



**MEETING OF THE COUNCIL OF THE
COLLEGE OF PHYSIOTHERAPISTS OF ONTARIO**

September 23, 2022

Meeting time: 11:15 am – 4:30 pm

Meeting to be held at the College Boardroom via Zoom and YouTube

Commitment to the Public Interest

The public interest is the foundation of all decisions made by this Council. Acting in the public interest ensures that decisions consider: Accessibility, Accountability, Equality, Equity, Protection of the public and Quality Care

Conflict of Interest and Bias

Council members are required to declare a conflict of interest or remove themselves from any discussion where they or others may believe that they are unable to consider a matter in a fair, independent and unbiased manner. A declaration in this regard must be made at the start of any discussion item

Strategic Plan 2022-2026

Mission

To protect the public interest by ensuring physiotherapists provide competent, safe, and ethical care.



Vision

Inspiring public confidence in the physiotherapy profession.

Purpose	Item	September 23, 2022
11:15 AM	*	Welcoming Remarks and Roll Call – Theresa Stevens, President Land Acknowledgement Statement
	*	Remembering Rod Hamilton
	1 Motion	Approval of Agenda
Governance For Information	2	President’s Report – T. Stevens A written report of updates from the past quarter
Governance For Information	3	Interim Registrar’s Report – Anita Ashton A written report of internal and external updates from the past quarter



Governance For Decision	4 Motion	Consent Agenda- T. Stevens <ol style="list-style-type: none">1. Approval of June 28-29, 2022, and August 2, 2022, Council meeting minutes2. Acceptance of Executive Committee Minutes of June 9, 2022, June 16, 2022, and August 10, 20223. Acceptance of Quarterly Committee/Program Area Reports (April to August 2022)<ul style="list-style-type: none">➤ Registration Committee➤ Inquiries, Complaints, and Reports Committee➤ Quality Assurance Committee➤ Executive Committee➤ Finance Committee➤ Patient Relations Committee➤ Discipline / Fitness to Practice Committee➤ Practice Advice➤ Strategy, Policy and Governance➤ Communications
Governance For Decision	5 Motion	Committee Slate Amendment <p>Amendments to the Committee slate as it relates to the Registration Committee are being brought forward to Council for approval to fill a non-council committee member vacancy and to increase the capacity of the committee by appointing an additional academic Council member.</p>
Policy For Decision	6 Motion	Registration Fee Increase: Consultation Feedback and Final Approval <p>Council is asked to approve the by-law changes to section 8.4 increasing the Independent Practice Certificate registration fee to \$635 and all other registration-related fees by 10.5% to take effect on April 1, 2023.</p>
For Information	7	Ontario Clinical Exam Update <p>Amanda Pinch, Examinations Manager will make a presentation to provide updates on the preparations for exam implementation.</p> <p>*Backgrounder to Support the Discussion about the Ontario Clinical Exam is also attached This is background information relevant to Agenda items 7-9</p>
Policy For Decision	8 Motion	Ontario Clinical Exam Fees By-law: Approval in principle <p>Council is asked to approve the new exam fee by-law in principle.</p>



Governance For Decision	9 Motion	Establishing an Examinations Committee Council is asked to establish an Examinations Committee (a non-statutory committee) to support the Ontario Clinical Exam and approve the proposed Terms of Reference.
Operational For Information	10	FY 2023 -Q1 Financial Management Report The College's financial health at the end of the first quarter, including year-to-date spending, and notes about variance between budget and actual spending, is provided for information.
	11	Members Motion- T. Stevens
In-Camera	12 Motion	Motion to go in camera pursuant to Section 7 (2)(d) of the Health Professions Procedural Code In camera Council may exclude the public from any meeting or part of the meeting if it is satisfied that personnel matters or property acquisitions will be discussed
ADJOURNMENT		
<i>Note: Council and non council members will attend an education session on Sexual Abuse Awareness and Governance</i>		

Future Council Meeting Dates

December 12-13, 2022

March 23-24, 2023



College of Physiotherapists Land Acknowledgement Statement

Before we begin, we would like to acknowledge with the respect that the land we are meeting on is the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg (Awe – Nish – Nah – Beck), the Chippewa (Chip – A – Wah), the Haudenosaunee Hoe – De – Nah – Show – Nee), and the Wendat (When – Dat) peoples.

These lands are now home to many diverse First Nations, Inuit (ee – nu -eet), and Métis (May – Tee) peoples. We also recognize that the meeting place of Toronto, traditionally known as Tkaronto (Tka – Ron – Toe), is covered by Treaty 13 with the Mississaugas of the Credit and is within the lands of the Dish With One Spoon covenant.

We are honouring these lands as part of a deeper commitment to Ontario's Indigenous communities. As provincial health regulators, we have a large role to play in reconciliation to meet the broader goal of public protection.

We would like to encourage you to reflect on the lands you call home and how you came to inhabit them, and on the Indigenous communities who have a traditional kinship with these lands. Those of us joining virtually outside of Toronto are also encouraged to learn more about the traditional keepers of their territory



COLLEGE OF
PHYSIOTHERAPISTS
of ONTARIO

ORDRE DES
PHYSIOTHÉRAPEUTES
de l'ONTARIO

Motion No.: 1.0

**Council Meeting
September 23, 2022**

Agenda # 1: Approval of the agenda

It is moved by

and seconded by

that:

the agenda be accepted with the possibility for changes to the order of items to address time constraints.



Meeting Date:	September 23, 2022
Agenda Item #:	2
Issue:	President's Report
Submitted by:	Theresa Stevens, President

Governance

A Special Meeting of the Council was held on August 2, 2022. Council approved the Ontario Clinical Exam as an approved clinical exam for registration in Independent Practice and approved in principle an exam fee of \$1985 for candidates to sit the exam.

With the passing of the Registrar, Rod Hamilton, the Executive Committee met on August 10, 2022, and appointed Anita Ashton as the Interim Registrar. More information will be provided in the coming weeks.

External Representation for the College

- Recently the Interim Registrar, Anita Ashton and I met with the Ontario Physiotherapy Leadership Consortium (OPLC) -PT Academic Chairs and the OPA. The college has been in a series of discussions with this group around the exam. Anita's report has more details.
- We also met with the Ministry of Health to provide input on opportunities for the PTs to broaden their roles within the scope of practice in the health care system.
- U of T Physical Therapy Induction Ceremony. I attended on CPO's behalf to congratulate incoming MPT students as they begin their academic program.

Executive Committee Report

Some of the highlights of work undertaken over the past quarter by the Executive Committee include:

- Consideration of the increase in Independent Practice Certificate registration and administrative fees
- Reviewing the proposed Committee slate for 2022-2023
- Ongoing discussion and evaluation related to the CPO's approach to Council education
- Consideration of Councillor conference attendance for 2022-23
- Reviewed the Audited Financial Statements for March 31, 2022



The Executive Committee approved an updated process for Council member conference attendance which includes:

- A new form for Council members to complete when submitting their interest. The form is more transparent about the selection process and expectations of attendees.
- An updated scoring tool to assist the Executive Committee with the selection process.
- A new key learning report template for Council members to complete after attending a conference to be included in the Council package.
- New timelines: the call for interest will be sent once information about the details of the conference have been released to ensure Council members have adequate information to support their submissions.

The rationale for these changes were grounded in increasing transparency and objectivity of the process and to ensure there was a mechanism that allows Council members to share their key learnings in a way that is meaningful to Council. Further this change in process will better align with the budget approval process. While Executive is tasked with managing the Council education plan, the principles integrated into the updated process continue to align with the direction of Council.

Council Feedback from June 2022 meeting

The feedback received by Council demonstrated consensus that:

- Council education sessions continue to be valuable as councillors were given the opportunity to learn while connecting with colleagues
- Council decisions continue to be grounded in the public interest
- There was an appropriate amount of time spent engaging in governance work
- Council was able to participate freely in discussions and decision making

Council Operations Survey

Council members were asked to complete an annual evaluation of Council operations in June 2022. Engagement for this survey was lower than typical with only nine Council members completing the survey. The survey captured feedback on the following six domains:

- Council activity
- Mission and Mandate
- Governance and Partnership Alignment
- Organization
- Council Membership
- Administration and Support Staff

Overall, the feedback received was positive – Council maintains its commitment to the public interest, there is a continued focus on the mission and mandate and Council exercises their governance role. There was also a lot of positive feedback regarding the briefing materials provided to the Council to support decision-making and the positive contributions made by staff.



Areas that could be improved include further consideration around maximizing Council member skills, evaluating the frequency and length of Council meetings and the ongoing need for the live streaming of Council meetings.

Meeting Date:	September 23, 2022
Agenda Item #:	3
Category:	Governance
Issue:	Interim Registrar's Report
Submitted by:	Anita Ashton, Interim Registrar

REMEMBERING OUR REGISTRAR, ROD HAMILTON

Rod's unexpected passing has been difficult for staff, Council and Committee members. We will be working with staff, Council and Rod's wife Paula to find ways to celebrate and honor Rod in the months ahead.

ENVIRONMENT

Health regulators urged to act as medical practices raise concerns about corporate ownership

A recent article in the Globe and Mail newspaper highlighted concerns about the recent increase in corporate ownership of healthcare practices. Regulated health professionals interviewed for the article believe that health regulators need to be proactive in addressing potential issues with corporate ownership in healthcare, rather than simply reacting when complaints arise.

The article is attached.

Health Minister directs CPSO and CNO to present plans to speed up registration for internationally trained workers

Recently Health Minister Sylvia Jones directed the College of Nurses of Ontario and the College of Physicians and Surgeons to develop plans to get more internationally trained nurses licensed to help address a health-care staffing shortage that has led to temporary emergency room closures.

[College of Nurses Update](#)

New Priorities for the Ministry of Health

The following highlights from the Speech from the Throne are possibly related to health care regulation:

- The government has eliminated requirements for Canadian work experience that disadvantaged internationally trained health-care professionals and continues to work with

regulatory colleges to ensure more qualified newcomers to Ontario are helping to care for patients, not waiting in limbo for years on end. Note: this is not a concern for the CPO

- Ontario is on track to make good on its commitment to build 30,000 new long-term care beds by 2028, with 31,705 new and 28,648 upgraded beds now in development. With these new beds under construction, the province is investing nearly \$5 billion over four years to hire the more than 27,000 new staff that will be needed to provide long-term care home residents an average of four hours of direct care per day by 2025.
- Ontario Health Teams, which are integrating care and helping to take the guesswork out of navigating a complex system, will soon reach full provincial coverage as they help to increase the digital and virtual care options available to patients.
- The province will continue to work with system partners to safely expand scopes of practice so that qualified professionals can do more to help their patients, alleviating pressures in other parts of the health system.

Future of Licensure

- Alberta has retained an external consultant who will be providing a report back to their Council on the future of licensure
- BC is moving to eliminate the Provisional Practice class of registration. This class did not exist in their regulations
- The CPA has also engaged in research on the Future of Licensure. They will be holding a town hall on September 13th and will share the results of their findings with the Canadian Alliance of Physiotherapy Regulators (CAPR)
- The CPO had retained Paulette Blais to conduct some initial research for Entry to Practice Working Group. She was expecting to start this work in late spring however did not receive confirmation of the work until the end of July and she has no time available until at least the fall of 2022.

STAKEHOLDERS AND SYSTEM PARTNERS UPDATES

Citizens' Advisory Group newsletter

The [Citizen Advisory Group](#) (CAG) helps bring patient voices and perspectives to health care regulation in Ontario. The group was formed in 2015 as a patient feedback tool for the College of Physiotherapists of Ontario. Since then, it has grown into a partnership of 22 health regulatory Colleges who are eager to engage patients and caregivers in their work.

The CAG's newsletter from June 2022 is attached which highlights some of the work that the CAG has engaged in recently.

OPLC – Ontario Physiotherapy Leadership Consortium

This is a tripartite organization of senior representatives from Ontario's five academic programs, the College and the Ontario Physiotherapy Association (OPA). The group met on August 24th during which we spoke extensively about the Ontario Clinical Exam (OCE) and the Ministry's interest in exploring scope of practice issues.

Ministry of Health

In mid-August representatives of Ontario Health reached out to the College to seek input on the role of physiotherapists within their scope of practice and to learn more about opportunities for PTs to broaden their roles within scope. This meeting was held on August 23 with the OPA in attendance. The College made a submission to Ontario Health following the meeting.

A copy of the letter to Ontario Health is attached.

Ministry of Health and Long Term Care

Consistent with the Speech from the Throne the Colleges were asked to provide feedback to the Ministry regarding certain requirements that we have in place for licensure and registration and our ability to respond to certain scenarios should the need arise. Specific details cannot be shared at this time.

University of British Columbia

Mary Catherine Saxena Fraser, one of the College's practice advisors is participating in a research project out of UBC focussed on strategies for increasing accessibility and equity in health and human service educational programs. The research will delve into the barriers and facilitators to the inclusion of students with disabilities in ten health and human service professional programs.

Ontario Fairness Commissioner

Irwin Glasberg has been re-appointed to the role of Fairness Commissioner for another two-year term (2024).

Canadian Alliance of Physiotherapy Regulators (CAPR)

- Dale Pitura of Saskatchewan is the new President of the CAPR Board
- Credentialing wait times have increased due to the significant increase in the number of new applicants wishing to practice in Canada. Current time estimates are 19 weeks for a completed application
- Work on the [Innovation Agenda](#) is well underway and background research has been completed by [Camprof Canada](#)
- [2021 annual report](#) was released

LEGISLATIVE AND LEGAL**Human Rights Tribunal Matter**

A physiotherapist launched a complaint concerning the College with the Human Rights tribunal. The complaint stems from concerns received from two other Canadian regulators about this individual's conduct on social media. The Registrar considered the matter and determined that an investigation was not warranted and sent the physiotherapist an education letter. The College filed its submission with the HRTO in August.

Provincial Offences Prosecution

The College is pursuing one matter in the courts where an individual has been pretending to be a physiotherapist and delivering patient care (holding out). The individual has failed to attend for scheduled appearances as required. Further actions are underway.

COLLEGE INITIATIVES AND PROJECTS

Organizational Review

In the spring of 2022, the College retained the services of Allen Leigh Consulting to assist us with an organizational assessment and possible restructuring which would allow our operations to become more nimble and scalable as the needs of the organization changed. The consultant group will meet with staff in the near future to communicate the short and longer-term plans.

Recalibration of Priorities

Over the next three months we will be assessing the organizational priorities for the organization and where required will discuss any need to recalibrate priorities with the Executive Committee and where required Council.

Current Priorities

The primary focus at this time remains the launch of the OCE in October 2022 and ensuring that there are sufficient exam sessions in 2023.

In addition, there are a number of contested and uncontested hearings scheduled in the fall.

CPO and Bararian	5 days	
CPO and Wayling	3 days	deferred
CPO and Thomas	9 days	

Three other one day hearings confirmed and 6 matters waiting hearing dates.

Stakeholder Education

The College along with regulatory partners and a company called Future Ancestors initiated the development of a 2 part education session focussed on equity, diversity and inclusion in the workplace and within the therapeutic relationship. This was made available to all staff, Council, Committee members, physiotherapists and other health care providers. The first session is September 15 and the second one is September 29. [There is still to register.](#)

OPERATIONS / PROGRAM AREA UPDATES

Staffing updates

- **Departures**
 - Kirsten Pavelich – Practice Advisor (last day June 30)
- **Arrivals**

- Abosede (Abbi) Olanbiwonnu – Practice Advisor (started July 18)
 - Tatiana Arellano – Investigator (started July 18)
 - Elizabeth Calibuso – QA Administrator (started July 25)(contract)
 - Ann Shand – Exams Coordinator (started July 25)
- **Returning Staff**
 - Arpit Mathur – returning from a leave
 - Zoe Robinson – returning from a leave

Executive Search

The Executive Committee had the opportunity to meet with Rob Luke of Allen Leigh consulting to discuss the various options for the Executive search. Rob will also be attending the in-camera session at the Council meeting.

OCE

Registration for the OCE launched on August 22. During the first three hours, we had 178 individuals submit an application to write the exam. As of September 12th we have received 420 registrations. The October and November sessions are now full. The College is receiving very positive feedback about the customer experience as it relates to all things exam. Up-to-date information can be found [here](#)

The College has received a concern from a recent graduate about the fact that the OCE is not currently available in French. The French version will be available once we move to a hybrid exam model (early 2023). In the interim candidates can still take the Final Comprehensive Clinical Exam offered by the Université de Sherbrooke.

Registration Committee Exemption Policy

Since this policy was introduced in December 2021, we have seen 379 individuals go through the full process including the screening interview. 97.9% of individuals have successfully completed all of the requirements. Those who were unsuccessful at the screening interview were required to stop practising until such time that they successfully completed a practice assessment or the OCE. The last applications under the exemption policy will be accepted on March 31, 2023. After this time the screening interview questions for the QA program will be re-developed.

The Quality Assurance program has continued to run during this time although the number of candidates selected each month depended on the number of screening interviews required.

Communications Analytics Report

The communications analytics report for June 17, 2022 – September 1, 2022 is attached is included in the program areas update.

The summer is typically a quiet time in communications, and we typically see dips in our numbers across the board.

We launched our OCE page during this period and it is already in the top five content pages. This is a positive sign that candidates and other stakeholders are referring to this information, and we expect OCE pages to continue to get a lot of traffic, especially as the pages are updated and more information is released.

College Insurance Coverage

The College is currently in the process of renewing our Insurance policies through HIROC for the upcoming year. Potential gaps in coverage are being explored.

RISKS / OPPORTUNITIES

Public appointments

In an earlier report, we highlighted an ongoing challenge related to the fact that the College is currently short one publicly-appointed Council member and one public member is on leave, and as a result, the current public members have had to take on more committee work, leading to challenges with scheduling and availability. In some cases, this has led to the cancellation of scheduled meetings and hearings.

The College notified the Public Appointments Secretariat of our challenge. We spoke with their team on August 4. At this time there are no new appointments in progress for this College. They encouraged us to consider other solutions to facilitate greater participation by our current public members, such as earlier meeting start times and holding meetings in the evenings and on weekends. They also mentioned that if a public appointee resigned from the College they would address this as quickly as possible.

Staff will continue to monitor this situation.

STATUS UPDATES ON ACTION ITEMS (ONGOING):

A running list of action items from previous Council meetings; once items are marked complete, they will come off the list.

Date of Meeting	Item	Action	Assigned to	Status	Required by Date
March 2022	College's General Regulation Amendment Proposal- Consultation review	College staff to conduct a complete analysis and review of the General Regulation, considering the consultation review and introducing flexibility where possible and return	Policy	On hold	TBD

Date of Meeting	Item	Action	Assigned to	Status	Required by Date
		with a revised proposal for Council's consideration			
March 2022	2022-2026 Strategic Plan	Solicit additional input from Council on potential initiatives and outcome measures and provide update	Strategic Projects	<i>Completed</i> – Initiatives and measures approved in June 2022	June 2022
May 2022	Ontario Clinical Exam: Recommendations regarding design	Staff to investigate an additional third model of a purely in-person exam delivery	Examinations	<i>Completed</i> – shared update with Council in June 2022	
		Council to receive update on how many registrants will be in a backlog for Independent Practice	Examinations	<i>Completed</i> – staff shared an update with Council on August 2, 2022	June 2022
June 2022	2022-2026 Strategic Plan: Initiatives and Measures	Use a dashboard to report on progress against strategic measures	Registrar	In progress	September 2022

Attachments:

- Globe & Mail: Health regulators urged to act as medical practices raise concerns about corporate ownership
- CBC News: Ontario nursing, physician colleges present plans to speed up registration for internationally trained works
- Citizens Advisory Group Summer 2022 Newsletter
- CPO Website Analytics June to September 2022
- Letter to Ontario Health: Health Human Resource Planning and Fall Preparedness - Physiotherapists

8/1/22 Globe & Mail (Toronto Can.) B1
2022 WLNR 23984722

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August 1, 2022

Section: Report on Business

Health regulators urged to act as medical practices raise concerns about corporate ownership

CHRIS HANNAY

Staff

Independent health care professionals are expressing concern that their professions' regulators are not keeping pace with large corporate players that are quietly buying up medical practices.

The private-equity-fuelled roll-up in fields such as dentistry, optometry and veterinary medicine is beginning to transform these practices, which are traditionally owner-operated. And it is raising questions about the influence corporate head offices could exert on pricing and quality of care.

Michèle Brill-Edwards, an Ottawa paediatrician and board member of the Canadian Health Coalition, a non-profit that advocates for public health care, said the provincial self-regulating bodies that oversee each licensed profession, usually referred to as colleges, can be slow to act because they rely on a complaints-based system and do not make big moves until problems become serious.

"In general, the colleges are reactionary rather than forward-looking," Dr. Brill-Edwards said.

The level of corporate ownership, and the associated risks and benefits, varies across Canada and across different medical fields. The response among the colleges has also varied. For example, in Ontario's veterinary-medicine profession, regulations have long required that each practice be owned by a licensed veterinarian.

Corporate chains have often skirted this requirement by essentially splitting a purchase in two: An employee of the corporation who is a veterinarian buys the medical portion of a practice, while the corporation buys the non-medical assets, such as equipment and staff. One veterinarian can be listed as the director of dozens of offices.

The Ontario Veterinary College has been working to clarify its directorship requirements. The college introduced new regulations, effective July 1, that formalize the role of facility director at clinics and require the director - who must be a licensed veterinarian - to have a more hands-on role in operations.

But ownership of multiple clinics is still allowed. "A veterinarian is permitted to be a facility director at numerous accredited facilities as long as they are able to fulfill their role at each location," college registrar Jan Robinson said in an e-mail.

Mike Pownall, an equine veterinarian, business coach and former member of the veterinary college's governing council, said the college is trying to be responsive to changes in the profession while being officially neutral in the debate over corporate ownership.

On the other end of the spectrum is the dental profession in Alberta, which once pushed back strongly on corporate ownership in the province, but now welcomes it.

In 2018, the disciplinary tribunal of the College of Dental Surgeons of Alberta (then called the Alberta Dental Association and College) fined a dentist more than \$680,000 for working with Dentalcorp, the largest chain of dental clinics in Canada, to buy practices in the province. In an interview, Dentalcorp president Guy Amini declined to say whether the company had later compensated the dentist for the fine.

In the years since, Dentalcorp and other large corporate players have continued to buy clinics in Alberta and become members of the province's dental community. In May, Dentalcorp made a \$1million donation to the University of Alberta's dental school, and two classrooms were named in the company's honour. And the dental college's current president, Troy Basarab, is a dentist who sold a practice to Dentalcorp and continues to work for the company.

The College of Dental Surgeons of Alberta has declined in recent months to answer any of The Globe and Mail's questions about ownership practices.

Dentalcorp's Mr. Amini said the company has overcome reluctance from authorities by building a robust compliance team that includes many former members of the colleges. For example, in June the company named a new chief legal officer, Julian Perez, who was formerly a senior legal advisor at the Royal College of Dental Surgeons of Ontario.

Mr. Amini added that Dentalcorp drafted many infection-control policies early in the pandemic that it shared with provincial colleges, some of which in turn shared the documents with their members.

"In the 10-and-a-half years of our relatively short existence as an organization, we've been able to strike beautiful partnerships with regulators," Mr. Amini said.

Health professionals who own their own practices say there are some simple steps that regulators can take now to guard against problems down the road, when corporate concentration becomes too big to ignore.

One suggestion is that regulators take aim at the common corporate practice of maintaining a clinic's old branding and keeping the former owner on contract for a short period of time after a sale. In many cases, a patient may have no idea the ownership has changed.

Kal Khaled, a dentist who coowns Southdown Dental in Mississauga, and who leads the independent advocacy group the Ontario Alliance of Dentists, said there is a consumer-protection argument to be made that corporate clinics should have to disclose their ownership to the public.

"It's not that we suggest that corporate offices are deficient, but the patients deserve to know who the majority owner is, especially if they have any issues with service," Dr. Khaled said.

Mr. Amini said his company - which does not brand any clinics under its own name or provide a list of locations on its website - does not make outward changes to clinics' branding because goodwill in the community is part of what they are buying.

He said he would be against any requirement to publicize the company's purchases, in part because he thinks patients might leave.

"I think most Canadians like the local, community feel to their practices," Mr. Amini said.

