Interest	102	102
	17,753	26,802
EXPENSES		
Travel, meetings and conferences	4,999	6,294
Memberships	2,409	930
Capital expenditures	2,390	1,053
Professional fees	1,725	1,725
Insurance	1,563	1,360
Interest and bank charges	439	659
Website and promotion	430	620
Office	420	614
Miscellaneous	-	10
	14,375	13,265
EXCESS OF REVENUES OVER EXPENSES	\$ 3,378	\$ 13,537

See notes to financial statements

THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS
Statement of Changes in Net Assets
Year Ended June 30, 2018
(Unaudited)

	2018	2017
NET ASSETS - BEGINNING OF YEAR	\$ 92,376	\$ 78,839
Excess of revenues over expenses	3,378	13,537
NET ASSETS - END OF YEAR	\$ 95,754	\$ 92,376

See notes to financial statements

THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

Statement of Cash Flow
Year Ended June 30, 2018

(Unaudited)

	2018	2017
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 3,378	\$ 13,537
Changes in non-cash working capital:		
Accounts receivable	(9,750)	17,675
Accounts payable	337	(2,239)
Deferred revenue	(306)	(8,369)
Prepaid expenses	(188)	(1,370)
	(9,907)	5,697
INCREASE (DECREASE) IN CASH FLOW	(6,529)	19,234
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	101,687	82,453
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 95,158	\$ 101,687
CASH AND CASH EQUIVALENTS CONSIST OF:		
Cash	\$ 74,717	\$ 81,348
Short term investments	20,441	20,339
	\$ 95,158	\$ 101,687

See notes to financial statements

THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

Notes to Financial Statements

Year Ended June 30, 2018

(Unaudited)

1. PURPOSE OF THE ORGANIZATION

The College of Audiologists and Speech Language Pathologists (the "organization") is a not-for-profit organization incorporated provincially under the Corporations Act of the Province of Newfoundland and Labrador. The organization is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The organization governs the practice of audiologists and speech language pathologists in Newfoundland and Labrador.

2. BASIS OF PRESENTATION

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

3. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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.

Investments

Short term investments, which consist primarily of guaranteed investment certificates (GICs) maturing within a twelve month period, are carried at fair value.

Capital assets

Capital assets are expensed when acquired.

Revenue recognition

Membership fees are recognized in the fiscal year to which they relate. The organization recognizes interest using the accrual basis of accounting on a time proportion basis.

Contributed services

The operations of the organization depend on the contribution of time by volunteer board members to govern the organization. The fair value of donated services cannot be reasonably determined and is therefore not reflected in these financial statements.

4. SHORT TERM INVESTMENTS

	2018	2017
Guaranteed Investment Certificate at 0.50%, maturing September 2018	\$ 20,441	\$ 20,339

THE COLLEGE OF AUDIOLOGISTS AND SPEECH-LANGUAGE PATHOLOGISTS

Notes to Financial Statements

Year Ended June 30, 2018

(Unaudited)

5. DEFERRED REVENUE

The organization's membership fees are billed to members on an annual basis with the membership period being consistent with the fiscal year, covering the period of July 1 to June 30. Deferred revenue consists of membership fees billed in advance of the fiscal year to which the membership fees relate.

6. 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 June 30, 2018.

The organization's financial instruments consist of cash, short term investments, receivables, and payables and accruals. Risk management is used by the organization to monitor and manage its risk arising from financial instruments. These risks include credit risk, interest rate risk and liquidity risk. The organization does not use any derivative financial instruments to mitigate these risks.

Credit risk

Credit risks arise from three sources: cash and cash equivalents, accounts receivable and short term investments. Cash and cash equivalents are deposited with reputable, major financial institutions to limit the credit risk exposure. The credit risk from counter parties not paying accounts receivable is not considered to be significant. The short term investments consist of GICs and the risk of non-performance is considered to be remote.

Interest rate risk

The organization is exposed to interest rate risk with respect to cash and cash equivalents. Changes in interest rates can affect the fair value of investments and the cash flows related to interest income.

Liquidity risk

Liquidity risk exposure is dependent on the receipt of funds from members and other sources to enable the organization to pay its liabilities as they become due.

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

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



2018 Annual Report

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DEFINITIONS:

Meaning of acronyms used in this report:

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

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

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

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

Newfoundland and Labrador College of Dental Hygienists (NLCDH)

Newfoundland and Labrador College of Medical Laboratory Sciences (NLCMLS)

Newfoundland and Labrador College of Respiratory Therapists (NLCRT)

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

College of Midwives of Newfoundland and Labrador

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

Member Regulatory Colleges of the Alliance:

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

CAAA - College and Association of Acupuncturists of Alberta.

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

OAQ - Ordre des Acupuncteurs of Quebec

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

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

Other References

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

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

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

Mission

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

We align with the vision and values of NLCHP

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

Vision

We work as partners with our stakeholder community to achieve excellence in professional regulation 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

It is my pleasure to present again the annual report for the College for the period of Jan. 1, 2018 to Dec. 31, 2018. Throughout 2018, the College has continued to contribute to and benefit from developments in the regulatory framework of the professions of the Newfoundland Health Professions Council (NLCHP). This has been through the volunteerism of our College representatives on the Council Board of Directors and the oversight Committees for Quality Assurance, Registration and Complaints Authorization and By-Laws. While the 2015-2016 year completed the operationalization of the governance framework for the Council; throughout the 2017-2018 year, Council staff, Board and Committees continued to strive for excellence through following the Council strategic plan, and conducting timely review of policies and policy manuals, terms of reference and program development. A perpetual cycle of growth. You can access the Annual report of the Council at: www.nlchp.ca

College participation in National endeavors for TCMA

Research and development for the pan-Canadian examinations has continued through 2018. The August 2017 amalgamation of two psychometric analysis and exam development firms (ASI and Yardstick - YASI) has proven most successful and led us to an up-dated administration of the examinations in keeping with the electronic venues of today. As such, the October 2017 exam contract between the College and YASI has been further amended to reflect changes and developments in quality assurance, security and the direction of the examinations over the next few years. During 2018 The Item Writing Committee worked to develop an extensive item bank of questions and also to assure their compatibility with an on-line platform. A great learning experience for Committee participants. An online platform will ensure the security of the pan-Canadian examinations, a greater availability to exam candidates and a more efficient exam administration generally. The on-line delivery of the examinations previously anticipated for 2018 is now on-track and scheduled for 2019. We have worked steadily towards the continued participation of our College in this historic and essential work for the profession.

