



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Meeting of the College Council  
2019.02**

**Date: June 21, 2018**

**Time: 9:00AM – 4:00PM**

**Location: 110 Eglinton Ave West, Suite 300  
Toronto, Ontario**



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**COUNCIL MEETING AGENDA**

2019.02

June 21, 2019

9:00 AM to 4:00 PM

| Agenda Item | Topic   | Action             | Page #    | Strategic Direction* |
|-------------|---|--------------------|-----------|----------------------|
| <b>.00</b>  | <b>CALL TO ORDER</b>  |                    |           |                      |
| .00a        | Welcome of New Members  |                    | --        | --                   |
| .00b        | Election of the Executive Committee and Officers  | <b>Decision</b>    | <b>4</b>  | <b>M8/M9</b>         |
| .00c        | Regulatory Governance: Best Practices and Recent Trends – SML Law Webinar                           | <b>Information</b> | <b>13</b> | <b>M9</b>            |
| <b>.01</b>  | <b>APPROVAL OF AGENDA &amp; MINUTES</b>   |                    |           |                      |
| .01a        | Review & Approval of Agenda   | <b>Decision</b>    | <b>2</b>  |                      |
| .01b        | Declarations of Conflicts of Interests  | <b>Discussion</b>  | --        | <b>M8</b>            |
| .01c        | Review & Approval of Minutes - Council Meeting 2019.01 March 29, 2019                               | <b>Decision</b>    | <b>19</b> |                      |
|             | Review & Approval of <b>IN CAMERA</b> <sup>1</sup> Minutes - Council Meeting 2019.01 March 29, 2019 | <b>Decision</b>    | --        |                      |
| .01d        | Review of Action List   | <b>Discussion</b>  | <b>27</b> |                      |
| <b>.02</b>  | <b>CONSENT AGENDA ITEMS</b>   |                    |           |                      |
|             |   | <b>Information</b> |           |                      |
| .02a        | President's & Executive Committee Report  |                    | <b>29</b> |                      |
| .02b        | Registrar's & Executive Director's Report   |                    | <b>31</b> |                      |
| .02c        | Staff Presentations   |                    | <b>35</b> |                      |
| .02d        | Committee Reports   | --                 | --        |                      |
|             | (1) Discipline Committee  |                    | <b>36</b> |                      |
|             | (2) Quality Assurance Committee   |                    | <b>38</b> |                      |
|             | (3) Client Relations Committee  |                    | <b>40</b> |                      |
|             | (4) Fitness to Practice Committee   |                    | <b>41</b> |                      |
|             | (5) Finance & Audit Committee Report  |                    | <b>42</b> |                      |
| <b>.03</b>  | <b>POLICY ISSUES</b>  |                    |           |                      |
| .03a        | Practice in Ontario by Practitioners from other North American Jurisdictions                        | <b>Decision</b>    | <b>45</b> | <b>M6/M7</b>         |
| .03b        | By-18: Fees   | <b>Decision</b>    | <b>49</b> | <b>M8</b>            |
| .03c        | <i>Policy II-5(iii) Continuing Professional Development Program Audit and Audit Selection</i>       | <b>Decision</b>    | <b>52</b> | <b>M3</b>            |
| .03d        | Travel Time for Council and Committee Members   | <b>Decision</b>    | <b>55</b> | <b>M8</b>            |
| .03e        | Public Use of Title Consultation - Update   | <b>Discussion</b>  | <b>61</b> | <b>M4</b>            |

<sup>1</sup> Materials Not Included in Public Package – Personnel Matter

|            |   |                    |           |            |
|------------|---|--------------------|-----------|------------|
| <b>.04</b> | <b>BUSINESS ISSUES</b>  |                    |           |            |
| .04a       | Registration Committee Quarterly Report   | <b>Information</b> | <b>62</b> | <b>--</b>  |
| .04b       | Inquiries, Complaints and Reports Committee Quarterly Report  | <b>Information</b> | <b>65</b> | <b>--</b>  |
| .04c       | Committee Audits 2018-2019 – Update Oral Report   | <b>Information</b> | <b>--</b> | <b>M9</b>  |
| .04d       | Committee Audits 2019-2020  | <b>Decision</b>    | <b>68</b> | <b>M9</b>  |
| .04e       | Appointment of Signing Officers   | <b>Decision</b>    | <b>70</b> | <b>M9</b>  |
| <b>.05</b> | <b>STRATEGIC ISSUES</b>   |                    |           |            |
| .05a       | Strategic Direction Implementation: Chart Update  | <b>Discussion</b>  | <b>71</b> | <b>All</b> |
| <b>.06</b> | <b>OTHER BUSINESS</b>   |                    |           |            |
| 06a        | Next Council Meeting: <ul style="list-style-type: none"> <li>• September 26 – Council Training Day</li> <li>• September 27 – Council Meeting</li> </ul> | <b>Information</b> | <b>--</b> | <b>--</b>  |
| .06b       | Proposed Council Meeting: <ul style="list-style-type: none"> <li>• December 13, 2019</li> </ul>   | <b>Decision</b>    | <b>--</b> | <b>--</b>  |
| <b>.07</b> | <b>ADJOURNMENT</b>  |                    |           |            |

\*In accomplishing our Mission, the College promotes excellence in the practice of psychology by:

- M1 - *Enforcing standards fairly and effectively through: Developing, establishing and maintaining standards of qualifications for individuals seeking registration,*
- M2 - *Enforcing standards fairly and effectively through: Developing, establishing and maintaining standards of practice and professional ethics for all members,*
- M3 - *Enforcing standards fairly and effectively through: Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members;*
- M4 - *Communicating clearly and effectively with stakeholders, particularly applicants, members and the public;*
- M5 - *Supporting and assisting members to meet high standards;*
- M6 - *Responding to changing needs in new and emerging practice areas;*
- M7 - *Collaborating in shaping the regulatory environment;*
- M8 - *Acting in a responsibly transparent manner; and,*
- M9 - *Advancing the Council's governance practices.*



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council**

**Executive Committee Elections 2019 - 2020**

**Strategic Direction Reflection**

*Acting in a responsibly transparent manner; Advancing the Council's governance practices.*

**Procedure**

*By-law 4: Election of Members of the Executive Committee* outlines the election procedure to be followed at the beginning of the first meeting of the new fiscal year. According to the policy:

- 4.7 Only, if there is no candidate for a position, members of Council may indicate their willingness to run at the first meeting of Council following the annual election.
- 4.8 At the first meeting of Council after the annual election as prescribed in the By-laws, the Council shall elect from among the members of Council an Executive Committee in accordance with the By-laws.
- 4.9 The Executive Committee members elected in accordance with 4.8 will hold office until the first meeting of Council after the annual elections the following year.
- 4.10 The Registrar shall be responsible for supervising and administering all elections of the College.
- 4.11 Prior to the balloting, each candidate for office will answer questions from other Council members for a maximum of ten (10) minutes.
- 4.12 The order for the elections to the Executive Committee will be: President, Vice-President, Member of the College, Public Member of Council. Unsuccessful candidates in an election, who have indicated their interest in candidacy for other Executive Committee positions as per 4.3 and 4.4, will be included in subsequent elections unless they choose to withdraw their name.
- 4.13 The election of the members of the Executive Committee shall be by secret ballot and, where more than two members of Council are running for any position, the member of Council who receives the lowest number of votes on each ballot shall be deleted from candidacy unless one member of Council receives a majority of the votes cast. This procedure shall be followed until one member of Council receives a majority of the votes cast.
- 4.14 The ballots will be counted by the Registrar and a member of Council not seeking election to office.

**Executive Committee Composition**

*By-law 21: Committee Composition* requires that:

- 21.1 (1) The Executive Committee shall be composed of:
  - (a) four members of the Council who are members of the College;
  - (b) both titles shall be represented among the members in section (a); and,
  - (c) two members of the Council appointed to the Council by the Lieutenant Governor in Council.

**Candidates for Positions**

President: Michael Grand  
 Vice President: Janice Currie  
 Member of the College: Christine DiZazzo

Denise Milovan  
Philip Ricciardi  
Public Member of Council: Judy Cohen  
William Middleton

As required by *By-law 4: Election of Members of the Executive Committee* each candidate has provided a biographical statement and candidate statement. These are attached.

**Attachments**

Biographical Statement and Candidate Statements (presented alphabetically)

- Judy Cohen
- Janice Currie
- Christine DiZazzo
- Michael Grand
- Denise Milovan
- Philip Ricciardi
- William Middleton

**Contact for Questions**

Dr. Rick Morris, Registrar & Executive Director



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Executive Committee Statement of Interest**

Judy Cohen, Public Member

**Candidate Statement:**

I value the importance that the College Council assigns to the public interest in decision making and would welcome your support in allowing me, as representing the public, to contribute at the Executive Committee level.

I have been on Council for 8 years and have participated actively both at Council and at Committee meetings. During this time, other than Fitness to Practice, I have been on every Statutory Committee. I have been a public member at the orals and presently I attend the Jurisprudence Committee meetings as a public member.

**Biography:**

My career was in education, both as a teacher and as a Vice-Principal. After retiring, I trained in ADR at Stitt Feld Handy and then volunteered at Conflict Mediation Services of Downsview (CMSD) Restorative Justice where I received additional training in Victim Offender Dialogue and Mediation. I have taken many additional training courses including one on Family Mediation Skills plus Screening for Domestic Violence. In 2010 I became a Qualified Mediator (Q Med) with the ADR Institute of Canada. I have done workplace mediations for Morneau Shepell.

In 2005, I was appointed as a Public Member to the Healing Arts Radiation Protection Commission (HARP) in the Ministry of Health and Long Term Care. I worked for few years in the position of Complaints Officer at the College of Chiropractors of Ontario.

Over the years, have actively volunteered in the community: for the CNIB "Talking Books" as a reader and monitor; at the Na Me Res annual Pow Wow; ALS Walkathon and various B'nai Brith initiatives. Presently, I volunteer weekly at Sunnybrook Hospital and I am an active volunteer mediator with St. Stephen's Community House.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Executive Committee Statement of Interest**

Janice Currie, PhD, C.Psych, Vice – President or Professional Member

**Brief Biography:**

I love the practice of psychology and I have been involved in the field in a variety of settings and roles over the course of my 37 year career. Initially, I trained at the University of Toronto (Bachelor's degree) and obtained my Master's and Ph.D. at the University of Waterloo. I developed my passion for Clinical Neuropsychology and School Psychology during those years. I started my career at the Hospital for Sick Children on a postdoc, and then moved to what is now a part of the Toronto District School Board as a field Psychologist. Over the years, I have moved through both field and administrative positions at the TDSB. I left there in 2008 and took on a brief role as the Vice President of Counselling for Kid's Help Phone. Currently, I am back practicing as a field Psychologist with the Durham Catholic District School Board.

During my career, I have represented the profession through my appointments to the Minister's Advisory Council for Special Education (Ministry of Education) and through serving as an elected representative on College Council. During my years on Council, I have had the opportunity to participate on a number of Committees, such as the Executive Committee (I was Vice President of the College for one year), Discipline and Quality Assurance. Most recently, I have served on the Inquiries, Complaints and Reports Committee, the Discipline Committee (chair), and the Client Relations Committee. As well, I have participated as a member of the examining teams for the College Oral Examinations. I certainly have appreciated the various opportunities I have had to bring my experiences as a Psychologist to help shape policies at the College that ultimately affect the way we practice in this province.