Another concern, especially in fields that require prescribing medical equipment, is the conflict of interest that can arise if a clinic is owned by a company that also manufactures aids.

Dino dell'Orletta, an audiologist and owner of the Hearing Clinic in Barrie, Ont., said that many corporate-owned chains in his field are owned by companies that also manufacture hearing aids, opening up the risk that a patient could be prescribed that company's products, even when a competitor's hearing aids might be a better fit.

He said being an independent practitioner has allowed him to give more options to his patients.

"I'm still moving across all the manufacturers," he said. "I don't represent them."

Brian O'Riordan, registrar of the College of Audiologists and Speech-Language Pathologists of Ontario, said his college recognizes that this conflict of interest can be detrimental to patients.

On July 4, the college sent an advisory note to its members reminding them to manage conflicts of interest by, for example, making patients aware of alternative products that may meet their needs.

But Mr. O'Riordan also cited a concern about the system that is common among both regulators and professionals: that there is a limit to what a college can do, because it only has legislated authority over individuals and not companies.

His college and a dozen others - including those representing dental hygienists, chiropractors and opticians - began discussions with the Ontario government in 2016 and 2017 about how to fix this gap.

But, Mr. O'Riordan said, the matter was dropped after the 2018 provincial election and the onset of the pandemic. He said he hopes the issue will be raised again.

"A formal discussion about such a reform could certainly take place and would be welcomed by ourselves and likely others," he said.

---- Index References ----

Company: Ontario College of Trades; dentalcorp Holdings Ltd; THE GLOBE AND MAIL INC.; UNIVERSITY OF ALBERTA; The Hearing Clinic (Uk-Yorkshire) Ltd; CBI Health Group

News Subject: (Education (1ED85); Higher Education (1HI55))

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Other Indexing: (College of Dental Surgeons of Alberta; Alberta Dental Association; Royal College of Dental Surgeons of Ontario; school; Southdown Dental; Ontario Alliance of Dentists; College of Audiologists and Speech-Language Pathologists;

Ontario government; Ontario Veterinary College; Dentalcorp; The Globe and Mail; University of Alberta; Hearing Clinic; Canadian Health Coalition) (Michèle Brill-Edwards; Jan Robinson; Mike Pownall; Guy Amini; Troy Basarab; Julian Perez; Kal Khaled; Canadians; Dino dell'Orletta; Brian O'Riordan)

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NewsRoom

Toronto

Ontario nursing, physician colleges present plans to speed up registration for internationally trained workers

Health Minister Sylvia Jones recently directed colleges to come up with plans amidst worker shortage

[Allison Jones](#) · The Canadian Press · Posted: Aug 18, 2022 1:31 PM ET | Last Updated: August 18



The College of Physicians and Surgeons of Ontario, along with the College of Nurses of Ontario, are proposing plans to the Ministry of Health to get more internationally educated health care workers into Ontario hospitals faster. (StockLeb/Shutterstock)

[comments](#)

Ontario's nursing and physician colleges are proposing plans Thursday to get more internationally trained nurses and doctors working in provincial hospitals.

Health Minister Sylvia Jones recently directed the College of Nurses of Ontario and the College of Physicians and Surgeons to develop these plans amid a health-care staffing shortage that has led to temporary emergency room closures.

The nurses' plan includes registering thousands of internationally educated nurses on a temporary basis, while the physicians' plan asks for more residency spots and pathways to licensing.

Jones also announced a plan Thursday to reduce surgical waiting lists, free up more hospital beds and add more health professionals such as nurses in order to stabilize the health system. One measure includes temporarily covering the exam, application and registration fees for internationally trained nurses.

Plan to expand nurse workforce

The nursing college said there are 5,970 active international applicants currently living in Ontario.

It says the college could make a regulation change — if the minister supports it — that would allow internationally trained nurses to be temporarily registered while they go through the process of full registration, such as completing education and an exam.

The college proposes to allow applicants who have completed nursing education approved in another jurisdiction to temporarily register, and to only revoke a temporary certificate after two failed exam attempts, instead of the one attempt they currently are allowed.

Temporarily registered nurses have to be monitored by a registered practical nurse, a registered nurse or a nurse practitioner.

The college says the changes will allow internationally trained nursing applicants with education gaps "to register and practice as a nurse under terms, conditions and limitations for

public protection while they complete remaining requirements."

- [Ontario regulatory colleges have 2 weeks to find ways to register foreign-trained nurses, doctors faster](#)

"It also ensures that [applicants] can maintain registration requirements they already met, such as evidence of recent nursing practice."

The college also proposes to make it easier for about 5,300 non-practising nurses living in Ontario to return to the workforce if they want to. Current rules say a nurse must have practised within the last three years to be reinstated, but the college says that regulation could be changed.

In addition to proposing new steps the college itself could take to register more internationally educated nurses, it is also calling on the government to do more to provide those nurses with necessary education.

"Since early 2022, CNO has been raising awareness among system partners, including the Ministry of Health, that the unavailability of appropriate education for IEN applicants is a key barrier to their timely registration," the college's council president wrote to the minister, along with the acting executive director and CEO.

"This remains the case today."

Proposed plans for internationally trained doctors

Jones had also asked the College of Physicians and Surgeons of Ontario to suggest ways to speed up registrations of internationally educated physicians.

The college responded by pushing for a practice ready assessment program for international physicians in Ontario, noting that seven other provinces currently have one. The programs give the physicians a path to licensing by having them work under supervision and be evaluated over 12 weeks.

The college also asked the government to increase the number of residency positions available to internationally educated physicians.



Hospitals across Ontario have been short-staffed, leading to emergency rooms closing for hours or days at a time. (Evan Mitsui/CBC)

Since only a "small number" of residency positions are accessible to internationally trained physicians, the college says the province is "essentially limiting" the opportunity to grow the base of future doctors and support internationally educated physicians.

"Taking immediate action now could create new opportunities for the summer of 2023, quickly injecting qualified internationally educated physicians into the system as trainees and creating a clear path to independent practice for this group."

The college is also proposing a new temporary, three-month registration in Ontario for physicians licensed in other provinces or territories.

- [Ontario to fund more private clinic surgeries, send patients to temporary LTCs to ease health-care pressures](#)

It also suggests making it easier for retired physicians to return to practice and reminding hospitals they can hire international medical graduates awaiting registration under a 30-day

"short duration" licence when doctors are needed on an urgent basis.

The government did not immediately respond to queries about whether they would accept the proposals from the colleges.

With files from CBC News

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SUMMER 2022 NEWSLETTER

A Quarterly Newsletter for Citizen Advisory Group Members

Hi CAG Members,

Thank you to all Members who have been sharing information about the CAG with their networks. We appreciate you spreading the word about what we do!

[Visit our website](#)

KEEP SCROLLING TO FIND:

- CAG Partnership update
- Consultation updates from our Partners
- Volunteer opportunities
- Open public consultations
- Additional patient and caregiver resources we think you'll enjoy!

CAG PARTNERSHIP UPDATE

We're thrilled to announce that the [Ontario College of Social Workers and](#)

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Ontario College of Social Workers and Social Service Workers

This means that there's now **22 Partner Colleges** who are eager to engage patients and caregivers in their work. [Click here to view the complete list of CAG Partners on our website.](#)

The [Partnership Coordinator](#) will email CAG Members later this summer asking you to complete our annual Membership Experience Survey where you'll be able to indicate if you've had either patient or caregiver experience with [social workers \(RSWs\)](#) or [social service workers \(RSSWs\)](#).

Keep an eye on your email for future consultation opportunities from our Partners!

CONSULTATION UPDATES

College of Physicians and Surgeons of Ontario (CPSO): *Social Media* Final Policy



In November 2021, the [College of Physicians and Surgeons of Ontario \(CPSO\)](#) canvassed CAG Members' perspectives and opinions on various professionalism issues that may arise when doctors use social media.

We then encouraged Members to provide their feedback to the [public consultation](#) to help further refine the draft and can now report that in June 2022, [CPSO Council](#) approved the final [Social Media](#) policy and companion [Advice to the Profession: Social Media](#) document.

Our new [Social Media](#) policy sets out clear expectations and guidance for

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Thank you again to all CAG Members who provided their feedback!

CPSO: *Decision-Making for End-of-Life Care* Draft Policy

In order to help update [CPSO's](#) current [Planning for and Providing Quality End-of-Life Care](#) policy, CAG Members recently explored how they felt about doctors making decisions about the appropriateness of CPR and what kind of supports and communications would help patients (and their loved ones) with respect to end-of-life treatment and care decisions.



Your insights and experiences helped us write the [Decision-Making for End-of-Life Care](#) draft policy that now focuses solely on the most challenging end-of-life care decisions and the discussions that inform those decisions.

This draft policy aims to strike a balance that supports doctors' professional judgment and ensures these medical decisions are informed by considering patient values and perspectives.

Visit the [dedicated consultation page](#) to help us refine the draft [Decision-Making for End-of-Life Care](#) policy and companion [Advice to the Profession: End-of-Life Care](#) document.

Thank you for providing your feedback!

This consultation will close on Monday, August 22, 2022.

VOLUNTEER OPPORTUNITIES

College of Naturopaths of Ontario (CONO) Volunteer Opportunity: Equity,

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College of Naturopaths of Ontario

The [College of Naturopaths of Ontario \(CONO\)](#) is launching a series of focus groups supporting our new [Equity, Diversity, and Inclusion \(EDI\) Committee](#) as it reviews existing and new programs and policies across the organization.

We're seeking volunteers to provide perspectives from their unique communities on CONO activities, such as our policies, procedures and standards, to identify any elements that might be racist or discriminatory.

The groups we are creating are an initial start to this process. The list of groups is not intended to exclude any person or groups but to provide a vehicle for dialogue. CONO and the EDI Committee welcome feedback on the groups themselves.

An individual may identify with more than one group and therefore wish to join more than one focus group.

We're establishing the following initial focus groups, including those who support individuals from these communities in Ontario:

- Asian Community Focus Group
- Black Community Focus Group
- Francophone Ontarian Community Focus Group
- Indigenous Community Focus Group
- Islamic Community Focus Group
- Jewish Community Focus Group
- LGBTQ2S+ Community Focus Group
- Middle Eastern and South Asian Community Focus Group

CONO would appreciate help from CAG Members to promote this volunteer opportunity with your broader networks. More information about the focus groups and how people can contribute to this important initiative is available on [CONO's website here](#).

If you have any questions, comments, or feedback related to this volunteer opportunity, please reach out to general@collegeofnaturopaths.on.ca.

**College of Occupational Therapists of Ontario (COTO):
Draft Standards for Practice Consultation (Jun. 2022)**

Consultation: Standards for Practice

We updated and streamlined the Standards for Practice.
Share your feedback and submit by June 30, 2022. >>



The [College of Occupational Therapists of Ontario \(COTO\)](#) is seeking CAG Members' feedback on our [draft Standards for Practice consultation](#). We've updated and streamlined our [existing Standards for Practice](#) that all occupational therapists in Ontario are expected to follow.

The proposed [draft Standards for Practice](#) reflect emerging best practices, are simplified, and are principle-based. Key changes in the proposed draft Standards for Practice include:

- Removal of duplicate information;
- Clearer language for the public; and
- Integration of the new national [Competencies for Occupational Therapists in Canada](#) and practice expectations related to culture, equity, and justice.

In order to share your feedback on the [draft Standards for Practice consultation](#):

1. Review the [draft Standards for Practice](#); and then
2. Complete the [online survey](#) (estimated 15—30 minutes).

Additional information can be found on the dedicated page for the [draft Standards for Practice consultation](#), and you can also read more about COTO's recent consultations on our [main consultation page](#).

If you're interested in receiving notices about future COTO consultations, please send an email to communications@coto.org with "Consultations" in the subject line.

CPSO: Open Policy Consultations (June to August 2022)

In addition to the draft [Decision-Making for End-of-Life Care](#) policy noted above, [CPSO](#) has three more open policy consultations: your input helps us assess our guidance and expectations and supports us in fulfilling our mandate to serve in the public interest.



We want to hear from you to help us refine one draft policy and update two current policies:

- Draft: [Dispensing Drugs](#) (**Deadline: August 8, 2022**)
- Current: [Blood Borne Viruses](#) (**Deadline: August 22, 2022**)
- Current: [Mandatory and Permissive Reporting](#) (**Deadline: August 22, 2022**)

Please click the dedicated consultation pages linked above or visit CPSO's [main consultation page](#) to provide your feedback.

If you'd like to be notified for all future CPSO consultations, join our mailing list [here](#).

ADDITIONAL RESOURCES

College of Dietitians of Ontario (CDO): *Regulation Matters* (May 2022)



The [College of Dietitians of Ontario's \(CDO\)](#) newsletter, [Regulation Matters](#), is

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Check out the May 2022 issue [here](#), which includes articles on:

- [‘Changes to Legislation for Dietitians Working in Long-Term Care’](#)
- [‘Keeping Up Quality Practice in Demanding Times’](#)
- [‘What are my Professional Obligations for Obtaining Consent if the Client’s Custody is in Question?’](#)

Click [here](#) (“Subscribe to the Newsletter”) to sign up for [Regulation Matters](#).

CPSO’s “In Dialogue” Podcast: Episode 4



[CPSO’s](#) new podcast series, [“In Dialogue”](#) features health system experts on issues related to medical regulation, the delivery of quality care, doctor wellness, and initiatives to address bias and discrimination in health care.

In honour of Pride month, [this month’s episode](#) features Dr. Alex Abramovich, Ph.D.

(Independent Scientist, Researcher, and Expert

on Trans Youth Mental Health) who discusses 2SLGBTQ+ health and youth homelessness, creating an inclusive and affirming health care setting, and the mental health effects of the pandemic on an already marginalized population.

For easy listening on the go, tune into [SoundCloud](#), [Apple Podcasts](#), or [Google Podcasts](#)!

Patient Ombudsman: *Annual Report 2019/20 and 2020/21*

Ontario’s [Patient Ombudsman](#) is pleased to share their [annual report](#) for years four and five (2019—2021) which reflects on the offices’ last two years of operation and highlights important issues, including the impacts of the COVID-19 pandemic.

You can read the full annual report here: [Courage, Compassion, Clarity – Informing Change in a Time of Crisis: Annual Report 2019/20 and 2020/21](#).

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The Ontario Caregiver Organization: Caregiver Voices



[The Ontario Caregiver Organization](#) is looking for caregivers as part of their [Caregiver Voices](#) panel to provide input and feedback on different ideas, tools and products, answer surveys on different aspects of the caregiving experience, and provide insights to guide the development of caregiver-focused services, webinars, and more. [Learn more about their virtual platform here.](#)

Recent Open-Access Journal Articles

- [“Resource utilization among informal caregiver of lung cancer patients undergoing treatment”](#) *Patient Experience Journal* (Apr. 2022)
- [“Building Families Through Healthcare: Experiences of Lesbians Using Reproductive Services,”](#) *Journal of Patient Experience* (Mar. 2022)
- [“Adaptation of a Shared Decision-Making Tool for Early Rheumatoid Arthritis Treatment Decisions with Indigenous Patients,”](#) *The Patient – Patient-Centered Outcomes Research* (Mar. 2022)

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Website Analytics: June 17, 2022 – September 1, 2022

Collegept.org

The website is used by all stakeholders including PTs, PT Residents, patients/caregivers, employers, PTAs). The statistics below encompass our website in its entirety including the Public Register/PT Portal.

College staff pull monthly statistics related to the website to see how stakeholders are accessing information and interacting with the site. These statistics are used to identify improvements and help inform broader engagement/communication tactics.

General website stats:

Users: 77,110 (all site visitors)

Sessions: 198,058 (times that a user is on the site)

Pageviews: 575,011 (number of times one of our pages was loaded in a browser)

Bounce Rate: 47.22% (Users who are visiting a single page on the site and doing nothing else before leaving. Average bounce rates are generally 41 to 55%)

Average Pages/Session: 2.90 (This includes everything on the website including the Public Register/PT Portal)

Average Session Duration: 2:43 minutes

Majority of web traffic is coming from Canada (69%), followed by India, USA and UK.

Decrease in traffic over previous reporting period possibly due to the following:

- Summer – traffic is always significantly slower in this reporting period

Top 5 Content Pages:

Top content pages change from month to month and are often reflective of current happenings at the College (e.g. PISA, Jurisprudence, Annual Renewal). Top pages can also be influenced by ad spends and other forms of communication like Perspectives or direct emails to stakeholders.

- Rules and Resources
- What is Physiotherapy
- Patients Landing Page (Google Ads landing page – see stats below)
- Ontario Clinical Exam – new for this reporting period
- Case of the Month

Social Media

The College is active on Facebook, Twitter, LinkedIn and YouTube. The posts mentioned below are top posts from Facebook and Twitter where we are most active and post 3 – 5 times per week.

Facebook Followers: 2,369 Twitter Followers: 2,282 LinkedIn Followers: 2,589

Social Facebook/Twitter Posts:

- Communication Skills Resource
- Indigenous Peoples Day
- Ontario Clinical Exam
- Exam Exemption Policy Metrics

Advertising

The College advertises consistently using a daily budget on Google Analytics. This budget can be adjusted as required. We also advertise on Facebook and LinkedIn as needed.

Google Ads (patient focused):

60,925 impressions (how many people see the ads)

10,262 clicks (how many people interact with the ad)

16.84% clickthrough rate (average for health & medical is 3.27%)

\$0.15 average cost per click



Sent by Email

August 31, 2022

Judy Linton

Chief Nursing Executive and Clinical Institutes and Quality Programs Executive
Ontario Health

Lindsey Thompson, Lead – Models of Care, Ontario Health

Dear Judy Linton and Lindsey Thompson,

Re: Health Human Resource Planning and Fall Preparedness - Physiotherapists

Thank you for taking the time to meet with us on August 23, 2022. We appreciated hearing that Ontario Health is considering opportunities to leverage the knowledge and skills of physiotherapists in the publicly funded health care system.

Physiotherapists have received a Master's degree or have gone through an education program that is deemed to be equivalent. Their education and experiences have prepared them to assess neuromuscular, musculoskeletal, and cardiorespiratory systems, diagnose diseases or disorders associated with physical dysfunction, injury or pain and they provide treatment, rehabilitate and prevent or provide relief of physical dysfunction, injury, or pain. Physiotherapists also develop, maintain, rehabilitate, or augment function and promote mobility.

In addition, many physiotherapists have taken advanced training and can provide care in the following areas (controlled acts):

- Spinal manipulation
- Tracheal suctioning
- Wound care
- Pelvic floor rehabilitation
- Administering a substance by inhalation
- Acupuncture

Further, physiotherapists could have the ability to perform the controlled act of ordering x-rays, however they are not able to do this at this time as the associated Regulations have not been passed.

There are close to 11,000 physiotherapists in Ontario and 63% of them report working with one or more physiotherapist assistants. This represents many individuals who contribute to the health care system in different ways.

Physiotherapists practice in a variety of practice settings, which include hospitals, private practice clinics, long-term care facilities, retirement homes, community care, and schools.

While there are some solo practitioners, most physiotherapists work in collaboration with other health care providers, within interprofessional, collaborative teams in both the public and private sectors.

Physiotherapists also work under numerous funding models. These include publicly funded care (which has limitations), publicly funded community physiotherapy clinics (episodes of care), and integrated funding models (bundled care linked to total hip or knee replacements), WSIB, extended health care benefit plans, motor vehicle accident insurance and in some cases, patients pay out of pocket for care.

At this time, there is an opportunity to consider how physiotherapists can alleviate some of the pressures that we are seeing in the publicly funded health care system and how they can support patients through different phases of their health care needs.

At our meeting on August 23, we explored some of the innovative ways that physiotherapists are supporting the health care system and we wanted to provide you with detailed examples. This is certainly not a comprehensive list but hopefully it highlights the diversity of practice. Our colleagues at the Ontario Physiotherapy Association will also be able to provide additional information regarding innovative practice models.

Emergency Departments

We understand that there are physiotherapists who are placed in the emergency rooms at several hospitals. They are responsible for assessing and triaging patients with non-traumatic fractures, ligamentous sprains, back issues or falls. They also facilitate follow up care where required. Patients may not have to see a physician or nurse practitioner in this case.

Geriatric Internal Consultation Teams

Several hospitals (mostly large tertiary hospitals) have created geriatric internal consultation teams. The effectiveness of these interprofessional teams reduces the lengthy hospital stay for

patients who are seniors. As physiotherapists are pain and mobility experts they can assess patients, make a diagnosis, and facilitate transition plans which may include the use of mobility aids or access to additional resources in the community. External consultations with these teams where they include a physiotherapist can support seniors in their homes, thereby reducing the strain on the hospitals. This is currently taking place in several areas including:

[North York General Hospital](#)

[McKenzie Health](#)

Rapid Access Clinics (RAC)

There are at least [50 RACs](#) in the province. In these clinics, physiotherapists can assess patients with spinal, hip, knee, shoulder conditions which results in fewer visits to the emergency rooms. An overview of some of these programs can be found here:

[Health Quality Ontario](#)

[Sunnybrook Health Sciences Centre](#)

Community Health Centres

One hundred and thirty-seven (137) physiotherapists report that they work in Community Health Centres. The [LAMP Community Health Program](#) based in Etobicoke provides injury prevention programs, direct assessment and treatment, education, support programs and group programming for patients of their local Community Health Centre. Another example of a CHC is the [Four Villages Community Health Centre](#) based in Toronto. Physiotherapists are an important part of these teams and patients can usually access services without requiring a referral from a physician or nurse practitioner.

Family Health Teams / Aboriginal Health Access Centres / Nurse Practitioner Led Clinics

Forty-three physiotherapists shared that they work with [family health teams](#) in the province. As members of these teams, physiotherapists can deal with acute musculoskeletal injuries in an expedited manner thus eliminating the visit with the physician and decreasing the referrals to other health care providers or seeing the patient attending the local emergency room. Early intervention also prevents long term health challenges. We have recently started to hear about physiotherapists supporting Aboriginal Health Access Centres and Nurse Practitioner Led Clinics. There are currently 6 physiotherapists who have become part of a Nurse Practitioner Led Clinic.

Medical Orders, Directives and Delegation

There are other opportunities for physiotherapists to further support the health care system using [Medical Orders, Directives and Delegation](#). We know that this is being used differently and, in many cases, it is not well understood. There are examples of where this can work well:

- In some hospitals a physiotherapist can administer a psychological assessment tool for infants under a delegation model. In other hospitals this is not permitted.
- In some hospitals a physiotherapist may perform casting which would normally be done by the orthopaedic surgeons.
- In some hospitals there are advanced practice physiotherapists working in rheumatology who are ordering imaging, blood, and urine tests.
- In some areas, physiotherapists were administering COVID-19 vaccinations under this model

Studies show that keeping hospital patients immobile in a bed or a chair can increase the likelihood of muscle atrophy, blood clots and bed sores and the College has seen an increase in calls from individuals who have family members in the hospital system post stroke and where there are limited resources to support these patients.

For some patients, immobilization, even for a few days can lead to a permanent functional decline, greater length of stay and rehospitalization. Nursing needs and costs increase as a patient becomes more physically dependent.

Physiotherapists are movement experts and work with and support health care teams to move patients safely and increase mobility. Initiatives using physiotherapists and physiotherapist assistants are integral to medical surgical, coronary care, trauma, and ICU health teams to promote patient mobility, teach staff to move patients safely, reduce patient harm and may reduce rehospitalization.

While there are many opportunities there are also barriers that we continue to hear about through the work of the College.

For example:

- Patients, especially aging patients are often suffering from pelvic floor weakness. The medical model may suggest that the patient do nothing or see if a surgical approach is warranted. We know that with early intervention from physiotherapists patients may not need to suffer in silence and could avoid a surgical intervention.

- As a primary health care provider, patients should be able to access a physiotherapist without the patient requiring a referral from a physician or nurse practitioner. This adds extra steps and cost to an already overburdened system. It should be noted that some extended health benefit plans still require a physician referral for the patient to be reimbursed for the care they receive and pay for.
- The College and the Ontario Physiotherapy Association have worked together in the past to demonstrate how physiotherapists can further contribute to the health care system if able to order x-rays, conduct diagnostics and order blood work. The work in this area started in 2007 and submissions have been made to the Ministry of Health in an ongoing way and upon request. The last of these was in 2018 (attached). We understand that Bill 179 had received Royal Assent but that the associated Regulations had yet to be passed.