With the development and administration of the pan-Canadian examinations solidly in hand, the Canadian Alliance of Regulatory Bodies for Traditional Chinese Medicine Practitioners and Acupuncturists (CARB-TCMPA – “the Alliance”) is preparing to re-focus on its historic vision. During the Fall of 2018 CARB-TCMPA has undertaken to develop its’ strategic plan for the next 3-5 years. A strong effort is anticipated on the home front with collaboration on solidifying national parity in all levels of educational qualifications and standardized registration requirements.

A more prominent focus will also be placed on inter-professional and international collaboration. There is aspiration to develop a more informative and influential website including the development of a web portal to assist foreign trained individuals compare their skills to skills required to practice in Canada. A higher profile for the profession, higher level of inter-professional collaboration and education across the health professions, advisory boards and governments and most importantly a higher level of public protection and awareness should result. We aspire to helping influence the legislation and regulation of the profession and enhance public protection throughout all Canadian provinces. The international agreements for foreign trade and the mobility of professionals, the Canadian Labor Mobility agreement and the changing face of Human Rights Legislation, are all requiring such a level of integration. Initiatives will continue to evolve.

On the home front:

In 2016-2017 the College renewed its argument to government for the regulation of the full scope of TCM. While we received an encouraging response from Dr. John Haggie, Minister of Health and Community Services there has been little progress through 2018. We understand that we are included with a number of health professions to undergo a regulatory review. We are recently informed that work is ongoing and we shall be included in consultations in the near future.

As the *Acupuncturist Regulations 2012* under the *HPA 2010* are in fact regulations of the Council, we have discussed with Council (2017-2018) the pursuit of regulation for the full professional scope of TCM. The

Council, given its mandate of public protection, supports the efforts of the College in seeking regulations for the full scope of TCM and as 2018 draws to a close we have their encouragement of a more active participation in this effort beginning early 2019.

During 2018 the College continues to embrace its mandate under the HPA with regard to education. In June of 2017 a meeting with the Ontario College of Traditional Chinese Medicine began discussions on the delivery of a modular format of advanced educational programs, preparing members for the pan Canadian examinations leading to the designations of TCM Herbalist and TCM Practitioner in Newfoundland and Labrador. The lack of regulation in NL for these components of the profession has delayed further momentum and finalization. Discussion regarding a refresher and evaluation process for College members already trained at the TCM Herbalist and Practitioner levels is still ongoing. The College will continue with program development initiatives towards the intended outcome.

The pan-Canadian examination development work followed an aggressive schedule in 2018. Our College budget did not allow participation at face to face meetings however some dedicated volunteers have persisted as remote Committee members. I am proud to say that our volunteers have gained wonderful commentary on the quality of their input. We hope that our budget allows more attendance at the face to face sessions in the future.

There has been focus on the development of a safety and infection control document for the profession CTMPANL has been in consultation with B.C., Ont. and will partner in a shared document. We have also been in consultation with QC on an incident (needle-stick injury) report. We hope these items will be ready for distribution to College members late 2018 or early 2019. We have also collaborated with Council on a privacy breach policy.

***Privacy, confidentiality and consent clinic policies for clinic use have been developed and are available to Members upon request.*

Work to be done:

- Public education initiative.
- A full review of College By-Laws:
For this an Ad-Hoc Committee will be required. In the past we have acknowledged that with a relative consistency of 32-35 members and we face a shortfall for voluntary work. This is known to most/all small professional groups. As Committees are integral to the optimal function of the College and our continued progress, ways and means for the encouraging and sustaining of Committee membership will be reviewed.
- Establishment of a strong Education Committee

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.

Ethne Munden Chair
CTCMPANL

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

REPORT FROM THE BOARD

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

Highlights for 2017:

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 of the 2017- 2019 strategic plan of the Council
 - Participating in Council Board and Committee meetings and activities
 - Registration protocol for applicants from non-regulated who have successfully completed the pan-Canadian examinations **
 - Development of a policy for reporting a privacy breach**
 - Development of a Safety and Infection control document (partnering with BC and Ont.)**
2. Collaborated with the Member Colleges of the Alliance: (** College initiatives)
 - Amendment of the contract with ASI and Yardstick 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 Board meetings of the Alliance
 - Participation in remote item writing for the pan-Canadian examinations **
 - Participation in the initial stages of research for the development of the pan-Canadian practical examinations
 - Participation in the development of a 3-5 year strategic plan for CARB-TCMPA
 - Development of a Safety and Infection control document (partnering with BC and Ont.)**
 - Development of an incident report for needle stick injuries (partnering with QC.)**
3. Continued collaboration through the NLCHP with the Dept. of Health and Wellness for the regulation of the full scope of TCMA.**
4. Collaboration with Ontario College of Traditional Chinese Medicine regarding modular education for the TCM Herbology and TCM Practitioner program and in NL **

Recommendations of the Board going forward

1. To activate the ad-hoc Committee formed in Nov. 2017 to review and suggest amendments of the By-Laws in keeping with the possibilities of this organization, its' Committees, unions and alliances.
 - By-Law provisions for the ever-greening and stability of the Board
 - By-Law provisions for reasonable continuity of participants in activities related to the national examinations
 - By-Law provisions for continuity of participants in Alliance activities in exceptional circumstances that may extend beyond the term of the Board of the representative
 - Re-structuring roles and responsibilities of College Committees
2. Scheduling development of CTCMPANL educational programs for professionals and the public
3. Continuing education in professional governance, ethics, standards and malpractice.
4. Development of a newsletter

