

Newfoundland and Labrador Psychology Board

P.O. Box 8275, Station A, St. John's, NL A1B 3N4

website: <http://www.nlpsychboard.ca>

2018 – 2019 ANNUAL REPORT

This report covers the year May 2018 - May 2019. 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. The Directors which began the year after the 2018 AGM were:

Dr. Jackie Hesson, (Chair)	R. Psych. May – September, 2019
Mr. Tom George	R. Psych. October, 2018 – May, 2019
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
John Harnett, R. Psych.	Registrar (non-voting)

The NLPB received a letter of resignation from Dr. Hesson in October 2018 and in accordance with Section 3.7 of the Psychology Act (2005), the NLPB appointed Mr. Tom George as a director until May 2019 when the next election will take place. Following Dr. Hesson's resignation, Mr. Charles Penwell was appointed as Board Chair for the remainder of the 2018-19 year.

Continuing Education

Registrants who renewed for 2019 included Continuing Education (CE) activity that was completed during the 2018 year as part of the Quality Assurance program. These submissions have been reviewed by the Continuing Education Committee and some registrants are in the process of being advised of any issues or concerns that may have related to their CE submission.

Quality Assurance Audit

The NLPB is continuing to implement the Audit component of the Quality Assurance program. Some audits have been completed, and others are scheduled to be carried out for 2019.

Review of Policies

The Board is continuing to review policies for regulation and registration with NLPB. To date, a review of Supervision Guidelines, Competency Guidelines and By-Laws is underway and there are a number of draft documents in process to update and improve on these processes.

Since 1999, the Board has been working with Regulations which were created based on an earlier version of our Act. We have been seeking revised regulations as these older regulations, in a number of instances, contradict the current Act. New Regulations are close to completion, however, they require approval of the Minister of Health.

During this past year, priority in this initiative has centered on the policy and procedures for the managing allegations so that the procedures are fair and comprehensive in dealing with these matters. To that end, the board now has a detailed Allegation Review Policy Manual developed and implemented to give accurate, consistent procedures in the dealing with an allegation against a psychologist. As we move forward in 2019-2020, the board will oversee the development of more policies and procedures, with our next priority being the improvement of our supervision policies.

It has also become quite clear to the Board that there are many areas where our policies and by laws are lacking or non-existent. The Board 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.

Registration Committee

In an effort to streamline the application process, the Board established a Registration Committee whose role it is review and approve routine and straightforward application and provisional registration functions between Board meetings. This would mean approving new applications, supervision plans, competency appraisal reports, supervision reports, etc. Up to this point, this has worked very well in that decisions these decisions no longer require Board meeting time which further allows the Board to deal with more complex and problematic issues and documents at meetings – making better use of Board members expertise.

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).

ACPRO

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

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 and issues related to 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. Major focuses of ACPRO in the last couple of years have been in the area of Foreign Qualification Review.

ACPRO has also done considerable work on the development of a position paper which posits that the standard for entry into the profession of psychology in Canada should be the doctoral level. This has been a controversial standard which will require considerable work in a number of jurisdictions, including Newfoundland and Labrador, in order for it to be implemented.

The NLPB has approved this concept in principle and is looking toward reviewing the possibility of the doctoral standard as the entry standard for registration in our jurisdiction. The Board is acutely aware of the myriad of issues which must be addressed here before proposing a change such as this. It is also aware that any change in this area is likely to take significant time, requiring a change in legislation, so a committee is looking at the pros and cons of such a move and examining if this would be in the best long term interest of the general public and psychologists as well. With changes to the M. Ed. program at Memorial University, the board has determined that this program no longer meets the necessary competencies needed for registration. This means that there is no longer a masters level program for training psychologists in Newfoundland and Labrador. We also realize that some areas of the province are already having difficulties recruiting and retaining psychologists, and we must be cognizant of this issue, as we move forward. The registrar and I met with representatives of Western Health regarding their concerns regarding recruitment.

ASPPB

The NLPB has participated in both the fall meeting and spring meetings of ASPPB: ***October 2018***. This meeting had, as its theme, “The Global Practice of Psychology: Impact on Regulation and Credentialing”. The meeting addressed issues of competency, mobility and licensure in jurisdictions and/or countries around the world and within Canada and the USA.