Lastly, the past few years have been very stressful for regulated health care providers and other health professionals. Physiotherapists often work in more than one practice setting and location and the public health restrictions which were so critical to maintaining the health of Ontarians also resulted in many physiotherapists, the majority of which are women, taking a break from the profession.

When COVID-19 first started making its way through the province there were over 1000 physiotherapists who signed up with the province to provide care in publicly funded settings if needed. To our knowledge this resource was not accessed, and it may still be available.

As the province continues to navigate the pressures on the health care system, the College will continue to ensure that our standards and supports for physiotherapists are “fit for purpose” and we will continue to ensure that the regulatory response continues to support the government mandate as it relates to health care.

We know that there are many reasons as to why there is currently a health human resources challenge. While we have been able to register all applicants who have applied for a certificate of registration with the College, we understand that there are many individuals who are still waiting to go through the credentialing process from our third-party provider, the Canadian Alliance of Physiotherapy Regulators (CAPR). We understand that they have made significant changes to try and address their timelines and we will work with them to explore opportunities to assist. We have also heard about larger numbers of Canadian born individuals who go abroad for their physiotherapy education because they were unable to get into an Ontario physiotherapy program.

We have been looking at our data related to transitions to practice, and we know that there is work to be done to support our internationally educated physiotherapists. The Bridging Program for internationally educated physiotherapists based out of the University of Toronto no longer receives funding from the provincial government and there is a large gap to fill. Earlier this year the College commissioned a large research initiative aimed to learn more about these gaps and we are looking for ways to work with stakeholders to support internationally educated physiotherapists as they transition to practice.

In closing, we appreciated having the opportunity to meet with you and look forward to the ongoing opportunities to collaborate with the goal of ensuring that patients have timely access to the health care that they need.

Sincerely,



Theresa Stevens (she / her / elle)
President



Anita Ashton (she / her / elle)
Interim Registrar

Cc: Dorianne Sauve
President, Ontario Physiotherapy Association

Encl:

- 2008 Physiotherapy Scope of Practice Review Submitted to HPRAC
- 2017 Submission to the Ministry of Health and Long-Term Care to Finalize the Implementation of the Bill 179 Scope of Practice Changes for Ontario Physiotherapists
- 2018 Questions from the Ministry regarding the submission
- 2018 Submission to the Ministry of Health and Long-Term Care: Response to Additional Questions to Complete the Regulations Necessary for Physiotherapists to order X-rays and Diagnostic Ultrasound



COLLEGE OF
PHYSIOTHERAPISTS
of ONTARIO

ORDRE DES
PHYSIOTHÉRAPEUTES
de l'ONTARIO

Motion No.: 4.0

**Council Meeting
September 23, 2022**

Agenda # 4: Consent agenda

It is moved by

and seconded by

that:

Council approves the Council meeting minutes of June 28-29, 2022, and August 2, 2022.

Agenda # 4

Consent Agenda

1. Approval of Council Meeting minutes
2. Acceptance of Executive Committee Minutes
3. Quarterly Committee/Program Area Reports (April to August 2022)
 - Registration Committee
 - Inquiries, Complaints, and Reports Committee
 - Quality Assurance Committee
 - Executive Committee
 - Finance Committee
 - Patient Relations Committee
 - Discipline / Fitness to Practice Committee
 - Practice Advice
 - Strategy, Policy and Governance
 - Communications



**ANNUAL GENERAL MEETING OF THE COUNCIL OF THE COLLEGE OF
PHYSIOTHERAPISTS OF ONTARIO**

MINUTES

June 28-29, 2022

College Boardroom and Virtually via Zoom and YouTube

In-person Attendees

Theresa Stevens, Physiotherapist, President
Jennifer Clifford, Physiotherapist, Vice-President
Anna Grunin, Physiotherapist
Katie Schulz, Physiotherapist
Karen St. Jacques, Physiotherapist
Hervé Cavanagh, Physiotherapist
Paul Parikh, Physiotherapist, Academic (Virtual
June 29)
Nitin Madhvani, Public
Carole Baxter, Public

Virtual Attendees

Tyrone Skanes, Public
Jesse Finn, Public
Janet Law, Physiotherapist
Dennis Ng, Physiotherapist
Sharon Gabison, Physiotherapist, Academic
(Regret June 29)

Regrets:

Richard O'Brien, Public
Laina Smith, Public

Staff

Rod Hamilton, Registrar
Anita Ashton, Deputy Registrar
Zoe Robinson
Joyce Huang
Taylor Turner

Recorder:

Barbara Hou

Zoom Guests:

Gary Rehan, Physiotherapist (June 28)
Jim Wernham, Physiotherapist (June 28)
Antoinette Megens, Physiotherapist (June 28)
Dr. Rebecca Goldfarb, IEPT Research (June 29)
Geoff Clute, Auditor Hilborn (June 29)

June 28, 2022

1:00 pm. Welcome

The President welcomed all members and opened the meeting with the College's Land Acknowledgement Statement and College's commitment to the Public Interest mandate. Members were asked to declare any conflict of Interest; none were declared.

**1.0 Approval of the Agenda
Motion 1.0**

It was moved by A. Grunin and seconded by K. St. Jacques that:



The agenda be accepted as presented with the possibility for changes to the order of items to address time constraints.

CARRIED.

2.0 President's Report

T. Stevens, the President, provided an update on the following items:

- College's membership status with the Canadian Alliance of Physiotherapy Regulators (CAPR) Board of Directors.
- Council in a Special Meeting in May approved in principle the exam format of a structured interview with scenarios along with an updated blueprint for the development of the Ontario Clinical Exam.
- Council and committee member performance reviews were conducted to support the committee slate development process.
- For the current fiscal year, the Executive Committee determined that the President should attend the CNAR conference in the fall to support upcoming work anticipated for Council.
- The Executive Committee directed staff to consider an alternative conference attendance model to support Council learning.
- Overview of the Council feedback from the March 2022 Council meeting.

3.0 Registrar's Report

R. Hamilton, the Registrar, provided an update on the following items:

- Ministry of Health ending covid masking mandate and other directives
- 2022 Office of Fairness Commission Risk Assessment of the College non-compliance risk as 'medium', and the Colleges response noting the cancellation of the national clinical examination and finding alternative registration processes.
- Bill 106- New requirements for Colleges, amendments to Regulated Health Professions Act (RHPA)
- Law Society examination preparation lawsuit
- Professional regulation and governance: Ontario College of Social Workers and Social Service Workers (OCSSSW) governance review report
- College initiatives and projects
 - Regulation amendment proposal-next steps



- Webinar to provide information on the development and implementation of the Ontario Clinical Exam (OCE) and the College's exam exemption policy
- Webinar with other regulatory health colleges on equity, diversity and inclusion.
- Staffing updates
- Office Space Lease update
- Committee meeting's quorum challenges

4.0 Motion 2022-2026 Strategic Plan: Initiatives and Measures

4.0

In the March 2022 meeting, Council approved a new strategic plan for 2022-2026 that included an updated mission statement, vision and value statements, along with four strategic priorities.

Joyce Huang, Strategic Projects Manager provided an overview of the strategic planning process highlighting the proposed Initiatives and Measures for Year 1.

It was noted that while the work to develop and deliver the Ontario Clinical Exam does not appear on the list of strategic projects, it remains an important priority for the College and is work that will take place and will require substantial resources that which staff is tasked with to prioritize for the Projects for Year 1.

It was moved by D. Ng and seconded by K. Schulz that:

Council approves the proposed initiatives for the 2022-2026 strategic plan and the proposed measures for year 1.

CARRIED.

5.0 Council Education: Finance

As part of ongoing Council education, Zoe Robinson, Director of Corporate Services provided Council with an overview of learning how to read Audited Financial Statements.

6.0 Motion Consent Agenda

6.0

The consent agenda was brought forward in the materials for review and approval. The Executive Committee minutes of March 8, 2022, and Q4 Program Area and Committee Reports for January to March 2022 were accepted with no comments.



It was moved by T. Skanes and seconded by H. Cavanagh that:

Council approves the meeting minutes of March 23-24, 2022, and May 18, 2022.

CARRIED.

Gary Rehan, CAPR Board Representative for Ontario provided Council with an annual summary of CAPR activities which included:

- Temporary interruption of CPO membership with CAPR
- Physiotherapy Competency Examination (PCE) Blueprint 2018
- CAPR Board revised Terms of Reference for evaluations committee
- Transition to a new electronic record management system
- Governance review
- 2021 cancellation of the virtual clinical exam due to technical difficulties
- New projects and initiatives: Innovation Agenda

7.0 Annual General Committee Report 2022-2023

Committee Chairs provided an annual report on committee activities including projects undertaken in the past year.

This included:

- Executive Committee
- Registration Committee
- Quality Assurance Committee
- Patient Relations Committee
- Inquiries, Complaints and Reports Committee
- Discipline and Fitness to Practise Committee
- Finance Committee

Council accepted the reports with no comments.

Day one of the Council meeting was adjourned at 3:50 p.m.

9.00 am.

June 29, 2022

The meeting was called to order and resumed by the President, Theresa Stevens.

8.0 Qualitative Research: The Internationally Educated Physiotherapist Experience

Dr. Rebecca Goldfarb presented the qualitative research findings on the experience of Internationally Educated Physiotherapists when



practicing in the Canadian context with the current practice model. Taylor Turner, Communications Specialist highlighted College initiatives to address the key learnings from the research.

It was noted that the importance of IEPT research work is valuable in helping the College make informed decision-making within the scope of Entry to Practice.

9.0 Motion Approval of the 2022-2023 Committee Slate
9.0

Council discussed the proposed 2022-2023 Committee slate.

It was moved by K. St. Jacques and seconded by D. Ng that:

Council approves the 2022-2023 Committee Slate.

CARRIED.

Executive Committee	Theresa Stevens, PT, Chair Jennifer Clifford, PT Vice-President Herve Cavanagh, PT Carole Baxter, Public Nitin Madhvani, Public
Inquiries, Complaints and Reports Committee (ICRC)	Gary Rehan, PT, non-council, Chair Dennis Ng, PT Katie Schulz, PT Tyrone Skanes, Public Carole Baxter, Public Anastasia Newman, PT, non-council Tammy Morrissey, PT, non-council
Discipline and Fitness to Practise Committee	James Wernham, PT, non-council, Chair Nitin Madhvani, Public Jesse Finn, Public Laina Smith, Public Carole Baxter, Public Richard O'Brien, Public Karen St. Jacques, PT Anna Grunin, PT Herve Cavanagh, PT Janet Law, PT Paul Parikh, PT Sharon Gabison, PT Katie Schulz, PT Daniel Negro, PT, non-council Angelo Karalekas, PT, non-council



Quality Assurance Committee	Richa Rehan, PT, non-council Nicole Graham, PT, non-council Sue Grebe, PT, non-council Felix Umana – PT, non-council Theresa Kay – PT, non-council Antoinette Megens, PT, non-council, Chair Dennis Ng, PT Jennifer Clifford, PT Richard O'Brien, Public Laina Smith, Public
Registration Committee	Venkadesan Rajendran, PT, non-council Tyrone Skanes, Public, Co-Chair Katie Schulz, PT, Co-Chair Paul Parikh, PT Jesse Finn, Public Carole Baxter, Public Shalini Lobo, PT, non-council
Patient Relations Committee	Karen St. Jacques, PT, Chair Anna Grunin, PT Richard O'Brien, Public
Finance Committee	Greg Heikoop, PT, non-council Janet Law, PT, Chair Theresa Stevens, PT Jennifer Clifford, PT Anna Grunin, PT Nitin Madhvani, Public Jesse Finn, Public

J. Finn joined virtually at 10:00 am

10.0 Ontario Clinical Exam

Amanda Pinch, Examinations Manager provided a status update on the following work items highlighting:

- Development of the Ontario Clinical Exam
- Sherbrooke Exam
- Registration Committee Exemption Policy

11.0 Registration and Administrative Fee Motion 11.0

R. Hamilton, Registrar presented Council with background on the College's current increase in demand for regulatory services and an increase in other costs in line with the cost of living. At the current fee



levels, it is projected that the College will fall below the minimum required reserve level by the end of the fiscal year 2026.

The Finance Committee with support from the Executive Committee recommends that Council considers an increase in the College's registration-related fees to offset the increasing costs.

Council discussed and deliberated the threshold for the registration fee increase and agreed that an increase in these fees was necessary for the sustainability of the College.

It was moved by N. Madhvani and seconded by T. Skanes that:

Council approves a proposed increase in the Independent Practice Certificate registration fee to \$635 and all other registration-related fees by 10.5% effective April 1, 2023.

D. Ng asked for his vote to be recorded: D. Ng voted against this motion.

Staff noted in accordance with the Health Professions Procedures Code, fees defined in the by-laws will be circulated for stakeholder consultation. The proposed changes will be brought back to Council for final approval at a forthcoming meeting in September.

CARRIED.

J. Clifford left the boardroom at 1:00 pm.
D. Ng left the virtual meeting at 2:00 pm.

12.0 Audited Annual Financial Statements ending March 31, 2022
Motion 12.0

Geoff Clute, from the College's auditor Hilborn, provided an overview of the audited financial statements ending March 31, 2022.

The auditor noted that the College received a clean audit, and no concerns were identified in the audit conducted virtually.

It was moved by J. Law and seconded by A. Grunin that:

The Council approves the 2021-2022 Audited Financial Statements ending March 31, 2022.

CARRIED.

13.0 Practice Advisory Service Scoping review and needs assessment



Fiona Campbell, Senior Practice Advisor provided Council with an overview of the Practice Advice Service review.

14.0 Members' Motion/s

None

It was moved by N. Madhvani that the Council meeting be adjourned.
The meeting was adjourned at 2:00 pm.

CARRIED.

Adjournment

Theresa Stevens, President

DRAFT



**SPECIAL MEETING OF THE COUNCIL OF THE COLLEGE OF
PHYSIOTHERAPISTS OF ONTARIO**

MINUTES

August 2, 2022

Virtually via Zoom and YouTube

In-person Attendees

Jennifer Clifford, Physiotherapist, Vice-President
Anna Grunin, Physiotherapist
Katie Schulz, Physiotherapist
Karen St. Jacques, Physiotherapist
Hervé Cavanagh, Physiotherapist
Paul Parikh, Physiotherapist, Academic
Sharon Gabison, Physiotherapist, Academic
Janet Law, Physiotherapist
Dennis Ng, Physiotherapist
Nitin Madhvani, Public
Carole Baxter, Public
Tyrone Skanes, Public
Richard O'Brien, Public

Regrets:

Theresa Stevens, Physiotherapist, President
Laina Smith, Public
Jesse Finn, Public

Staff

Anita Ashton, Deputy Registrar
Joyce Huang

Recorder:

Barbara Hou

August 2, 2022

4:00 pm. Welcome

The Vice-President welcomed all members and opened the meeting with the College's Land Acknowledgement Statement and College's commitment to the Public Interest mandate. Members were asked to declare any conflict of Interest; none were declared.

1.0 Approval of the Agenda

Motion 1.0

It was moved by K. Schulz and seconded by T. Skanes that:

The agenda be accepted as presented with the possibility for changes to the order of items to address time constraints.

CARRIED.

2.0 Ontario Clinical Exam: Formal Approval

Motion 2.0

In December 2021 Council approved work to develop a clinical exam, now called the Ontario Clinical Exam, in response to the unavailability of the Physiotherapy Competency Exam- Clinical exam discontinued by



the Canadian Alliance of Physiotherapy Regulators (CAPR) as of January 2022.

Council at its May 2022 meeting approved in principle the format of a structured interview with long and short scenarios and the associated blueprint for the Ontario Clinical Exam.

J. Huang, Strategic Projects Manager provided Council with an overview of the registration requirements defined in the *Physiotherapy Act* General Regulation, and the need for Council to formally approve the Ontario Clinical Exam as one of the approved clinical exams for qualifying for Independent Practice.

It was moved by H. Cavanagh and seconded by T. Skanes that:

Council approves the Ontario Clinical Exam as an approved Clinical Exam for registration in Independent Practice.

CARRIED.

3.0 Ontario Clinical Exam: Eligibility Policy

Anita Ashton, Deputy Registrar presented Council with information on the Ontario Clinical Exam highlighting the work that has been completed to date, the Eligibility Policy that was approved by the Registration Committee and upcoming work.

4.0 Ontario Clinical Exam (OCE): Exam Fee
Motion 4.0

J. Huang, Strategic Projects Manager presented Council with the background information about determining the candidate exam fee for the OCE based on a self-funding model, where candidates pay for all of the costs associated with developing and administering the exam. After considerable debate, Council agreed on the proposed exam fee amount.

It was moved by T. Skanes and seconded by R. O'Brien that:

Council approves in principle an exam fee of \$1,985 for the Ontario Clinical Exam.

Staff noted the complete exam fees by-law will be brought forward for Councils consideration in September 2022, followed by the required 60-day consultation period then consideration and final approval by Council in December 2022.

CARRIED.



The Council meeting was adjourned by the Vice-President at 5:20 pm.

CARRIED.

Adjournment

Jennifer Clifford, Vice President

DRAFT



- March Council meeting feedback
- Council and committee member performance review process to help support committee slate development

4.0 Registrar's Report

R. Hamilton, Registrar provided an update on the following items:

- 2022 Ontario Fairness Commission Risk Assessment
- Bill 106- New requirements for Colleges, amendments to Regulated Health Professions Act (RHPA)
- Law Society examination prep lawsuit
- Professional regulation and governance review report: Ontario College of Social Workers and Social Service Workers (OCSSSW)
- College initiatives and projects

5.0 Committee Slate Motion 5.0

E. Persaud, Governance Analyst provided the Executive Committee with an overview of the process for developing the proposed committee slate.

As part of succession planning, a proposal was made for the Registration Committee to have co-chairs, which is not common practice at this College.

It was moved by K. Schulz and seconded by J. Clifford that:

CARRIED.

The Executive Committee recommends that Council approves the 2022-2023 committee slate with Chairs.

Executive Committee	Theresa Stevens, PT, Chair Jennifer Clifford, PT Vice-President Herve Cavanagh, PT Carole Baxter, Public Nitin Madhvani, Public
Inquiries, Complaints and Reports Committee (ICRC)	Gary Rehan, PT, non-council, Chair Dennis Ng, PT Katie Schulz, PT Tyrone Skanes, Public Carole Baxter, Public Anastasia Newman, PT, non-council Tammy Morrissey, PT, non-council
Discipline and Fitness to Practise Committee	James Wernham, PT, non-council, Chair Nitin Madhvani, Public



	Jesse Finn, Public
	Laina Smith, Public
	Carole Baxter, Public
	Richard O'Brien, Public
	Karen St. Jacques, PT
	Anna Grunin, PT
	Herve Cavanagh, PT
	Janet Law, PT
	Paul Parikh, PT
	Sharon Gabison, PT
	Katie Schulz, PT
	Daniel Negro, PT, non-council
	Angelo Karalekas, PT, non-council
	Richa Rehan, PT, non-council
	Nicole Graham, PT, non-council
	Sue Grebe, PT, non-council
	Felix Umana – PT, non-council
	Theresa Kay – PT, non-council
Quality Assurance Committee	Antoinette Megens, PT, non-council, Chair
	Dennis Ng, PT
	Jennifer Clifford, PT
	Richard O'Brien, Public
	Laina Smith, Public
	Venkadesan Rajendran, PT, non-council
Registration Committee	Tyrone Skanes, Public, Co-Chair
	Katie Schulz, PT, Co-Chair
	Paul Parikh, PT
	Jesse Finn, Public
	Carole Baxter, Public
	Shalini Lobo, PT, non-council
Patient Relations Committee	Karen St. Jacques, PT, Chair
	Anna Grunin, PT
	Richard O'Brien, Public
	Greg Heikoop, PT, non-council
Finance Committee	Janet Law, PT, Chair
	Theresa Stevens, PT
	Jennifer Clifford, PT
	Anna Grunin, PT
	Nitin Madhvani, Public
	Jesse Finn, Public



6.0 Background information to support the discussion about the Ontario Clinical Exam

This item was provided as background information.

7.0 Entry to Practice Update

In December 2021, Council directed staff to undertake work in response to the ongoing unavailability of the Physiotherapy Clinical Exam (PCE).

Amanda Pinch, Examinations Manager provided a status update on the following work items highlighting:

- Development of the Ontario Clinical Exam
- Sherbrooke Exam
- Registration Committee Exemption Policy

8.0 2022-2023 Conference Attendance

Motion

8.0

In 2020, as ongoing education for all council and committee members, the Executive Committee decided that conference attendance was determined based on the specific learning needs of members' roles within the College.

E. Persaud, Governance Analyst presented the council member attendance conference plan for 2022-23 based on the conference agenda released. The Executive Committee discussed various conferences' assessment needs for councillors in different roles.

It was moved by N. Madhvani and seconded by K. Schulz that:

The Executive Committee approves removing the Society of Adjudicators and Regulators (SOAR) Annual Conference from the Council conference list.

At this time, more information was requested by the Executive to determine council member selection to attend the conference for 2022.

Staff is directed to bring back a proposal for a more structured approach to conference attendance later in the fall.

CARRIED.

9.0 Audited Annual Financial Statements ending March 31, 2022

Z. Robinson informed the committee that the auditors will present the audited statements, including the Q4 report at the June Council meeting.



The registrar noted that the audit was clean, and the auditor did not issue a management letter.

10.0 Canadian Alliance of Physiotherapy Regulators (CAPR)

The President provided the committee with a brief update on the ongoing discussion with CAPR leadership regarding the loan request.

11.0 J. Clifford, Vice President put forward a recommendation to the committee to consider an alternative format for the rules of order. Staff is directed to report back a simpler approach to meeting procedures.

12.0 Adjournment

The meeting was adjourned at 2:23 pm.

Theresa Stevens

Theresa Stevens, Chair



**EXECUTIVE COMMITTEE MEETING
MINUTES**

June 16, 2022

Virtual via Zoom

Present: Theresa Stevens, PT Chair
Katie Schulz, PT
Nitin Madhvani, Public
Tyrone Skanes, Public

Staff: Anita Ashton, Deputy Registrar
Amanda Pinch
Joyce Huang
Elicia Persaud

Regret: Jennifer Clifford, PT

Recorder: Barbara Hou

Welcome Public Interest, Conflict of interest, and Confidentiality

T. Stevens, Chair, called the meeting to order at 3:30 pm.

Members were asked to declare any conflict of interest; none were declared.

1.0 Approval of Agenda

Motion 1.0

It was moved by T. Skanes and seconded by K. Schulz that:

The agenda be accepted with the possibility for changes to the order of items to address time constraints. **CARRIED.**

2.0 Conference Attendance 2022-2023

Motion 2.0

At the last meeting, to assist the Executive in determining which Council members were best suited to attend conferences for 2022, staff was directed to bring back more information on the use of a scoring tool along with the submission of interest.

It was moved by N. Madhvani and seconded by K. Schulz that:

The Executive Committee approves Option 2 (Stay within the existing budget and send one council member (\$3,600) and increase the in-service education budget to \$6,400 for external speakers) and approves Theresa Stevens to attend CNAR.

The Committee also directed staff to bring back to September 2022 meeting a more structured process to assist the Executive in determining conference attendance. **CARRIED.**



3.0
Motion **Registration & Administrative Fees**
3.0

For the financial viability of the College to maintain the required reserve of at least 3 to 6 months of its annual operating costs and achieve a balanced budget by FY 2025, the Finance Committee recommends the Executive Committee consider a proposed registration and related fee increase.

The Executive Committee deliberated that an increase in Independent Practice Certificate fees from \$575.00 to \$635.00 and a general increase in administrative fees were necessary for the College to continue its regulatory function.

It was moved by T. Skanes and seconded by N. Madhvani that:

The Executive Committee supports the Finance Committee's recommendation to the Council to increase the Independent Practice Certificate registration fee to \$635 and all other administrative fees by 10.5% effective April 1, 2023.

CARRIED.

4.0 **Adjournment**

The meeting was adjourned at 4:19 pm.