CTCMPANL Board

Ethne Munden **Chair**
Gloria Penney Vice-Chair
Kenneth Clarke Treasurer
Cheryl Oldford Secretary
Bengie Munden
Marc-Alexandre Mestres
Kayla Westcott

CTCMPANL representatives at Council:

Ethne Munden and Kenneth Clarke – Council Board
Barbara Draper – Quality Assurance Committee
Ethne Munden – Complaints Authorization Committee
Gloria Penney – Registration Committee
Kenneth Clarke - Ad Hoc By-Law Review Committee

Michele Collett
Valerie Genge
Kenneth Clarke - Quality Assurance Assessors

John Shieh
Shelly Reid
Bengie Munden
Cheryl Oldford – Disciplinary Panel

CTCMPANL Finance Committee

Kenneth Clarke **Chair**
Marc Alexandre Mestres
Gloria Penney

CTCMPANL Examination Committee

Cheryl Oldford **Chair**
Shelley Reid
Bengie Munden

CTCMPANL Ad Hoc By-Law Committee

Kenneth Clarke **Chair**
Barbara Draper
+
+

Special acknowledgements:

Many thanks to Cheryl Oldford, Bengie Munden and Kenneth Clarke for being part of the “Remote Item Writers group” for the pan-Canadian examinations. They have received wonderful commentary on the quality of their input.

Many thanks to Gloria Penney and Kenneth Clarke for assisting with the Chair at national meetings and contributing to the development of the profession across Canada.

Many thanks to Marc Alexandre Mestres for his French to English translation of working documents for our Safety and Infection control manual and our incident report.

Many thanks to all the members of the CTCMPANL Board who have worked alongside of 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: MEMBERS REPRESENTATIVE TO COUNCIL 2018.

I would like to thank the members for allowing me to serve as their representative to the NLCHP. It has been an incredible educational experience to sit at council in a multi-disciplinary environment and speak for our Members in the governance development process of the Council. As well I am privileged to represent our profession on the By-Law review committee and the complaints authorization committee. Some highlights of the accomplishments for 2018 include:

NLCHP Highlights and Accomplishments 2017-2018

Over the past year Council and its committees have been involved in the following activities:

- Internal operational review;
- Expansion of the QA program
- Collaborative work with colleges for policy development;
- By-Law Review;
- Effective management of professional complaints received by the NLCHP

Kenneth Clarke,
Members Representative to Council

REPORT: COLLEGE EXAMINATION COMMITTEE 2018

The Pan Canadian Written Examination:

- Currently consists of two examinations a written multiple choice component and a written case study component.
- In NL we have required an OSCE or practical examination
- Exam dates are set annually for October and January.
- NL did not receive any applications for this 2018 year

Major changes pending:

- The pan Canadian Written multiple choice examinations and case study examinations will be combined
- The pan Canadian examinations will become computer based
- A pan-Canadian OSCE (practical examination) will be developed and delivered simultaneously in the provinces regulating TCM & Acupuncture (The delivery format has not yet been determined).
- These changes will come into effect starting in 2020.

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

Cheryl Oldford
Chair CTCMPANL Exam Committee

REPORT: COLLEGE ACTIVITY AT THE QUALITY ASSURANCE COMMITTEE OF COUNCIL

Barbara Draper

College representative to the Council Quality Assurance Committee

The Council Quality Assurance Committee met twice in 2018. The focus of the meetings have been on the following topics.

- Discussion of the Privacy, Confidentiality and Consent Manual
 - Development of online survey
- Development of common Infection Control Standards across the professions
 - Manual developed by the Council
 - Colleges developing profession specific standards
- Discussion regarding next phase of Quality Assurance development
 - Focus on peer review
- Review of 2017 and 2018 CE Audit results
 - Discussion of any areas requiring further development/improvement

REPORT: COLLEGE ACTIVITY AT THE REGISTRATION COMMITTEE OF COUNCIL

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

During the 2017-2018 year:

The Registration Committee met 5 times in the past year during which registration processes were reviewed and standardized.

Several registration policies were reviewed including:

- practicing a health profession without a valid registration
- registering applicants from unregulated provinces
- registration categories and work hours

It was determined that 100% of Acupuncturist registrants met the required CEU'S on registration renewal. As of March 31, 2018 there were 38 Acupuncturist registrants. There has been little variance in our membership since 2014 when there were 33 R.Ac.

Gloria Penney

College Representative to the Council Registration Committee

REPORT: COLLEGE ACTIVITY AT THE COMPLAINTS AUTHORIZATION COMMITTEE OF COUNCIL

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

The CAC:

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

The CAC met 3 times in the past year:

- Reviewed the Complaints and Disciplinary Manual for amendment
- Reviewed the CAC terms of reference and Committee composition
- Arranged continuing education on the disciplinary process for the DP, Boards, Committees and the DP
- Received and reviewed one allegation which was successfully managed without further referral.

See appendix A – Disciplinary process flow chart

Ethne Munden
Chair of the Complaints authorization Committee of the Council

Kenneth Clarke
College representative on the Complaints Authorization Committee of the Council

REPORT: ACUPUNCTURISTS QA ASSESSOR TO COUNCIL 2018

This year was another successful year for the assessment of the CTCMPANL's members CE portfolios. There was a 100% satisfactory rate. CTCMPANL members seem to be doing a great job of partaking in CE training and it is very refreshing to see such diverse portfolios in many different areas of TCM.

Kenny Clarke
Council QA Assessor for Acupuncturists 2018

TREASURER'S REPORT 2018

I am pleased to report that, like in years past, the Board has taken every step to conserve the limited funds coming into the organization. Changes to the monetary contribution structure for national exam development has negatively influenced Newfoundland's participation level in the exam development. The Board had to make the decision to scale back its national participation to ensure the financial health of the CTCMPANL. I would like to commend the CTCMPANL members who continued to participate remotely for item writing. This allowed the CTCMPANL to conserve its funds but still maintain a presence with the work on the national level.