**Candidate's Statement:**

As a member of Council, I have had the opportunity to discuss and offer opinions about the current issues impacting the profession brought to Council. This year, I would like to put my name forward to serve as Vice President on the Executive Committee, and if I am not successful in that candidacy, then as a Member-at-Large on the Executive. Having previously served terms on both Council and the Executive Committee, I understand and respect the roles of the Executive Committee members to guide the functioning of the College. In the role of Vice President (or Member-at-Large) on the Executive Committee, I would have the opportunity to contribute my fresh perspective and ideas from my work as a practicing psychologist, informed by my previous experiences on the Council, the Executive Committee and other College committees. I also consider myself to be an informed and clear-thinker, who listens carefully to all sides of an argument and then tries to develop a path that incorporates the best of the ideas, while maintaining the integrity of the participants; ultimately, though, the goal is to recommend the best path for the College to ensure the protection of the public interest. I look forward to continuing to bring my leadership strengths in service of the profession and the public through my involvement with the College Council, and if selected, on the Executive Committee.

Sincerely,  
Janice Currie



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Executive Committee Statement of Interest**

Christine M. DiZazzo, M.Ps., C.Psych.Assoc., Professional Member

I have been a member of the College Council and of the Executive, Discipline and Client Relations Committees as a professional member for two years. With this College involvement, I hope to be able to make a contribution to the profession, as well as highlighting the skills that PAs have to offer.

I became a Psychological Associate in December 1996. As a Psychological Associate I worked for school boards in Ontario for many years (prior to registration I worked for the former Stormont Dundas and Glengarry Board as a Psychometrist, and then for the Ottawa Carleton District School Board as a psychoeducational consultant and then as a PA). From 2007 to 2018, I was in private practice.

In both public and private settings I was always acutely aware of the difficulties experienced by members of the public in accessing qualified and regulated mental health professionals in a timely way. This has been particularly true for children and youth, a population that is chronically under-served. I feel strongly about ensuring that school-aged children have access to timely assessment and psychotherapeutic services that will promote success for them first in their academic careers and, then to meet the challenges that they will face throughout their lives. Similarly, through a lifespan perspective, I recognize the necessity of having robust mental health services as these individuals transition into adulthood and then later life.

This strong belief has led me into many advocacy roles. When I worked for the OCDSB I was an active member of my union, the Ontario Secondary School Federation, and became involved with parent advocacy groups in order to promote professional services. As a PA, I have been a member of OAPA since its founding and prior to election to Council was a member of its Executive Board. I am proud to have served and done my small part for advancing the concerns of Masters+Apprenticeship psychological professionals as well as advocating for the provision of services to meet the needs of students by competent professionals.

We stand at an interesting point in our profession. Aware as we are of the serious mental health needs of our population, we find that there is a limited pool of individuals with the necessary training to meet their needs. Most school boards and even most private practitioners have long waiting lists for psychological assessments and treatments. Ensuring that the public has access to well-trained individuals to meet these needs has always been a priority of mine. It is my belief that all psychological professionals in Ontario need to make common cause to ensure the availability of quality psychological supports and I look forward to continuing to facilitate that cause at the regulatory level.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Executive Committee Statement of Interest**

Michael Grand, PhD, C.Psych, President

I have been a member of the College of Psychologists since 1978. I am registered to practice clinical and counseling psychology with adolescents, adults and families. In 2015, I joined the Council as one of the academic members, having been the DCT for over 30 years of the Clinical Child and Adolescent Psychology graduate training program at the University of Guelph. I now hold the rank of Professor Emeritus.

While serving on Council, I have been on the Registration Committee for four years, the last two as co-chair. I have been on the Executive Committee for two years, the Nominations and Leadership and the Discipline Committees (chairing three panels) for four years and served a one-year term on the Fitness to Practice Committee.

The decision to run for President of the Council has not been an easy one. The Council has gone through a turbulent year as we have wrestled with the decision to change the use of title. Quickly, sides were drawn up on Council and amongst the membership. If I am elected, I will do my best to ensure that we stay focused on our mandate of public protection while, at the same time, striving to maintain respectful dialogue as we move toward a final decision.

My second goal is to have the Registration Committee bring to Council their review of our registration procedure. The Committee believes that the current guidelines do not fully reflect the new realities of the profession as it is being taught and as it is practiced. This review will have important implications for our future. I am pleased that we will take a proactive stance as we again address our mandate.

The third focus that I would bring to Council is the need for more effective communication with both our members and the public at large. Recently, when we sought input, unnecessary concern was generated by the way our message was framed. Our intent was appropriate, but our implementation missed the mark. Members must know that when we ask for feedback, we are truly open to what they have to say. Without this being clear, cynicism and ill will likely follow. My goal is that all of us will more actively engage in shaping the way Council communicates with its members and the public.

The Council has much work ahead of us. We can expect changes in the legislative landscape that will profoundly affect the registration and practice of Professional Psychology. As we address these issues, I will do my best to make the Council's experience meaningful, respectful and collaborative.

Michael Grand, Ph.D., C.Psych.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Executive Committee Statement of Interest**

Denise Milovan, Ph.D., C. Psych, Professional Member

Expression of Interest

I would like to put forth my name for consideration to serve as a professional member on the executive committee.

I passionately believe in the College's mission to protect the public. As such, I will actively seek to ensure that we do not lose sight of our responsibility to maintain excellence in our profession. If voted-in, I will do my very best to promote ways to achieve an increased standing of Psychology in our province. I will advocate for the adoption of evidence-based, fully-deliberative processes to help us arrive to well-informed and action-based decisions that may then be implemented with speed and efficiency. Ontarians deserve the services of a self-regulating profession that is not content to follow but would rather be the leader of what mental health care should look like today and tomorrow.

Biographical Statement

I received my graduate training in clinical neuropsychology in the province of Quebec in 2006 followed by a more recent MSc in clinical psychopharmacology in 2016. I became member of the College of Psychologists of Ontario in 2011.

As a scientist-practitioner, I seek to combine the delivery of clinical services with applied research projects with a focus on the investigation of the neurocognitive abilities of patients diagnosed with neurologic conditions, as well as the investigation of cognitive and behavioural effects of pre-marketed drugs acting on the central nervous system.

In my clinical role working in practice private and the public sector (Toronto Rehab Institute), I consult and complete psychological, neuropsychological, and psycho-educational assessments with clients across the age span. I also provide rehabilitative and psychological interventions to adults diagnosed with acquired brain injuries to address their emergent or chronic cognitive and psycho-affective difficulties.

In addition to clinical responsibilities, as part of my scientific oversight of early-phase clinical trials investigating the risk of abuse or dependence of new drugs, I interact regularly with various regulatory bodies including Health Canada, Ethics Boards, Food and Drug Administration (FDA), and European Medicines Agency (EMA). As such, I write peer-reviewed articles and regularly present at various clinical psychopharmacology and neurology conferences.

I am completing my 4<sup>th</sup> year as a professional member on the Council of the College of Psychologists of Ontario and have served on the Client Relations, Nominations and Leadership Development, Fitness to Practice, and Registration Committees. In addition, I also have been an examiner at the College's Oral Exams. Should I be elected, I believe that my experiences on the various other College committees have prepared me well to serve as a constructive and effective member on the executive committee.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Executive Committee Statement of Interest**

Philip W. R. Ricciardi, Ph.D., C. Psych, Professional Member

I have been a registered Psychologist for 32 years; a past Supervisor of Psychological & Speech/Language Services for a midsized school board, clinical co-ordinator and program manger at a children's mental health centre serving over 1500 families on an annual basis for 16 years; I have provided expert testimony in cases of child welfare and protection, in superior court, family court, and criminal court; and I have participated in various committees addressing the needs of sexual abuse survivors and sex offenders. Throughout my time as a registered psychologist I have maintained a clinical practice. I have acted as an oral examiner for the College of Psychologist for over 20 years and I am currently a member of the Registration Committee of the College.

At the present time, I am in full time clinical practice in which I provide counselling and therapy services to children and adolescents, conducts court ordered *YCJA* assessments, parenting capacity assessments, and custody and access assessments. I am an Adjunct Associate Professor in the Department of Psychology at the University of Windsor and teaches at the graduate and undergraduate levels. I am also a Research Scientist with the OZAD Institute of Hotel Dieu Grace Healthcare.

Although a just newly elected member to the Council of the College of Psychologists, I wish to put my name forward as a member of the Executive Committee of the Council. As noted in my position statement when I ran successfully for the District 2 Council seat, I believe the profession of psychology in Ontario is at a **critical** juncture at this time and as a Psychologist who has been registered with the College of Psychologists of Ontario (CPO) for 32 years, I wish to be an active part of the decision making relating to the discussions regarding the regulation of our profession. I believe my depth and breadth of experience can bring another perspective to the decision-making process. I also believe my managerial experience in mental health and education has provided me a realistic appreciation for budgetary and/or political issues and constraints and that I can bring these skills to the decision-making processes at the College.

As a member of the Registration Committee I have come to greatly appreciate our responsibility, obligation, and duty to protect the public and to ensure that the members we recommend for autonomous practice "will do no harm". I think this is at the core and essence of our profession and is certainly the responsibility of the Council members. Ensuring the public safety goes beyond those newly graduated Ph.D.'s and those Master's level colleagues qualifying for registration at the level of Psychological Associate, but to all current and future members within our College. It is through my involvement on the Council and its various committees that I hope to make a continuing contribution to the goals of our profession.

Philip W. R. Ricciardi, Ph.D., C. Psych.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Executive Committee Statement of Interest**

William Middleton, Public Member

**Expression of Interest to sit on the Executive Committee:**

I have had a diverse business and legal career and look forward to an opportunity to contribute to the Council and the College by serving on the executive committee as one of its public members.

**Biographical Statement:**

William is a former 4-time General Counsel for a number of Canadian private and public companies in both the technology sector and in the retail/wholesale/manufacturing apparel sector. He has also held senior business executive / operational roles in those sectors as well as with a large Canadian insurance / financial services corporation. Prior to that, he started his career as a litigator with a large national law firm based in Toronto – Borden Ladner Gervais and later worked with another large firm, Miller Thomson, for most of two years before moving to Ottawa in a corporate legal executive role.

William serves as a director on two other non-profit corporations primarily centred in Ottawa and chairs the Governance committee and is a member of the Finance committee on both: Unity Housing Corporation and the Canadian Automobile Association, North and Eastern Ontario (CAA-NEO). William has also served on the boards of three public companies in the past. He was appointed as a public member of the Council of the College in April, 2019.

Currently, William operates General Counsel Services, a senior general counsel service for business and other organizations in Ontario, and acts a consultant in IP licensing matters in both Canada and the USA. He is also on the roster panel for the law firm McCarthy Tetrault's *MT>Align* contract lawyer service and for CEO Law Canada's contract lawyer organization.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
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**Briefing Note – June 2019 Council Meeting**

*Regulatory Governance: Best Practices and Recent Trends – SML Law Webinar*

**Strategic Direction Reflection**

*Advancing the Council's governance practices*

For many years, the June Council meeting, the first of the new Council, began with a *Council Orientation and Refresher*. This was a brief presentation on *Regulated Health Professions Act, 1991 (RHPA)*, the duties and mandate of the College and an overview of College functioning. For the past couple of years, this 'refresher' was dispensed with, as it was viewed to be redundant both with the new Council member orientation held the evening before the meeting and with the familiarity of returning Council members with the topic.

Recently, there has been increased governmental interest in: how the Colleges regulate the professions; the way in which Colleges uphold its public protection mandate; and, recommendations for regulatory change coming out of the work of Sir Harry Cayton. In response to this, many Colleges have undertaken a review of their governance model, most notable the College of Nurses of Ontario and their publication, *Vision 2020*.