Theresa Stevens, Chair



**EXECUTIVE COMMITTEE MEETING
MINUTES**

August 10, 2022

Virtual via Zoom

Present:	Theresa Stevens, PT Chair	Staff:	Anita Ashton, Deputy Registrar
	Jennifer Clifford, PT		Lisa Pretty
	Herve Cavanagh, PT		Joyce Huang
	Nitin Madhvani, Public	Guest:	Richard Steinecke, Legal Counsel
	Carole Baxter, Public	Recorder:	Barbara Hou

Welcome Public Interest, Conflict of interest, and Confidentiality

T. Stevens, Chair, called the meeting to order at 4:32 pm. Members were asked to declare any conflict of interest; none were declared.

1.0 Approval of Agenda

Motion 1.0

It was moved by J. Clifford and seconded by H. Cavanagh that the agenda be accepted. **CARRIED.**

2.0 Appointment of Interim Registrar

Motion 2.0

The President shared condolences on the passing of the Registrar, Rod Hamilton. Richard Steinecke, legal counsel for the College provided a brief background on the by-law requirement to appoint an interim registrar, making note that the person shall be an employee of the College. Mr. Steinecke also noted that the position held statutory duties, therefore it is important to make an appointment quickly when the position becomes vacant.

It was moved by H. Cavanagh and seconded by J. Clifford that:

CARRIED.

The Executive Committee appoints Anita Ashton as the Interim Registrar effective immediately.

3.0 Adjournment

J. Clifford motioned to adjourn the meeting at 4:38 pm.

Theresa Stevens, Chair

Committee or Department	Registration Committee
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of College's registration activities since Q1 and to highlight areas of opportunity and risk.
The Public Interest:	The College's Registration Committee considers applications from candidates who do not meet the requirements for licensure and makes applicant specific decisions taking into account public safety.
Meeting Dates (if applicable):	<ul style="list-style-type: none"> • May 17, 2022 • June 14, 2022 • July 20, 2022 • August 10, 2022
Highlights of Work Undertaken Over the Past Quarter:	<p>The Registration Committee undertook the following activities:</p> <ul style="list-style-type: none"> • Considered 4 applications for an Independent Practice Certificate of Registration • Considered 1 application for a Provisional Practice Certificate of Registration • Approved 13 policies relating to the Ontario Clinical Exam (OCE)

Work Ongoing.

The Registration Committee continues to work on:

- The Exemption Policy is to be reviewed by the Committee every 90 days

The Numbers	
5 cases considered in this timeframe	<ul style="list-style-type: none"> • Three applications were approved with Terms, Conditions, and Limitations • One application was denied • One application was approved
Appeals before the Health Professions Appeal and Review Board	<ul style="list-style-type: none"> • There are three matters currently before the appeal board including one hearing that has taken place over 6 days with three additional days scheduled
Registration Committee Exemption Policy (to August 31 2022)	<ul style="list-style-type: none"> • Applications received: 563 • Applications in progress: 110 • Certificates issued: 428

Committee or Department	Inquiries, Complaints and Reports Committee (ICRC)
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of College’s ICRC activities since Q1 and to highlight areas of opportunity and risk.
The Public Interest:	The College’s ICRC reviews concerns about professional conduct, capacity and competence and decides whether any action should be taken to ensure physiotherapists are able to practice safely and competently.
Meeting Dates (if applicable):	April 12, 2022 May 3, 2022 May 16, 2022 May 26, 2022 May 30, 2022 June 17, 2022 June 23, 2022 July 27, 2022 August 3, 2022
Highlights of Work Undertaken Over the Past Quarter:	The ICRC undertook the following activities: <ul style="list-style-type: none"> • Met on 9 occasions • Delivered 4 cautions • Held two Orientation sessions with new Committee members on July 20 and July 26,



	<p>2022</p> <ul style="list-style-type: none"> • Full Committee Orientation Workshop on August 3, 2022
<p>Areas of Risk:</p>	<p>The following areas are being monitored and considered potential organizational risk:</p> <ul style="list-style-type: none"> • Committee continues to see an increase in the number of cases involving sexual abuse and maintaining professional boundaries. • Due to Residents being in Provisional Practice longer we have seen an increase in the number of residents being terminated from their positions in hospitals due to concerns about the resident’s readiness to practice in that setting. • Ongoing issues with recordkeeping following below the standard and lack of clinical reasoning in treatment plans. • Ongoing communication concerns with patients, lack of communication and unprofessionalism.

Number of #	Apr – Aug 2022	Apr – Aug 2021
Appointment of Investigators (75a and 75c) investigations	32	13
Number of open Intake files on the date the report was prepared (Aug 25, 2022)	37	N/A
Number of Cases being Investigated (Aug 25, 2022)	126	N/A
Cases Reviewed by the ICRC in the Quarter	63	55
Referrals to Discipline	1	8
Caution	1	2
SCERP	7	2



SCERP and Caution	6	3
SCERP, Caution and A&U	1	0
Undertakings	10	2
Caution and Undertaking	0	3
Advice and Recommendations	14	4
Frivolous and Vexatious	0	1
No Action	10	12
Requires further Investigation or Action (PVA, Draft Allegations, Peer Opinions)	13	17
Withdrawal	0	1

Committee or Department	Quality Assurance Committee
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of Quality Assurance Committee activities since the beginning of Q1 and to highlight areas of opportunity and risk.
The Public Interest:	The College's Quality Assurance Committee reviews reports about a physiotherapist's practice following an assessment and screening interview. The Committee may identify gaps in the PT's practice and determine the most appropriate action which could include a learning plan to address the gaps.
Meeting Dates (if applicable):	April 7, 2022 June 16, 2022 August 12, 2022 (Orientation)
Highlights of Work Undertaken Over the Past Quarter:	<ul style="list-style-type: none"> • During this period, the newly appointed Committee members met for orientation, and the Committee considered their first case, a request for a deferral • The Quality Assurance Team continues to support the screening interview and assessment process for physiotherapists who registered under the Registration Committee's exemption policy



Work Ongoing:

The QA Committee continues to work on:

- Reviewing and approving program policies, as needed; no new policies were reviewed during this period
- Due to the increased numbers of screening interviews for PT Residents, the work of the Quality Assurance Committee is anticipated to slow down slightly. All assessment results for PTs who are part of the Registration Committee's exemption policy are considered by the Registration Committee

Areas of Risk:

The following areas are being monitored and considered potential risks:

- Availability of assessors to conduct screening interviews and assessments has been limited more recently due to planned vacations during the summer months.
- Carrying out screening interviews for PT Residents has created additional demand on the Quality Assurance Team. This extra demand results from the creation of separate tracking, monitoring and creating assignments outside of the usual QA process. Focus on this additional work has resulted in less time for other QA Program activities (e.g. completing the hiring process for new assessors, program evaluation plan, etc.); A temporary QA Administrator was hired at the end of July; therefore, we anticipate this risk will decrease in the coming months
- High demand on the QA team resulted in a delay in sending out screening interview results within the 2–3-week timelines. Some reports were sent out in 4-5 weeks during this period
- Abrupt changes were implemented by Zoom in



	<p>May resulting in a need for the QA Team to set up College accounts for assessors to use; this resulted in process changes for the team and assessors and caused some disruptions to a small number of screening interviews during the transition</p> <ul style="list-style-type: none">• A disruption to iComp Consulting’s server resulted in a loss of access to the assessment tool and assessor portal. As a result, three screening interviews were disrupted in June and assessors could not access the platform to complete reports for several hours
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Number of #	
Screening Interviews for the Quality Assurance Program, completed between April and August 2022	124
Number of screening interviews completed for PTs who registered under the Registration Committee’s Exemption Policy	197
Assessments for the Quality Assurance Program completed between April and August 2022	3
Number of assessments completed for PTs who registered under the Registration Committee’s Exemption Policy	4
Number of cases considered by the committee between April and August 2022	15
Number of cases closed by the Committee with no further action	3
Number of cases closed with advice and recommendations	5

Number of proposed SCERPS	3
Number of requests for deferrals or extensions considered by the Committee and approved	2
Number of requests for deferrals or extensions considered by the Committee and denied	1

Issues identified in QA Assessments

Eight Issues were identified in the cases considered by the Committee in April and June. The case considered in August was a request for a deferral; therefore, no issues were identified with this file. Record keeping is the most frequently occurring problem in the assessment results reviewed.

1. Record Keeping (5)
2. Competence and Patient Care - Clinical Decision Making (1)
3. Competence and Patient Care – Consent (1)
4. Competence and Patient Care - Controlled Act - Administering a substance by Inhalation (1)

Committee or Department	Executive Committee
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of the College’s Executive Committee activities since Q1 and to highlight areas of opportunity and risk.
The Public Interest:	The College’s Executive Committee provides leadership to Council and helps to ensure the effective functioning of the College by addressing urgent matters that arise between regular Council meetings.
Meeting Dates (if applicable):	June 9, 2022 June 16, 2022 August 10, 2022 (<i>emergency meeting</i>) – With the passing of Registrar, Rod Hamilton, the Committee met and appointed Anita Ashton as the Interim Registrar effectively immediately.
Highlights of Work Undertaken Over the Past Quarter:	<p>The Executive Committee undertook the following activities:</p> <ul style="list-style-type: none"> • Reviewed the proposed Committee slate for 2022-2023 • Considered councillor conference attendance for 2022-2023 • Considered the ongoing evaluation of the Council education structure and program • Reviewed the Audited Financial Statements for March 31, 2022 • Considered the increase in Independent Practice



COLLEGE OF
PHYSIOTHERAPISTS
of ONTARIO
Regulating Physiotherapists

Certificate registration and Administrative Fees



Committee or Department	Finance Committee
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of the College's financial activities over the past quarter and to highlight areas of opportunity and risk.
The Public Interest:	The College's Finance Committee strives to ensure the CPO's finances are managed to enable the College to achieve its regulatory requirements.
Meeting Dates (if applicable):	April 21, 2022 May 31, 2022 June 14, 2022 August 25, 2022, cancelled
Highlights of Work Undertaken Over the Past Quarter:	The Finance Committee undertook the following activities: <ul style="list-style-type: none">• Engagement with the auditors, Hilborn for the pre-audit and post-audit process• Review of the audited Financial Statements ending March 31, 2022.• Considered a review of the registration fees for Independent Practice Certificates and administrative fees



Work Ongoing:

The Finance committee continues to work on:

- Quarterly review of finances
- Financial statement projections to March 31, 2023.

Committee or Department	Patient Relations Committee
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of the work of the College’s Patient Relations Committee since Q1
The Public Interest:	The College’s Patient Relations Committee strives to ensure decisions and activities promote and address areas such as equity, equality, accessibility, protection, accountability, and foster quality care.
Meeting Dates (if applicable):	<p>The Committee met once for a one-hour on May 9, 2022.</p> <p>There were no requests for funding during this time period.</p>
Highlights of Work Undertaken Over the Past Quarter:	<p>The Committee undertook the following activities:</p> <p>A blog post - A Concerning Trend: Addressing and Preventing All Forms of Sexual Abuse - was published on the College website and shared through the Perspectives e-newsletter with registrants and stakeholders.</p>



Work Ongoing:

The Committee continues to work on:

- A series of short videos will be produced in-house by staff that focus on the principles of sensitive practice (patient focused), how to develop a sensitive practice (PT focused), how to avoid misunderstandings in a clinical setting and a generic video professional boundaries and physiotherapists.
- An annual workplan that captures both activities and associated metrics.

Areas of Risk:

The following areas are being monitored and considered potential organizational risk:

- Increasing number of complaints related to sexual abuse and boundary crossings made to the College.

Committee or Department	Discipline & Fitness to Practise
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of College's Discipline and Fitness to Practice Committee activities since the beginning of Q1 and to highlight areas of opportunity and risk.
The Public Interest:	<p>The Discipline Committee is the statutory Committee that holds public hearings and considers serious allegations about physiotherapists' practice, conduct or competence.</p> <p>Members of the Discipline Committee are also members of the Fitness to Practise Committee. Fitness to practise hearings are focused on a physiotherapist's health condition where the condition is affecting their ability to practice the profession safely.</p>
Meeting Dates (if applicable):	<p>Hearings in Progress and /or completed</p> <ul style="list-style-type: none"> • CPO and Nogueira – April 2022 • CPO and Fortuno – April 2022 • CPO and Bararian – May 30, 2022 – in progress • CPO and Thomas – August 10, 11, 19 & 20 (ongoing)
Highlights of Work Undertaken Since Q1:	<ul style="list-style-type: none"> • Development of deliberation tools for both



	<p>contested and uncontested matters</p> <ul style="list-style-type: none">• The Hearings Officer met with two other regulatory colleges to discuss each colleges' approaches to contested hearings, in-person hearings, sharing of resources as well as supporting unrepresented registrants
<p>Work Ongoing:</p>	<p>The Discipline Committee continues to:</p> <ul style="list-style-type: none">• Hear uncontested and contested discipline hearings remotely via Zoom• Identify opportunities for ongoing training• Establish a shared space for panels to facilitate drafting and editing their written decisions• Develop new and update existing templates and resources as needs arise or are anticipated• Make HPRO education sessions available for new Committee members• Support the annual education series• Work on developing program area KPIs• Re-establishing timelines for decision writing
<p>Areas of Risk:</p>	<p>The following areas are being monitored and considered potential organizational risk:</p> <ul style="list-style-type: none">• Many committee members are unable to sit consecutive days or for contested hearings. This is having an impact on scheduling for contested hearings• A couple of public members are graciously making themselves available for every hearing. This is in part due to a limited number of public appointees available given absences, conflicts of interest and the fact that the College is currently short one public appointee



Number of #	April – August 2022	Compared to April to August 2021
Discipline hearings pending at the time the report was prepared	10	n/a
Discipline Hearings in Progress	2	n/a
Fitness to Practise Hearings pending	0	0
Discipline Hearings completed	2	5
Pre-Hearing Conferences held	2	n/a
Pre Hearing Conference Pending	2	n/a
Uncontested Hearings held	2	5
Contested Hearings held	2 in progress	0
Hearing Days Completed	6	5
Hearing Days Pending until March 31	14 and counting	4
Decisions Released	2	4
Appeals	0	0

Committee or Department	Practice Advice
Timeframe:	April to June 2022
Purpose:	To provide Council with an overview of College's Practice Advice activities since Q1 and to highlight areas of opportunity and risk.
The Public Interest:	<p>The role of the College is to protect the public by setting and upholding the rules and standards of the physiotherapy profession. To this end, members of the public, or other stakeholders e.g., PTs, insurers, students, and employers can contact the Practice Advice (PA) service if they have question(s) with respect to these questions and standards and how they apply in practice.</p> <p>The PA (Practice Advice) service is staffed by Practice Advisors, and physiotherapist staff members who respond to stakeholder inquiries primarily by phone or email. The Service also supports other activities aimed at supporting awareness of the various standards, tools, and resources.</p>
Meeting Dates (if applicable):	N/A
Highlights of Work Undertaken Over the Past Quarter:	<p>The Practice Advice team undertook the following activities:</p> <ul style="list-style-type: none"> • Practice Advice Program review was completed, and the report and outcomes were presented to Council on June 29, 2022



	<ul style="list-style-type: none">• We recruited a new Practice Advisor, Abosede Olanbiwonnu to replace Kirsten Pavelich. (Received 100 applicants from PTs for the role).• In-person Presentations were delivered to first year MSc PT students at Western and McMaster University.• Online presentation to PTA students Niagara College• External Presentation to CSAE - Tricky Issues in Functional Evaluations: How to Avoid College Complaints• External meetings with CHLIA, OPA, U ofT,• Practice Advice policies applied to practice• Updating COVID guidance for PTs in the province with removal of MOH directives• Responded to 1865 inquiries from stakeholders
Work Ongoing:	<p>The Practice Advice team continues to work on:</p> <ul style="list-style-type: none">• Patient Safety Initiative – resources and templates being developed• Advisors continue to support other areas of the College; ICRC, PRC, Discipline, Exam Prep, Comms and PC as needed.• Two blogs published – Avoiding Implicit Bias and Addressing and Preventing Sexual Abuse• Quarterly meetings to collaborate with Advisors in four provinces across Canada to share trends and issues• Bi-annual meetings with Advisors from other 26 Ontario regulatory colleges• Monthly staff education sessions
Areas of Risk:	<p>The following areas are being monitored and considered potential organizational risk:</p>



- SCOPE Increase in volume of inquiries related to expanded PT Scope– e.g. ordering X-rays, breast health, pessary fittings,
- Inquiries related to business ethics e.g., use of incentives, referral (administrative) fees applied from third parties who refer patients to PTs

Committee or Department	Strategy, Policy and Governance
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of College’s strategic, policy and governance activities since Q1 and to highlight areas of opportunity and risk.
The Public Interest:	The College’s strategy, policy and governance teams strive to ensure that we pursue strategic projects, policy and governance activities that contribute to the College’s mandate and priorities as established by Council.
Meeting Dates (if applicable):	n/a
Highlights of Work Undertaken Over the Past Quarter:	<p>The Strategy, Policy and Governance teams undertook the following activities:</p> <ul style="list-style-type: none"> • Following Council’s approval of a new strategic plan in March 2022, worked with senior staff and an evaluation and measurement consultant to identify strategic initiatives and measures, which were approved by Council in June 2022. • Established a project management and tracking framework to assist staff who are leading strategic projects to complete, track, and report on their respective projects. • Participated in a working group to review the National Core Standards which is being done in



collaboration with all provincial physiotherapy regulators in Canada.

- Developed a preliminary work plan for a comprehensive review of the College’s General Regulations and determined next steps in consultation with the Registrar.
- Resumed work on the review of three College Standards (Advertising; Conflict of Interest; and Fees, Billing and Accounts). This work was started in 2021 but was paused in late 2021 to focus on other high-priority projects.
- Assisted in the development of new exam policies.
- Supported the consultation process for the by-law amendment related to registration and other administrative fees.
- Supported regular evaluation activities of Council to collect feedback and support ongoing improvements to Council operation.
- Supported the development of a Council education program and identification of Council education activities for 2022-2023.
- Supported the development of a proposed Committee slate for 2022-2023.
- Supported the coordination of a Committee Chair orientation session.

Work Ongoing:

The Strategy, Policy and Governance teams continue to work on:

- Completing work on strategic projects as directed by the Registrar (governance review, EDI strategy, and Standards review).
- Development of policies and by-laws to support the implementation of the Ontario Clinical Exam.



	<ul style="list-style-type: none">• Development of a revised conference attendance framework as directed by the Executive Committee.
Areas of Risk:	<p>The following areas are being monitored and considered potential organizational risks:</p> <ul style="list-style-type: none">• Ongoing challenges related to the availability of committee members and committee quorum as a result of having one public member vacancy.

Committee or Department	Communications
Timeframe:	April to August 2022
Purpose:	To provide Council with an overview of College's communications activities over the past quarter and to highlight areas of opportunity and risk.
The Public Interest:	The College's strives to ensure our communications promote and address areas such as equity, equality, accessibility, protection, accountability, and foster quality care.
Highlights of Work Undertaken Over the Past Quarter:	<p>The Communications Team undertook/supported the following activities:</p> <ul style="list-style-type: none"> • Held two webinars to update stakeholders on the Ontario Clinical Exam • Two employer-specific e-newsletter sent • Five issues of Perspectives e-newsletter sent to registrants and stakeholders • One academic communication sent • Multiple exam-related communications shared • Created new exam section on website and updated content • Completed Supervisor Online Module • Managed phones and emails related to the exam inquiries
Work Ongoing:	The Communications team continues to work on:



- Four videos to highlight boundary-related issues as directed by the Patient Relations Committee
- PISA questions for 2023
- Internal communications
- Social media campaigns
- Preparing for roll out of Ontario Clinical Exam in October and November 2022 – this includes creating candidate’s handbook, webinars, multiple videos, a more fulsome how-to prepare for the exam section on the website and ongoing communications to candidates and other stakeholders
- Initiating and co-hosting two EDI-related workshops in collaboration with a number of other health regulatory colleges.

Areas of Risk:

The following areas are being monitored and considered potential organizational risk:

- Online security – website
- Social media and mainstream media
- Managing misinformation related to the Ontario Clinical Exam and Registration Committee Exemption Policy



Motion No.:5.0

Motion

**Council Meeting
September 23, 2022**

Agenda # 5: Amended Committee Slate

It is moved by

and seconded by

that:

Council appoints Einat Mei-Dan, Juliana Castro and Sharon Gabison to the Registration Committee, effective September 23, 2022.



Meeting Date:	September 23, 2022
Agenda Item #:	5
Category:	Governance
Issue:	Amendment to Committee Slate <i>For Decision</i>
Submitted by:	Elicia Persaud, Governance Analyst

Issue

Amendments to the Committee Slate regarding the Registration Committee are being brought forward to Council for approval to fill a non-council committee member vacancy and to increase the capacity on the committee by appointing an additional academic Council member.

Background

The committee slate is developed in early spring and to make the process as objective as possible in addition to council and committee member interest a variety of factors are considered such as feedback collected, consideration of diversity and representation of practice setting, gender balance etc.

Through the slate development process, it was identified that some changes to the existing pool of non-Council committee members was necessary for the 2022-2023 committee slate to balance the representation at the committee tables in the areas of diversity and practice settings. This resulted in a full recruitment of non-council committee members, and at the June 2022 Council meeting Council appointed four new non-council committee members.

Soon after being appointed, the non-council committee member originally appointed to the Registration Committee advised that they would no longer be able to meet the obligations of this role. They have advised that they will resign from this position once a replacement has been found.

Due to the increased workload of the Registration Committee, and specifically the important and unique cases that are being brought forward during this time it was identified that a targeted recruitment that focused on enhancing the voice of internationally educated physiotherapists (IEPTs) on the Committee was a priority in filling this vacancy.

In light of the urgency in filling this vacancy, a modified recruitment process was conducted whereby staff reached out to particular stakeholders with existing relationships with IEPTs to identify individuals that may be interested in sitting on the Registration Committee.



A targeted call for interest was then issued and through this process five physiotherapists submitted an expression of interest.

Staff conducted a preliminary review of the applications which included an eligibility assessment in keeping with By-law 7.5(3) Appointment of Non-Council Committee Members; followed by phone interviews.

Proposed Amendments to the Slate

Given the nature of the work being done by the Registration Committee at this time and based on the increase in workload and potential impact on availability of Committee members, it is proposed that Council increase the number of non-council committee members from one to two and appoint Sharon Gabison, the second academic member of Council to the Committee. Sharon has confirmed her ability and willingness to serve on the Committee. The current by-laws permit these additions to the Committee composition.

Both non-council committee member candidates being proposed have been provided with the Registration Committee meeting schedule and have been informed of the time commitment required; both have confirmed their commitment to this role.

The Executive Committee met in early September and reviewed the candidate profiles and discussed the need to increase the number of committee members on this Committee. They are recommending that Council approve the amended committee slate to include the appointment of Einat Mei-Dan and Juliana De Castro Faria Douglas as two new non-council committee members and Sharon Gabison as an additional academic member of Council.

Proposed:	Candidate Profile
Einat Mei-Dan	<ul style="list-style-type: none"> • Internationally educated Physiotherapist with 19 years of clinical experience in both private and public practice • Graduated from the University of Toronto OIEPB Bridging Program in 2018 • Has experience as a clinical instructor • Experience working in multidisciplinary team • Currently volunteers for the OIEPB Bridging Program assisting with clinical labs • Has one publication and has been a presenter at an international conference <p>Link to public register: https://portal.collegept.org/public-register/display-member-contact/?id=eff87932-efbc-e811-8172-480fcff4f671</p>



<p>Juliana De Castro Faria Douglas</p>	<ul style="list-style-type: none"> • Internationally educated Physiotherapist with 19 years of clinical experience in both private and public practice including home care • Graduated from the University of Toronto OIEPB Bridging Program in 2019 • Has a specialization in Physiotherapy, Geriatrics and Gerontology • Experience working in multidisciplinary teams • Has three publications <p>Link to public register: https://portal.collegept.org/public-register/display-member-contact/?id=d12d1514-894e-e911-a97b-000d3af47939</p>
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Decision

Council is asked to appoint Einat Mei-Dan, Juliana Castro and Sharon Gabison to the Registration Committee, effective September 23, 2022.

Public Interest Assessment

To effectively engage in statutory work of the College, committees must be constituted, and a slate selection process must ensure that committees have the relevant representation and experience needed to make decisions to protect the public.