It has been an honor to serve as your treasurer again this year. I would like to thank you for your continued support. I hope 2019 is a joyful and prosperous year for everyone.

Respectfully Kenny
Clarke
CTCMPANL- Treasurer

CTCMPANL INCOME STATEMENT 2018

CTCMPANL INCOME STATEMENT 2018		
01/01/2018 - 28/10/2018		
Bank Balance		
November 1st 2018		
		2018
Revenue	<i>Deposits to Date</i>	14896.00
Cash	<i>Petty Cash on hand</i>	0.00
	Net Revenue	14896.00
Expenses	<i>Accounting</i>	0.00
	<i>Legal</i>	0.00
	<i>Courier & Postage</i>	0.00
	<i>Insurance</i>	2430.00
	<i>Interest & Bank Charges</i>	69.46
	<i>Office Supplies (paper, ink cartridges)</i>	743.68
	<i>Computer/Laptop</i>	0.00
	<i>Gifts</i>	0.00
	<i>Cell Phone</i>	1080.00
	<i>Conference & Meetings</i>	950.00
	<i>Website Maintenance</i>	455.00
	<i>Fees & Dues (CARB MEMBERSHIP)</i>	2000.00
	<i>Travel</i>	1707.80
	<i>Exam Work Honorarium</i>	
	<i>Exam Costs</i>	1540.00
	Subtotal Expenses	10975.94
Outstanding Payables	<i>Accounting – Approx 1200</i>	~1200.00
	Total Expenses	12175.94

CTCMPANL PROPOSED BUDGET 2019

Proposed budget for 2019

REVENUE

Currently in Account	\$,9286.14
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EXPENDITURES

2019 Projected

CARB/ACOR Dues	\$2,000.00
Insurance	\$2,430.00
Website Maintenance	\$600.00
Interest & Bank Charges	\$100.00
Legal Fees	\$1,000.00
Committee Support	\$1,000.00
Accounting Fees	\$1,000.00
Postage/Office Supplies	\$100.00
Printing & Copying Services	\$400.00
Conference & Meetings	\$1,000.00
Communication Fee	\$1,200.00
Travel	\$2,000.00
CARB Exam involvement	\$1,000.00
Honorarium	\$1,000.00

Total

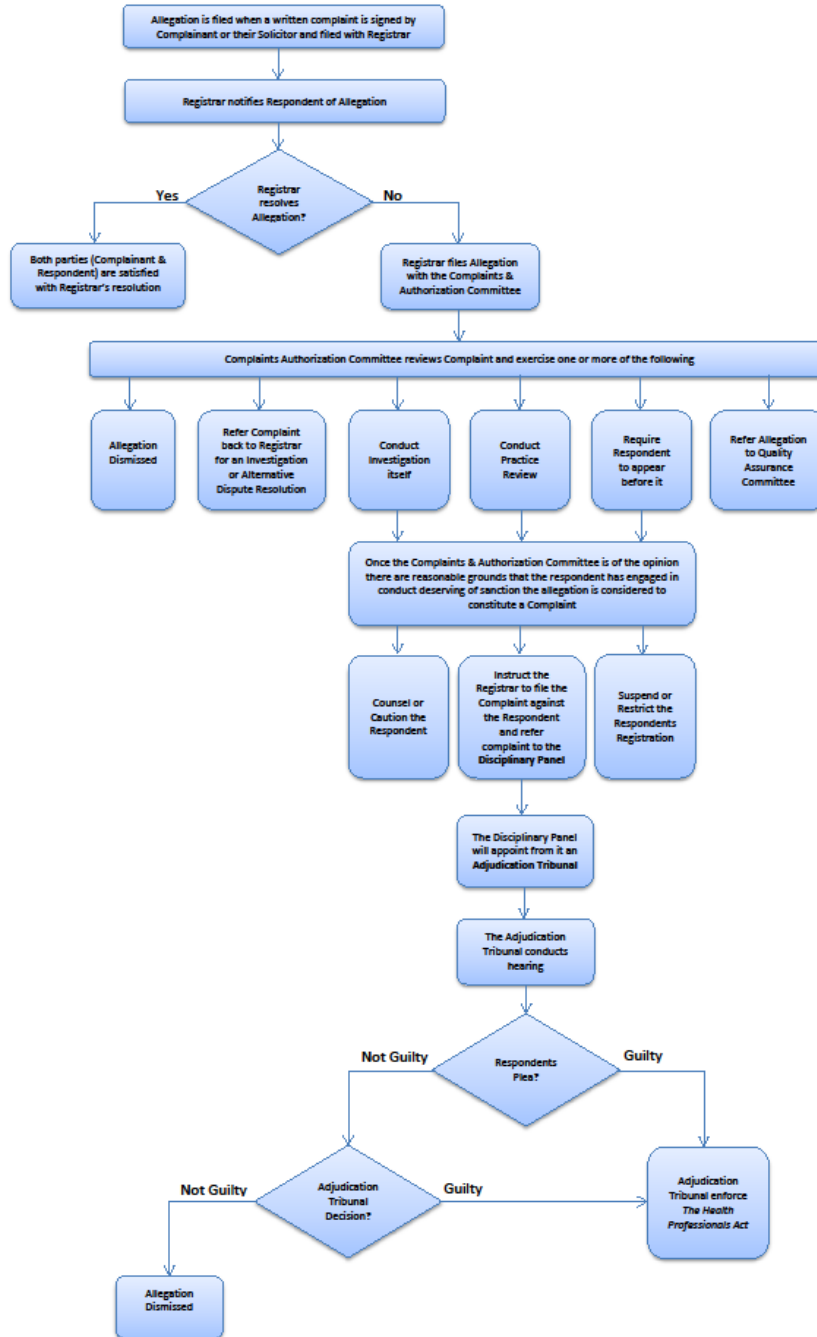
\$14,830.00

Appendix 1 – Health Professional Complaint Process flow chart

*Please refer to the Health Professionals Act, Sections 33 – 56 for additional information