In early May 2019, Julia Macuira and Rebecca Durcan from the law firm of Steinecke Maciura Leblanc (SML) offered a webinar entitled *Regulatory Governance: Best Practices and Recent Trends*. This 40 minute webinar provided "a comprehensive overview of the best practices for effective Council and Board governance, as well as highlight some of the recent trends in governance reform" which included an introduction to the work and recommendations of Sir Cayton. One can find an overview of this recent work in the attached article, "The Cayton Report: The Wolf Finally Arrives". In viewing the webinar, I thought it contained a number of important "Best Practices" and certainly some very interesting and important "Recent Trends" with respect to regulatory governance. Given this, I thought the webinar would be a very useful and informative way to begin the new Council year.

**Attachments**

- *The Cayton Report: The Wolf Finally Arrives*

**Prepared by**

Rick Morris, Ph.D., C.Psych., Registrar & Executive Director

# Grey Areas

A COMMENTARY ON LEGAL ISSUES AFFECTING PROFESSIONAL REGULATION

## The Cayton Report: The Wolf Finally Arrives

by Rebecca Durcan  
May 2019 - No. 236

For years observers have been saying that regulators of professions are under intense scrutiny and unless they regained public confidence then self-regulation without systematic oversight would end in Canada. Over time it has become easier to ignore these pleas as self-regulation continued to muddle along, but no longer. While the analogy to the little boy who cried wolf is imperfect (no one would call the author of the report or his agency's ideas "wolves"), the concept of snubbing previous warnings and subsequently facing real consequences is relevant.

On April 11, 2019, the long awaited report of the Professional Standards Authority (PSA) (headed at the time it was written by Harry Cayton) on the Inquiry into the College of Dental Surgeons of British Columbia was released. On the same day the Minister of Health gave the College thirty days to deliver an implementation plan for the recommendations directed at it. The Minister also announced that he has set up a steering committee to examine the recommendations related to the oversight of all regulated health professions.

### Governance

Some of the key observations in the report about governance include the following:

- Boards should focus on three things:

- ensuring the College complies with its mandate and the law
- setting strategy and monitoring performance and
- holding the registrar and chief executive to account for delivery.
- Boards should dispense with formal rules of procedure (e.g., motions and votes) and, with rare exceptions, operate through consensus.
- Secret ballots have no place in a public body.
- Secret meetings (in the absence of staff) should be extremely rare and require centrally maintained minutes.
- The Board should partner with staff to achieve the organization's mandate; staff do not just administratively implement Board directions.
- Dysfunction in an organization occurs when Board members and staff no longer respect and trust each other.

The report's recommendations include:

- Candidates for selection to the Board from within the profession should be required to participate in an "induction programme" before being chosen.
- Officers or representatives from the professional association or similar bodies should have a three-year cooling off period before they can serve with the regulator.
- The governance committee should be abolished and Board officers should not attend audit committee meetings unless invited.
- Board members should not procure goods or services directly. Procurement should be through staff pursuant to appropriate policies.
- "The Board must stop seeing itself as the College and recognise that its role is to govern

#### FOR MORE INFORMATION

This newsletter is published by Steinecke Maciura LeBlanc, a law firm practising in the field of professional regulation. If you are not receiving a copy and would like one, please contact: Richard Steinecke, Steinecke Maciura LeBlanc, 401 Bay Street, Suite 2308, P.O. Box 23, Toronto, ON M5H 2Y4, Tel: 416-626-6897 Fax: 416-593-7867, E-Mail: [info@sml-law.com](mailto:info@sml-law.com)

#### WANT TO REPRINT AN ARTICLE

A number of readers have asked to reprint articles in their own newsletters. Our policy is that readers may reprint an article as long as credit is given to both the newsletter and the firm. Please send us a copy of the issue of the newsletter which contains a reprint from Grey Areas.

# Grey Areas

## A COMMENTARY ON LEGAL ISSUES AFFECTING PROFESSIONAL REGULATION

the College and oversee its performance but that the College is run and managed by its professional staff.”

### Measuring Regulatory Performance

The report assessed the performance of the College according to the criteria that the PSA uses for the bodies it oversees. The following areas were found to have not met the standard:

- Standards of practice do not identify mandatory expectations upon practitioners and are unclear in some areas.
- There is not a systematic and accountable process for identifying and developing new or revised standards.
- Standards are not clearly worded nor are they effectively communicated to the profession and to the public.
- Complaints are not appropriately assessed for risk and prioritized upon receipt.
- The complaints process is not transparent, fair, proportionate and focused on public protection because of its composition, and because of the excessive role of staff and because of the misuse of undertakings option.
- Complaints are not dealt with promptly with a view to preventing harm to the public while in process.
- Insufficient reasons are provided for actions taken on complaints.
- The regulator does not have an effective process for identifying, assessing, escalating and managing organizational risks.
- Board oversight does not include the effective use of key performance indicators and a corporate risk register.

- The regulator does not collect and use performance and outcomes information about patients and the public as a part of its strategic planning.
- The Board does not work cooperatively, with an appropriate understanding of its role as a governing body and members’ individual responsibilities.

### External Relationships

The report identified a broad lack of understanding of the role of the College to regulate the profession in the public interest. This was demonstrated by the election campaign statements, the perceptions of Board members from the profession and in the history of various regulatory initiatives. Examples of the regulatory initiatives of concern was the failure to implement a standard preventing dentists from treating their spouses and the challenges faced by attempts to implement an enhanced quality assurance program. The report states:

The College needs to build a different relationship with its dentist registrants: one of both mutual respect and distance. It cannot do so when its Board is elected by registrants and partially subject to their control. It is hard for it to build a new relationship with the profession when it is so closely tied financially and through personal contact and individuals to the [professional association] and other dental organisations. An independent, effective, efficient, fair and public focussed regulator is good for the dental community as a whole. It is especially good for skilled and ethical dentists who never have a complaint.

# Grey Areas

A COMMENTARY ON LEGAL ISSUES AFFECTING PROFESSIONAL REGULATION

The report stated plainly that the relationship between the regulator and the professional association was too close and strongly recommended the severing of many of those ties (e.g., the regulator cease collecting annual fees for membership in the professional association).

The report commended the affiliation of the regulator with the other health regulators in a loose umbrella organization as a model of collaboration.

The report indicated that while the regulator had regular contact with the government, one aspect of the relationship that was not working well was the appointment of public members to the Board. The criteria used in making such appointments were uncertain and there were too many vacancies.

In terms of engaging the public, the report noted a reluctance of the Board to engage with the public and the lack of a strategy to more effectively obtain the input and perspective of the very people it is mandated to protect.

## Protecting the Public

This portion of the report is perhaps the most hard-hitting. It definitively states that regulators have no advocacy role. It also says:

A concern for the well-being of dentists rather than a single-minded focus on patient safety and public protection is still a part of College culture.

After providing some quotations of statements made to the inquiry by leaders in the profession, including those working for the regulator, the report states:

I don't think these perspectives are typical but for dentists who are active in the College and dental community to express them suggests a profound misunderstanding of the purpose of professional regulation and lack of concern for the safety and well-being of patients.

The report noted that the mandate of the regulator "to serve and protect the public" was broad. The report expressed concern that the regulator was reading the mandate too broadly. The report suggests that the mandate of regulators "does not ask regulators to be responsible for public health or for access to health professionals".

The report recommends that the mandate of regulators be narrowed to read:

To protect the safety of patients, to prevent harm and promote the health and well-being of the public.

The report illustrates these concerns. One instance was the failure of the regulator to establish, as required by the legislation, a patient relations committee and a program dealing with sexual abuse. The only sexual abuse guideline developed by the regulation was permissive rather than restrictive in nature (i.e., enabling dentists to treat their spouses).

Another example provided was the failure to effectively enforce the standard related to sedation and anaesthesia. This discussion included an example where a young patient experienced permanent brain damage by a practitioner who had disregarded many of the most basic requirements yet was permitted to remain in the profession.

# Grey Areas

A COMMENTARY ON LEGAL ISSUES AFFECTING PROFESSIONAL REGULATION

## Legislative Reform

In addition to the recommendations described above some of the more significant recommendations for legislative reform for all health regulators include the following:

- Boards be reduced to twelve members, all of whom are appointed (not through the current government process) on the basis of demonstrated skills with only half being members of the profession.
- Smaller regulators should be merged into fewer, larger ones.
- A simplified complaints system with three components: triage, investigation, and adjudication.
- An expanded duty to report publicly on all operations of the regulator including complaints outcomes.
- The Review Board should be able to initiate, on its own, a review of a complaint outcome even if there is no appeal.

Longer term reforms would include:

- Having a single set of ethical rules and conduct expectations for all health professions.
- Removing adjudication of disciplinary disputes from the regulators, to be performed by an independent body.
- That same independent body would also maintain a single register of every health practitioner in the province.
- There should be a separate independent oversight body that reviews the performance of regulators, approves some of the standards

developed by them and manages the Board member selection process.

- The independent oversight body would also employ an occupational risk assessment process that would be used to recommend which professions require formal statutory regulation.

## Conclusion

In summary, the Cayton report contains a detailed review of the performance of the College of Dental Surgeons of British Columbia. It identified serious deficiencies in the governance of the regulator. It also concluded that there were gaps in the regulatory performance of the regulator in eleven areas. It commented on a number of areas for improvement in its external relationships with various groups. It concluded that the regulator was not focussed exclusively on its public interest mandate, particularly in the area of public safety.

The report makes a number of sweeping short term and long term proposals for regulatory reform for all health professional regulators. These include a completely appointed Board of twelve people, half of whom are public members, merging regulators, separating out the adjudication of discipline matters and the operation of a single public register, and the creation of an oversight agency that would review and report on the regulatory performance of the regulators.

This report is broadly consistent with recent developments in British Columbia, and other provinces including Ontario and Nova Scotia and the regulatory regime that has existed in Quebec for many years.

# Grey Areas

A COMMENTARY ON LEGAL ISSUES AFFECTING PROFESSIONAL REGULATION

The Cayton Report can be found at:

<https://www2.gov.bc.ca/assets/gov/health/practitioner-pro/professional-regulation/cayton-report-college-of-dental-surgeons-2018.pdf>.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**COUNCIL MEETING  
2019.01  
March 29, 2019**

**Present:**

|  |                                      |
|--|--------------------------------------|
| Lynette Eulette, Ph.D., C.Psych., President      | Jaffar Mohammad Hayat, Public Member |
| Elizabeth Levin, Ph.D., C.Psych., Vice-President | Emad Hussain, Public Member          |
| Kristin Bisbee, Public Member                    | Marilyn Keyes, Ph.D., C.Psych.       |
| Judy Cohen, Public Member                        | Denise Milovan, Ph.D., C.Psych.      |
| Janice Currie, Ph.D., C.Psych.,                  | Melanie Morrow, M.A., C.Psych.Assoc. |
| Dorothy Cotton, Ph.D., C.Psych.                  | Patricia Minnes, Ph.D., C.Psych.     |
| Christine DiZazzo, M.Ps., C.Psych.Assoc.         | Marjory Phillips, Ph.D., C.Psych.    |
| Michael Grand, Ph.D., C.Psych.                   | Cory Richman, Public Member          |

**Guests:**

Mr. Doug Ross, MOHLTC

**Staff:**

Rick Morris, Ph.D., C.Psych., Registrar & Executive Director  
 Barry Gang, MBA, Dip.C.S., C.Psych.Assoc., Deputy Registrar / Director, Professional Affairs  
 Zimra Yetnikoff, Director, Investigations & Hearings  
 Lesia Mackanyn, Director, Registration  
 Stephanie Morton, Manager: Administration  
 Caitlin O'Kelly, Administrative Assistant: Office of the Registrar, Recorder

**2019.01.00 Call to Order**

The President called the meeting to order at 9:02AM. The President welcomed Dr. Marjory Phillips to Council. Dr. Phillips was appointed to one of the academic position by the Executive Committee in March.