Related Action Items:

Action item description	Required by date
Follow-up with the candidates to confirm appointment and inform Registration staff to begin onboarding/orientation	September 2022

Attachments

- Amended Committee Slate as of September 2022



Appendix 1: 2022-2023 Committee Slate – September 2022 DRAFT

COMMITTEE	REQUIRED COMMITTEE COMPOSITION	PROPOSED MEMBERSHIP	BRIEF DESCRIPTION OF STATUTORY COMMITTEE'S RESPONSIBILITIES	Staff Support
EXECUTIVE	5 people: <ul style="list-style-type: none"> At least 3 Professional Members of Council At least 1 but not more than 2 Public Appointees Must include President and Vice President 	Theresa Stevens (President) Jennifer Clifford (VP) Hervé Cavanagh Carole Baxter Nitin Madhvani	The Executive Committee provides leadership to Council, promotes governance excellence at all levels, facilitates effective functioning of the College, in certain circumstances, to act on behalf of Council between meetings and when required, to reconstitute itself as the College privacy committee to deal with appeals regarding the manner in which personal information is managed by the College. The Committee has all powers of the Council with respect to any matter that requires immediate attention, other than the power to make, amend or revoke a regulation or by-law.	Anita Ashton Barbara Hou
INQUIRIES, COMPLAINTS AND REPORTS (ICRC)	At least 5 people, at least: <ul style="list-style-type: none"> 2 Professional Members of Council 2 Public Appointees 1 Non-Council 	Dennis Ng Katie Schulz Tyrone Skanes Carole Baxter Gary Rehan, Chair Anastasia Newman Tammy Morrisey	ICRC investigates complaints and considers reports as per section 79 of the Code related to the conduct or action, competencies or capacity of registrants as it relates to their practicing the profession.	Allan Mak
DISCIPLINE & FITNESS TO PRACTISE	At least 10 people, at least: <ul style="list-style-type: none"> 2 Professional Members of Council 	Janet Law Paul Parikh Hervé Cavanagh Karen St. Jacques Anna Grunin Katie Schulz Sharon Gabison	A panel of at least 3-5 persons convenes to hear allegations of conduct or incompetence as referred by the ICRC. A panel of at least 3-5 persons convenes to hear allegations of incapacity as referred by the health inquiry panel of the ICRC. Hearings are in a judicial setting and can last from one to several days. Decisions and Reasons are documented in detail.	Olivia Kisil

COMMITTEE	REQUIRED COMMITTEE COMPOSITION	PROPOSED MEMBERSHIP	BRIEF DESCRIPTION OF STATUTORY COMMITTEE'S RESPONSIBILITIES	Staff Support
	<ul style="list-style-type: none"> 3 Public Appointees 1 Non-Council 	<p>Nitin Madhvani Jesse Finn Laina Smith Carole Baxter Richard O'Brien</p> <p>James Wernham, Chair Daniel Negro Sue Grebe Angelo Karalekas Nicole Graham Richa Rehan Felix Umana Theresa Kay</p>		
QUALITY ASSURANCE (QA)	<p>At least 5 people, at least:</p> <ul style="list-style-type: none"> 2 Professional Members of Council 2 Public Appointees 1 Non-Council 	<p>Dennis Ng Jennifer Clifford</p> <p>Richard O'Brien Laina Smith</p> <p>Antoinette Megens, Chair Venkadesan Rajendran</p>	<p>The Quality Assurance Committee is to administer the College's Quality Assurance program as defined in section 80.1 of the Code that is intended to assure the quality and safety of professional practice and promote continuing competence among the registrants.</p>	<p>Shelley Martin Victoria Lo</p>
REGISTRATION	<p>At least 5 people, at least:</p> <ul style="list-style-type: none"> 1 Professional Member of Council 1 Academic Member 2 Public Appointees 1 Non-Council 	<p>Katie Schulz, Co-chair</p> <p>Paul Parikh Sharon Gabison</p> <p>Tyrone Skanes, Co-chair Jesse Finn Carole Baxter</p> <p>Shalini Lobo Einat Mei-Dan Juliana Castro</p>	<p>The Registration Committee makes decisions on registration applications that do not meet the criteria for issuance of a certificate of registration by the Registrar and to ensure that processes related to entry are fair, transparent and objective.</p>	<p>Melanie Liu</p>
PATIENT RELATIONS	<p>At least 4 people, at least:</p> <ul style="list-style-type: none"> 2 Professional Members of Council 	<p>Karen St. Jacques, Chair Anna Grunin</p>	<p>The Patient Relations Committee is to advise Council with respect to the patient relations program and to administer the program to provide funding for therapy and counselling.</p>	<p>Lisa Pretty Mary-Catherine Fraser Saxena</p>

COMMITTEE	REQUIRED COMMITTEE COMPOSITION	PROPOSED MEMBERSHIP	BRIEF DESCRIPTION OF STATUTORY COMMITTEE'S RESPONSIBILITIES	Staff Support
	<ul style="list-style-type: none"> • 1 Public Appointee • 1 Non-Council 	<p>Richard O'Brien</p> <p>Greg Heikoop</p>		
FINANCE (non-statutory)	<p>At least 5 people, at least:</p> <ul style="list-style-type: none"> • President • Vice President • 3 Councillors at least 1 or 2 Public Appointees 	<p>Theresa Stevens, President</p> <p>Jennifer Clifford, VP</p> <p>Janet Law, Chair Anna Grunin</p> <p>Nitin Madhvani Jesse Finn</p>	<p>The Finance Committee is to monitor significant financial planning, management and reporting matters of the College, to make recommendations and deliver reports to Council, and to serve as the College's audit committee.</p>	<p>Anita Ashton Zoe Robinson</p>

DRAFT

Motion No.: 6.0

**Council Meeting
September 23, 2022**

Agenda # 6: Registration Fee Increase: Consultation Feedback and Final Approval

It is moved by

and seconded by

that:

Council approve the by-law changes to sections 8.4, 8.6, and 9.2 increasing the Independent Practice Certificate registration fee to \$635 and all other registration-related fees by 10.5% to take effect on April 1, 2023.

Meeting Date:	September 23, 2022
Agenda Item #:	6
Category:	Policy
Issue:	Registration Fee Increase: Consultation Feedback and Final Approval <i>For Decision</i>
Submitted by:	Joyce Huang, Strategic Projects Manager Evguenia Ermakova, Policy Analyst

Issue

On June 28, 2022, Council approved the Finance Committee's recommendation to increase the Independent Practice Certificate registration fee to \$635 and all other registration-related fees by 10.5% effective April 1, 2023. The College circulated the related by-law amendments for stakeholder comment from July 6 to September 4, 2022. Council is now asked to consider the consultation feedback and formally approve the by-law amendments.

Background

On June 28, 2022, Council approved the Finance Committee's recommendation to increase the Independent Practice Certificate (IPC) registration fee to \$635 and all other registration-related fees by 10.5% effective April 1, 2023. This recommendation was made in light of continuing pressure on College finances due to increased demand for College services, particularly in professional conduct, and general inflationary cost increases. The proposed fee increase would help the College slow the decline in our operating reserve and maintain the required level of operating reserve into the future.

The College has reduced the Independent Practice Certificate registration fee twice since 2015. The registration fee was reduced from \$635 to \$595 as of fiscal year 2015-2016 and reduced again to \$575 as of fiscal year 2020-2021. The IPC registration fee has since remained at \$575 for 3 years. Given that IPC registration fees are the College's major source of revenue, the Finance Committee proposed a review of the IPC and other registration-related fees to ensure that the College continues to have a healthy level of operating reserves considering the changing financial circumstances. The \$575 IPC registration fee is not financially sustainable into the future, which is why the Financial Committee recommended an increase to the registration and related administrative fees.

As fees are currently noted in the College By-laws (sections 8.4, 8.6, and 9.2), the *Health Professions Procedural Code* requires that by-laws related to fees be circulated to stakeholders for consultation for a minimum of 60 days and that Council considers the feedback, although the feedback is not binding. The College circulated a request for feedback on July 6, 2022, and the response deadline was September 4, 2022. Below is a summary of the themes in the responses received.

Consultation Summary

The College received feedback from 45 individual respondents throughout the 60-day timeline, which represents less than 0.5% of the registrant base. Of the 45 responses:

- 38 (84%) disagree with the proposed fee increase
- 4 (9%) agree with the proposed fee increase
- 3 (6%) take an unknown position; these respondents have asked for more information with respect to fee increase justification.

Of the themes that emerged in the respondents' comments, the following were most common:

- Increases in income for physiotherapists were not proportionate to the proposed College fee increases;
- The fee increase comes at a difficult time given the current rise of inflation rates and cost of living among other challenges;
- There is a need for the College to explore alternative ways to save on operating costs in order to offset the fee increase percentage;
- Fee increases may add to the moral injury already experienced by physiotherapists, particularly over the course of the pandemic; and
- The need for the College to have a good reserve level is understandable and the increase is reasonable.

Some respondents had also indicated what they would like to see going forward, should this by-law amendment be approved. These suggestions included the importance that the College maintain a strong level of communication with registrants so that registrants are aware of which services require the most resources, collaboration with associations and other partners to explore savings avenues or opportunities to reduce fees for wage-restricted PTs, and ensuring that this does not set a precedent for annual or recurrent fee increases.

Given the formal conclusion of the consultation period, Council is now being asked to formally approve the amended by-law with the new registration-related fees to take effect on April 1, 2023.

As always, staff will continue to monitor the College's financial position and financial health and report to Council.

Public Interest Assessment

The mandate of the College to serve and protect the public interest, and it delivers programs and services to fulfill that mandate. The College needs to ensure it has adequate resources to deliver the programs and services necessary to meet the public interest mandate.

Decision Sought

That Council approve the by-law changes to sections 8.4, 8.6, and 9.2 increasing the Independent Practice Certificate registration fee to \$635 and all other registration-related fees by 10.5% to take effect on April 1, 2023.

Related Action Items

None.

Attachments:

- Appendix 1: Amended by-law sections 8.4, 8.6, and 9.2

Appendix 1: Amended By-Law Sections

FEES – REGISTRATION

- 8.4. (1) (a) Upon application for registration, every applicant shall pay a non-refundable application fee and a non-refundable registration fee.
- (b) The application and registration fees are as follows:

Application fee	For an initial application or re-application	\$100.00 <u>\$111.00</u>
Certificate of Registration Authorizing Independent Practice	For a certificate issued until the next March 31 (the College may in its discretion pro-rate registration fees for part year certificates or may bank registration fees for the future credit of a Member for part year certificates in accordance with Appendix B)	\$575.00 <u>\$635.00</u>
Certificate of Registration Authorizing Provisional Practice		\$75.00 <u>\$83.00</u>

- (2) (a) Every Member with a certificate of registration authorizing independent practice shall pay a non-refundable renewal fee as follows:

Certificate of Registration Authorizing Independent Practice	For a certificate issued until the next March 31 (the College may in its discretion pro-rate renewal fees for part year certificates or may bank renewal fees for the future credit of a Member for part year certificates in accordance with Appendix B)	\$575.00 <u>\$635.00</u>
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- (3) (a) The renewal fee is due on or before March 31 in each membership year.
- (b) If a Member holding a certificate of registration authorizing independent practice fails to pay a renewal fee on or before the day on which the fee is due, the Member shall pay a penalty in addition to the renewal fee, as follows:

Certificate of Registration Authorizing Independent Practice – Penalty	\$225.00 <u>\$249.00</u>
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- (4) If the Registrar suspends a Member's certificate of registration for failure to pay a prescribed fee in accordance with section 24 of the Code, the Registrar shall terminate the suspension on:

- (a) completion of a new application form (in the form of an initial application form) and payment of a new initial application fee; and
- (b) payment of:
 - (i) all outstanding amounts owing to the College, including the current renewal fee; and
 - (ii) any applicable penalties relating to such outstanding amounts.
- (5) In addition to the amounts set out in subsections (1), (2) and (3), any outstanding fees owing to the College in respect of any decisions made by a Committee and any fees payable under these By-laws will be added to and included in the annual renewal fees.

FEES — GENERAL

- 8.6.** (1) The Registrar may charge a fee for anything they are required or authorized to do under the RHPA, the Code, the Act, the Regulations or the By-laws.
- (a) The fees for anything the Registrar is required or authorized to do, except for the fees for those things that are set out in these By-laws, are the fees set by the Registrar.
 - (b) The fee for a copy of any College information or documents required to be provided under sections 3.1(2) or 23(12) of the Code shall be the actual costs to the College of providing the copies.
 - (c) The fee for a letter of Professional Standing is ~~\$50.00~~ \$56.00.
 - (d) The fee for a returned cheque is \$50.00.
 - (e) The fee for an official certificate of registration with embossed gold logo (also known as a “wall certificate”) is ~~\$25.00~~ \$28.00.

FEES — PROFESSIONAL CORPORATION

- 9.2.** (1) The application fee for a certificate of authorization, including on any reinstatement of a certificate of authorization, for a professional corporation is ~~\$700.00~~ \$774.00.
- (2) The fee for the annual renewal of a certificate of authorization is ~~\$250.00~~ \$277.00.
 - (3) The fee for an official certificate of authorization with embossed gold logo is ~~\$25.00~~ \$28.00.

Agenda # 7

Ontario Clinical Exam Update

Presentation by Amanda Pinch, Examinations Manager

** Backgrounder to Support the Discussion about the Ontario Clinical Exam is also attached*



Background Information to Support the Discussion About the Ontario Clinical Exam

Pathway to Licensure Overview

Individuals who wish to practice as a physiotherapist in Ontario are required to successfully complete the national Physiotherapy Competency Exam (PCE), which until recently was a two part exam administered by the Canadian Alliance of Physiotherapy Regulators (CAPR).

Individuals who successfully complete the Written Exam (part one) can apply for a Provisional Practice Certificate with the College which allows them to practice as a Physiotherapy Resident under the supervision of a College-approved Practice Supervisor.

According to the College's Regulation, Residents are required to register for the next available sitting of the Clinical Exam. Historically, the College has used the national Physiotherapy Competency Exam-Clinical, which was administered by CAPR to meet this requirement.

The exam, which was an Objective Structured Clinical Examination or OSCE was typically administered twice a year.

With the onset of COVID in March 2020, CAPR was unable to administer the Clinical Exam (OSCE) in 2020 due to public health directives that initiated restrictions like the number of people who could gather in one room. CAPR made significant efforts to transition the OSCE to a virtual format. However, these efforts were unsuccessful.



Stakeholders, including the College, assumed CAPR would be able to resume the administration of the Clinical Exam in 2022. In January 2022 CAPR advised its stakeholders that it would no longer administer a clinical exam.

College's Response – Short Term and Long Term

1. Development of the Ontario Clinical Exam – Short Term
2. Registration Committee Exemption Policy – Short Term
3. Applications Considered by the Registration Committee - Ongoing
4. Development of the Ontario Clinical Exam – Long Term

Development of the Ontario Clinical Exam – Short Term

While Council was hopeful that CAPR would be able to successfully administer the Clinical Exam in 2022, it was also sensitive to the fact that CAPR would be faced with a significant backlog of candidates.

In December 2022, Council approved the development of an Ontario Clinical Exam (OCE) based on a Behavioral Based Interview (BBI) format to be used in the interim while CAPR resumed operations. Knowing that exam design, development, and administration is a lengthy process Council initially chose this tool because the College had experience with it through the Quality Assurance Program.

At the time, Council believed this would be a **short-term solution** given that the exclusive use of the BBI format as an entry to practice exam over the long term had not been well researched. The decision reflected Council's attempt to balance the public interest, patient safety, the plight of the individuals who could not take a clinical exam, and the need to quickly have a solution in place.

At the time this decision was made numerous options had been considered. An overview of the options and the status update can be found in appendix A.



Registration Committee - Exemption Policy

In January 2022, CAPR advised its stakeholders that it would no longer offer the Clinical Exam and there was no replacement available. This resulted in the provinces having to produce their own pathways to licensure while CAPR works through their Innovation Agenda which is focusing on best practices in entry to practice assessment. It is anticipated that there will be no national exam available for at least 4 to 5 years.

By this time, the Registration Committee had already approved an Exemption Policy which allows some Residents to move to an Independent Practice registration class if they meet certain eligibility criteria. The Policy's first version was approved in December 2021 and was amended to expand the eligibility criteria in February / March 2022.

As of September 8, 2022:

- 565 applications have been received under this Policy
- 435 Residents have successfully completed all of the requirements and have been issued an Independent Practice Certificate
- 105 applications are in progress

As of July 26, 2022, 2.7% of individuals who have attempted the screening interview have been unsuccessful.

As we look to the remainder of the year, Residents will continue to become eligible to apply under the Exemption Policy each month if they meet the eligibility criteria. The Policy requires Residents be in Provisional Practice for a 12-month period before they can move to the Independent Practice class.

# Eligible Each Month (Potentially)	Resident received their Provisional Practice Certificates in
22 – in June 2022	June 2021
39 – in July 2022	July 2021
26 – in August 2022	August 2021
76 – in September 2022	September 2021
147 – in October 2022	October 2021
86 – in November 2022	November 2021



16 – in December 2022

December 2021

The Registration Committee met in June 2022 to discuss the status of the policy. At this time, they determined that the Exam Exemption policy will be revoked on March 31, 2023 assuming that the OCE launches as anticipated. This means that any Resident who received their Provisional Practice certificate of registration after April 1, 2022 will be required to go through the Ontario Clinical Exam.

Initially staff in other program areas were seconded to the Registration Team to support this work and this remains an option during peak volume time which includes September, October and November. The College has added an associate to the Quality Assurance team on a contract basis to assist with the screening interviews.

It should also be noted that some Residents are not interested in going through the Exemption Policy process even if they are eligible to do so.

Registration Committee Review Process

The College is aware that there are approximately 80 individuals who have attempted the PCE – Clinical on one occasion and been unsuccessful. While the Regulation does not permit the College to issue a second Provisional Practice Certificate, these individuals can apply for an Independent Practice Certificate which will be considered by the Registration Committee on a case-by-case basis. This is not a new process, and the Committee is considering these applications in an ongoing way.

Development of the Ontario Clinical Exam (OCE) - Long Term

When Council initially approved (in principle) the development of the OCE based on a Behavior Based Interview format in December 2021, it was believed that it would be a short-term solution and not one that the College would rely on over an extensive period. As research was undertaken, some risks were identified related to the integrity of the approach and the long-term sustainability of resources that would be required to sustain an item bank if exams were to be made available “on demand”.

The exam development team carefully considered the research, advice from exam developers, legal counsel and a psychometrician, and came to the conclusion that additional safeguards



were required to ensure that the exam and its delivery are fit for purpose and sustainable over the long term.

The decisions made to date have been intended to balance the public interest, exam integrity and security, timeliness, and fiscal responsibility, while not creating an unintentional barrier to becoming a member of the physiotherapy profession.

The exam structure for the OCE as approved by Council at its meeting in May 2022 is outlined below:

- A structured interview with pre-written scenarios borrows testing components from exams where clinical skills are observed and a Behavioural Based Interview exam where a candidate would describe what they have done in a particular situation.
- When ready for administration, the first four administrations of the OCE will be a hybrid delivery model where candidates are located at a testing center. Over time it will likely transition to a fully remote, virtual model. The exam delivery will move from an on-demand approach (candidates taking the exam one at a time when they prefer) to a cohort approach (where a larger group of candidates take the exam at the same time).
- We anticipate that two cohort-based administrations of the exam will occur prior to the end of 2022 taking into account that we need to provide candidates with sufficient notice to study before they take the exam.
- It is projected that there will be at least 4 administrations of the OCE each year to meet candidate demand and allow candidates to predictably plan for the timing of their exam.

Preparations for the Implementation of the Ontario Clinical Exam

Since early 2022, staff have been working to prepare for the implementation of the new Ontario Clinical Exam. The work completed to date include:

- The development of structured interview questions, long clinical cases, and short vignettes. The content is in the final stages of review.
- Setting up an exam team to support the administration of the exam. The team currently consists of an Exam Manager, Exam Coordinator, and Exam Administrator.
- Creating policies and procedures to support the administration and implementation of the exam. The policies have been brought to the Registration Committee for their



consideration and approval as they are being drafted. The approved policies as well as any associated materials have been published to the [College's website](#).

- The selection of a technology vendor to implement a platform to administer the exam. Work with the vendor was initiated in early summer.
- Book venue and other logistical support services to enable the delivery of the four hybrid exam sessions (in October and November 2022, and in January and March 2023).
- Applications have been received for the first four exam sessions. The application form opened on August 22 and closed on September 7, 2022. A total of 420 applications were received. Candidates are being booked into exam sessions, starting with the October session.
- The exam team is working to make sure that all applications are reviewed, and eligible candidates are scheduled to all available dates by mid-October.



APPENDIX – A Other Options Considered to Date

Currently In Progress
The College submitted a proposed regulation to the Government which would address the situation where an entry to practice licensure exam is not available
Council approved the Final Comprehensive Exam from the Université de Sherbrooke as an exam acceptable to the College. The University is making this exam available to Ontario candidates in 2023.
Registration Committee - Exemption Policy
Considered But No Longer an Option
Purchasing the CAPR OSCE exam questions or the OSCE virtual exam questions and retaining a third party vendor to deliver those options
Using the Quality Assurance Program to assess entry to practice level competencies
Partnering with the Ontario University programs to develop an exam
Adopting an entry to practice exam from another jurisdiction
Met with Ministry of Health and OFC officials to discuss possible resolution options
Explored if the University of Toronto Bridging Program could provide an alternative exam
Explored if the University of Alberta or the University of British Columbia could host a clinical exam for Ontario candidates
Considered whether the Assessment of Clinical Performance assessment tool (ACP) used for students in PT programs could serve as an entry to practice exam
Using the College’s Jurisprudence Education Module as an entry to practice exam
Discussed the opportunity to create a clinical exam with other Canadian PT regulators
Asked CAPR if they could second their exam staff to the College to run an Ontario-based exam

Motion No.: 8.0

**Council Meeting
September 23, 2022**

Agenda #8: Exam Fees By-law: Approval in Principle

It is moved by

and seconded by

that:

Council approve the new exam fees by-law in principle.

Meeting Date:	September 23, 2022
Agenda Item #:	8
Category	Policy
Issue:	Exam Fees By-law: Approval in Principle <i>For Decision</i>
Submitted by:	Joyce Huang, Strategic Projects Manager

Issue:

As required in the *Health Professions Procedural Code*, fees charged by the College must be defined in the College's by-laws. As such, a new set of fee by-laws related to the Ontario Clinical Exam has been drafted, and Council will be asked to approve them in principle at their September 2022 meeting.

Background:

In December 2021, Council approved work to develop a clinical exam for Ontario to respond to the unavailability of the CAPR Physiotherapy Competency Exam—Clinical exam.

Since January 2022, staff have been working to develop this new exam. To establish the new exam, the College must develop exam content, set up an exam program infrastructure, develop a technology platform, and provide logistical support for the delivery of the exam.

At this time, staff are preparing to begin delivering the exam starting in October 2022. The College began accepting applications from candidates on August 22, 2022. An important part of this work is to clearly establish fees associated with the exam so that we can share that information with candidates to allow them to plan and prepare.

To that end, during the August 2, 2022 special meeting, Council considered and approved in principle an exam fee of \$1,985 for the Ontario Clinical Exam. The fee was determined based on the approach that the exam as a self-funding activity, meaning that all of the costs associated with developing and administering the exam will be funded by the fees charged to candidates who will sit the exam.

Staff used that approach to develop a financial model that captures the costs associated with developing and administering the Ontario Clinical Exam for its minimum expected life cycle (currently projected to the end of Fiscal Year 2027-2028). The total cost was then divided the cost by the projected number of candidates that are expected to sit the exam over the same time period. This results in a per candidate exam fee of \$1,985.

In addition to the exam fee, staff also identified other administrative fees that are necessary to administer the exam program and determined proposed amounts for those fees on a cost-recovery basis. In addition to covering the College's costs, having a fee in place for certain processes can also serve as a disincentive for potential abuse of process. In the case of exam reviews and appeals, if the outcome is in favour of the candidate, then those fees are refunded to the candidate.