Health Professional Complaint Process

as regulated by *The Health Professionals Act*



Newfoundland and Labrador College
of Dental Hygienists



NEWFOUNDLAND & LABRADOR

**COLLEGE OF
DENTAL HYGIENISTS** INC.

January 01, 2018
--- December 31, 2018

Submitted: April 22, 2019

Section 1 Overview

Period: January 01, 2018 – December 31, 2018

Executive Members: Dan Mercer, chair; Angela Hynes, treasurer; Amanda Thomey, Kimberley Schmiedendorf, Jeanie Bavis, Katherine Peddle, Patricia Murphy and Peggy Rice

Membership:

General Status Registration and Non---Practicing Status 223

Overview

The NLCDH met six times during the reporting period including our AGM which was held on September 26, 2018. The meetings agendas included reviewing and updating NLCDH policies.

The Infection Control Policy, the bulk of the work spearheaded by Angela Hynes , dominated much of the winter months, with several meetings being dedicated to review, discussion and editing of a policy. A final draft has been deferred to 2019, for final consideration and approval.

In June of 2018, Ms. Lisa Taylor, Registrar for the Ontario College of Dental Hygienists and Chair of the Federation of Dental Hygiene Regulators of Canada, made presentation to the NLCHP Registrar, Deputy Registrar and NLCDH Executive Members. The FDHRC gave background on the National Dental Hygiene Certification Exam. The NDHCE, from inception, has intended on implementing a clinical evaluation to compliment the written examination currently in use. The FDHRC, being the owners of the NDHCE, were seeking support from the provincial regulators for the utilization of the Canadian Performance Exam in Dental Hygiene within the NDHCE exam format. This examination has been developed and tested by three jurisdictions over the past 6 years. The NLCDH, being a member of the FDHRC, did receive the presentation and voted to support the FDHRC in it's endeavor.

On September 23, 2018, the NLCDH hosted it's fifth Annual General Meeting. It was fairly well attended, with many RDH attending via teleconference. Thanks to our Deputy Registrar Pamela King-Jesso for bringing greetings from the NLCHP.

At the AGM, an amendment was made to the NLCDH By---Laws to recognize the newly incorporated national body of the FDHRC. Also, the amendment made it possible for either the NLCDH Chair and/or the NLCHP Registrar or Deputy Registrar, to provide representation at FDHRC meetings. This became necessary as the schedule for FDHRC meetings has more than doubled since the NLCDH began it's representation at the national level, putting an increased pressure on the volunteer college chair position. Election at the

AGM, saw Ms. Jeanie Bavis moving into the Incoming Chair position, commencing in the summer of 2019.

As in all previous years, the college had representation at the CDHA annual leadership conference (this year in PEI). This is necessary to allow the NLCDH to keep aligned with current and future trends within the industry and the Dental Hygiene profession. The college representatives who attended, gave a presentation to the college regarding their experience.

The Chair with the NLCDH did attend three sets of meetings with the National Dental Hygiene Certification Board this past year, two sets of meetings with the FDHRC, all of which were at five different scheduled locations.

Finance Committee

Thank you to the dedication of Angela Hynes, treasurer, for her continued hard work in organizing the NLCDH finances. Work was submitted to Mr. Richard Power, C.A. for our annual review. No inconsistencies were noted and a copy of his report is submitted for review.

Conclusion

This has been a successful year for the NLCDH. There are no vacancies on the college executive.

Challenges for the NLCDH continue, close support and direction from the NLCHP make progress possible. Thank you to Mrs. Alice Kennedy and Mrs. Pam King-Jesso.

Respectively Submitted, Dan Mercer,
Chair NLCDH

THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS

Financial Statements Year

Ended March 31, 2018

(Unaudited - See Independent Practitioner's Review Engagement Report)

THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS

Index to Financial Statements

Year Ended March 31, 2018

(Unaudited - See Independent Practitioner's Review Engagement Report)

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Statement of Revenues and Expenditures	3
Statement of Changes in Net Assets	4
Statement of Cash Flow	5
Notes to Financial Statements	6 - 7

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

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 that comprise the statement of financial position as at March 31, 2018 and the statements of revenues and expenditures, changes in net assets and cash flow 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, 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 these 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, 2018, and the results of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for not-for-profit organizations.



THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS
Statement of Financial Position
March 31, 2018

(Unaudited - See Independent Practitioner's Review Engagement Report)

	2018	2017
ASSETS		
CURRENT		
Cash	\$ 38,419	\$ 37,744
Prepaid expenses	1,367	2,016
	\$ 39,786	\$ 39,760
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 899	\$ 900
NET ASSETS		
Unrestricted net assets	29,537	29,510
Contributed Surplus (Note 3)	9,350	9,350
	38,887	38,860
	\$ 39,786	\$ 39,760

ON BEHALF OF THE COLLEGE

_____ 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

Year Ended March 31, 2018

(Unaudited - See Independent Practitioner's Review Engagement Report)

	2018	2017
REVENUES	\$ 22,075	\$ 21,816
EXPENSES		
Insurance	1,357	1,268
Interest and bank charges	51	51
Legal fees	1,380	1,356
Meetings and conventions	156	724
Memberships and accreditation fees	1,645	2,400
Office	517	579
Website maintenance	750	750
Board honourariums	5,100	5,981
Travel and training	11,094	8,903
	22,050	22,012
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FROM OPERATIONS	25	(196)
OTHER INCOME		
Interest income	2	4
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 27	\$ (192)

The accompanying notes are an integral part of these financial statements

THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS

Statement of Changes in Net Assets

Year Ended March 31, 2018

(Unaudited - See Independent Practitioner's Review Engagement Report)