**2019.01.01 Approval of the Agenda and Minutes**

**.01a Approval of Agenda**

The following changes were made to the agenda:

Added:

.06b – Practice Areas - Discussion

**It was MOVED Levin**

**That the agenda be approved as amended.**

**CARRIED**

**.01b Declarations of Conflicts of Interests**

There were no declarations of conflict made.

47 **.01c Minutes Council Meeting 2018.04 on December 14, 2018**

---

48  
 49 **It was MOVED Hussain**  
 50 **That the minutes from the Council Meeting 2018.04 of December 14, 2018 be approved as presented.**  
 51 **CARRIED**

52  
 53 **.01e Review of Action List**

---

54 The Council reviewed the Action List from the minutes of the previous meeting and noted items that  
 55 were completed, outstanding or on the agenda at this meeting.  
 56

57 **2019.01.02 Consent Agenda**

58  
 59 The consent agenda was received.  
 60

61 **2019.01.03 Policy Issues**

62  
 63 **.03a School Psychology Definition**

---

64 The practice area of School Psychology was recognized by the College in 1994 along with other practice  
 65 areas when the *Psychology Act, 1991* came into force. The definitions of practice areas are approved by  
 66 the College Council with the current definition of School Psychology approved in March 2004. It was  
 67 suggested that the changes being proposed could affect those applying for registration as well as  
 68 current members looking to expand their areas of practice. Council reviewed a Briefing Note and the  
 69 tracked changes version of the amended definition of School Psychology.  
 70

71 Council agreed on one change to the wording to be more consistent with the Ministries language.

72 From: "Knowledge of exceptional students and Ontario's current classification and definitions of  
 73 exceptionalities;"

74 To: "Knowledge of exceptional students and Ontario's current categories and definitions of  
 75 exceptionalities;"  
 76

77 Council discussed the differences between the areas of practice School Psychology and Clinical  
 78 Psychology. One of the important components for school psychology is the knowledge and experience in  
 79 a school environment. It was noted that having School Psychology as a separate definition from Clinical  
 80 Psychology ensures public protection that those working in school settings have the proper  
 81 competencies to work in school settings.  
 82

83 **It was MOVED Currie**

84 **That the proposed changes to the definition of the practice area of School Psychology be as amended**  
 85 **with a change to one section:**

86 **From: "Knowledge of exceptional students and Ontario's current classification and definitions of**  
 87 **exceptionalities;"**

88 **To: "Knowledge of exceptional students and Ontario's current categories and definitions of**  
 89 **exceptionalities;"**

**3 Abstained**  
**CARRIED**

90  
 91  
 92

**Action Item Staff:**

Amend the definition of the practice area of *School Psychology* as per the motion.

**.03b Policy I-1: Policy Development and Maintenance**

The current policy places the responsibility for policy review and maintenance with the Client Relations Committee (CRC). This policy was drafted in 2007 and has not been substantially revised since that time. Experience over the past decade has shown that involving the CRC does not add value but has appeared to be an unnecessary step in the process. On a practical level, the need for a new policy is initiated by the relevant Committee which prepares a draft for review by the Executive and Council. Amendments to policies have followed the same path. This appears to be appropriate as it is the relevant Committee which would have the necessary familiarity with the subject matter in question. The Council reviewed and discussed the proposed changes.

It was **MOVED** DiZazzo

That **Policy I-1: Policy Development and Maintenance** be amended by:

1. **Removing oversight and responsibility for policy and maintenance from the Client Relations Committee Terms of Reference/Role;**
2. **Clearly assigning responsibility for drafting new policies or suggesting amendments to existing policies, to the relevant Committee; and,**
3. **Assigning the review of draft new policies or suggested amendment of existing policies for consistency with other College policies and by-laws to the relevant Committee.**

**CARRIED**

**Action Item Staff**

Amend *Policy I-1: Policy Development and Maintenance* in the *College's Policies and Procedures Manual*.

**.03c Policy I-5: Confidentiality Obligations & Handling of Confidential Materials**

The College's current policy on confidentiality and handling confidential materials was developed at a time when the majority of the College's information was stored and transmitted in paper form. This has significantly changed as the College moved away from paper to digital media. As a result, the policy, as currently written, does not address electronically stored and transmitted materials. The suggested amendments would require individuals who are storing, transmitting and viewing electronic data to apply sufficiently stringent methods to ensure the security and confidentiality of the information. The Council reviewed and discussed the proposed changes. Council agreed on one suggested change to incorporate the footnote on page two of the amended policy into the body of the policy. Council suggested that training on how to securely remove electronic documents be incorporated into the orientation for new Council and Committee members.

**Action Item Registrar**

Incorporate training on how to securely remove documents during orientation for new Council and Committee members.

It was **MOVED** Grand

That the proposed amendments to **Policy I-5: Confidentiality Obligations & Handling of Confidential Materials** be approved. **CARRIED**

139 **Action Item Staff**  
 140 Amend *Policy I-5: Confidentiality Obligations & Handling of Confidential Materials* in the College's  
 141 *Policies and Procedures Manual.*

142  
 143 **.03d Recovery of Discipline Costs**

144 The Director, Investigations and Hearings provided a Briefing Note along with additional information.  
 145 This proposed policy would require the College to seek costs in all discipline cases on the basis of a  
 146 "tariff rate". In determining the costs to be ordered, the policy allows the Discipline Committee panel to  
 147 take into consideration mitigating and aggravating factors.

148  
 149 The Council discussed that this policy would go into effect for any new referrals to the Discipline  
 150 Committee after June 1, 2019. The College membership will be informed on the policy in the April 2019  
 151 eBulletin.

152  
 153 **It was MOVED Levin**  
 154 **That the proposed *Policy II-4(iv): Recovery of Discipline Costs* be approved effective June 1, 2019.**  
 155 **2 Abstained**  
 156 **CARRIED**

157  
 158 Council discussed the tariff rate and the benefits of having a set rate regardless of what the decision is.

159  
 160 **It was MOVED Hussain**  
 161 **That the tariff rate for ordering costs should be set at \$10,155 for a one-day hearing and at \$6,372.50**  
 162 **for a half day hearing.**  
 163 **1 Abstained**  
 164 **CARRIED**

165 The policy would require that, in sexual abuse cases, the College would seek payment by the member  
 166 into the Fund for Therapy and Counselling. The Council discussed two options, having the funds set up  
 167 individual trusts for the victims or having a general fund. The Council agreed to establish restrictive fund  
 168 for Funding for Therapy payments. The Council requested that the Client Relations Committee establish  
 169 the parameters for how the restricted funds will be used.

170  
 171 **It was MOVED Minnes**  
 172 **That section 4 of *Policy II-4(iv): Recovery of Discipline Costs* be amended to:**  
 173 **4. Payment into the Fund for Therapy and Counselling normally will be sought at the maximum**  
 174 **amount as set out in the regulations to the RHPA. The College may consider mitigating**  
 175 **circumstances in seeking an amount less than the maximum. This amount will be held in a**  
 176 **College restrictive fund.**  
 177 **CARRIED**

178 **Action Item Staff**  
 179 Add *Policy II-4(iv): Recovery of Discipline Cost* to the Colleges *Policies and Procedures Manual.*

180  
 181  
 182 **Action Item Client Relations Committee**  
 183 Establish a set of parameters for how the Funding for Therapy restrictive fund will be used.

184

185 **.03e Policy of Reporting to Police and Other Authorities**

186 In November 2018, the Inquiries, Complaints and Reports Committee (ICRC) considered a policy on  
 187 reporting criminal and provincial offences to the police and other relevant authorities. The Committee  
 188 decided that it would be helpful to have a policy regarding such reporting as permitted under the RHPA.  
 189 A policy would provide guidance to the College regarding when it would be appropriate to make such a  
 190 report. A policy would also offer transparency to members and the public regarding whether and under  
 191 what conditions such a report would be made. The Council reviewed and discussed the proposed policy.

192  
 193 **It was MOVED Bisbee**

194 **That *Policy II-3(v): Reporting to Police and Other Authorities* be approved.**

**CARRIED**

195

196 **Action Item Staff**

197 Add *Policy II-3(v): Reporting to Police and Other Authorities* to the *Colleges Policies and Procedures*  
 198 *Manual.*

199

200 **.03f Policy II-5(ii): Peer Assisted Review: Criteria for Exemption or Deferral**

201 In June 2018, the Council approved a policy, with procedures, that established criteria and a process for  
 202 the exemption or deferral of certain members from participating in a Peer Assisted Review (PAR). The  
 203 policy also excluded members holding a Retired Certificate of Registration. Further discussion by the  
 204 Quality Assurance Committee led to the proposal that two other groups of members should also be  
 205 excluded. Amendments to this policy, if approved, would exclude members who hold a Certificate of  
 206 Registration Authorizing Supervised Practice as well as members who have previously undergone a PAR  
 207 within the past ten years. The Council reviewed and discussed the proposed changes.

208

209 **It was MOVED Richman**

210 **That the proposed amendments to *Policy II-5(ii): Peer Assisted Review: Criteria for Exemption or***  
 211 ***Deferral* be approved.**

**CARRIED**

212

213 **Action Item Staff**

214 Amend *Policy II-5(ii): Peer Assisted Review: Criteria for Exemption or Deferral* in the *Colleges Policies and*  
 215 *Procedures Manual.*

216

217 **2019.01.04 Business Issues**

218

219 **.04a Registration Committee Quarterly Report**

220 The Council reviewed the third quarter report from the Registration Committee.

221

222 **.04b ICRC Quarterly Report**

223 The Council reviewed the third quarter report from the Inquiries, Complaints and Reports Committee.

224

225 **.04c Proposed Budget 2019-2020**

226 The Registrar provided the Council with the proposed budget for 2019-2020. This budget had been  
 227 reviewed by the FAC at their teleconference on January 28, 2019 and the Executive Committee at their  
 228 meeting on March 11, 2019 the proposed budget for 2018-2019 anticipates a deficit in the amount of  
 229 \$118,975.