On August 10, 2022, staff presented a number of exam policies to the Registration Committee for their consideration and approval, several of them deal with fees associated with the exam. The Exam Fee policy includes the proposed amounts for the various fees associated with the Ontario Clinical Exam, as well as details regarding how fees will be administered. The Registration Committee approved this policy, with the understanding that some of the fee information will then be defined in a new by-law and those sections will be removed from this policy when the new by-law is in place. The Exam Fee Policy as approved by the Registration Committee is attached for information in Appendix 2. The Committee also approved the Exam Review and Appeals policies which speak to the refundability of those fees in certain cases, and they are attached for information in Appendix 3 and 4 respectively.

Subsequently, staff worked with legal counsel to draft a new by-law to define fees related to the Ontario Clinical Exam. The *Health Professions Procedural Code* requires that fees charged by the College must be defined in the College's by-laws. The draft new by-law outlines the different types of fees that the College may charge in the course of administering the exam, and the amounts. On the other hand, the administrative details related to the application of the fees will be defined in the Exam Fee and other exam policies instead. This allows the College flexibility should the administrative details change over time, as policies are easier to change than by-laws. Leaving some discretion for the College in applying the fees will also allow us to consider extenuating circumstances on a case-by-case basis. The draft new by-law section is attached as Appendix 1.

Should Council approve the new exam fees by-law in principle at this meeting, then the by-law will be circulated to stakeholders for comment for at least 60 days. Council will consider the by-law with the consultation feedback at their December 2022 meeting and will be asked to formally approve the by-law.

Exam candidates will receive full information about the fee amounts and the terms and conditions associated with the fees as the exam policies will be published on the College's website. We will also make this information clear throughout candidate materials.

Executive Committee Recommendation

The Executive Committee considered the draft exam fees by-law at their meeting on September 1, 2022 and recommends that Council approve the draft exam fees by-law in principle.

Public Interest Assessment:

- *Protection:* Ensuring that the College has a robust entry to practice process that is fit for purpose as a long-term solution is a critical step in ensuring that only qualified applicants are registered as physiotherapists, which ensures that the profession delivers safe, competent and ethical care to patients.
- *Quality Care:* Ensuring that applicants meet entry-level competency requirements help to ensure that care provided by physiotherapists are of meets the standard of quality care.
- *Equity:* The College should ensure that candidates have fair and equitable access to the Ontario Clinical Exam.

Decision Sought:

That Council approve the new exam fees by-law in principle.

Attachments:

- Appendix 1: Draft new by-law section: “Fees – Ontario Clinical Exam”
- Appendix 2: Exam Fee and Other Administrative Fees Policy (as approved by the Registration Committee)
- Appendix 3: Exam Review Policy (as approved by the Registration Committee)
- Appendix 4: Appeals Policy (as approved by the Registration Committee)

Appendix 1: Draft new by-law section: “Fees – Ontario Clinical Exam”

The following section will be inserted after s. 8.6 “Fees – General” in the [by-law document](#).

FEES — ONTARIO CLINICAL EXAM

- 8.7. (1) The fees relating to the Ontario Clinical Exam are as follows:
- (a) The fee to sit the Ontario Clinical Exam is \$1985.00.
 - (b) The fee to change or rebook the date a candidate is scheduled to sit the Ontario Clinical Exam is \$200.00.
 - (c) The fee for candidates who request a Review of their results on the Ontario Clinical Exam (“Exam Review”) is \$200.00.
 - (d) The Fee for appealing the results of an Exam Review to the Exam Committee is \$300.00.
- (2) Any issues regarding the refundability of fees relating to the Ontario Clinical Exam (for such things as late cancellations or late arrivals) will be addressed in accordance with the College’s exam policies.

Appendix 2: Exam Fee Exam Fee and Other Administrative Fees Policy (as approved by the Registration Committee)

Department	Registration / Exam
Title	Registration Exam Policy 004 – Exam Fee and Other Administrative Fees (subject to consultation and by-law approval)
Date Approved:	August 10, 2022
Approved By:	Registration Committee
Dates Reviewed:	
Date of Next Review	
Version	

Candidates must pay the required fees related to the exam or exam activities that apply to them as defined by the College. Payment of the associated fee for an activity or request must be received within the stated timelines. If fees are not paid as required, the candidate's ability to proceed with the exam and/or receive their results may be jeopardized.

Some fees may be fully or partially refundable or eligible for a fee credit under certain conditions. Exceptions may be made in exceptional circumstances; however, these decisions are subject to the discretion of College staff or representatives of the College and are not appealable. Fees are reviewed by the College from time to time and are subject to change. All fees related to the exam will be circulated to registrants and other stakeholders and presented to Council for consideration and approval. Portions of this policy will expire once the fees have been incorporated into the College's By-laws.

Exam Fee

Payment of fees must be in Canadian funds, paid by credit card or Interac Online for the full amount and must be paid before the fee deadline. Payment of the exam fee completes the candidate's

registration for the exam session. If an exam fee is not paid by the deadline, the candidate will automatically be withdrawn from the exam session for which they were scheduled.

Ontario Clinical Exam Fee	\$1985
Change Date / Rebooking Fee Administrative fee charged when a candidate needs to change the date of their exam	\$200
Cancellation Fee — more than 48 hours Candidate cancels their attendance after making their payment but more than 48 hours before the exam	Candidate forfeits 50% of exam fee paid
Cancellation Fee — less than 48 hours Candidate cancels their attendance less than 48 hours before exam	Candidate forfeits 100% of exam fee paid
Failure to attend on Exam day	Candidate forfeits 100% of exam fee paid
Candidate arrives more than 15 minutes late on the exam day and cannot proceed with the exam	Candidate forfeits 100% of exam fee paid
Exam Review Fee — for candidates who are unsuccessful	\$200
Appeal Fee — for candidates who wish to appeal the decision made following the Review	\$300

Appendix 3: Exam Review Policy (as approved by the Registration Committee)

Department	Registration / Exam
Title	Registration Exam Policy 009 – Exam Review Policy
Date Approved:	August 10, 2022
Approved By:	Registration Committee
Dates Reviewed:	
Date of Next Review	
Version	

The goal of the Ontario Clinical Exam (OCE) is to fairly assess all candidates' competence. However, during and after the exam, a candidate may identify factors which could have impacted their performance. Candidates should inform staff if they encounter any issues during the exam so that it may be documented. Wherever possible, College of Physiotherapists of Ontario staff will take measures to assist candidates and mitigate these factors during the exam.

In some cases, a candidate may feel that these factors may have significantly impacted their performance and were unable to be mitigated with the assistance of staff during the exam to such a degree that they may be unsuccessful in the exam as a result. In this case the candidate can request an Exam Review after the exam and in advance of receiving their results. The Examination Manager will review the request if one of the criteria for a review have been met and will determine if the candidates' result should be confirmed or annulled based on the information provided by the candidate.

If the candidate disagrees with the determination of the Exam Manager, the candidate may pursue an Appeal which will be considered by the Exam Committee.

Criteria for an Exam Review

Candidates may request an Exam Review if there was:

- A significant administrative or procedural error (e.g., interruption of the exam or malfunctioning technology).
- An illness or personal medical issue which occurred during the exam, or
- An extraordinary circumstance that was outside of the candidate's control that could not be mitigated and had an impact on the candidate.

All requests for Exam Review must be received before results are released to candidates. Candidates are strongly encouraged to reach out to the College immediately after their exam if they feel that any of the above listed criteria significantly impacted their performance.

Where all candidates were adversely impacted in the same way (e.g., large scale internet disruption) candidates will be advised as to next steps.

It is the candidate's responsibility to immediately disclose to exam staff if they experience illness or another issue during the exam, to ensure the safety of the candidate, staff, and other candidates.

IMPORTANT NOTE: A candidate may have a difference of opinion to the examiners after receiving results, but the final judgement of examiners cannot be appealed. The candidate could choose to submit an application for an Independent Practice certificate of registration having not successfully completed the exam. These applications will be considered by the Registration Committee.

A review is not available in the following circumstances:

- Disputes regarding exam content or the structure of the exam
- Disputes regarding the scoring of the exam
- Disagreements related to the post-exam feedback provided to the candidate
- Encountering an examiner from a different or previous clinical exam

Exam content, including raw scoring, direct examiner comments, and recordings of the exam are confidential. These items will not be distributed or shared with candidates to assist the candidate with their request for a Review.

Once the request for a Review and supporting documentation are received, the candidate will be charged a fee and will be provided with instructions on how to pay by credit card or e transfer through the PT Portal. The fee must be paid before the Review process can begin. If the fee is not paid within the timelines the request will not be assessed or considered.

Required Supporting Documentation

All Review requests must include supporting documentation.

- Statement of events from the candidate which identifies the reason why they are seeking the Review
- In the case of medical concerns, documentation from a health care provider(s) who can speak to the nature of the issue, including relevant matters such as how it arose, how it could have affected the candidate's performance and the candidate's ability to take a subsequent exam
- Any other available supporting documentation relevant to the circumstances

Any information pertaining to the candidates' previous academic performance, clinical placement evaluations, letters of reference from past/current employers or financial status are not considered valid documents to support the Review process. These documents will not be considered and will be destroyed for privacy reasons.

Review Outcomes:

After a review by the Exam Manager,

- The exam result is annulled. The fees for the review will be refunded to the candidate and the exam fee already paid will be applied to the next exam session, or
- The exam result is confirmed. In this case no fees are returned

Annulment of a result means that the attempt will not count as one of the candidate's exam attempts and the result will be removed from the candidate's exam history. A confirmed result means that the

attempt will count as one of the candidate's exam attempts. It is important to note that an unsuccessful attempt or fail cannot be changed to a pass as a result of a Review.

Appendix 4: Appeals Policy (as approved by the Registration Committee)

Department	Registration / Exam
Title	Registration Exam Policy 010 – Appeals
Date Approved:	August 10, 2022
Approved By:	Registration Committee
Dates Reviewed:	
Date of Next Review	
Version	

If a candidate is dissatisfied with the result of the Review, then they can pursue an Appeal which will be considered by the Exam Committee. The criteria for an Appeal is the same as that for a Review.

The Appeal request is considered by the Exam Committee. It is a paper-based review. The candidate will be permitted to make submissions to the Exam Committee and the Committee will have access to all related documents and things that are relevant to make a decision related to the appeal.

There are two possible outcomes to an Appeal:

- The exam result is annulled, and associated fees are returned back to candidate. In this case the exam fee will be applied to the next exam session; or
- The result is confirmed. In this case no fees are refunded, and the candidate is responsible for paying the associated fees to register for the next exam session, if the candidate is still eligible to take the exam.

The Exam Committee will provide its decision and reasons for its decision to the candidate, in writing.

If a result is annulled the attempt will not count as one of the candidate's exam attempts and the result will be removed from the candidate's exam history. A confirmed result means that the attempt will count as one of the candidate's exam attempts. It is important to note that under no circumstances can an unsuccessful attempt or fail be changed to a pass at the conclusion of an Appeal.

All requests for an Appeal must be sent to the College of Physiotherapists of Ontario by email and include the reason for the appeal.

Any information pertaining to the candidates' previous academic performance, clinical placement evaluations, letters of reference from past/current employers or financial status are not considered

valid documents to support the Review process. These documents will not be reviewed and will be discarded for privacy reasons.

The Appeal is the final level of review, and the decision of the Exam Committee is considered final and binding upon the candidate.

Motion No.: 9.0

**Council Meeting
September 23, 2022**

Agenda # 9: Establishing an Examinations Committee

It is moved by

and seconded by

that:

Council establish a new Examinations Committee and approve the proposed Terms of Reference.

Meeting Date:	September 23, 2022
Agenda Item #:	9
Category	Governance
Issue:	Establishing an Examinations Committee <i>For Decision</i>
Submitted by:	Joyce Huang, Strategic Projects Manager

Issue:

It is proposed that Council establish a new Examinations Committee (a non-statutory committee) to provide ongoing oversight of the development, administration and implementation of the Ontario Clinical Exam.

Background:

In December 2021, Council approved work to develop a clinical exam for Ontario to respond to the unavailability of the CAPR Physiotherapy Competency Exam–Clinical exam.

Since January 2022, staff have been working to develop this new exam. To establish the new exam, the College must develop exam content, set up an exam program infrastructure, develop a technology platform, and provide logistical support for the delivery of the exam.

One aspect of the new exam program is to consider what decision-making structure is appropriate and necessary to support the exam. Staff considered the following:

- Staff sought advice from legal counsel regarding decision-making related to the exam in general. The advice we received suggests that while Council should make decisions at the highest level regarding the new exam, specific program and policy decisions need not be made at the Council level.
- All of the College’s existing statutory committees have well-defined roles in legislation and by-laws, and oversight of the exam does not necessarily fit into any of the existing committees’ roles.
- Other examinations bodies typically have one or more dedicated committees to provide oversight and make decisions regarding the examination that is being administered.

With that in mind, staff are asking Council to consider establishing a new non-statutory committee, the Examinations Committee, whose role is to provide oversight of the exam program.

Establishing a dedicated committee for this purpose will allow the Council to clearly define the committee's role and responsibilities as it relates to their oversight of the exam and the specific skillsets and perspectives that should be included among the committee's composition.

A proposed Terms of Reference has been drafted in consultation with legal counsel and the assessment consultant. The Terms of Reference was drafted with the College's existing governance model in mind, while referencing models for similar Committees at other examination bodies. Like terms of reference for other College Committees, the Terms of Reference for the Examinations Committee will become part of the College's governance manual and is intended to be read in conjunction with other existing governance policies (for example, policies regarding the roles of committee chairs and committee members, honoraria and expenses, etc.).

Should Council agree to establish the Examinations Committee and approve the Terms of Reference for the committee at this meeting, then staff will conduct recruitment for committee members in the fall and bring a proposed slate forward for Council's consideration and approval some time in November. This timeline is based on the goal of releasing results for the October and November exam sittings before the end of the year. The new Examinations Committee will need to meet in late November to make decisions regarding the exam cut score (which determines pass/fail).

It should be noted that the current year's budget does not include costs associated with the work of the Examinations Committee, so this will appear as a budget variance. However, the costs associated with the Committee is included in the cost model which informed Council's decision regarding the exam fee based on a cost-recovery approach.

The proposed Terms of Reference is attached as Appendix 1.

Executive Committee Recommendation:

The Executive Committee considered this issue during their meeting on September 1, 2022.

In the draft Terms of Reference presented to the Executive Committee, the committee composition included a second member of the public who can assist with understanding the patient perspective. The Executive Committee considered that the proposed composition already includes a publicly-appointed member of Council who can bring a patient and public perspective, and that given the specialized nature of the matters considered by the Examinations Committee, it may not be practical or necessary to include another member of the public. The Executive Committee also suggested other minor changes to improve clarity. The proposed Terms of Reference in Appendix 1 reflects the amendments suggested by the Executive Committee.

The Executive Committee recommends that Council establish a new Examinations Committee and approve the proposed Terms of Reference with their suggested amendments.

Public Interest Assessment:

- *Protection:* Ensuring that the College has a robust entry to practice process that is fit for purpose as a long-term solution is a critical step in ensuring that only qualified applicants are registered as physiotherapists, which ensures that the profession delivers safe, competent and ethical care to patients.
- *Quality Care:* Ensuring that applicants meet entry-level competency requirements help to ensure that care provided by physiotherapists are of meets the standard of quality care.

Decision Sought:

That Council establish a new Examinations Committee and approve the proposed Terms of Reference.

Attachments:

- Appendix 1: Proposed Terms of Reference for the Examinations Committee (as recommended by the Executive Committee)

Appendix 1: Proposed Terms of Reference for the Examinations Committee (as recommended by the Executive Committee)

<u>Section:</u>	Terms of Reference	Policy #2.9
Title:	Examinations Committee	
Date approved:	September xx, 2022	
Date revised:		

Type

Non-Statutory

Legislative/By-law References

By-laws section 3.1 (9), 7.4, 7.5 (3)-(5)

Accountability

Council

Role

The Examinations Committee is responsible for providing oversight of the development, administration and implementation of a fair, valid and reliable Ontario Clinical Exam (Exam).

Accountability

Council

Duties

1. Monitor the status of exam development, administration and implementation.
2. Provide financial oversight of the Exam program and make recommendations to Council as needed.

3. Review and approve changes to the Examination Blueprint (including exam structure and timing) with appropriate advice from psychometricians and other experts.
4. Monitor the status of item and exam form generation and the item bank.
5. Establish and review the cut score with appropriate advice from psychometricians and other experts.
6. Ensure the reliability and validity of the Exam in an ongoing way, including:
 - a. Consider feedback from candidates and examiners collected through exam surveys and make recommendations where appropriate,
 - b. Review technical reports provided by consulting psychometricians and make recommendations related to information presented.
7. Review the assessment methodology used for the Ontario Clinical Exam every 5 years.
8. Consider current literature on standards of competency assessment, examinations and testing and make recommendations if appropriate.
9. Consider and approve Exam policies as needed.
10. To provide regular reports to Council.
11. To advise and/or make recommendations to Council on substantive issues relating to exam development, administration and implementation.
12. Serve as the appeal body in cases where a candidate is dissatisfied with the outcome of the Exam Review in accordance with the Appeal Policy.
13. Establish and review Committee roles and composition and make recommendations to Council.
14. Such other activities related to the development, administration and implementation

of the Exam that are advisable.

Composition

The Committee composition will include:

- A least one physiotherapist with an Independent Practice Certificate in Ontario who graduated from a Canadian Physiotherapy Program within the last five years
- A least one physiotherapist with an Independent Practice Certificate in Ontario who graduated from a Physiotherapy University Program outside of Canada and received their Independent Practice Certificate within the last five years
- At least two physiotherapists in Ontario who have current experience with supervising or mentoring entry-level practitioners (for example, final year PT students, PT Residents, etc.)
- A member of the public with experience in the areas of assessment or testing
- A publicly-appointed member of Council

Members of the committee who are physiotherapists will represent a diversity of experience with different practice settings, systems, and patient populations.

The Committee is properly constituted and may act despite it not being composed as specified above.

The Committee will be supported by College staff, assessment experts, a psychometrician, legal counsel and other advisors as needed.

Recruitment and Appointment

Prospective members of the Committee will be identified through a formal recruitment process based on the criteria defined in this policy, and according to the procedure defined in Governance Policy 7.5.

Committee members, including a Chair, will be appointed by Council in consultation with the Registrar. The Registrar will assist the Executive Committee and Council in the recruitment and selection process.

Exclusion Criteria:

In addition to the eligibility criteria defined in the College's by-laws, members of the Committee cannot:

- Currently be or have been in the past a professional member of the Council for the College of Physiotherapists of Ontario, a voting Board member of the OPA / CPA, or a Board member of the Canadian Alliance of Physiotherapy Regulators
- Have any actual or perceived conflicts of interest
- Have Professional Conduct history with the College where the outcome was:
 - Registrar Directed Education
 - Advice and/or Recommendations
 - Caution
 - Undertaking
 - Specified Continuing Education and Remediation Program (SCERP)
 - Referral to the Discipline Committee
 - Referral to the Fitness to Practise Committee
- Have gone through an assessment through the quality assurance program where the outcome was a SCERP, terms limitations or restrictions imposed on their certificate or referral to the Inquiries Complaints and Reports Committee or its predecessor
- Have been the subject of charges or findings under the:
 - *Criminal Code of Canada*

- *Controlled Drugs and Substances Act*
- *Health Insurance Act*

Quorum

Quorum is confirmed when the majority of the Committee is in attendance.

Term of Office

Appointment to the Examinations Committee is one year and renewable, to a maximum of nine years total. Members may be re-appointed after each one-year term after Council has considered the results of a performance evaluation.

Termination Event

The Examinations Committee shall be dissolved when Council passes a resolution that it is no longer required to fulfill the College's mandate.

Meeting Date:	September 23, 2022
Agenda Item #:	10
Issue:	FY 2023- Q1 Financial Management Report
Submitted by:	Zoe Robinson, Director, Corporate Services

The following financial report provides information for the period April 1, 2022, to June 30, 2022. The financial statements are prepared in accordance with the Accounting Standards for Not-for-Profit Organizations.

Executive Summary

The College's financial health as of June 30, 2022, is stable and the College can cover its financial commitments for the next 12 months. The College's financial performance is better than planned over Q1.



Financial health is measured on the statement of financial position (i.e., balance sheet) and the College uses two measures:

- Current Ratio – total current assets divided by total current liabilities (note: we do not include long-term investments in this calculation). The current ratio determines the College's ability to cover items owed by the College within the 12-month period. **The current ratio for Q1 = 1.25.**



Figure 1 - Statement of Operations - Condensed - Apr to Jun 2022

	Apr - Jun 22
Ordinary Income/Expense	
Income	
4001 · Registration Fees	1,461,457.98
4002 · Interest Income	29,654.44
4008 · Admin Fees	50,575.00
4030 · ETP Assessment Fees	108,100.00
Total Income	1,649,787.42
Gross Profit	1,649,787.42
Expense	
5000 · Committee Per Diem	42,501.62
5050 · Committee Reimbursed Expenses	13,486.53
5100 · Information Management	75,271.40
5200 · Insurance	4,801.95
5300 · Networking	4.00
5301 · Conferences and Travel	0.00
5400 · Office and General	205,667.44
5500 · Regulatory Effectiveness	46,906.74
5600 · Communications	31,726.08
5700 · Professional fees	43,046.45
5800 · Programs	99,473.81
5900 · Staffing	1,059,852.39
6001 · Amortization	43,267.08
Total Expense	1,666,005.49
Net Ordinary Income	-16,218.07
Net Income	-16,218.07

- Operating reserve (or unrestricted net assets) is expressed in the number months of operating expenses covered by the reserve. The College's policy is to have an operating reserve between 3 and 6 months of operating expenses. **The operating reserve at the end of Q1 is 6.4 months.**

The College's financial performance is measured on the statement of operations (i.e., income statement) by the income, expenses, and net income (income less expenses). Net income for Q1 was a loss of **\$16,218** based on income of **\$1,649,787** and expenses of **\$1,666,005**.

Statement of Operations

Revenue:

Income for the period April 1, 2022, to June 30, 2022, equalled \$1,649,787 (see figure 2).

Income was 10.4% under budget, or \$196,392 lower than planned, for the period. This is driven by:

- Lower than projected fees for the Reg Com Exemption fee. The approved budget anticipated \$319,200 in Reg Com Exemptions for Q1, whereas \$108,100 was recognized



as revenue. This is \$211,100 under budget. A new accounting policy was adopted in the annual audited financial statements to recognize the revenue from the Reg Com Exemption fees. This policy was adopted following the development and approval of the annual budget for FY 2023. The Q1 financial statements are consistent with the new accounting policy.

- PT Residents pay an administrative fee of \$800 to have their exemption application reviewed.
 - \$800 is posted to deferred revenue when received from the PT resident.
 - \$600 is recognized as revenue when PT resident is granted an IPC. This means \$600 is moved from deferred revenue to income.
 - \$200 is recognized as revenue when the PT resident has completed the screening interview. This means \$200 is moved from deferred revenue to income.

Ordinary Income/Expense	Apr - Jun 22	Budget	\$ Over Budget	% of Budget
Income				
4001 · Registration Fees				
4011 · Independent Practice - \$575	1,397,085.78	1,392,937.50	4,148.28	100.3%
4012 · Independent Practice - ProRated	38,751.91	32,453.15	6,298.76	119.41%
4013 · Prof Corp Fees \$250	28,000.00	25,812.50	187.50	100.73%
4014 · Provisional Practice Fees \$75	9,450.00	8,625.00	825.00	109.57%
4020 · Courtesy Registration Fee \$100	1,100.00			
4021 · Cross Border Fee \$100	0.00	100.00	-100.00	0.0%
4007 · Registration fee credits	-10,929.71	-10,714.92	-214.79	102.01%
Total 4001 · Registration Fees	1,461,457.98	1,449,213.23	12,244.75	100.85%
4002 · Interest Income	29,654.44	35,528.19	-5,873.75	83.47%
4008 · Admin Fees				
4015 · Application Fees \$100	35,600.00	33,800.00	1,800.00	105.33%
4016 · Letter of Prof Stand / NSF \$50	3,450.00	2,124.99	1,325.01	162.35%
4017 · Wall Certificates \$25	425.00	562.50	-137.50	75.56%
4018 · Late Fees \$225	2,700.00	2,250.00	450.00	120.0%
4019 · Prof Corp Application \$700	8,400.00	3,500.01	4,899.99	240.0%
Total 4008 · Admin Fees	50,575.00	42,237.50	8,337.50	119.74%
4030 · ETP Assessment Fees				
4032 · BBI Assessment Fees	0.00	0.00	0.00	0.0%
4031 · Reg Com Exemption Fees	108,100.00	319,200.00	-211,100.00	33.87%
Total 4030 · ETP Assessment Fees	108,100.00	319,200.00	-211,100.00	33.87%
Total Income	1,649,787.42	1,846,178.92	-196,391.50	89.36%

- The recognition of revenue is based on the number of IPCs granted and the number of screening interview completed. In Q1:
 - 134 IPCs granted @ \$600 per IPC
 - 134 screening interviews completed @ \$200 per screening interview.