	Unrestricted Net Assets		Contributed Surplus		2018		2017	
NET ASSETS - BEGINNING OF YEAR	\$	29,510	\$	9,350	\$	38,860	\$	39,052
EXCESS OF REVENUES OVER EXPENSES		27		-		27		(192)
NET ASSETS - END OF YEAR	\$	29,537	\$	9,350	\$	38,887	\$	38,860

The accompanying notes are an integral part of these financial statements

THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS

Statement of Cash Flow

Year Ended March 31, 2018

(Unaudited - See Independent Practitioner's Review Engagement Report)

	2018	2017
<i>OPERATING ACTIVITIES</i>		
Excess (deficiency) of revenues over expenses	\$ 27	\$ (192)
Changes in non-cash working capital:		
Accounts payable	(1)	1
Prepaid expenses	649	(579)
	648	(578)
INCREASE (DECREASE) IN CASH FLOW	675	(770)
Cash - beginning of year	37,744	38,514
CASH - END OF YEAR	\$ 38,419	\$ 37,744

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, 2018

(Unaudited - See Review Engagement Report)

1. DESCRIPTION OF BUSINESS

The Newfoundland and Labrador College of Dental Hygienists (the "college") is incorporated under the Health Professionals Act of Newfoundland And Labrador. The college'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.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

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

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.

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.

THE NEWFOUNDLAND AND LABRADOR COLLEGE OF DENTAL HYGIENISTS

Notes to Financial Statements

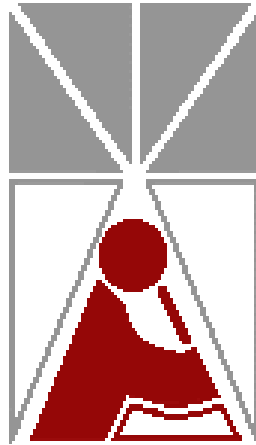
Year Ended March 31, 2018

(Unaudited - See Review Engagement Report)

3. CONTRIBUTED SURPLUS

Contributed surplus relates to funds from the Newfoundland and Labrador Dental Hygienist Association that were transferred to the College during its initial year.

Newfoundland and Labrador College
of Medical Laboratory Sciences



Annual Report

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

January 01, 2018 – December 31, 2018

NLCMLS Board of Directors 2018

Lisa Napier

President

Curtis Martin

Past President

Colin Power

College Representative

Samantha Tiller

Secretary

Allison Beresford

Treasurer

Trevor Williams

Avalon Regional Director

Marley Boland

Eastern Regional Director

Stephanie March

Western Regional Director

Kristen Dyke

Central Regional Director

Jana Cole

Director of Marketing and Communications

Lorna Bradbury

Director of Professional Development

Susan Banfield

Student Representative

Newfoundland and Labrador College of Medical Laboratory Sciences (NLCMLS)

The NLCMLS was created out of the professional society (NLSMLS) in the summer of 2012. It was decided by the board of directors and ratified at our Annual General Meeting of October 2011 that we would suspend operation of the professional society and concentrate solely on the professional college.

The professional college (NLCMLS) came into existence on October 05, 2012 with the government's formal acceptance of the MLT regulations.

Just prior to the government's approval of the regulations, the College had to undergo its first registration for all practicing medical laboratory technologists in the province of NL. We are not a stand-alone entity as we are part of an umbrella organization – Newfoundland and Labrador Council of Health Professionals (NLCHP). The NLCHP currently represents seven (7) colleges of health professionals including NLCMLS.

Our current registration consists of 521 Medical Laboratory Technologists (MLT) and 11 Laboratory Health Professionals (LHP). The LHP's are registered to carry out specific duties as defined by the employer and are only registered to carry out these duties. These individuals had their education qualifications reviewed by the College of the North Atlantic and the NLCHP Registration Committee.

The mandate of the NLCMLS is the protection of the public and a major focus for us is the continuing education and professional development of our members. In this light, our college

has focused on developing continuing education programs and finding ways to help engage our members in this process. The College has revived our past practice of symposiums and we will be holding two (2) symposia per year with varying locations with the intent of opening up our educational delivery to a wide audience and enable provincial participation. This will also allow our colleagues to present and showcase their expertise.

Our Fall Symposium and Annual General Meeting (AGM) were held in St. John's from September 28-30, 2018 and on April 13, 2019, we held our Spring Symposium in Marystown. At the AGM held in September, our by-laws were updated to include the option of using electronic ballots instead of paper ballots for future voting. With participation numbers continually rising and MLT's signing in via streaming from across the province and even outside of Canada both symposiums were a success. The College would like to thank the organizing committees for both symposia for their hard work in making these such a worthwhile experience.

The Council is continuing to work on its strategic plan and focused on two main areas of importance for the College:

1. Developing a robust Quality Assurance Program
2. Council consulting with the Colleges to support processes that assist the work to align with Council legislated mandate.


With this Annual Report we take the opportunity as a professional body to highlight the opportunities and challenges that we as a professional college face.

Opportunities:

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

Challenges:

- To find best practices and the creation and administration of quality education for our members and the public.



Lisa Napier
President, NLCMLS

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

Financial Statements

(Unaudited - See Notice to Reader)

December 31, 2018

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Statement of Receipts and Disbursements - Current Account	4
Statement of Investments	5
Schedule 1	6

Blagdon, Tilley and Company

Chartered Professional Accountants

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

681 Conception Bay Highway
Suite 200
Conception Bay South, NL
A1X 3G7
(709) 834-2006 Fax: (709) 834-3783
E-mail: blagdon@blagdonandcompany@nl.rogers.com

367 Memorial Drive
Suite 203
Clareville, NL
A5A 1R8
(709) 468-2644 Fax: (709) 433-3160
E-mail: btclan@eastlink.ca

Notice to Reader

On the basis of information provided by management, we have compiled the statement of receipts and investments for Newfoundland and Labrador College of Medical Laboratory Science Inc. as at December 31, 2018, and the statement of investments for the year then ended.