230

231 It was **MOVED DiZazzo**  
 232 **That the budget for 2019-2020 be approved.** **CARRIED**  
 233

234 **.04c(1) Proposed Salary Ranges IN CAMERA**

235 This agenda item was discussed in the absence of the Recorder. The Minutes for this agenda item will be  
 236 provided by the Registrar.  
 237

238 It was **MOVED Phillips**  
 239 **That the Council go IN CAMERA to discuss the Proposed Salary Ranges for 2019-2022.** **CARRIED.**  
 240

241 At the end of the **IN CAMERA** meeting,  
 242

243 It was **MOVED Keys**  
 244 **That the IN CAMERA meeting be ended and the open meeting of the Council be resumed.** **CARRIED**  
 245

246 It was reported that while IN CAMERA, the Council approved the proposed salary ranges for 2019-2022.  
 247

248 **.04d Registrar's Performance Review: IN CAMERA**

249 This agenda item was discussed **IN CAMERA** in the absence of the Registrar and Recorder. The Minutes  
 250 for this item will be provided by the President.  
 251

252 It was **MOVED Hayat**  
 253 **That the Council go IN CAMERA to discuss the Registrar's Performance Review.** **CARRIED.**  
 254

255 At the end of the **IN CAMERA** meeting,  
 256

257 It was **MOVED Currie**  
 258 **That the IN CAMERA meeting be ended and the open meeting of the Council be resumed.** **CARRIED**  
 259

260 **.04e Executive Committee Elections/Council Appointments**

261 The Registrar provided the Council with copies of *By-law 4: Election of Members of Executive Committee*  
 262 and *By-law 5: Selection of Committee Chairs and Committee Members* and advised Council of the  
 263 process for seeking election to the Executive Committee. Council was also informed that following the  
 264 meeting there will be a call for interest for committee appointments will be sent to the membership and  
 265 that Council members will also be asked to identify their committee preferences. The Nominations and  
 266 Leadership Development Committee will meet in the Spring to review submissions and make  
 267 recommendations to the Executive Committee for committee appointments.  
 268

269 **2019.01.05 Strategic Issues**

270  
 271 **.05a Strategic Direction Implementation Update**

272 The Registrar provided the Council with the updated *Strategic Direction Implementation Table*. Items  
 273 added since the Council Meeting of December 14, 2018 were shown in **Bold**.  
 274

275 While discussing the Strategic Direction Chart, Council had discussions on the progress of the current  
 276 consultation on the use of title "*Psychologist*" for all psychological practitioners. The current  
 277 consultation has a closing date of April 12, 2019. The current motion was made in the interest of public

278 and public protection. In discussing who had responded to the survey, Council noted that, for the most  
 279 part, the feedback had come from the profession and other professional organizations. Concern was  
 280 expressed regarding the lack of information from the public on this issue. In response, it was suggested  
 281 that efforts be made to reach out to “grass root” organizations. Examples cited were Ontario groups  
 282 such as the Learning Disabilities Association, the Mood Disorders Association or other organizations  
 283 whose members may be recipients of psychological services.

284  
 285 The Council agreed that they do not want to extend the deadline for the current consultation but rather  
 286 create a new survey targeting the public of Ontario.

287  
 288 **It was MOVED Cotton**

289 **To develop and conduct a separate consultation to obtain opinions of the public who might use**  
 290 **psychological services recognizing that this will require Council to wait for the results of this**  
 291 **consultation before discussing and taking action on the motion of September 2018.**

292 **8 In Favour**  
 293 **3 Abstained**  
 294 **2 Opposed**  
 295 **CARRIED**

296  
 297 **It was MOVED Grand**

298 **That the Council will have an opportunity to provide feedback on the questions and the sources on**  
 299 **whom the consultation will be sent and have opportunity to endorse the consultation. CARRIED**

300  
 301 The Registrar requested that Council send him suggested questions and to identify groups to whom the  
 302 survey would be sent. Council decided that detailed discussions regarding the consultation should be  
 303 postponed until efforts had been made to obtain information from these other sources. It was  
 304 recognized that this could not occur in time for the June meeting and therefore Council decided that  
 305 further discussion of the consultation would be postponed until the September meeting.

## 307 **2019.01.06 Other Business**

### 308 309 **.06a Elections 2019**

310 Council discussed the current elections being held in Districts 1, 2 and 3. Council discussed how elected  
 311 members of Council may be elected by the professional but that they represent public interest. A  
 312 discussion was had on how the issue of title has been very divisive within the membership. The level of  
 313 discourse within the membership could potentially create a reputational risk for the College and its  
 314 mandate.

### 315 316 **.06a Practice Areas**

317 This item was added to the agenda. Council had a generative discussion on the idea of Practice Area's  
 318 and if they should be re-evaluated. Council posed questions such as, do we have these areas for a good  
 319 reason, do they still make sense and are they appropriate. It was suggested that the way Ontario has  
 320 established practice areas may be out of line with the majority of jurisdictions in North America. There  
 321 may be changes that we could make so that our practices are more consistent.

322  
 323  
 324

325 **.06b Next Meetings of Council**

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- 326 ○ Friday, June 21, 2019
- 327 ○ September 26 – 27, 2019

328

329 **2019.01.07 Adjournment**

330

331 There being no further business,

332

333 **It was MOVED Jaffar**

334 **That the Council Meeting be adjourned.**

**CARRIED**

335

336 The Council Meeting was adjourned at 3:00PM.

337

338

339

340

\_\_\_\_\_  
TBD, President

341

342

343

344

345

\_\_\_\_\_  
TBD, Vice-President

346

347

**Minutes approved at the Council Meeting on June 21, 2019**



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Action List**

College Council 2019.01 – March 29, 2019

| <b>Item:</b> | <b>Responsibility:</b>     | <b>Action:</b>   | <b>Status:</b>       |
|--------------|----------------------------|--|----------------------|
| 2017.03.04f  | Registrar                  | Include a copy of the regulation amendment in the next Council materials, if available at that time.   | In Materials Package |
| 2018.02.03b  | Council                    | To discuss the issue related to posting the full name of every direct supervisee, who is not a member of the College at a future date.         | Deferred             |
| 2019.01.03a  | Staff                      | Amend the definition of the practice area of School Psychology.  | Completed            |
| 2019.01.03b  | Staff                      | <i>Amend Policy I-1: Policy Development and Maintenance in the College's Policies and Procedures Manual.</i>                                   | Completed            |
| 2019.01.03c  | Registrar                  | Incorporate training on how to securely remove documents during orientation for new Council and Committee members.                             | In Process           |
| 2019.01.03c  | Staff                      | <i>Amend Policy I-5: Confidentiality Obligations &amp; Handling of Confidential Materials in the College's Policies and Procedures Manual.</i> | Completed            |
| 2019.01.03d  | Staff                      | <i>Add Policy II-4(iv): Recovery of Discipline Cost to the Colleges Policies and Procedures Manual.</i>  | Completed            |
| 2019.01.03d  | Client Relations Committee | Establish a set of parameters for how the Funding for Therapy restrictive fund will be used.   | In Process           |
| 2019.01.03e  | Staff                      | <i>Add Policy II-3(v): Reporting to Police and Other Authorities to the Colleges Policies and Procedures Manual.</i>                           | Completed            |

| <b>Item:</b> | <b>Responsibility:</b> | <b>Action:</b>   | <b>Status:</b> |
|--------------|------------------------|--|----------------|
| 2019.01.0f   | Staff                  | <i>Amend Policy II-5(ii): Peer Assisted Review: Criteria for Exemption or Deferral in the Colleges Policies and Procedures Manual.</i> | Completed      |



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**President & Executive Committee Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

This report gives an account and the highlights of the activities of the President and Executive since the last Council meeting. Since March, two new Public Members have been appointed to the College. On behalf of the Council, I would like to extend a 'Welcome' to Mr. William Middleton and Mr. Graeme Goebelle and thank them for their volunteerism. My experience is that the Council deeply values the perspectives and contributions of the Public Members and looks forward to working with you.

The Mid-Year Meeting of the Association of State and Provincial Psychology Boards (ASPPB) occurred in April. I attended the conference along with Mr. Barry Gang, Deputy Registrar/ Director, Professional Affairs. The theme of the conference was 'Mapping the Regulatory Road'. Speakers from various jurisdictions across Canada and the US made presentations on "how they do business". I had the honour of making a presentation entitled "From Different Perspectives: Psychologists and Public Board Members Working Together to Protect the Public". This presentation provided me the opportunity to share our experience of how public and professional members work together on Council and Committees. Other noteworthy topics included an update on the EPPP2 and information on how jurisdictions across North America evaluate credentials and consider discipline.

In early May, the Executive Committee hosted a member reception in Thunder Bay. It was well-attended and provided an opportunity for members and the Executive Committee to meet and have informal conversation. The evening included a 'town hall' component where Dr. Morris, Registrar & Executive Director, provided an overview of some of the current issues before the Council and entertained a period of Q and A. Feedback from the evening was positive and affirmed the Executive in continuing the tradition of member receptions.

The Executive Committee met the following day to prepare for the June Council meeting. Given that their terms were over this fiscal year, the Executive was pleased to re-appoint Dr. Michael Grand (for 2 years) and Dr. Patricia Minnes (for 1 year) to the Council as Academic Members. The Executive discussed the public consultation of the 'Use of Title', and the issue of the supervision of the controlled act regarding psychotherapy. As well, the Executive discussed, and is making recommendations to Council on, various issues contained in the agenda today.

The Nominations and Leadership Development Committee met in mid-May to propose member assignments to the various Committees for the new fiscal year. This slate of Committee members will be presented to the Executive for its consideration and ratification. As always, the Committee was appreciative of the positive response received from the membership for volunteering on Committees. Committee work is central to the College's mission of working in the public interest making the role of volunteers critical for the work of the College.

This will be my last President's Report to Council as my term of office has come to an end. Personally, I would like to express that I enjoyed working with Council very much over the past three years. Despite differences in opinions and perspectives, Council members are respectful of each other which is so important for a healthy Council culture. And, most importantly, Council is committed to working in the public interest. In particular, I would like to express my appreciation to Dr. Morris. He was supportive

of my 'learning the ropes' when I started as President, and he was hospitable at conferences and meetings where I was a newcomer. He was consistently open to discussion of difficult issues with me and with the Council. He is unfailingly respectful of the Council's choices and process, and he works with integrity and good judgement towards public protection and in the public interest.

I want to wish the new Council and Executive Committee the very best in carrying out the very important role you have undertaken.

Respectfully submitted,  
Lynette Eulette



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Registrar & Executive Director's Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Housekeeping Registration Regulation Amendment**

I am pleased to report that the “Housekeeping” Registration Regulation is now in force. It is O.Reg 183/19 Registration, amending O. Reg 74/15 Registration, under the *Psychology Act, 1991*. It was filed with the Registrar of Regulations on June 10, 2019 and is in force as of that date. Attached please find a copy of the Regulation amendment.

**Cancellation of ASPPB Reciprocity Agreement**

The College has just been informed that the Agreement of Reciprocity, established by the Association of State and Provincial Psychology Boards (ASPPB), to which Ontario was a signatory is being discontinued. The letter received from ASPPB, which explained the Agreement and the decision to cancel, it stated that:

*ASPPB was initially formed to assist in the mobility of psychologists across jurisdictions. One of the very earliest jurisdictional based mobility tools available was the Agreement of Reciprocity (AOR). At its height the AOR had seven member jurisdictions (five American and two Canadian) as signatories to this agreement. This agreement allowed registrants/licensees from one of the seven jurisdictions to become licensed in another of the seven jurisdictions in an expedited fashion. This was based on harmony of registration/licensure requirements across the seven jurisdictions.*

*Over time, a number of jurisdictions have had to leave the agreement based on changes to their licensure/registration laws (e.g., no longer using an oral examination, no longer requiring a postdoc). Presently, only three jurisdictions remain, with two of them being Canadian. Within Canada, the Canada Free-Trade agreement permits rapid mobility across provincial boundaries, thus negating the need for any Canadians to use the AOR. Contact with the remaining American jurisdiction confirms that no applicants for licensure have used the AOR there in recent memory.*

*Accordingly, the ASPPB Board of Directors has voted to **discontinue the Agreement of Reciprocity, effective January 1, 2020**. The Certificate of Professional Qualification in Psychology (CPQ) is currently accepted or recognized in 54 of ASPPB's 64 member jurisdictions. As such the CPQ serves as the primary ASPPB-sponsored mobility tool for licensed/registered psychologists in the United States and Canada.*

This is primarily a housekeeping measure with no real impact on our College as we have not had an application for registration based on the AOR in many years.

**Communication Strategy and Modernization Project**

At the direction of Council, the College has undertaken a Communications Modernization Strategy with the assistance of a communications consultant firm, C(GROUP). The consultants have reviewed all aspects of the College's communications including the website, documents, e-Bulletin and any other vehicles used to reach the membership and the public. Their research included a member survey

inquiring about member engagement through the College's current communication processes and members' views regarding the need to broaden these to include social media.