April 2019. This meeting’s theme was “Mapping the Regulatory Road: Member Jurisdictions Sharing Processes and Practices” was designed to highlight our experiences and knowledge from across North America. Topics included Differentiating Roles: Board Member vs Guild Member vs Licensed Psychologist; Psychologists and Public Board Members Working together to Protect the Public; and The Enhanced EPPP: Sample Items and Updates.

As a member of the ASPPB, the NLPB benefits from this experience as it provides a superb opportunity to obtain a better grasp of the depth and breadth of issues related to the regulation of our profession and contribute to these international discussions affecting the regulation of psychologists.

Registration

There are currently two hundred and eleven (211) psychologists who hold Full Registration and twenty-six (26) who hold Provisional Registration in Newfoundland and Labrador and this year there have been 4 psychologists on inactive status for a total of two hundred and forty one registrants. Registrants are employed in the Health Care, Education (including Post-Secondary), Justice and Private Practice settings.

This year saw a drop in the number of registrants mostly due to the fact that the number of Psychological Associate registrants from Ontario who are using our jurisdiction to attain Psychologist status in Ontario is dropping rapidly. As these individuals achieve the Psychologist designation in Ontario, they do not need to renew their registration in our jurisdiction.

During the time frame of this report, the NLPB received 28 applications for Registration, a decrease of 16 applications from last year. Of these 28 applications, 11 were approved through the Canada Free Trade Agreement {formerly the Agreement on Internal Trade (AIT)}. This number is down from eighteen (18) approved AIT applications last year.

The remaining seventeen (17) applications were considered through the standard application process. Fifteen of these applications were approved for provisional registration. This is up from 13 applications approved last year. Three applications were denied due to the applicant being ineligible or applications being incomplete.

The NLPB also approved Full Registration for eight provisional registrants who completed the requirements to attain this milestone.

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

Discipline

The NLPB received three (3) allegations of professional misconduct during this time period.

PLUS Application system

In January 2019, the board adopted a system for new applicants for registration to apply for provisional registration through the Psychology Licensure Universal System or "PLUS", which is a system developed by the Association of State and Provincial Psychology Boards designed to allow individuals to apply for licensure, certification, or registration in any state, province, or territory in the United States or Canada currently participating in the PLUS program. All information collected as part of the application process is, upon receipt, source verified and the information is deposited and saved in the ASPPB Credentials Bank®: a Credentials Verification & Storage Program (The Bank) . This allows, in the future, a psychologist who may wish to relocate to another jurisdictions in Canada or the US to access their information and have it forwarded to the new jurisdiction without having to go through the re-creating a whole new set of documents that are on file with ASPPB.

Summary

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, it would not be able to fulfill the entire mandate.

During this year, we have seen Ms. Sylvia Hurley completed her third consecutive term as public member of the NLPB. Because of limits to the number of consecutive terms, she was not eligible for re-appointment to the board. On behalf of everyone, I would like to thank Sylvia for her dedication and effort as an active member of the board. Over the past 10 years, Sylvia has been a very valuable member and deserves our thanks. Sylvia has been replaced by Ms. Barbara Bartlett who is now serving as one of the board's public members.

Of course, as the AGM concludes, we note the dedication and efforts of our elected board members Mary Deveraux and Thomas George for their hard work throughout

their respective terms. Both members decided not to seek re-election, and are owed a debt of gratitude for their valuable efforts as well.

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

CPenwell

Charles Penwell, Chair
Newfoundland and Labrador Psychology Board
May 29, 2019

**NEWFOUNDLAND & LABRADOR
PSYCHOLOGY BOARD**

**FINANCIAL STATEMENTS
MARCH 31, 2018**

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**FINANCIAL STATEMENTS
MARCH 31, 2019**

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INDEPENDENT AUDITOR'S REPORT

To the members of **Newfoundland & Labrador Psychology Board**

We have audited the financial statements of Newfoundland & Labrador Psychology Board (the Organization), which comprise the statement of financial position as at March 31, 2019, and the statements of changes in net assets, revenues and expenditures and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at , 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.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit 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 Organization'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 Organization or to cease operations, or has no realistic alternative but to do so.