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

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

Blagdon, Tilley and Company
Chartered Professional Accountants

Conception Bay South, NL

April 14, 2019

Newfoundland and Labrador College of Medical Laboratory Science Inc.
Statement of Receipts and Disbursements - Current Account
(Unaudited - See Notice to Reader)
For the Year Ended December 31, 2018

	2018	2017
Receipts		
Fees	\$ 32,432	\$ 21,986
Congress	12,950	16,125
Awards	350	1,200
	45,732	39,311
Disbursements		
Bank charges	38	40
Fees	3,788	2,712
Miscellaneous (Schedule 1)	6,812	8,140
Professional fees	863	834
Seminars, conventions and meetings	25,064	23,453
Telephone	431	384
Transfer to investments	25,000	25,000
	61,996	60,563
(Deficit) surplus of receipts over disbursements	(16,264)	(21,252)
Bank balance, beginning of year	49,398	70,650
Bank balance, end of year	\$ 33,134	\$ 49,398

Newfoundland and Labrador College of Medical Laboratory Science Inc.
Statement of Investments
(Unaudited - See Notice to Reader
December 31, 2018

	2018	2017
Investments		
Bank of Montreal investment account	\$ 11,639	\$ 12,093
Bank of Montreal Guaranteed Investment Certificates	126,365	99,800
	\$ 138,004	\$ 111,893

Newfoundland and Labrador College of Medical Laboratory Science Inc.

Schedule 1

(Unaudited - See Notice to Reader)

December 31, 2018

	2018	2017
Miscellaneous disbursements		
Advertising	\$ 575	\$ 211
Student night	675	1,589
Website	3,097	3,744
Office supplies	615	496
Awards	1,850	2,100
	\$ 6,812	\$ 8,140

Newfoundland and Labrador College
of Respiratory Therapists

Newfoundland and Labrador College of Respiratory Therapists
Annual Report 2018



Newfoundland and Labrador College of Respiratory Therapists

Annual Report- January 1-December 31, 2018

It is my pleasure to present the annual report for the Newfoundland and Labrador College of Respiratory Therapists. As newly elected Chair (as of Sept 2018), I will attempt to summarize the challenges and successes of the past year.

Overview

On the provincial front, we have had our first graduating class from the program completed by Southern Alberta Institute of Technology (SAIT). Since the loss of Accreditation of the College of the North Atlantic Respiratory Therapy program, there have been many concerns about the workload placed on the students who were integrated into the existing SAIT program which required 2 years of curriculum condensed into 1 year. With plenty of hard work from students, faculty, and preceptors, all enrolled students graduated from the program. The 5 graduates in the class were also successful with the 2018 writing of the CBRC Respiratory Therapy national exam. This prevented any challenges associated with temporary status licenses that were issued for graduates. SAIT continued to provide their curriculum to the second and final group of RT students with expected graduation in June 2019. At that time, SAIT will have completed their commitment with this province. It is expected that the College of the North Atlantic will attempt to restart the Respiratory Therapy program using the program successfully delivered in the Qatar campus of the College of the North Atlantic for the past several years. This program has received 6 year Accreditation in Qatar. Discussions have taken place between the school, government and stakeholders about the possibility of a late 2019 initiation of this program. The future of this is currently unknown.

On the national level, the National Alliance of Respiratory Therapy Regulating Bodies (NARTRB) meetings were held in May in Vancouver. They were attended by the presiding chair of NLCRT Scott Lemessurier, and Roger Cook, as acting Registrar. The biggest issue that will impact our College is the withdrawal of the Canadian Society of Respiratory Therapists (CSRT) from the NARTRB. The CSRT was a member of the NARTRB to represent the provinces who were not yet licensed. With most provinces becoming licensed (and British Columbia expected soon), the CSRT felt they no longer need to participate in NARTRB business. The CSRT also brought the Council of Accreditation of Respiratory Therapy Education (COARTE) who provided Accreditation services to our educational programs. To replace COARTE as the Accreditation provider, NARTRB went in search of a new provider. It was decided to contract the services of Accreditation Canada which will come at a significant cost. This required many meetings to settle on the details of the contract and required consent from all provinces to participate. With the removal of CSRT as a financially contributing member to the NARTRB and the addition of expenses of hiring Accreditation Canada, this poses a financial impact for smaller Colleges such as NLCRT. To that end, we were undecided whether we could afford to participate on the national level.

October 2018, the NARTRB held meetings in St. John's and the issue of Accreditation services was a hot topic on the agenda. NLCRT and NLCHP attended these meetings as well as teleconferences to ensure understanding of the extent of this development. After exchange of information, it was decided by the NLCRT executive that our College needed to continue to be a part of the NARTRB and participate on a national level for Accreditation services with Accreditation Canada. We opted not to participate on a

provincial level since at this time we do not have a local education program. These additional expenses will be brought to the College membership at the AGM planned for the fall of 2019.

The NLCRT executive held 7 meetings in 2018 and the AGM was held on Sept 15th, 2018. It was a full day event that was provided to the province via webinar as well as in person. This day included several education sessions that catered to variety of topics relating to aspects of Respiratory Therapy. The election was held with new members joining the executive in the positions of Chair, Treasurer, Secretary and Member at Large.

Executive (As of AGM Sept 15, 2018)

Cheryl Bailey, Chair (New)

Erin Letto, Vice Chair

Roger Cook, Elected member to NL Council of Health Professionals

Julie Sheppard, Treasurer (from Member at Large)

Joy Gallant, Secretary (New)

Kristen McCrowe, Member at Large (New)

Scott LeMessurier, Past Chair

NLCHP Disciplinary Panel 2018

Erin Letto

Julie Sheppard

Ken Costello

Lori Gordon

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

- Review and update all existing policies and by laws to ensure they reflect the requirements of regulation. Develop new policies as required.
- Improve communication with College members to ensure everyone is aware of provincial and national initiatives. This may be in the form of electronic communication or development of a newsletter
- Create educational opportunities for all disciplines within the RT profession. 2 education days are planned for October 2019.