The Senior Management Team has met three times with representatives from *C(GROUP)*, who have presented their findings. These focused on overall engagement of members, need for and value of social media, and the current use of the College website. A final report with recommendations is anticipated by the end of June. With this in hand, decisions will be made to prioritize the recommendations and establish a budget for their implementation.

#### **Office Leasehold Improvements**

The Senior Management Team interviewed three office design firms recommended by Ms. Cathy Bongard, Associate Vice President, CBRE Limited, Real Estate Brokerage, who is acting on our behalf in College lease renewal negotiations. The College current premises lease expires on December 31, 2021. *Straticom* has been engaged to assist in a review of the current office space and anticipated future needs. They have provided a space plan for the office which takes into account future growth and modernization and this is currently being discussed with staff. A final plan, to which pricing for the work to be undertaken, is anticipated by later in the summer.

#### **Member Registration**

Online member registration began in early April and proceeded relatively smoothly. A "Help Desk" was available, and very active, for those who encountered difficulty in any aspect of the renewal process. Renewals notices were sent to 4243 members. By the due date of May 31<sup>st</sup>, 3958 (93%) members had responded. Earlier this month 30 day notices of pending suspension for failure to pay fees were sent to 285 members prompting a flurry of activity. As of the writing of this report, there are approximately 143 outstanding. It is anticipated that prior to the end of the 30 day notice period all but a very few of these members will have responded resulting in few "suspensions due to failure to pay fees".

#### **Examination for Professional Practice in Psychology (EPPP) Update**

In October 2017, the Association of State and Provincial Psychology Boards (ASPPB) announced that, beginning in January 2020, jurisdictions would be required to use both the current EPPP, the knowledge examination, as well as the enhanced, competency examination, the EPPP2 being developed. This ASPPB decision would have precluded the College from continuing to use the current EPPP unless it also incorporated the new examination into its registration process.

As a result of feedback and concerns raised by our College as well as other psychology regulators, the ASPPB Board of Directors reconsidered this 'all or none' position. In August 2018, the College was informed that the ASPPB Board had rescinded the earlier decision to make the Enhanced EPPP (including both knowledge and skills portions) a single licensure examination.

As a result of this decision, the College can continue to use the current EPPP as it has done for many years and leave any decisions regarding use of the enhanced EPPP2 for future discussion, once more information about it is available.

#### **Foreign Credential Recognition Project**

The College has partnered with the other Canadian Regulators, under the auspices of the Association of Canadian Psychology Regulatory Organizations (ACPRO), to develop an online application process for foreign trained individuals seeking registration. This project is sponsored by the federal government as part of the Pan-Canadian Framework for the Assessment and Recognition of Foreign Qualifications.

The project will provide a portal, on the ACPRO website, through which all foreign trained individuals can obtain general information about becoming registered as a psychological practitioner in Canada. The portal will offer an online application which will collect a composite of the information required by all jurisdictions. In addition, foreign trained applicants will upload all required documents (Identity, Education, Current Registrations, Competencies, Suitability to Practice, Language Proficiency, Criminal Record Check and Experience or Practica) to the site. Through a third party evaluator, all documents will be primary source verified for authenticity and academic credential equivalence ascertained.

Once the application is complete and all documents verified, the applicant will select the jurisdiction in which they are seeking registration and the completed application, verified documents and academic equivalence determination will be forwarded to that jurisdiction. From this point on, the jurisdiction will proceed with its registration process as it does with any other applicant.

ACPRO has engaged a third party evaluator with experience offering this type of service to other professions. In addition to collecting the application information and verifying documents, the service will provide a 'customer support service' to assist applicants with any questions they may have. It is anticipated that this portal and evaluation service will be ready for implementation this year.

**Attachment**

- O. Reg 183/19 Registration, under the *Psychology Act, 1991*

**Contact for Questions**

Dr. Rick Morris, Registrar & Executive Director

Français

**ONTARIO REGULATION 183/19**

made under the

**PSYCHOLOGY ACT, 1991**

Made: January 22, 2019

Approved: March 7, 2019

Filed: June 10, 2019

Published on e-Laws: June 10, 2019

Printed in *The Ontario Gazette*: June 29, 2019

Amending O. Reg. 74/15

(REGISTRATION)

**1. Subsection 23 (1) of Ontario Regulation 74/15 is amended by striking out “one of” in the portion before paragraph 1.**

**Commencement**

**2. This Regulation comes into force on the day it is filed.**

Made by:

Pris par :

COUNCIL OF THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO:  
LE CONSEIL DE L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO :

DR LYNETTE EULETTE  
*President / Président*

DR RICK MORRIS  
*Registrar / Registrateur*

Date made: January 22, 2019

Pris le : 22 janvier 2019

Français

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**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Staff Presentations Report to Council**

April 1, 2019 – May 31, 2019

**Dr. Rick Morris, Registrar & Executive Director**

- April 3, 2019 *Ethical Issues in Profession Practice* - Baycrest Centre for Geriatric Care, Toronto
- April 8, 2019 *Tricky Issues in Professional Practice* – Oakville Centre for Cognitive Therapy, Oakville
- May 8, 2019 Town Hall Meeting with Members in Thunder Bay at Executive Committee Reception, Thunder Bay
- May 24, 2019 Association of Chief Psychologists with Ontario School Boards, Mississauga
- June 5, 2018 *Oral Examiners Briefing*, December Oral Examinations, Toronto
- June 12, 2019 *Tricky Issues in Professional Practice*, Barbara Wand Seminar, Ottawa

**Mr. Barry Gang, Deputy Registrar & Director of Professional Affairs**

- June 12, 2019 *Sticky Issues in Professional Practice*, Barbara Wand Seminar, Ottawa

**Ms. Lesia Mackanyn, Director of Registration**

- April 12, 2019 *Registration Presentation*, Toronto Area Internship Consortium



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Discipline Committee Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                       |               |                   |               |
|-----------------------|---------------|-------------------|---------------|
| Janice Currie (Chair) | Council       | Emad Hussain      | Public Member |
| Kristin Bisbee        | Public Member | Marilyn Keyes     | Council       |
| Clarissa Bush         | College       | Elizabeth Levin   | Council       |
| Judy Cohen            | Public Member | Maggie Mamen      | College       |
| Dorothy Cotton        | Council       | Denise Milovan    | Council       |
| Christine DiZazzo     | Council       | Patricia Minnes   | Council       |
| Lynette Eulette       | Council       | Melanie Morrow    | College       |
| Robert Gauthier       | College       | Mary Ann Mountain | College       |
| Michael Grand         | Council       | Donna Reist       | College       |
| Allyson Harrison      | College       | Cory Richman      | Public Member |
| Jaffar Mohammad Hayat | Public Member | Glenn Webster     | College       |
| Jan Heney             | College       | Pamela Wilansky   | College       |
| Tim Hill              | College       |                   |               |

**Referrals**

One referral was made to the Discipline Committee in the 4<sup>th</sup> quarter:

1. Dr. Ian Manion: [https://members.cpo.on.ca/public\\_register/show/1002](https://members.cpo.on.ca/public_register/show/1002).

A referral was made to the Discipline Committee on May 31, 2019. At issue are allegations of professional misconduct in that Dr. Manion breached professional boundaries and engaged in a personal and sexual relationship with an individual who was a client. This matter is currently at the pre-hearing conference stage.

**Hearings**

Two hearings were held by the Discipline Committee in the 4<sup>th</sup> quarter:

1. Dr. Reuben Schnayer: [https://members.cpo.on.ca/public\\_register/show/328](https://members.cpo.on.ca/public_register/show/328).

A hearing was held in this matter on March 22, 2019. The Discipline Committee panel made findings of professional misconduct with respect to Dr. Schnayer's failure to report a child in need of protection pursuant to the *Child and Family Services Act*, R.S.O. 1990, c. C.11.

The panel imposed an Order which included a reprimand, a two-month suspension, and that Dr. Schnayer successfully complete the BOOST course provided by the Child & Youth Advocacy Centre and write a reflective paper subsequent to completing the BOOST course.

2. Dr. Bonnie Seidman: [https://members.cpo.on.ca/public\\_register/show/2652](https://members.cpo.on.ca/public_register/show/2652).

A hearing was held in this matter on May 28, 2019. The Discipline Committee made findings of professional misconduct in that Dr. Seidman engaged in a personal and sexual relationship with an individual who was a client receiving psychological services at her clinic and was seen by Dr. Seidman's supervisee.

The panel imposed an Order which included a reprimand and a 12-month suspension, five months of which is suspended on the condition that Dr. Seidman attend and complete the PROBE course, an ethics and boundaries program for healthcare professionals, with an unconditional pass.

**Ongoing matters**

There is one outstanding matter before the Discipline Committee. The Notice of Hearing for this matter is available at:

1. Dr. Judith Pilowsky: [https://members.cpo.on.ca/public\\_register/show/2644](https://members.cpo.on.ca/public_register/show/2644).

A referral was made to the Discipline Committee on November 9, 2018. At issue are allegations of professional misconduct in that Dr. Pilowsky provided psychological services to an individual with whom she had previously been in a romantic and sexual relationship, and with whom she remained close friends. A hearing is scheduled in this matter for July 4, 2019.

Respectfully submitted,



Janice Currie, Ph.D., C.Psych.  
Discipline Committee Chair  
June 8, 2019



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Quality Assurance Committee Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                            |               |                 |               |
|----------------------------|---------------|-----------------|---------------|
| Judy Cohen (Chair)         | Public Member | Michael Minden  | College       |
| Marilyn Keyes (Vice-Chair) | Council       | Patricia Minnes | Council       |
| Maria Kostakos             | College       | Cory Richman    | Public Member |

**Staff:**

Barry Gang, Deputy Registrar, Director Professional Affairs  
Julie Hahn, QA Coordinator, Professional Affairs

The Committee met on May 10, 2019.

**Self- Assessment Guide and Continuing Professional Development Plan**

The Committee finalized a *Guide to Self-Reflection* to assist members in setting CPD goals and objectives. This has been linked to the SAG/CPD Plan form for ease of access by members.

**Peer Assisted Review**

| <b>Peer Assisted Reviews: June 1, 2018-May 31, 2019</b>              |      |
|--|------|
| Carried over from previous year                                      | 19   |
| Failure to comply with SAG requirements - 2018/19                    | 3    |
| Random Selection -2018/19  | 5    |
| Stratified Random selection ('Solo' Private Practitioners) - 2018/19 | 35   |
| Reviews Completed  | (34) |
| Exemption/Deferrals Granted  | (20) |
| Total Reviews Outstanding  | 8    |

The Committee reviewed 24 PAR Reports. In 10 cases, the Reviewers reported that the members' practices met the standards of the profession without any qualification. In the remaining cases, Reviewers made specific recommendations to members about the following issues:

- Provision of services outside of the members' authorized areas of practice or populations or areas of competence (4 members)
- Appropriateness of interventions selected
- Ensuring clients are provided with Supervisors' names and contact information
- Retention of client records created by supervisees
- Purposes for which communication via technology are used
- Transmission of Personal Health Information using insecure technology

- Sufficiency of information about limits of confidentiality (4 members)
- Identification of a successor Health Information Custodian in the event of death or incapacity (2 members)
- Copying of proprietary test materials
- Documentation of consultation activities/use of consultation agreements for formal consultation (2 members)
- Sufficiency of Continuing Professional Development planning or activities
- Sufficiency of Information in client records: information about client services planned and provided, relevant medications, client emergency contact information (3 members)
- Familiarity with relevant Legislation and Standards
- Retention of Quality Assurance Committee materials for required 5 year period
- Presentation of credentials to the public

The next meeting of the Committee will take place on June 14, 2018.

