

Newfoundland and Labrador Psychology Board
ANNUAL REPORT

MAY 2017 - May 2018

This report covers the year May 2017 - May 2018. 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)
Dr. Krista Barney	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.

An election was held this spring and the Elected Directors for 2018 – 2019 are:

Dr. Jackie Hesson,	R. Psych. (Chair)
Dr. Krista Barney	R. Psych.
Dr. Sheila Garland	R. Psych.
Ms. Suanne Collins	R. Psych.
Ms. Mary Devereaux	R. Psych.
Mr. Charles Penwell	Public Director
Ms. Sylvia Hurley	Public Director

The NLPB received a letter of resignation from a Director on May 26, 2018 and in consultation with the lawyer for the NLPB and in accordance with Section 3.7 of the Psychology Act (2005), the NLPB has appointed Ms. Mary Devereaux as a director until May 2019 when the next election will take place.

Continuing Education

The 2017 registration renewals included the continuing education (CE) component of the Quality Assurance program. CE was reviewed by the Quality Assurance Committee and registrants will be notified of any issues or concerns related to their CE reports.

Audit

The NLPB is continuing to implement the Audit component of the Quality Assurance program. A total of six (6) audits were completed last year and it is anticipated that six (6) audits will be completed in the coming 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.

The NLPB has hired a consultant to review the NLPB's current policies and develop a formalized set of policy documents that will be available on the NLPB's website once completed.

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 a Director attended the fall meeting of ASPPB and the Registrar attended the spring meeting of ASPPB. The focus of these meetings was as follows:

Fall, 2017: Maintaining Strong Public Protection While Reducing Barriers to Licensure. The issue of whether we should be licensing only HSP (Health Service Providers) or should we also be registering other GAP (General Applied Psychologists) such as I/O, Forensics, etc.). Also sessions related to the process of conducting investigations, the use of expert witnesses, the balance of case resolution with public protection, how does one protect the public while providing access to service, and what are some of the barriers to license.

April, 2018: Turning the Lens on Ourselves: Accountability in Regulation. This meeting dealt with issues related to whether there should be a universal code of conduct for regulators, ensuring fairness and consistency in the evaluation of applicants, ensuring fairness and consistency in the adjudication of allegations. 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 thirty-nine (239) psychologists who hold Full Registration and twenty-five (25) who hold Provisional Registration in Newfoundland and Labrador and one psychologist on inactive status for a total of two hundred and sixty-five (265) registered psychologists. 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 forty-four (44) applications for Registration, an increase of nine applications from last year. Of these applications, twenty-seven (27) were approved through the Agreement on Internal Trade (AIT). This number is up from eighteen (18) approved AIT applications of the last reporting period.

The remaining seventeen (17) applications were considered through the standard application process. Thirteen (13) applications were approved for provisional registration. This is up from eleven (11) applications approved last year. Four (4) applications were denied due to the applicant being ineligible or applications being incomplete.

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

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

Discipline

The NLPB received three (3) allegations of professional misconduct during this time period. One of these was directed at a non-psychologist and has been dealt with. A second allegation against a registrant has also been dealt with and the final allegation against a registrant was investigated by the Complaints Authorization Committee and it was determined that no actions were required.

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 28, 2018

NLPB
AGM
2017-2018

**NEWFOUNDLAND & LABRADOR
PSYCHOLOGY BOARD**

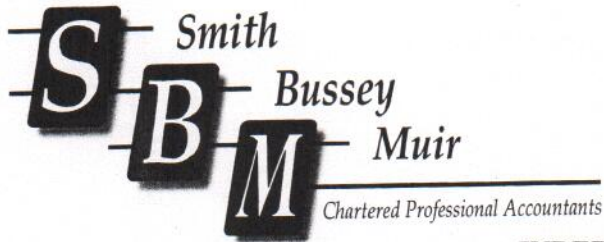
**FINANCIAL STATEMENTS
MARCH 31, 2018**

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**FINANCIAL STATEMENTS
MARCH 31, 2018**

CONTENTS

	<u>Page</u>
INDEPENDENT AUDITOR'S REPORT	
FINANCIAL STATEMENTS	
Statement of financial position	1
Statement of changes in net assets	2
Statement of (loss) income	3
Statement of cash flows	4
Notes to financial statements	5 - 6



R. Bruce Smith, FCPA, FCGA
Douglas G. Bussey, B.A., B.Comm, CPA, CGA
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, 2018**, and the statements of changes in net assets, (loss) income 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.