Figure 2 - Income for Apr to Jun 2022

Expenses:

Total expenses for the period April 1, 2022, to June 30, 2022, equalled \$1,666,005 (see figure 3)



Total expenses were \$454,145 under the planned budget, or 21.4% under budget, for the period. The lower than anticipated expenses were driven by:

- Committee expenses are \$22,461 under the budget, or 38% of the Q1 budget due to all meetings, except Council and the Executive Committee, being held virtually.
- Information Management expenses are \$31,372 under budget, or 71% of the Q1 budget due to lower than anticipated use of KPMG services.

Figure 3 - Expenses for the period Apr to Jun 2022

Expense	Apr - Jun 22	Budget	\$ Over Budget	% of Budget
Total 5000 · Committee Per Diem	42,501.62	46,621.50	-4,119.88	91.16%
Total 5050 · Committee Reimbursed Expenses	13,486.53	35,948.00	-22,461.47	37.52%
Total 5100 · Information Management	75,271.40	106,643.15	-31,371.75	70.58%
5200 · Insurance	4,801.95	5,323.55	-521.60	90.2%
Total 5300 · Networking	4.00	250.00	-246.00	1.6%
5301 · Conferences and Travel	0.00	0.00	0.00	0.0%
Total 5400 · Office and General	205,667.44	218,662.91	-12,995.47	94.06%
Total 5500 · Regulatory Effectiveness	46,906.74	48,787.00	-1,880.26	96.15%
Total 5600 · Communications	31,726.08	37,630.00	-5,903.92	84.31%
Total 5700 · Professional fees	43,046.45	134,628.31	-91,581.86	31.97%
Total 5800 · Programs	99,473.81	310,875.19	-211,401.38	32.0%
Total 5900 · Staffing	1,059,852.39	1,130,034.47	-70,182.08	93.79%
6001 · Amortization	43,267.08	44,746.38	-1,479.30	96.69%
Total Expense	1,666,005.49	2,120,150.46	-454,144.97	78.58%

- Professional fees are \$91,582 under budget, or 32% of the Q1 budget.
 - Professional fees include expenses related to hiring 3rd parties to complete services related to investigative services and legal costs. Some expenses within professional fees are higher than budgeted and some lower under budgeted.
 - Lower professional fees expenses are driven by the Complaints and Discipline accruals for Q1 with a credit of \$122,424 (note: this lowers the expenses).
 - \$48,076 expenses related to cases accrued as of March 31, 2022.
 - 3 cases were closed in Q1 totaling \$8,302.
 - Adjustments of \$66,046.
 - The expenses for external investigators' expenses are \$63,232 over budget. There is an increase in number of undercover investigations and chart pulls.
- Programs are \$211,401 under budget, or 32% of the Q1 budget.
 - QA program is \$44,141 under budget due to reduced number of screening interviews and assessments as the QA assessors have been assigned to completing screening interviews and assessment for the PT Residents and the registration exemption process.
 - The Registration Committee Exemption Policy and the Exam Development Project is \$155,033 under budget, or 29% of the Q1 budget.



- The number of screening interview completed in Q1 was 154 vs. 354 budgeted (@ \$200 per interview). This resulted in approximately \$40,000 under budget for Q1.
- iComp billed \$15,552 less than budgeted during Q1.
- Consultant costs were approximately \$20,500 less than budgeted. External consultants, excluding iComp, were not engaged during Q1.
- Fry / Pratique, the IT vendor for the Ontario Clinical Exam, did not bill the CPO for the IT system development in Q1. This is \$46,000 under budget for Q1.
- Staffing is \$70,182 under budget, or 94% of the Q1 budget, and driven by lower than budgeted salaries paid to employee: \$47,636 under budget or 95% of the Q1 budget. This was a result of two full time employees departing the College, two employees on unpaid leave, and two new hires who started in Q2.

Statement of Financial Position

The College remains in a strong cash position at the end of June 30, 2022, with \$5,263,515 cash on hand in the College's operating accounts. The College has a total of \$5,262,087 invested in GICs and Bonds. The total cash available is \$10,524,602.

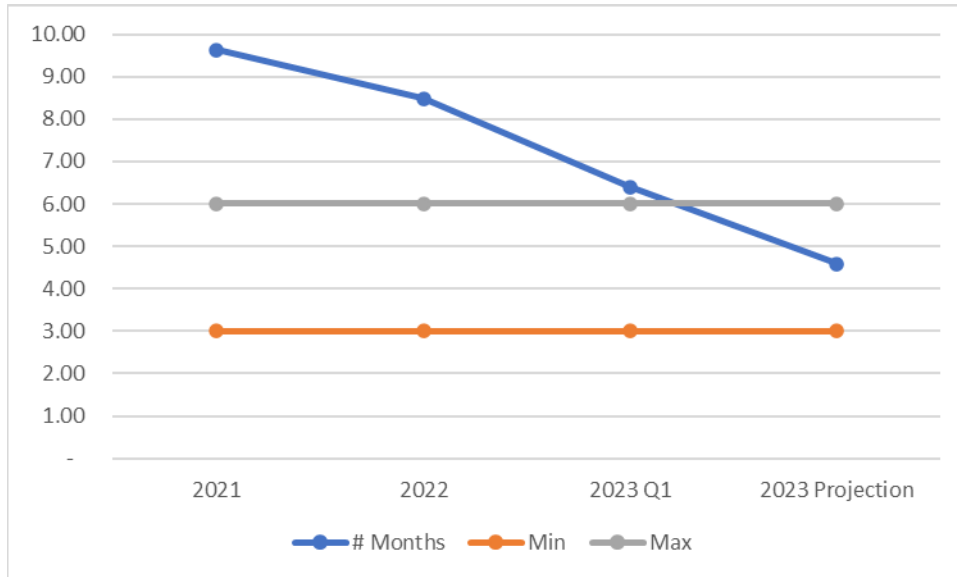
Investments continue to perform well as interest rates on GICs increase as the Bank of Canada rates increase. The College expects approximately \$863,700 in investments to mature between June 30, 2022, and March 31, 2023. In accordance with the College's investment policies, the funds realized at maturity will be reinvested.

Deferred revenues decreased by \$1,336,400 since March 31, 2022, as revenues from registration fees are recognized as revenue over the first three months of the fiscal year.

Unrestricted net assets, commonly referred to as the operating reserve, sits at \$4,400,836 and will cover 6.4 months of annual operating expenses. The operating reserve exceeds the College's policy guidance to cover 3 to 6 months of the annual operating expenses, calculated as \$8,258,940 based on the current fiscal year's approved budget. Notwithstanding the operating reserve is above the maximum limit for the operating reserve policy, the reserve continues to decrease when compared with prior periods (see Figure 4). The operating reserve has decreased from 9.63 months at the end of FY 2021 to 8.48 months at the end of FY 2022 to 6.4 months as of June 30, 2022, the end of Q1 in FY 2023. It is anticipated the operating reserve will continue to decrease to the end of FY 2023, March 31, 2023.



Figure 4 - Operating Reserve



Investments

Total investments are presented in Figure 4 and total \$5,262,087 as of June 30, 2022. Short term investments will mature within 12 months of the date of the financial statement.

Figure 5 – Investments as of June 30, 2022

1100 · Investments			
1102 · Investments - Short Term	1,145,886.83	1,656,055.68	1,318,066.35
1104 · Investments - Long Term	4,116,200.28	3,207,894.97	3,851,240.99
1101 · GIC	0.00	374,849.00	0.00
Total 1100 · Investments	5,262,087.11	5,238,799.65	5,169,307.34

The College’s investments consist of 37% GICs and 63% government bonds. \$546,751 in mutual funds purchased in FY 2022 or during Q1 FY 2023 were sold and invested in GICs and bonds by the end of FY 2023 Q1.

Investments grew less than 1% between March 31, 2022, and June 30, 2022, and 1.7% compared to the prior year (i.e., June 30, 2021). Interest rates for GICs have been increasing since the Bank of Canada began increasing the bank’s overnight rate to address inflation but returns on government bond yields are declining as the risk over government bonds increases while interest rates increase. The less than 1% increase in total investments between March 31, 2022, and June 30, 2022, is impacted by near zero interest rates on the mutual funds between January 2022 and June 2022.

The Bank of Canada is expected to continue to raise the overnight interest rate through to the end of December 2022 to cool inflation. As a result, I anticipate returns on investments to be lower over the next several quarters when compared with the prior year notwithstanding returns from GICs will be



improved but return from bonds will be lower. \$863,700 in GICs and bonds will mature between now and March 31, 2023, and will be reinvested within the current investment portfolio.

Statement of Cash Flows

The college's cash flow decreased by \$1,683,525 between April 1, 2022, and June 30, 2022. When compared to the prior year, the College used \$405,689 more in cash during FY 2023 Q1 compared to the same period in FY 2022. This was driven by increased cash requirements to support the College's operational expenses during FY 2023.

Figure 6 - Statement of Cash as of June 30, 2023, compared to prior year

	Apr - Jun 22	Apr - Jun 21	\$ Change	% Change
Net cash provided by Operating Activities	-1,680,734.39	-1,329,416.67	-351,317.72	-26.43%
Net cash provided by Investing Activities	3,985.99	51,580.73	-47,594.74	-92.27%
Net cash provided by Financing Activities	-6,776.83	0.00	-6,776.83	-100.0%
Net cash increase for period	-1,683,525.23	-1,277,835.94	-405,689.29	-31.75%
Cash at beginning of period	12,208,127.19	12,105,741.34	102,385.85	0.85%
Cash at end of period	10,524,601.96	10,827,905.40	-303,303.44	-2.8%

Outlook

I anticipate expenses will be at or slightly higher than budgeted in future quarters as expenses anticipated for Q1 will materialize in Q2 and Q3, specifically related to the Ontario Clinical Exam. Revenues will increase as cash from the OCE registrations is received and recorded as revenue following each administration of the OCE in Q3 and Q4.

Appendices:

- Statement of operations compared to budget for Q1
- Statement of operations compared to prior year for Q1
- Statement of financial position compared to prior period and prior year for Q1
- Statement of cash flows

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Accrual Basis

College of Physiotherapists of Ontario Profit & Loss Budget vs. Actual

April through June 2022

	Apr - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001 · Registration Fees				
4011 · Independent Practice - \$575	1,397,085.78	1,392,937.50	4,148.28	100.3%
4012 · Independent Practice - ProRated	38,751.91	32,453.15	6,298.76	119.4%
4013 · Prof Corp Fees \$250	26,000.00	25,812.50	187.50	100.7%
4014 · Provisional Practice Fees \$75	9,450.00	8,625.00	825.00	109.6%
4020 · Courtesy Registration Fee \$100	1,100.00			
4021 · Cross Border Fee \$100	0.00	100.00	-100.00	0.0%
4007 · Registration fee credits	-10,929.71	-10,714.92	-214.79	102.0%
Total 4001 · Registration Fees	1,461,457.98	1,449,213.23	12,244.75	100.8%
4002 · Interest Income	29,654.44	35,528.19	-5,873.75	83.5%
4008 · Admin Fees				
4015 · Application Fees \$100	35,600.00	33,800.00	1,800.00	105.3%
4016 · Letter of Prof Stand / NSF \$50	3,450.00	2,124.99	1,325.01	162.4%
4017 · Wall Certificates \$25	425.00	562.50	-137.50	75.6%
4018 · Late Fees \$225	2,700.00	2,250.00	450.00	120.0%
4019 · Prof Corp Application \$700	8,400.00	3,500.01	4,899.99	240.0%
Total 4008 · Admin Fees	50,575.00	42,237.50	8,337.50	119.7%
4030 · ETP Assessment Fees				
4032 · BBI Assessment Fees	0.00	0.00	0.00	0.0%
4031 · Reg Com Exemption Fees	108,100.00	319,200.00	-211,100.00	33.9%
Total 4030 · ETP Assessment Fees	108,100.00	319,200.00	-211,100.00	33.9%
Total Income	1,649,787.42	1,846,178.92	-196,391.50	89.4%
Gross Profit	1,649,787.42	1,846,178.92	-196,391.50	89.4%
Expense				
5000 · Committee Per Diem				
5001 · Chairs meeting - per diem	0.00	0.00	0.00	0.0%
5002 · ICRC - per diem	14,005.00	9,210.00	4,795.00	152.1%
5003 · Council - per diem	14,441.50	14,991.50	-550.00	96.3%
5005 · Discipline Committee - per diem	3,971.00	12,012.00	-8,041.00	33.1%
5006 · Executive - per diem	5,813.12	3,743.00	2,070.12	155.3%
5010 · Patient Relations - per diem	394.50	789.00	-394.50	50.0%
5011 · QA Committee - per diem	2,099.00	1,640.00	459.00	128.0%
5012 · Registration Com. - per diem	462.50	2,808.00	-2,345.50	16.5%
5017 · Finance Committee - per diem	1,315.00	1,428.00	-113.00	92.1%
Total 5000 · Committee Per Diem	42,501.62	46,621.50	-4,119.88	91.2%
5050 · Committee Reimbursed Expenses				
5051 · Chairs meeting - expenses	0.00	0.00	0.00	0.0%
5052 · ICRC - expenses	3,610.72	6,013.00	-2,402.28	60.0%
5053 · Council - expenses	7,948.32	23,640.00	-15,691.68	33.6%
5055 · Discipline Committee - expenses	0.00	3,258.00	-3,258.00	0.0%
5056 · Executive Committee - expenses	1,927.49	1,983.00	-55.51	97.2%
5061 · Patient Relations - expenses	0.00	0.00	0.00	0.0%
5062 · QA Committee - expenses	0.00	0.00	0.00	0.0%
5063 · Registration Comm. - expenses	0.00	0.00	0.00	0.0%
5075 · Finance Committee - expenses	0.00	1,054.00	-1,054.00	0.0%
Total 5050 · Committee Reimbursed Expenses	13,486.53	35,948.00	-22,461.47	37.5%
5100 · Information Management				
5101 · IT Hardware	8,211.43	9,487.75	-1,276.32	86.5%
5102 · Software	20,625.34	27,453.80	-6,828.46	75.1%
5103 · IT Maintenance	22,810.56	18,995.55	3,815.01	120.1%
5104 · IT Database				
5104 · IT Database - Other	23,624.07	50,706.05	-27,081.98	46.6%
Total 5104 · IT Database	23,624.07	50,706.05	-27,081.98	46.6%

**College of Physiotherapists of Ontario
Profit & Loss Budget vs. Actual**

April through June 2022

Accrual Basis

	Apr - Jun 22	Budget	\$ Over Budget	% of Budget
5105 · Information Management Strategy	0.00	0.00	0.00	0.0%
Total 5100 · Information Management	75,271.40	106,643.15	-31,371.75	70.6%
5200 · Insurance	4,801.95	5,323.55	-521.60	90.2%
5300 · Networking	4.00	250.00	-246.00	1.6%
5300 · Networking - Other				
Total 5300 · Networking	4.00	250.00	-246.00	1.6%
5301 · Conferences and Travel	0.00	0.00	0.00	0.0%
5400 · Office and General				
5402 · Bank & service charges	10,307.83	10,387.49	-79.66	99.2%
5403 · Maintenance & repairs	0.00	0.00	0.00	0.0%
5405 · Memberships & publications	6,850.77	9,778.26	-2,927.49	70.1%
5406 · CAPR Fees	56,960.63	59,829.03	-2,868.40	95.2%
5407 · Office & kitchen supplies	11.22	300.00	-288.78	3.7%
5408 · Postage & courier	1,622.36	1,020.00	602.36	159.1%
5409 · Rent	113,479.18	122,259.09	-8,779.91	92.8%
5411 · Printing, Filing & Stationery	694.09	666.00	28.09	104.2%
5412 · Telephone & Internet	9,998.86	8,423.04	1,575.82	118.7%
5413 · Bad Debt	5,742.50	6,000.00	-257.50	95.7%
Total 5400 · Office and General	205,667.44	218,662.91	-12,995.47	94.1%
5500 · Regulatory Effectiveness				
5513 · Governance	0.00	25,600.00	-25,600.00	0.0%
5506 · Entry to Practice - WG	14,755.71	16,487.00	-1,731.29	89.5%
5502 · Strategic Operations	34,239.00	0.00	34,239.00	100.0%
5503 · Council Education	0.00	0.00	0.00	0.0%
5504 · Elections	0.00	0.00	0.00	0.0%
5505 · Policy Development	-2,087.97	6,700.00	-8,787.97	-31.2%
Total 5500 · Regulatory Effectiveness	46,906.74	48,787.00	-1,880.26	96.1%
5600 · Communications				
5605 · Translation Services				
5605 · Translation Services - Other	3,057.14	3,600.00	-542.86	84.9%
Total 5605 · Translation Services	3,057.14	3,600.00	-542.86	84.9%
5620 · Print Communication	0.00	190.00	-190.00	0.0%
5621 · Online Communication	28,474.28	33,840.00	-5,365.72	84.1%
5622 · In-Person Communication	194.66	0.00	194.66	100.0%
Total 5600 · Communications	31,726.08	37,630.00	-5,903.92	84.3%
5700 · Professional fees				
4004 · Cost recovery from cost orders	-3,133.93	-33,000.00	29,866.07	9.5%
5701 · Audit	0.00	0.00	0.00	0.0%
5702 · Hearing Expenses	1,271.93	2,217.06	-945.13	57.4%
5704 · Investigation Services				
5710 · Undercover Assessment Fees	0.00	226.00	-226.00	0.0%
5711 · External Investigators	73,232.47	10,000.00	63,232.47	732.3%
5712 · PC - Chart Review	313.50	6,000.00	-5,686.50	5.2%
5713 · Summons - Conduct fees	0.00	100.00	-100.00	0.0%
5714 · Fees to Secure Records	25.00	50.00	-25.00	50.0%
5715 · Corporate Searches	0.00	0.00	0.00	0.0%
5716 · Transcripts	2,356.39	4,200.00	-1,843.61	56.1%
5704 · Investigation Services - Other	0.00	0.00	0.00	0.0%
Total 5704 · Investigation Services	75,927.36	20,576.00	55,351.36	369.0%
5705 · Professional services - Other	3,616.01	4,000.00	-383.99	90.4%
5706 · Investigator travel	0.00	100.00	-100.00	0.0%
5707 · Decision writing	7,484.60	7,350.00	134.60	101.8%
5708 · Peer / Expert opinions	-256.00	8,400.00	-8,656.00	-3.0%

College of Physiotherapists of Ontario Profit & Loss Budget vs. Actual

April through June 2022

	Apr - Jun 22	Budget	\$ Over Budget	% of Budget
5750 · Legal				
5756 · C & D Accrual Expense	-122,424.32	0.00	-122,424.32	100.0%
5758 · Legal - Practice Advice	0.00	2,000.00	-2,000.00	0.0%
5751 · Legal - QA	3,084.34	700.60	2,383.74	440.2%
5752 · Legal - Registration	11,828.85	11,600.00	228.85	102.0%
5753 · Legal - Professional Conduct				
5760 · General Counsel	15,738.08	0.00	15,738.08	100.0%
5761 · Independent Legal Advice	16,419.45	46,428.33	-30,008.88	35.4%
5762 · Hearing Counsel	30,463.82	55,599.65	-25,135.83	54.8%
5763 · Court Proceedings & Appeals	2,883.88	0.00	2,883.88	100.0%
Total 5753 · Legal - Professional Conduct	65,505.23	102,027.98	-36,522.75	64.2%
5754 · Legal - Council Advice	0.00	4,520.00	-4,520.00	0.0%
5755 · General Legal	869.54	2,636.67	-1,767.13	33.0%
5757 · Legal - Executive Office	-727.16	1,500.00	-2,227.16	-48.5%
Total 5750 · Legal	-41,863.52	124,985.25	-166,848.77	-33.5%
Total 5700 · Professional fees	43,046.45	134,628.31	-91,581.86	32.0%
5800 · Programs				
5830 · Entry to Practice - Projects	63,269.11	218,301.69	-155,032.58	29.0%
5810 · Quality Program				
5811 · QA Program Development & Eval.				
5811 · QA Program Development & Eval. - Other	5,712.00	13,899.00	-8,187.00	41.1%
Total 5811 · QA Program Development & Eval.	5,712.00	13,899.00	-8,187.00	41.1%
5821 · Assessor Travel	0.00	764.00	-764.00	0.0%
5823 · Assessor Training	2,840.00	14,217.00	-11,377.00	20.0%
5824 · Assessor Onsite Assessment Fee	1,249.00	2,700.00	-1,451.00	46.3%
5825 · Assessor Remote Assessment	18,638.00	41,000.00	-22,362.00	45.5%
Total 5810 · Quality Program	28,439.00	72,580.00	-44,141.00	39.2%
5802 · Jurisprudence	0.00	11,846.00	-11,846.00	0.0%
5880 · Remediation				
5887 · Coach Training	2,697.50			
5871 · QA Practice Enhancement fees				
4029 · QA Remediation Chargeback	0.00	0.00	0.00	0.0%
5871 · QA Practice Enhancement fees - Other	2,097.65	2,515.00	-417.35	83.4%
Total 5871 · QA Practice Enhancement fees	2,097.65	2,515.00	-417.35	83.4%
5882 · Remediation - ICRC				
4028 · ICRC Remediation Chargeback	-5,232.90	-7,160.00	1,927.10	73.1%
5882 · Remediation - ICRC - Other	5,935.49	7,160.00	-1,224.51	82.9%
Total 5882 · Remediation - ICRC	702.59	0.00	702.59	100.0%
5883 · Remediation - Registration				
4027 · Registration Chargeback	-1,377.50	0.00	-1,377.50	100.0%
5883 · Remediation - Registration - Other	1,413.75	0.00	1,413.75	100.0%
Total 5883 · Remediation - Registration	36.25	0.00	36.25	100.0%
5884 · Remediation - Discipline				
4026 · Discipline Chargeback	-2,052.70	-3,420.00	1,367.30	60.0%
5884 · Remediation - Discipline - Other	1,256.45	3,420.00	-2,163.55	36.7%
Total 5884 · Remediation - Discipline	-796.25	0.00	-796.25	100.0%
4025 · Office of Registrar Chargeback	0.00	-125.01	125.01	0.0%
5886 · Remediation - Office+Registrar	0.00	125.01	-125.01	0.0%
Total 5880 · Remediation	4,737.74	2,515.00	2,222.74	188.4%

**College of Physiotherapists of Ontario
Profit & Loss Budget vs. Actual**

April through June 2022

Accrual Basis

	Apr - Jun 22	Budget	\$ Over Budget	% of Budget
4022 - Recovery of Therapy Costs	-3,833.34	-3,000.00	-833.34	127.8%
5890 - Therapy and Counselling Fund	6,861.30	8,632.50	-1,771.20	79.5%
Total 5800 - Programs	99,473.81	310,875.19	-211,401.38	32.0%
5900 - Staffing				
5901 - Salaries	868,229.05	915,864.96	-47,635.91	94.8%
5902 - Employer Benefits	29,625.94	34,136.26	-4,510.32	86.8%
5903 - Employer RRSP Contribution	45,691.31	48,480.41	-2,789.10	94.2%
5904 - Consultant fees	18,324.65	21,979.92	-3,655.27	83.4%
5905 - Staff Development	19,137.81	23,084.90	-3,947.09	82.9%
5906 - Recruitment	2,330.34	3,713.18	-1,382.84	62.8%
5907 - Staff Recognition	2,453.97	2,185.00	268.97	112.3%
5908 - Registrar & Requested Education	0.00	75.00	-75.00	0.0%
5911 - CPP - Canadian Pension Plan	41,426.85	45,508.86	-4,082.01	91.0%
5912 - EI - Employment Insurance	14,779.36	16,532.24	-1,752.88	89.4%
5913 - EHT - Employer Health Tax	17,853.11	18,473.74	-620.63	96.6%
Total 5900 - Staffing	1,059,852.39	1,130,034.47	-70,182.08	93.8%
6001 - Amortization	43,267.08	44,746.38	-1,479.30	96.7%
Total Expense	1,666,005.49	2,120,150.46	-454,144.97	78.6%
Net Ordinary Income	-16,218.07	-273,971.54	257,753.47	5.9%
Net Income	-16,218.07	-273,971.54	257,753.47	5.9%