Judy Cohen, Chair  
Quality Assurance Committee  
May 30, 2019



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Client Relations Committee Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                           |               |               |         |
|---------------------------|---------------|---------------|---------|
| Christine DiZazzo (Chair) | Council       | Janice Currie | Council |
| Kofi-Len Belfon           | College       | Maya Hammer   | College |
| Emad Hussain              | Public Member |               |         |
| Ester Cole                | College       |               |         |

The Committee met on April 8, 2019.

**Standards of Professional Conduct**

The Committee has discussed a proposal to create a Standard concerning language of notes and legibility of records. This discussion will be continued at a future Committee meeting.

**Funding for Clients Who Have Been Sexually Abused by Members**

There are three individuals currently receiving funding in relation to sexual abuse by members. Another application has been received and will be discussed at a meeting of the Committee on June 19, 2019.

Respectfully submitted,

Christine DiZazzo, Chair  
June 4, 2019



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Fitness to Practice Committee Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                       |         |                |               |
|-----------------------|---------|----------------|---------------|
| Marilyn Keyes (Chair) | Council | Jaffar Hayat   | Public Member |
| Christine DiZazzo     | Council | Sandra Jackson | College       |
| Duncan Day            | College |                |               |

The Fitness to Practice Committee held no meetings during the fourth quarter.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Finance and Audit Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                         |               |              |               |
|-------------------------|---------------|--------------|---------------|
| Lynette Eulette (Chair) | Council       | Alana Holmes | College       |
| Dorothy Cotton          | Council       | Cory Richman | Public Member |
| Judy Cohen              | Public Member |              |               |

The Finance and Audit Committee (FAC) met by teleconference on April 29, 2019. The Committee reviewed the Unaudited Financial Statements, the Variance Report, and the Investment Report, all to February 28, 2019, the end of the third quarter.

In considering the *Statement of Revenue & Expenses*, the FAC reviewed the *Variance Report* which explained the items that deviated from budget by the level of materiality set by Council; that is, items where expenditures exceeded the expected budget by \$5,000 or were underspent by \$10,000. The Committee was satisfied with the information presented to explain the variances and voted to receive the reports presented.

The memorandum confirming the remittances of Taxes to Canada Revenue Agency and the Ontario Employer Health Tax for the period December 1, 2018 to February 28, 2019 was received.

Based on the documents reviewed at this meeting, it is the view of the Committee that the College continues to operate on a sound financial basis.

**Attachments**

1. Statement of Revenue and Expenses to February 28, 2019
2. Balance Sheet to February 28, 2019 (unaudited)

Respectfully submitted,  
Lynette Eulette, Ph.D., C.Psych., Chair

**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO**  
**STATEMENT OF REVENUE & EXPENSES**  
**9 Periods Ended 28/02/2019**

|  | 2018-2019<br>Budget | Budget<br>YTD    | 2018-2019<br>YTD | 2018-2019<br>% To Date | Expected<br>% To Date | % Variance YTD | \$ Variance YTD  | Year-End<br>31-May-19 |
|--|---------------------|------------------|------------------|------------------------|-----------------------|----------------|------------------|-----------------------|
| <b>REVENUE</b>                               | 3,503,250           | 2,638,063        | 2,646,875        | 76%                    | 75%                   | 0%             | 8,813            | 3,526,400             |
| <b>COST OF SALES</b>                         | 295,000             | 266,375          | 276,082          | 94%                    | 90%                   | 4%             | 9,707            | 300,959               |
| <b>GROSS MARGIN</b>                          | 3,208,250           | 2,371,688        | 2,370,793        | 74%                    | 74%                   | 0%             | (895)            | 3,225,441             |
| <b>EXPENDITURES:</b>                         |                     |                  |                  |                        |                       |                |                  |                       |
| Governance                                   | 94,734              | 58,851           | 58,498           | 62%                    | 62%                   | -1%            | (353)            | 97,234                |
| Registration                                 | 98,000              | 73,500           | 62,786           | 64%                    | 75%                   | -15%           | (10,714)         | 103,000               |
| Client Relations, Communications & Education | 36,150              | 27,113           | 31,010           | 86%                    | 75%                   | 14%            | 3,897            | 52,700                |
| Quality assurance                            | 38,450              | 28,838           | 7,821            | 20%                    | 75%                   | -73%           | (21,017)         | 32,350                |
| Investigations and resolutions               | 147,700             | 110,775          | 85,574           | 58%                    | 75%                   | -23%           | (25,201)         | 148,943               |
| Hearings                                     | 357,900             | 268,425          | 221,719          | 62%                    | 73%                   | -17%           | (46,706)         | 359,400               |
| Government relations                         | 0                   | 0                | 0                | 0%                     | 0%                    |                |                  | 0                     |
| Liaison (Professional Organizations)         | 36,600              | 25,363           | 26,686           | 73%                    | 69%                   | 5%             | 1,324            | 37,869                |
| Administration                               | 2,569,000           | 1,926,750        | 1,781,782        | 69%                    | 75%                   | -8%            | (144,968)        | 2,503,682             |
| <b>Total Expenditures</b>                    | <b>3,378,534</b>    | <b>2,519,613</b> | <b>2,275,876</b> | <b>67%</b>             | <b>74%</b>            | <b>-10%</b>    | <b>(243,737)</b> | <b>3,335,178</b>      |
| <b>EXCESS OF REVENUE OVER EXPENDITURES</b>   | <b>(170,284)</b>    | <b>(147,926)</b> | <b>94,917</b>    | <b>-56%</b>            | <b>75%</b>            | <b>-164%</b>   | <b>242,842</b>   | <b>(109,737)</b>      |

# ***THE COLLEGE OF PSYCHOLOGISTS***

**Balance Sheet**  
As Of February 28, 2019

**Unaudited**

## ASSETS

|                                | <b>Current Year</b> | <b>Prior Year</b> |
|--------------------------------|---------------------|-------------------|
| Current assets:                |                     |                   |
| Petty Cash                     | 200.00              | 200.00            |
| Bank                           | 952,623.77          | 521,455.05        |
| Cash Equivalents               | 427,644.44          | 1,981,718.72      |
| Short Term Investments         | 5,214,257.97        | 4,114,845.91      |
| Accounts Receivable Control    | 41,824.54           | 23,524.92         |
| Interest Receivable            | 546.19              | 4,402.91          |
| Prepaid Expenses               | 46,828.82           | 72,584.29         |
| Total current assets           | 6,683,925.73        | 6,718,731.80      |
| Fixed assets:                  |                     |                   |
| Furniture & Equipment          | 54,210.55           | 54,210.55         |
| Computer Equipment             | 78,695.75           | 70,785.32         |
| Leasehold Improvements         | 201,445.38          | 197,547.38        |
| Website & Database Development | 288,308.51          | 288,308.51        |
| Less accumulated depreciation  | 553,596.88          | 489,219.78        |
|                                | 69,063.31           | 121,631.98        |
| Other assets:                  |                     |                   |
| Long Term Investment           | 43,411.52           | 97,595.06         |
|                                | 43,411.52           | 97,595.06         |
|                                | 6,796,400.56        | 6,937,958.84      |

## LIABILITY AND SHAREHOLDER'S EQUITY

|   |              |              |
|---|--------------|--------------|
| Current liabilities:                        |              |              |
| Accounts Payable Control                    | 70,859.72    | 134,988.99   |
| Accounts Payable Other                      | 160,274.88   | 149,832.07   |
| Employee Tax Deductions Payab               | 21,359.10    | 21,633.60    |
| Prepaid Fees                                | 817,823.48   | 793,012.58   |
| Total current liabilities                   | 1,070,317.18 | 1,099,467.24 |
| Long term liabilities:                      |              |              |
|   | 0.00         | 0.00         |
| Shareholder's equity:                       |              |              |
| Retained Earnings                           | 1,457,355.79 | 1,686,882.65 |
| Investigations & Hearings Reserve Fund      | 850,000.00   | 850,000.00   |
| Contingency Reserve Fund                    | 1,000,000.00 | 1,000,000.00 |
| Fee Stabilization Reserve Fund              | 1,000,000.44 | 1,000,000.44 |
| Website & Database Development Reserve Fund | 243,810.25   | 243,810.25   |
| Premises Reserve Fund                       | 1,000,000.00 | 1,000,000.00 |
| Fair Registration Practices Reserve Fund    | 80,000.00    | 80,000.00    |
| Profit (loss) for period                    | 94,916.90    | (22,201.74)  |
| Total shareholder's equity                  | 5,726,083.38 | 5,838,491.60 |
|   | 6,796,400.56 | 6,937,958.84 |



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

**Practice in Ontario by Practitioners from Other Canadian Jurisdictions or those Holding a Certificate of Professional Qualification (CPQ) from the Association of States and Provincial Psychology Boards (ASPPB)**

**Strategic Direction Reflection**

*Responding to changing needs in new and emerging practice areas; Collaborating in shaping the regulatory environment;*

**Motions for Consideration re – Recommendation from Executive Committee**

To permit the College to issue a Certificate of Registration Authorizing Interim Autonomous Practice to a psychological practitioner registered in other Canadian Jurisdictions or those holding a CPQ from ASPPB:

- a) for the sole purpose of providing continuous psychological service in Ontario to an existing client who has moved to Ontario temporarily; and,
- b) at a reduced fee given the temporary and limited nature of the service to be provided.

Such a Certificate would be subject to any Terms, Limitations, Conditions or other prohibitions in effect within the practitioner's home jurisdiction or imposed by the College Registration Committee. The practitioner would be required to enter into an *Undertaking and Agreement* with the College to:

- a) Provide services only to existing clients from their home jurisdiction who are temporarily residing in Ontario and for whom it would be clinically ill advised or impractical to transfer service;
- b) Remain in good standing and to retain full, active status membership in the home jurisdiction;
- c) Provide a reason for the request, including an anticipated estimated length of service needed;
- d) Familiarize themselves, and agree to comply with the College's Standards of Professional Conduct and Professional Misconduct Regulation and all other jurisprudence applicable to Ontario members; and,
- e) Be subject to the complaints and discipline authority of the College.

**Moved By TBD**

**Rationale**

Opportunities and Challenges Associated with Client Mobility:

The public interest requires that Ontario residents, including those residing in the province temporarily, be afforded the opportunity to receive appropriate, regulated psychological services. Telepsychology has introduced the possibility for a client to move from one jurisdiction to another to receive continuous service from their chosen psychological service provider over long distances. Such a move can bring disruption to the therapeutic process and progress; the possibility that therapeutic rapport will not be established with a new provider; and, a loss of therapeutic support at a time of stress associated with a change in milieu. Such risks could be mitigated by a process which would permit continuation of therapy with one's home regulated provider.

Prospective members would be subject to all applicable statutes and regulations applicable to members of the College addressing areas such as Quality Assurance, Professional Liability Insurance, adherence to the Professional Misconduct Regulation and the Standards of the College.

The Practice Advisory Service as well as the College's Registration team regularly receive inquiries from out-of-province providers who wish to continue to provide services to a specified client who will be residing temporarily in Ontario. It is estimated that there are approximately 15 such inquiries per year.

#### Current Challenges in Permitting Practice by Out-of-Province Practitioners

The provisions of the *Psychology Act, 1991* and the Registration Regulation do not permit the practice of psychology in Ontario unless a person is a member of the College within one of the existing membership categories.

