

Newfoundland and Labrador Psychology Board
ANNUAL REPORT

MAY 2016 - May 2017

This report covers the year May 2016-May 2017. The Newfoundland and Labrador Psychology Board (NLPB) receives its authority and mandate through the Psychologists' Act 2005. The NLPB protects the public through registration, regulation, and education to promote access to safe, competent and ethical psychological services.

The NLPB consists of five elected Directors, two appointed Public Directors and one Registrar. Elected Directors serving this year were:

Dr. Jackie Hesson,	R. Psych. (Chair)
Mr. Nelson Sheppard	R. Psych.
Dr. Sandie Cook	R. Psych.
Ms. Mary Devereaux	R. Psych.
Mr. Desmond Coombs	R. Psych.
Mr. Charles Penwell	Public Director
Ms. Sylvia Hurley	Public Director

The NLPB Registrar is Mr. John Harnett, R. Psych.

As all current board members are still completing their elected terms, there was no election this year.

Continuing Education

The 2017 registration renewals included the continuing education component of the Quality Assurance program.

Audit

The NLPB is continuing to implement the Audit component of the Quality Assurance program. Auditor training was offered in 2016 and 12 registrants completed the training. The goal is to complete six audits per year.

Review of Policies

The NLPB continues to review current reference documents, professional standards and NLPB policies for regulation and registration. To date, a review of Supervision Guidelines, Competency Guidelines and By-Laws has been completed with draft documents in the editing process.

A series of consultations held between the NLPB and provincial government representatives over the past thirty-six months have resulted in a final revision of the Regulations to complement the current legislation. The NLPB would like to thank Mr. David Coffin, Regulation Consultant with the Department of Health who has assisted the Board in developing the new Regulations. The final revision is currently with the Minister of Health awaiting final approval which is expected within the next few months.

The new *Guidelines for Graduate Degrees* and *Guidelines for the Evaluation of Applicants*, which will come into effect on January 1, 2019, have been approved by the Board and are available on the Board website.

Professional Affiliations

The NLPB has continued to maintain collegial relationships with provincial organizations and agencies. These include Memorial University of Newfoundland, Department of Education, NL English School Board (NLESD), Association of Psychology in Newfoundland and Labrador (APNL) and Newfoundland and Labrador Counsellors and Psychologists Association (NLCPA).

The NLPB also maintains professional relationships with the Canadian Psychological Association, The Association of State and Provincial Psychology Boards (ASPPB) and the Association of Canadian Psychology Regulatory Organizations (ACPRO).

The Registrar has attended the two semi-annual meetings of ACPRO. ACPRO is the Canadian organization that consists of all Registrars of provincial and territorial regulatory organizations for the practice of psychology. These meetings provide an opportunity to discuss national perspectives on regulation

and to share expertise, support common efforts to enforce standards in the practice of psychology, and to facilitate mobility of psychology practitioners within Canada.

The Registrar and two Directors have attended the two semi-annual meetings of ASPPB.

The meeting in the Fall had as its theme “Sailing in Rough Waters: Promoting Public Protection in an Anti-Regulatory Climate”. The Spring meeting was a little different and the agenda revolved around 4 issues that the membership had expressed as their main concerns. The foci were on 1) EPPP timing, 2) consistency of regulation across jurisdictions, 3) specialty licensure versus general licensure and 4) accreditation.

As a member of the ASPPB, the NLPB benefits from this experience as it provides an opportunity to contribute to the international discussions affecting the regulation of psychologists.

Registration

There are currently two hundred and eight (208) Psychologists who hold Full Registration and sixteen (16) who hold Provisional Registration in Newfoundland and Labrador and two Psychologists on Inactive status for a total of two hundred and twenty-six (226) Registered Psychologists. Of the two hundred and twenty-six (22) Registrants, two hundred and fourteen (214) reside in Newfoundland and Labrador. Registrants are employed in the Health Care, Education (including Post Secondary), Justice and Private Practice settings.