Respectfully submitted,

Cheryl Bailey, RRT

Chair, NLCRT

Newfoundland and Labrador College of Respiratory Therapists
 Financial Report
April 1, 2018 - March 31, 2019

Income

Interest on GIC	50.64
Membership Dues	16,668.68
Total Income	16,719.32

Expenses

Alliance Fees - NARTRB	6,000.00
Annual General Meeting of NLCRT Costs - Meeting Room, Meals, Travel	3,066.74
Bank Fees	122.50
Dan Sudworth Memorial Award 2018 plus Engraving for Plaque 2017, 2018	160.95
Directors' Liability Insurance	1,403.00
Office Supplies	86.24
Registration Costs - CSRT Conference May 2018	945.00
Registry of Companies - NL	40.00
Travel Costs - NARTRB meetings May 2018	3,994.87
Website Costs	437.00
Total Expenses	16,256.30

Net Income	463.02
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Balance Sheet

Assets

Bank Balance March 31, 2019	17,753.90
Bank Error - Cheque cashed 2x in error, to be refunded into account	100.00
GIC	10,179.63
Total Assets	28,033.53

Capital

Balance April 1, 2018	27,570.51
Net Income	463.02
Balance March 31, 2019	28,033.53

College of Midwives of Newfoundland and Labrador College

College of Midwives Newfoundland and Labrador

56 Pottles Lane- Site 4, Box 132, Bishops Cove, NL, A0A3X1 | midwivesnl@gmail.com



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

Executive Members:

Chair	Tracy Pittman, RM-NU, ON.
Vice Chair	Edie Posca, RM-ON.
Secretary & Treasurer	Melissa Roberts, RM-AB.
NLCHP Representative	Cara Begg-Reid, RM-ON.

Membership Numbers and Categories:

Five Honorary (reclassified from Transitional) Members - Midwives registered in other provinces but actively participating in the preparation for implementation of midwifery in NL

One General Registrant

Activities and Accomplishments During 2018

College preparation for the implementation of midwifery in NL was a key focus of this year's activities. We continue to appreciate the tremendous support that our General Registrant and Provincial Midwifery Consultant Gisela Becker provides to the CMNL during this process. Although Ms. Becker remains NL's only registered midwife, the CMNL had the pleasure of welcoming a new honorary member, Maud Addai, to the CMNL. Maud is an internationally trained midwife currently living in NL and hoping to become a general registrant in 2019.

Timeline of Activities

February, 2018 - The CMNL met with Gisela Becker to make an action plan for the year regarding the documents that need to be created or edited. Collectively we read through the initial documents that were prepared historically for the CMNL and considered which ones should be archived vs. reworked. The goal is that they be current, reflective of NL contextually, and are integrated to the NLCHP and RHA standards.

March, 2019 – A comprehensive new list of documents and standards that need to be completed for CMNL direction of Midwives practicing in NL was developed. It was recognized

that the workload was immense and difficult with midwives working and living in other Canadian provinces. It was suggested that we plan a NL workshop, using government granted money for expenses, to be held in the summer for CMNL document production and networking.

Furthermore, Edie went to great efforts to update our CMNL website and the documents listed on it.

July 16 – July 19 – Tracy Pittman, Cara Begg-Reid, and Edie Posca attended an ‘in-house’ workshop at the Confederation Building – Department of Health in NL. We kicked off this event with a special meet and greet including members of the Department of Health and Community Services, Eastern Health, the Association of Midwives of Newfoundland and Labrador (AMNL), and the NLCHP. The Minister of Health and Community Services John Haggie reaffirmed his dedication and commitment to midwifery implantation and growth.

A conference call was placed between the CMNL and Louise Aerts and Kelly Ebbett, Registrars in BC and NB to discuss strengths and weaknesses of midwifery implementation and guide the CMNL in valuable things to consider while preparing for midwifery in NL.

Work sessions during this week included setting priorities for the revision and development of CMNL Standards and Documents, large group discussion and brainstorming ideas, and the breakdown of workload actions.

We were supported by the NLCHP Registrar Alice Kennedy and Deputy Registrar Pam King-Gesso with their valuable time and experience during some of these sessions. By the end of the week we had adopted the Canadian Association of Midwives (CAM) Model of Care Position Statement and Reproductive Care Position Statement and successfully finalized the CMNL Standards of Practice, Code of Ethics, Consultation and Transfer of Care, and Core Competencies Documents. Lastly, we adopted the CMRC National Competencies document and all of these were listed on our website by September.

We ended the session as guests at a lovely barbeque hosted by the AMNL. It was an excellent opportunity for networking between the province’s college and association of midwifery. Both sides shared their visions of midwifery in NL, and their commitment to preparing for its implementation. The College recognized and thanked the AMNL for their years of volunteering and dedication to make midwifery strong in NL once again.

August, 2018 – The CMNL had a conference call meeting to continue reviewing new documents on our action list.

October, 2018 – The CMNL had our Annual General Meeting and further reviewed documents. At this meeting we welcomed our newest honorary member Maud Addai. We also held an election as the previous two year term was coming to a close. The newly elected roles are Cara Begg-Reid as Chair, Edie Posca returning as Vice-Chair, Melissa Roberts returning as Secretary and Treasurer, and Tracy Pittman fulfilling a newly appointed role as Northern and Indigenous

Midwifery Representative. These new roles are to commence January 1, 2019 and run until December 31, 2020.

Nov and Dec 2018 – Two conference calls were held and further review of documents occurred.

In closing, it's been a tremendously productive year and we are looking forward to being well prepared in welcoming newly registered midwives to the province next year.

Cara Begg-Reid, RM

CMNL Chair



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