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

Auditor's Responsibilities for the Audit of the Financial Statements

Our 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 our 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, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

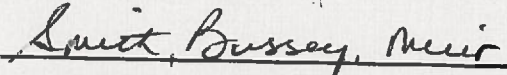
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting 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.

Independent Auditor's Report to the Members of Newfoundland & Labrador Psychology Board (continued)

- 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 Organization'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 Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization 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.

We 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 we identify during our audit.

May 25, 2018
Mount Pearl, NL



CHARTERED PROFESSIONAL ACCOUNTANTS

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF FINANCIAL POSITION
AS AT MARCH 31, 2019**

ASSETS

	Note	2019	2018
Current			
Cash	2	\$ 84,084	\$ 133,210
Receivables	3	4,194	4,194
Prepaid expenses		2,574	2,569
		90,852	139,973
Long term investments	1, 4	260,242	259,090
		\$ 351,094	\$ 399,063

LIABILITIES

Current			
Accounts payable & accruals	5	\$ 8,986	\$ 11,075
Deferred revenue - current portion			551
		8,986	11,626

MEMBERS' EQUITY

Net assets		342,108	387,437
		\$ 351,094	\$ 399,063

Approved on behalf of the board

_____ Chair

_____ Registrar

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF NET ASSETS
FOR THE YEAR ENDED MARCH 31, 2019**

	Note	2019	2018
Net assets, beginning of year		\$ 387,437	\$ 397,479
Net loss		(45,329)	(10,042)
Net assets, end of year		\$ 342,108	\$ 387,437

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF LOSS
FOR THE YEAR ENDED MARCH 31, 2019**

	Note	2019	2018
Revenue	1	\$ 188,464	\$ 186,726
Expenses			
Advertising & promotion		261	1,523
Disciplinary & regulatory		44,817	15,669
Board & professional meetings		31,963	33,720
Insurance		3,165	3,128
Interest & bank charges	6	4,340	3,852
Professional fees		9,965	6,937
Professional development		13,240	
Rent	7	18,398	19,751
Registrarial duties		92,090	91,930
Security		1,242	786
Supplies		5,358	7,334
Utilities		5,138	4,722
Technology services		7,322	11,627
		237,299	200,979
Loss from operations		(48,835)	(14,253)
Other income			
Interest income		1,302	2,007
Rental income		2,204	2,204
		3,506	4,211
Net loss		\$ (45,329)	\$ (10,042)

See accompanying notes to financial statements

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED MARCH 31, 2019**

	Note	2019	2018
Cash provided by (used in):			
Operating activities			
		\$ (45,329)	\$ (10,042)
Changes in non-cash working capital			
Decrease in accounts receivable			551
Increase in prepaid expenses		(5)	(29)
Decrease in accounts payable & accruals		(2,090)	(4,063)
(Decrease) increase in deferred revenue		(551)	551
		(47,975)	(13,032)
Investing activities			
Increase in long term investments		(1,151)	(1,916)
Decrease in cash & cash equivalents		(49,126)	(14,948)
Cash & cash equivalents, beginning of year		133,210	148,158
Cash & cash equivalents, end of year		\$ 84,084	\$ 133,210
Cash & cash equivalents are comprised of:			
Cash in bank		\$ 84,084	\$ 133,210

NEWFOUNDLAND & LABRADOR PSYCHOLOGY BOARD

NOTES TO FINANCIAL STATEMENTS MARCH 31, 2019

2019

2018

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, 2019**

	2019	2018
2. Cash		
Bank - Current	\$ 58,186	\$ 102,718
Bank - Savings	25,898	30,493
	\$ 84,084	\$ 133,211
3. Receivables		
Overpayment employee deductions	\$ 4,194	\$ 4,194
4. Long term investments		
CIBC investment certificates with varying interest rates and maturity dates.	\$ 260,242	\$ 259,090
5. Accounts payable & accruals		
Trade & other payables	\$ 8,986	\$ 11,075
6. Interest & bank charges		
Interest & bank charges	\$ 359	\$ 203
Credit / debit card fees	3,981	3,649
	\$ 4,340	\$ 3,852

7. Rent

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