During the time frame of this report, the NLPB received thirty-five (35) applications for Registration, an decrease of nine applications from last year. Of these applications, eighteen (18) were approved through the Agreement on Internal Trade (AIT). This number is down from thirty (30) approved AIT applications of the last reporting period.

The remaining sixteen (16) applications were considered through the standard application process. Eleven (11) applications were approved for provisional registration. Five applications were denied due to the applicant being ineligible or applications being incomplete.

The NLPB also approved Full Registration for six applicants who completed their provisional registration requirements.

Eight provisional registrants wrote the *Examination for the Professional Practice in Psychology (EPPP)*. Five registrants were successful.

Discipline

The NLPB received two (2) allegations of professional misconduct during this time period. One of these was directed at a non-psychologist, so has been closed. The remaining allegation is currently proceeding through the discipline process.

The NLPB would like to thank those Psychologists who have offered their services to the Board by offering their time for sub-committees and the provision of Supervision, Disciplinary Panels, and Investigations. These services are imperative to the Board as without these services, the Board would not be able to fulfill the entire mandate.

The NLPB welcomes inquiries about these activities or any other issues related to the regulation of psychologists registered with the NLPB. Contact information is available at our website: www.nlpsychboard.ca

Jackie Hesson, PhD, R. Psych
Chair

May 31, 2017

**NEWFOUNDLAND & LABRADOR
PSYCHOLOGY BOARD**

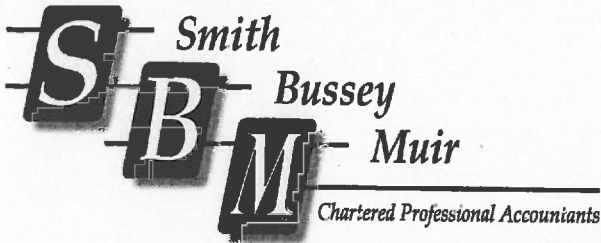
**FINANCIAL STATEMENTS
MARCH 31, 2017**

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**FINANCIAL STATEMENTS
MARCH 31, 2017**

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Deborah A. Muir, CPA, CGA
Steve Smith, Practice Manager

INDEPENDENT AUDITOR'S REPORT

To the Newfoundland & Labrador Psychology Board

We have audited the accompanying financial statements of the **Newfoundland & Labrador Psychology Board** which comprise the financial position as at **March 31, 2017**, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

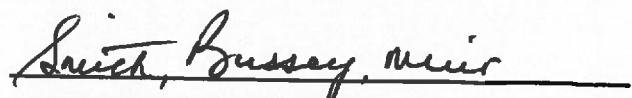
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the **Newfoundland & Labrador Psychology Board** as at **March 31, 2017** and , and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

May 30, 2017

Mount Pearl, NL



CHARTERED PROFESSIONAL ACCOUNTANTS

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31, 2017**

ASSETS

	Note	2017	2016
Current			
Cash	2	\$ 148,158	\$ 138,787
Receivables	3	4,745	
Prepaid expenses		2,541	2,536
		155,444	141,323
Long term investments	1, 4	257,175	254,489
		\$ 412,619	\$ 395,812

LIABILITIES

Current			
Accounts payable & accruals	5	\$ 15,137	\$ 3,647
		15,137	3,647

MEMBERS' EQUITY

Net assets		397,482	392,165
		\$ 412,619	\$ 395,812

Approved on behalf of the board

_____ Chair _____ Registrar

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF NET ASSETS
FOR THE YEAR ENDED MARCH 31, 2017**

	Note	2017	2016
Net assets, beginning of year		\$ 392,165	\$ 353,204
Excess of revenue over expenses		5,317	38,961
Net assets, end of year		\$ 397,482	\$ 392,165

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF OPERATIONS
FOR THE YEAR ENDED MARCH 31, 2017**