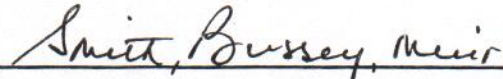
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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, 2018** 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 25, 2018

Mount Pearl, NL



CHARTERED PROFESSIONAL ACCOUNTANTS

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31, 2018**

ASSETS

	Note	2018	2017
Current			
Cash	2	\$ 133,210	\$ 148,158
Receivables	3	4,194	4,745
Prepaid expenses		2,569	2,541
		139,973	155,444
Long term investments	1, 4	259,090	257,175
		\$ 399,063	\$ 412,619

LIABILITIES

Current			
Accounts payable & accruals	5	\$ 11,074	\$ 15,139
Deferred revenue - current portion		551	
		11,625	15,139

MEMBERS' EQUITY

Net assets		387,438	397,480
		\$ 399,063	\$ 412,619

Approved on behalf of the board

_____ Chair _____ Registrar

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF NET ASSETS
FOR THE YEAR ENDED MARCH 31, 2018**

	Note	2018	2017
Net assets, beginning of year		\$ 397,480	\$ 392,163
Net (loss) income		(10,042)	5,317
Net assets, end of year		\$ 387,438	\$ 397,480

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF (LOSS) INCOME
FOR THE YEAR ENDED MARCH 31, 2018**

	Note	2018	2017
Revenue	1	\$ 186,726	\$ 181,503
Expenses			
Advertising & promotion		1,523	2,871
Disciplinary & regulatory		15,669	20,903
Board & professional meetings		33,720	31,424
Insurance		3,128	3,071
Interest & bank charges	6	3,852	5,993
Professional fees		6,937	5,628
Professional development			1,686
Rent	7	19,751	14,625
Registrarial duties		91,930	74,353
Security		786	780
Supplies		7,334	7,111
Utilities		4,722	4,097
Technology services		11,627	8,641
		200,979	181,183
(Loss) income from operations		(14,253)	320
Other income			
Interest income		2,007	2,793
Rental income		2,204	2,204
		4,211	4,997
Net (loss) income		\$ (10,042)	\$ 5,317

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2018**

	Note	2018	2017
Cash provided by (used in):			
Operating activities			
Net (loss) income		\$ (10,042)	\$ 5,317
Changes in non-cash working capital			
Decrease (increase) in accounts receivable		551	(4,745)
Increase in prepaid expenses		(29)	(5)
(Decrease) increase in accounts payable & accruals		(4,063)	11,490
Increase in deferred revenue		551	
		(13,032)	12,057
Investing activities			
Increase in long term investments		(1,916)	(2,686)
(Decrease) increase in cash & cash equivalents		(14,948)	9,371
Cash & cash equivalents, beginning of year		148,158	138,787
Cash & cash equivalents, end of year		\$ 133,210	\$ 148,158
Cash & cash equivalents are comprised of:			
Cash in bank		\$ 133,210	\$ 148,158

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

NOTES TO FINANCIAL STATEMENTS MARCH 31, 2018

2018

2017

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 consisting of cash, accounts receivable, long term investments, accounts payable and accruals, which were initially recorded at fair value, are currently valued at amortized cost where applicable.

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) Cash and cash equivalents

Cash and cash equivalents consist of undeposited cash on hand, cash in bank, short term investments which are readily convertible to cash, bank overdraft and operating demand loans.

(f) Long term investments

Long term investments are carried at cost.

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**NOTES TO FINANCIAL STATEMENTS
MARCH 31, 2018**

	2018	2017
2. Cash		
Bank - Current	\$ 102,718	\$ 117,757
Bank - Savings	30,493	30,401
	\$ 133,211	\$ 148,158
3. Receivables		
Trade	\$ 4,194	\$ 551
Overpayment employee deductions	4,194	4,194
	\$ 4,194	\$ 4,745
4. Long term investments		
CIBC investment certificates with varying interest rates and maturity dates.	\$ 259,090	\$ 257,175
5. Accounts payable & accruals		
Trade & other payables	\$ 11,074	\$ 15,139
6. Interest & bank charges		
Interest & bank charges	\$ 203	\$ 136
Credit / debit card fees	3,649	5,857
	\$ 3,852	\$ 5,993

7. Rent

The Board operates from leased premises, renewed annually, with a currently required monthly payment of \$1,533.