**College of Physiotherapists of Ontario
Profit & Loss Prev Year Comparison**

09/20/22

Accrual Basis

April through June 2022

	Apr - Jun 22	Apr - Jun 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Registration Fees				
4011 · Independent Practice - \$575	1,397,085.78	1,388,279.54	8,806.24	0.6%
4012 · Independent Practice - ProRated	38,751.91	7,017.46	31,734.45	452.2%
4013 · Prof Corp Fees \$250	26,000.00	29,500.00	-3,500.00	-11.9%
4014 · Provisional Practice Fees \$75	9,450.00	7,050.00	2,400.00	34.0%
4020 · Courtesy Registration Fee \$100	1,100.00	0.00	1,100.00	100.0%
4007 · Registration fee credits	-10,929.71	-13,284.86	2,355.15	17.7%
Total 4001 · Registration Fees	1,461,457.98	1,418,562.14	42,895.84	3.0%
4002 · Interest Income	29,654.44	28,364.98	1,289.46	4.6%
4010 · Miscellaneous Income	0.00	1,885.00	-1,885.00	-100.0%
4008 · Admin Fees				
4015 · Application Fees \$100	35,600.00	14,600.00	21,000.00	143.8%
4016 · Letter of Prof Stand / NSF \$50	3,450.00	3,600.00	-150.00	-4.2%
4017 · Wall Certificates \$25	425.00	325.00	100.00	30.8%
4018 · Late Fees \$225	2,700.00	2,700.00	0.00	0.0%
4019 · Prof Corp Application \$700	8,400.00	12,600.00	-4,200.00	-33.3%
Total 4008 · Admin Fees	50,575.00	33,825.00	16,750.00	49.5%
4030 · ETP Assessment Fees				
4031 · Reg Com Exemption Fees	108,100.00	0.00	108,100.00	100.0%
Total 4030 · ETP Assessment Fees	108,100.00	0.00	108,100.00	100.0%
Total Income	1,649,787.42	1,482,637.12	167,150.30	11.3%
Gross Profit	1,649,787.42	1,482,637.12	167,150.30	11.3%
Expense				
5709 · Registration - Other	0.00	3,361.75	-3,361.75	-100.0%
5000 · Committee Per Diem				
5001 · Chairs meeting - per diem	0.00	0.00	0.00	0.0%
5002 · ICRC - per diem	14,005.00	13,934.00	71.00	0.5%
5003 · Council - per diem	14,441.50	13,128.00	1,313.50	10.0%
5005 · Discipline Committee - per diem	3,971.00	6,745.00	-2,774.00	-41.1%
5006 · Executive - per diem	5,813.12	19,844.00	-14,030.88	-70.7%
5010 · Patient Relations - per diem	394.50	0.00	394.50	100.0%
5011 · QA Committee - per diem	2,099.00	1,271.50	827.50	65.1%
5012 · Registration Com. - per diem	462.50	1,176.00	-713.50	-60.7%
5017 · Finance Committee - per diem	1,315.00	890.00	425.00	47.8%
Total 5000 · Committee Per Diem	42,501.62	56,988.50	-14,486.88	-25.4%
5050 · Committee Reimbursed Expenses				
5051 · Chairs meeting - expenses	0.00	0.00	0.00	0.0%
5052 · ICRC - expenses	3,610.72	-349.50	3,960.22	1,133.1%
5053 · Council - expenses	7,948.32	7,757.08	191.24	2.5%
5056 · Executive Committee - expenses	1,927.49	8,511.87	-6,584.38	-77.4%
5062 · QA Committee - expenses	0.00	835.91	-835.91	-100.0%
5063 · Registration Comm. - expenses	0.00	39.55	-39.55	-100.0%
5075 · Finance Committee - expenses	0.00	-2,620.49	2,620.49	100.0%
Total 5050 · Committee Reimbursed Expe...	13,486.53	14,174.42	-687.89	-4.9%
5100 · Information Management				
5101 · IT Hardware	8,211.43	5,428.68	2,782.75	51.3%
5102 · Software	20,625.34	27,342.75	-6,717.41	-24.6%
5103 · IT Maintenance	22,810.56	19,438.96	3,371.60	17.3%
5104 · IT Database	23,624.07	40,508.61	-16,884.54	-41.7%
Total 5100 · Information Management	75,271.40	92,719.00	-17,447.60	-18.8%
5200 · Insurance	4,801.95	3,316.68	1,485.27	44.8%
5300 · Networking	4.00	0.00	4.00	100.0%
5400 · Office and General				
5402 · Bank & service charges	10,307.83	6,443.10	3,864.73	60.0%
5403 · Maintenance & repairs	0.00	625.47	-625.47	-100.0%
5405 · Memberships & publications	6,850.77	8,941.69	-2,090.92	-23.4%
5406 · CAPR Fees	56,960.63	53,829.68	3,130.95	5.8%
5407 · Office & kitchen supplies	11.22	507.92	-496.70	-97.8%
5408 · Postage & courier	1,622.36	2,081.55	-459.19	-22.1%
5409 · Rent	113,479.18	119,335.44	-5,856.26	-4.9%
5411 · Printing, Filing & Stationery	694.09	882.93	-188.84	-21.4%
5412 · Telephone & Internet	9,998.86	8,852.97	1,145.89	12.9%
5413 · Bad Debt	5,742.50	5,588.73	153.77	2.8%
Total 5400 · Office and General	205,667.44	207,089.48	-1,422.04	-0.7%
5500 · Regulatory Effectiveness				
5506 · Entry to Practice - WG	14,755.71	0.00	14,755.71	100.0%
5502 · Strategic Operations	34,239.00	0.00	34,239.00	100.0%
5503 · Council Education	0.00	6,328.00	-6,328.00	-100.0%
5505 · Policy Development	-2,087.97	1,062.00	-3,149.97	-296.6%
Total 5500 · Regulatory Effectiveness	46,906.74	7,390.00	39,516.74	534.7%
5600 · Communications				
5605 · Translation Services	3,057.14	2,460.12	597.02	24.3%
5620 · Print Communication	0.00	0.00	0.00	0.0%
5621 · Online Communication	28,474.28	12,310.70	16,163.58	131.3%
5622 · In-Person Communication	194.66	0.00	194.66	100.0%
Total 5600 · Communications	31,726.08	14,770.82	16,955.26	114.8%
5700 · Professional fees				
4004 · Cost recovery from cost orders	-3,133.93	-27,000.00	23,866.07	88.4%
5702 · Hearing Expenses	1,271.93	1,214.75	57.18	4.7%
5704 · Investigation Services				
5711 · External Investigators	73,232.47	1,518.12	71,714.35	4,723.9%
5712 · PC - Chart Review	313.50	4,241.52	-3,928.02	-92.6%
5714 · Fees to Secure Records	25.00	0.00	25.00	100.0%
5716 · Transcripts	2,356.39	0.00	2,356.39	100.0%
Total 5704 · Investigation Services	75,927.36	5,759.64	70,167.72	1,218.3%

**College of Physiotherapists of Ontario
Profit & Loss Prev Year Comparison**

09/20/22

Accrual Basis

April through June 2022

	Apr - Jun 22	Apr - Jun 21	\$ Change	% Change
5705 · Professional services - Other	3,616.01	0.00	3,616.01	100.0%
5707 · Decision writing	7,484.60	0.00	7,484.60	100.0%
5708 · Peer / Expert opinions	-256.00	0.00	-256.00	-100.0%
5703 · Communications Consultant	0.00	23,984.25	-23,984.25	-100.0%
5750 · Legal				
5756 · C & D Accrual Expense	-122,424.32	-113,679.23	-8,745.09	-7.7%
5751 · Legal - QA	3,084.34	0.00	3,084.34	100.0%
5752 · Legal - Registration	11,828.85	10,017.45	1,811.40	18.1%
5753 · Legal - Professional Conduct				
5760 · General Counsel	15,738.08	3,264.69	12,473.39	382.1%
5761 · Independent Legal Advice	16,419.45	14,858.93	1,560.52	10.5%
5762 · Hearing Counsel	30,463.82	22,471.23	7,992.59	35.6%
5763 · Court Proceedings & Appeals	2,883.88	169.50	2,714.38	1,601.4%
Total 5753 · Legal - Professional Cond...	65,505.23	40,764.35	24,740.88	60.7%
5754 · Legal - Council Advice	0.00	2,523.86	-2,523.86	-100.0%
5755 · General Legal	869.54	2,623.86	-1,754.32	-66.9%
5757 · Legal - Executive Office	-727.16	966.15	-1,693.31	-175.3%
Total 5750 · Legal	-41,863.52	-56,783.56	14,920.04	26.3%
Total 5700 · Professional fees	43,046.45	-52,824.92	95,871.37	181.5%
5800 · Programs				
5830 · Entry to Practice - Projects	63,269.11	0.00	63,269.11	100.0%
5810 · Quality Program				
5811 · QA Program Development & Eval.	5,712.00	0.00	5,712.00	100.0%
5823 · Assessor Training	2,840.00	2,148.00	692.00	32.2%
5824 · Assessor Onsite Assessment Fee	1,249.00	0.00	1,249.00	100.0%
5825 · Assessor Remote Assessment	18,638.00	12,750.00	5,888.00	46.2%
Total 5810 · Quality Program	28,439.00	14,898.00	13,541.00	90.9%
5802 · Jurisprudence	0.00	16,340.44	-16,340.44	-100.0%
5880 · Remediation				
5887 · Coach Training	2,697.50	0.00	2,697.50	100.0%
5881 · Remediation - QA	0.00	1,351.35	-1,351.35	-100.0%
5871 · QA Practice Enhancement fees	2,097.65	893.75	1,203.90	134.7%
5882 · Remediation - ICRC				
4028 · ICRC Remediation Chargeback	-5,232.90	-4,060.72	-1,172.18	-28.9%
5882 · Remediation - ICRC - Other	5,935.49	3,891.22	2,044.27	52.5%
Total 5882 · Remediation - ICRC	702.59	-169.50	872.09	514.5%
5883 · Remediation - Registration				
4027 · Registration Chargeback	-1,377.50	-383.75	-993.75	-259.0%
5883 · Remediation - Registration - Ot...	1,413.75	383.75	1,030.00	268.4%
Total 5883 · Remediation - Registration	36.25	0.00	36.25	100.0%
5884 · Remediation - Discipline				
4026 · Discipline Chargeback	-2,052.70	-6,302.65	4,249.95	67.4%
5884 · Remediation - Discipline - Other	1,256.45	9,141.92	-7,885.47	-86.3%
Total 5884 · Remediation - Discipline	-796.25	2,839.27	-3,635.52	-128.0%
Total 5880 · Remediation	4,737.74	4,914.87	-177.13	-3.6%
4022 · Recovery of Therapy Costs	-3,833.34	-3,000.00	-833.34	-27.8%
5890 · Therapy and Counselling Fund	6,861.30	4,072.50	2,788.80	68.5%
Total 5800 · Programs	99,473.81	37,225.81	62,248.00	167.2%
5900 · Staffing				
5901 · Salaries	868,229.05	780,255.76	87,973.29	11.3%
5902 · Employer Benefits	29,625.94	28,833.76	792.18	2.8%
5903 · Employer RRSP Contribution	45,691.31	37,924.70	7,766.61	20.5%
5904 · Consultant fees	18,324.65	14,878.72	3,445.93	23.2%
5905 · Staff Development	19,137.81	7,818.71	11,319.10	144.8%
5906 · Recruitment	2,330.34	0.00	2,330.34	100.0%
5907 · Staff Recognition	2,453.97	1,756.20	697.77	39.7%
5911 · CPP - Canadian Pension Plan	41,426.85	35,278.92	6,147.93	17.4%
5912 · EI - Employment Insurance	14,779.36	12,959.05	1,820.31	14.1%
5913 · EHT - Employer Health Tax	17,853.11	15,981.83	1,871.28	11.7%
Total 5900 · Staffing	1,059,852.39	935,687.65	124,164.74	13.3%
6001 · Amortization	43,267.08	51,580.73	-8,313.65	-16.1%
Total Expense	1,666,005.49	1,371,479.92	294,525.57	21.5%
Net Ordinary Income	-16,218.07	111,157.20	-127,375.27	-114.6%
Net Income	-16,218.07	111,157.20	-127,375.27	-114.6%

College of Physiotherapists of Ontario Balance Sheet Prev Year Comparison

As of June 30, 2022

Accrual Basis

	Jun 30, 22	Mar 31, 22	Jun 30, 21	\$ Change	% Change
ASSETS					
Current Assets					
Chequing/Savings					
1000 · Cash on Hand					
1001 · Petty Cash	250.00	250.00	250.00	0.00	0.0%
1003 · CC Clearing - RBC - 100-999-2	4,423.20	149,312.93	895.10	3,528.10	394.2%
1005 · Operating - RBC - 102-953-7	46,922.52	73,251.44	48,850.03	-1,927.51	-4.0%
1103 · Savings - RBC - 100-663-4	5,210,919.13	6,746,513.17	5,608,602.93	-397,683.80	-7.1%
Total 1000 · Cash on Hand	5,262,514.85	6,969,327.54	5,658,598.06	-396,083.21	-7.0%
1100 · Investments					
1102 · Investments - Short Term	1,145,886.83	1,656,055.68	1,318,066.35	-172,179.52	-13.1%
1104 · Investments - Long Term	4,116,200.28	3,207,894.97	3,851,240.99	264,959.29	6.9%
1101 · GIC	0.00	374,849.00	0.00	0.00	0.0%
Total 1100 · Investments	5,262,087.11	5,238,799.65	5,169,307.34	92,779.77	1.8%
Total Chequing/Savings	10,524,601.96	12,208,127.19	10,827,905.40	-303,303.44	-2.8%
Accounts Receivable					
1200 · Accounts Receivable					
1207 · Employer Health Tax Receivable	0.00	5,343.25	10,478.84	-10,478.84	-100.0%
1200 · Accounts Receivable - Other	43,942.32	40,840.29	56,460.26	-12,517.94	-22.2%
Total 1200 · Accounts Receivable	43,942.32	46,183.54	66,939.10	-22,996.78	-34.4%
Total Accounts Receivable	43,942.32	46,183.54	66,939.10	-22,996.78	-34.4%
Other Current Assets					
1206 · Accrued Receivable	0.00	17,600.00	37,819.60	-37,819.60	-100.0%
1201 · Allowance for Doubtful Accounts	-38,090.42	-32,347.92	-48,057.15	9,966.73	20.7%
1400 · Prepaid Expenses					
1401 · Prepaid Software	15,398.93	8,477.00	14,323.04	1,075.89	7.5%
1403 · Prepaid IT services	51,779.16	12,217.94	13,887.73	37,891.43	272.8%
1405 · Prepaid Insurance	7,295.40	6,907.95	3,392.28	3,903.12	115.1%
1406 · Prepaid Membership	124,621.23	16,985.34	118,520.85	6,100.38	5.2%
1410 · Prepaid meetings	0.00	0.00	4,802.50	-4,802.50	-100.0%
1411 · Prepaid Rent	43,111.00	43,111.00	43,011.97	99.03	0.2%
Total 1400 · Prepaid Expenses	242,205.72	87,699.23	197,938.37	44,267.35	22.4%
Total Other Current Assets	204,115.30	72,951.31	187,700.82	16,414.48	8.8%
Total Current Assets	10,772,659.58	12,327,262.04	11,082,545.32	-309,885.74	-2.8%
Fixed Assets					
1301 · Computer equipment	143,536.52	104,255.43	98,546.78	44,989.74	45.7%
1302 · Computer Software	110,740.00	110,740.00	110,740.00	0.00	0.0%
1305 · Computer equipment - Acc dep	-82,500.31	-75,628.86	-58,735.21	-23,765.10	-40.5%
1306 · Computer Software - Acc Dep	-83,054.98	-73,826.65	-46,141.66	-36,913.32	-80.0%
1310 · Furniture and Equipment	377,049.09	377,049.09	377,049.09	0.00	0.0%
1312 · Furniture & Equipment -Acc Dep	-358,087.13	-350,990.71	-299,251.12	-58,836.01	-19.7%
1320 · Leasehold Improvements	793,263.20	793,263.20	793,263.20	0.00	0.0%
1322 · Leasehold Improvments -Acc dep	-406,232.65	-386,161.77	-325,949.13	-80,283.52	-24.6%
Total Fixed Assets	494,713.74	498,699.73	649,521.95	-154,808.21	-23.8%
TOTAL ASSETS	11,267,373.32	12,825,961.77	11,732,067.27	-464,693.95	-4.0%
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					

**College of Physiotherapists of Ontario
Balance Sheet Prev Year Comparison**

As of June 30, 2022

Accrual Basis

	Jun 30, 22	Mar 31, 22	Jun 30, 21	\$ Change	% Change
2000 · Accounts Payable	80,801.06	76,705.77	115,109.86	-34,308.80	-29.8%
Total Accounts Payable	80,801.06	76,705.77	115,109.86	-34,308.80	-29.8%
Other Current Liabilities					
2011 · Vacation Accrual	224,088.63	224,088.63	207,119.34	16,969.29	8.2%
2010 · Accrued Liabilities	483,994.31	670,097.02	626,699.94	-142,705.63	-22.8%
2100 · Deferred Revenue					
2101 · Deferred Registration Fees					
2102 · Deferred Full Fee Revenue	4,157,720.45	5,534,950.00	4,136,636.25	21,084.20	0.5%
2103 · Pro-Rated Fee Revenue	77,198.60	22,853.66	28,546.77	48,651.83	170.4%
2107 · Deferred Reg Com Exemption Fee	29,600.00	0.00	0.00	29,600.00	100.0%
Total 2101 · Deferred Registration Fees	4,264,519.05	5,557,803.66	4,165,183.02	99,336.03	2.4%
2110 · Banked refunds	45,917.23	46,218.75	31,989.38	13,927.85	43.5%
2100 · Deferred Revenue - Other	0.00	60,000.00	0.00	0.00	0.0%
Total 2100 · Deferred Revenue	4,310,436.28	5,664,022.41	4,197,172.40	113,263.88	2.7%
Total Other Current Liabilities	5,018,519.22	6,558,208.06	5,030,991.68	-12,472.46	-0.3%
Total Current Liabilities	5,099,320.28	6,634,913.83	5,146,101.54	-46,781.26	-0.9%
Long Term Liabilities					
2125 · Deferred Rent - Tenant Incentiv	131,018.91	137,795.74	164,903.06	-33,884.15	-20.6%
Total Long Term Liabilities	131,018.91	137,795.74	164,903.06	-33,884.15	-20.6%
Total Liabilities	5,230,339.19	6,772,709.57	5,311,004.60	-80,665.41	-1.5%
Equity					
3000 · Unrestricted Net Assets	4,417,053.73	4,417,053.73	4,703,296.47	-286,242.74	-6.1%
3001 · Invested in Capital Assets	536,198.47	536,198.47	506,609.00	29,589.47	5.8%
3010 · Restricted Reserves					
3011 · Contingency Reserve / C&D	1,000,000.00	1,000,000.00	1,000,000.00	0.00	0.0%
3012 · Fee Stab / Sex Abuse Therapy	100,000.00	100,000.00	100,000.00	0.00	0.0%
Total 3010 · Restricted Reserves	1,100,000.00	1,100,000.00	1,100,000.00	0.00	0.0%
3900 · Retained Earnings	0.00	256,653.27	0.00	0.00	0.0%
Net Income	-16,218.07	-256,653.27	111,157.20	-127,375.27	-114.6%
Total Equity	6,037,034.13	6,053,252.20	6,421,062.67	-384,028.54	-6.0%
TOTAL LIABILITIES & EQUITY	11,267,373.32	12,825,961.77	11,732,067.27	-464,693.95	-4.0%

College of Physiotherapists of Ontario
Statement of Cash Flows Prev Year Comparison
April through June 2022

	Apr - Jun 22	Apr - Jun 21	\$ Change	% Change
OPERATING ACTIVITIES				
Net Income	-16,218.07	111,157.20	-127,375.27	-114.6%
Adjustments to reconcile Net Income to net cash provided by operations:				
1200 · Accounts Receivable	-3,102.03	-2,760.70	-341.33	-12.4%
1200 · Accounts Receivable:1207 · Employer Health Tax Receivable	5,343.25	0.00	5,343.25	100.0%
1206 · Accrued Receivable	17,600.00	-7,541.68	25,141.68	333.4%
1201 · Allowance for Doubtful Accounts	5,742.50	5,588.73	153.77	2.8%
1400 · Prepaid Expenses:1401 · Prepaid Software	-6,921.93	9,916.48	-16,838.41	-169.8%
1400 · Prepaid Expenses:1403 · Prepaid IT services	-39,561.22	26,549.99	-66,111.21	-249.0%
1400 · Prepaid Expenses:1405 · Prepaid Insurance	-387.45	-1,695.60	1,308.15	77.2%
1400 · Prepaid Expenses:1406 · Prepaid Membership	-107,635.89	53,168.19	-160,804.08	-302.4%
1400 · Prepaid Expenses:1410 · Prepaid meetings	0.00	-4,802.50	4,802.50	100.0%
2000 · Accounts Payable	4,095.29	66,243.52	-62,148.23	-93.8%
2010 · Accrued Liabilities	-186,102.71	-237,490.64	51,387.93	21.6%
2100 · Deferred Revenue	-60,000.00	0.00	-60,000.00	-100.0%
2100 · Deferred Revenue:2101 · Deferred Registration Fees:2102 · Deferre...	-1,377,229.55	-1,368,988.75	-8,240.80	-0.6%
2100 · Deferred Revenue:2101 · Deferred Registration Fees:2103 · Pro-Rat...	54,344.94	17,470.02	36,874.92	211.1%
2100 · Deferred Revenue:2101 · Deferred Registration Fees:2107 · Deferre...	29,600.00	0.00	29,600.00	100.0%
2100 · Deferred Revenue:2110 · Banked refunds	-301.52	3,769.07	-4,070.59	-108.0%
Net cash provided by Operating Activities	-1,680,734.39	-1,329,416.67	-351,317.72	-26.4%
INVESTING ACTIVITIES				
1301 · Computer equipment	-39,281.09	0.00	-39,281.09	-100.0%
1305 · Computer equipment - Acc dep	6,871.45	5,208.35	1,663.10	31.9%
1306 · Computer Software - Acc Dep	9,228.33	9,228.33	0.00	0.0%
1312 · Furniture & Equipment -Acc Dep	7,096.42	17,073.17	-9,976.75	-58.4%
1322 · Leasehold Improvments -Acc dep	20,070.88	20,070.88	0.00	0.0%
Net cash provided by Investing Activities	3,985.99	51,580.73	-47,594.74	-92.3%
FINANCING ACTIVITIES				
2125 · Deferred Rent - Tenant Incentiv	-6,776.83	0.00	-6,776.83	-100.0%
Net cash provided by Financing Activities	-6,776.83	0.00	-6,776.83	-100.0%
Net cash increase for period	-1,683,525.23	-1,277,835.94	-405,689.29	-31.8%
Cash at beginning of period	12,208,127.19	12,105,741.34	102,385.85	0.9%
Cash at end of period	10,524,601.96	10,827,905.40	-303,303.44	-2.8%

Agenda # 11

Member's Motion/s



COLLEGE OF
PHYSIOTHERAPISTS
of ONTARIO

ORDRE DES
PHYSIOTHÉRAPEUTES
de l'ONTARIO

Motion No.: 12.0

Council Meeting
September 23, 2022

Agenda # 12: Motion to go *in camera* pursuant to section 7(2)(d) of the *Health Professions Procedural Code*

It is moved by

and seconded by

that:

Council move to an *in camera* discussion pursuant to section 7(2)(d) of the *Health Professions Procedural Code* where for personnel matters or property acquisitions will be discussed