	Note	2017	2016
Revenue	1	\$ 181,503	\$ 189,330
Expenses			
Advertising & promotion		2,871	1,475
Disciplinary & regulatory		20,903	12,625
Board & professional meetings		31,424	29,307
Furniture expenses	1		2,091
Insurance		3,071	3,062
Interest & bank charges	6	5,993	880
Professional fees		5,628	6,263
Professional development		1,686	2,498
Rent	7	14,625	13,370
Registrarial duties		74,353	70,883
Security		780	890
Supplies		7,111	6,032
Utilities		4,097	3,279
Technology services		8,641	4,882
		181,183	157,537
Excess of revenue over expenses before other income		320	31,793
Other income			
Interest income		2,793	4,964
Rental income		2,204	2,204
		4,997	7,168
Excess of revenue over expenses		\$ 5,317	\$ 38,961

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2017**

	Note	2017	2016
Cash provided by (used in):			
Operating activities			
Excess of revenue over expenses		\$ 5,317	\$ 38,961
Changes in non-cash working capital			
Increase in accounts receivable		(4,745)	
Increase in prepaid expenses		(5)	
Increase (decrease) in accounts payable & accruals		11,490	(9,908)
		12,057	29,053
Investing activities			
Increase in long term investments		(2,686)	(31,060)
Increase (decrease) in cash & cash equivalents		9,371	(2,007)
Cash & cash equivalents, beginning of year		138,787	140,794
Cash & cash equivalents, end of year		\$ 148,158	\$ 138,787
Cash & cash equivalents are comprised of:			
Cash on hand		\$	\$ 725
Cash in bank		148,158	138,062
		\$ 148,158	\$ 138,787

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

NOTES TO FINANCIAL STATEMENTS MARCH 31, 2017

2017

2016

Nature of Operations

The Newfoundland and Labrador Psychology Board is mandated by Provincial legislation to enforce the Psychologist Act and maintain the Register of Psychologists in the Province of Newfoundland and Labrador. The Board is a not-for-profit entity and, as such, is exempt from income tax under the Income Tax Act.

1. Summary of significant accounting policies

The accounting policies of the board are in accordance with Canadian Accounting Standards for not-for-profit organizations (ASNPO). Outlined below are those policies considered particularly significant.

(a) Use of estimates

The preparation of these financial statements in accordance with Canadian ASNPO required the board to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities as at the date of the financial statements and the reported amounts of revenue and expenses during the periods covered by the financial statements. Actual results could differ from those estimated. Management's estimates are reviewed periodically and, as adjustments become necessary, they are recorded in the financial statements.

(b) Financial instruments

The Board's financial instruments consist of cash, accounts receivable, long term investments, accounts payable and accruals. The carrying value of these financial instruments approximate their fair value.

Risks inherent in the use of financial instruments may include credit, interest rate, market and liquidity risks. The significant risks that the board is exposed to are noted below:

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to fulfill an obligation.

- (i) The Board's exposure to credit risk is principally derived from cash and accounts receivable.
- (ii) The Board maintains cash with major financial institutions. Management considers the risk of non-performance to be minimal.

(c) **Revenue Recognition** - Registration fees are billed on a calendar year basis. Fees are recognized when registration takes effect. Related fees and other levies are recognized when received.

(d) **Capital Assets** - the Board follows the policy of expensing capital assets in the year of acquisition.

(e) Long term investments

Long term investments are carried at cost.

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2017**

	2017	2016
2. Cash		
Cash on hand	\$	\$ 725
Bank - Current	117,757	107,768
Bank - Savings	30,401	30,294
	\$ 148,158	\$ 138,787
3. Receivables		
Trade	\$ 551	\$
Overpayment employee deductions	4,194	
	\$ 4,745	\$
4. Long term investments		
CIBC investment certificates with varying interest rates and maturity dates.	\$ 257,175	\$ 254,489
5. Accounts payable & accruals		
Trade & other payables	\$ 15,137	\$ 3,647
6. Interest & bank charges		
Interest & bank charges	\$ 136	\$ 598
Credit / debit card fees	5,857	282
	\$ 5,993	\$ 880

7. Rent

The Board operates from leased premises, renewed annually in August, with a currently required monthly payment of \$1,627.