A person wishing to provide services within Ontario temporarily may apply for a Certificate of Registration Authorizing Interim Autonomous Practice (IAP). This certificate however, is intended for individuals who wish to practice while taking steps to obtain a regular Certificate of Registration Authorizing Autonomous Practice. The holder of an IAP Certificate may practice for up to one year in Ontario while completing the Registration process. Generally, these individuals wish to be registered for full-time, ongoing practice full-time in Ontario. As such, they are required to pay full membership fees.

The current cost to a practitioner to obtain an IAP Certificate solely to continue to provide service to one existing client from their home jurisdiction is prohibitive. This discourages most of these licensed providers of psychological services from registering with the College for this limited purpose. As a result, clients temporarily residing in Ontario are unable to continue to work with the practitioner with whom they have developed a trusting and beneficial relationship and found to be helpful.

Several other jurisdictions offer 'temporary' or 'courtesy' registration which permit limited practice without an extensive application process or the payment of the regular membership fee. For this to be possible in Ontario would require a change to the Registration Regulation; a very lengthy and time-consuming process. The mechanism being proposed would make use of the current (IAP) Certificate.

#### Other North American Jurisdictions:

The Canadian Maritime Provinces have forged an agreement which allows registrants in the following jurisdictions to provide telepsychology across the following provincial boundaries without further registration: Nova Scotia, Prince Edward Island, New Brunswick, Newfoundland and Labrador. Quebec allows visiting practitioners to practice within the province via telepsychology without licensure in the province.

In the United States, the Psychology Interjurisdictional Compact, or PSYPACT, permits licensed psychologists in seven states to see patients in other Compact states via telepsychology, or in person on a temporary basis without having to maintain licensure in the other states. The states are: Arizona, Colorado, Georgia, Missouri, Nebraska, Nevada and Utah. Illinois has also passed legislation to join the agreement, but it will not go into effect there until 2020. The Compact was designed to facilitate telepsychology and temporary face to face practice across state lines.

As noted, current Ontario legislation does not permit Ontario to enter into such arrangements either within Canada or the U.S.

**Recommendation:**

Limited Authorization to Practice:

To support clients who are moving to Ontario temporarily and who require continued psychological services while residing here, it is recommended that the College develop a process for membership in Ontario for their existing service providers which is not unduly costly or onerous. As a condition of permitting out-of-province practitioners to register, they would be required to enter into an *Undertaking and Agreement*, as described above. The opportunity to practice within Ontario would be limited to those who, otherwise, are eligible for registration for Interim Autonomous Practice as this would ensure consistency with respect to the College's minimum educational and other requirements.

Jurisprudence and Ethics:

Interim Autonomous Members of the College are currently permitted to practice without having passed the Jurisprudence and Ethics Examination (JEEE), although successful completion of the JEEE is required if they wish to move to a regular Certificate Authorizing Autonomous Practice. It is proposed that those individuals being registered for the limited IAP Certificate be required to review, and declare that they will abide by, the College's Standards of Professional Conduct and all statutes and regulations applicable to all other practicing members.

Vetting:

As with all individuals applying for a Certificate of Registration Authorizing Interim Autonomous Practice, applicants must provide one or more certificates, letters or other evidence, satisfactory to the Registrar or a panel of the Registration Committee, confirming that they are in good standing as a psychologist or psychological associate in every jurisdiction where they hold a certificate of registration.

Duration:

As per the Registration Regulation, a Certificate of Registration Authorizing Interim Autonomous Practice expires one year from the date of issuance. One may reapply for another Certificate however it will be necessary to complete another application and submit the appropriate fee. This allows the College to review the reason for the continued IAP Certificate and to verify the practitioners standing in the home jurisdiction.

Consideration could be given to limiting the number of clients one would be permitted to serve while holding this limited Certificate. This however, could prevent a psychologist or psychological associate from continuing to provide services to other clients who move temporarily to Ontario. This might occur, for example, if a practitioner worked with a population which included a large number of students or transient workers.

While there may be some concern about individuals providing professional services to multiple clients residing in Ontario on a temporary basis, members practicing under this program may only work with clients with whom they have an established service relationship and who have indicated plans to return to their home jurisdiction. Again, the intention of permitting practice under this arrangement is to allow for continuity of care to clients whose progress or recovery could be put at risk by a disruption in service or the need to transfer from one provider to another for a temporary period.

Quality Assurance:

Ontario Regulation 209/94 provides wide discretion to the Quality Assurance Committee with respect to defining Quality Assurance requirements for all members, including those holding a Certificate of Registration for Interim Autonomous Practice. The Quality Assurance Committee would develop appropriate standard requirements for members hold the limited IAP Certificate.

Fees:

Currently, Interim Autonomous Practice Members of the College are required to pay the regular membership fee of \$795 per year. In addition, those seeking a Certificate of Registration Authorizing Interim Autonomous Practice are subject to a \$100 application fee. This permits them to practice full time in Ontario while working toward full autonomous practice in Ontario.

As noted above, several Canadian jurisdictions permit 'visiting practitioners' to practice for different purposes and for different periods at time. The following provinces permit some provision of service on a temporary, courtesy or limited registration basis: British Columbia, Alberta, Saskatchewan, Manitoba, Quebec, New Brunswick, Nova Scotia, Prince Edward Island and Newfoundland. There is wide variability in the fees charged by these provinces for this 'privilege' ranging from no cost to \$500 dollars per year. The average cost is approximately \$280 with a median and modal fee of \$250 per year.

It is recommended that the College charge a membership fee of \$240 in addition to the standard \$100 application fee. As with other Certificates, this would be prorated monthly for the period it was in force.

An amendment to *By-Law 18: Fees* would be required to establish this fee. Information about this is provided as the next agenda item in the Council package.

**Options**

1. Maintain the Status Quo and uphold the prohibition on the provision of psychological services by anyone other than a full member of the College
2. Permit registration of those registered in other jurisdictions, as proposed, or with amendments

**Budgetary Implications:**

There are no material implications.

**Contact for Questions**

Barry Gang, Deputy Registrar & Director, Professional Affairs



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

***By-Law 18: Fees***

**Strategic Direction Reflection**

*Acting in a responsibly transparent manner*

**Motions for Consideration re – Recommendation from Executive Committee**

That the proposed amendments to *By-law 18: Fees* be approved for circulation to the membership.

**Moved By** TBD

**Rationale**

Currently, Interim Autonomous Members of the College are required to pay a fee of \$795 per year this is in addition to a \$100 application fee. This permits them to practice full time in Ontario generally to work while fulfilling the requirements for full autonomous registration.

The College is undertaking to develop a process whereby out-of-province practitioners will be able to provide services to existing clients who temporarily move to Ontario.

A number of Canadian jurisdictions permit 'visiting practitioners' to practice for different purposes and for different periods at time. These provinces charge different rates for this 'privilege' ranging from no cost to \$500 dollars per year. The average cost of those who provided information is approximately \$280 with a median and modal fee of \$250 per year.

It is recommended that the College charge a membership fee of \$240 in addition to the standard \$100 application fee. As with other Certificates, this would be prorated monthly for the period it was in force.

**Budgetary Implications**

None.

**Next Steps**

Upon approval by Council, *By-law 18: Fees* will be circulated to the membership for 60 days and then brought back to Council for final approval.

**Attachments**

1. Tracked changes version of *By-Law 18: Fees* with proposed changes.

**Contact for Questions**

Dr. Rick Morris, Registrar & Executive Director

## **BY-LAW 18: FEES**

*[Approved by Council December 1999; amended March 2001; amended February 2002; amended March 2003; amended March 2004; September 2005, March 27, 2009; December 13, 2013; December 2014; March 2017, December 2017, [June 2019](#)]*

This by-law is made under the authority of the *Regulated Health Professions Act, 1991* as amended, and the *Psychology Act, 1991* as amended.

Note: The requirements for each certificate of registration are set out in the Registration Regulation.

### **Membership**

- 18.1 Every member shall pay an annual membership fee in accordance with this by-law for each membership year.
- 18.2 A membership year begins on June 1 in one year and ends on May 31 of the following year.
- 18.3
- a. The annual fee for membership must be paid on or before June 1 in the membership year.
  - b. Notwithstanding subsection (a), the annual fee for a member holding a Certificate of Registration Authorizing Supervised Practice is payable in two equal instalments on or before June 1 and December 1 in the membership year.
- 18.4 The annual fee for membership is,
- a. \$795 for members who hold
    1. a Certificate of Registration Authorizing Autonomous Practice,
    2. a Certificate of Registration Authorizing Interim Autonomous Practice, or
  - b. \$550 for members who hold a Certificate of Registration Authorizing Supervised Practice;
  - c. \$238.50 for members who hold an Inactive Certificate of Registration;
  - d. \$50 for members who hold a Retired Certificate of Registration; and
  - e. [\\$397.50 for members who hold an Academic Certificate of Registration.](#)
  - e.f. [\\$240 for members who hold a Certificate of Registration Authorizing Interim Autonomous Practice for temporary, limited practice and who have entered into an Undertaking and Agreement with the College.](#)
- 18.5 No later than 30 days before an annual fee is due, the Registrar shall notify the member of the amount of the fee and the day on which the fee is due.
- 18.6 A member who fails to pay an annual fee on or before the day on which it is due shall pay a penalty of 10 per cent of the annual fee, in addition to the annual fee.

### **Examinations**

- 18.7 The fee for the Examination for Professional Practice in Psychology is the fee set by the Association of State and Provincial Psychology Boards and its contractors.
- 18.8 The fee for the Jurisprudence and Ethics Examination is \$200.
- 18.9 The fee for the oral examination is \$550.

### **Interviews**

- 18.10 The fee for an interview is \$500.

### **Applications**

- 18.11
- a. The fee for an application for a Certificate of Registration Authorizing Supervised Practice is \$230.

- b. Notwithstanding subsection (a), the fee for an application for a Certificate of Registration Authorizing Supervised Practice is \$100, if the applicant holds a Certificate of Registration Authorizing Autonomous Practice as a Psychological Associate.
- 18.12
- a. The fee for an application for a Certificate of Registration Authorizing Interim Autonomous Practice is \$100.
  - b. Where section 22.18 of the Code applies, the fee for an application for a Certificate of Registration Authorizing Autonomous Practice is \$100.
- 18.13
- a. The fee for an application for each of the following certificates is \$100:
    - 1. Academic Certificate of Registration;
    - 2. Inactive Certificate of Registration;
    - 3. Retired Certificate of Registration;
  - b. Where an applicant for a Certificate of Registration Authorizing Autonomous Practice holds one of the certificates listed in subsection (a), the fee for the application is \$100.

#### **Professional Corporations**

- 18.14 The fee for the application for, and issuance of, a certificate of authorization, including any reinstatement of a certificate of authorization, for a professional corporation is \$350.
- 18.15 The fee for the annual renewal of a certificate of authorization is \$250.
- 18.16 The fee for the issuing of a document or certificate respecting a professional corporation, other than the first certificate of authorization or the annual renewal of a certificate of authorization, is \$50.

#### **Other Matters**

- 18.17 The fee for issuance of a document confirming a member's registration status is \$25.

#### **Committee and Program Fees**

- 18.18 The Registrar may charge members a fee for anything that a Committee of the College is required or authorize to do under statute or regulations.
- 18.19 Committee and program fees include, but are not limited to, the following:
- a. Cost of hearings or other items ordered by the Discipline Committee;
  - b. For the College's Quality Assurance Program, a fee of \$100 for failure to complete any of the mandatory requirements of the College's Quality Assurance Program within the timelines established by the Quality Assurance Committee;
  - c. For individual education or remediation programs, the fee charged by and payable to the supervisor, monitor, mentor or program;
  - d. For monitoring, supervision, or assessment pursuant to a decision of the Registration Committee, the fee charged by and payable to the monitor, supervisor, mentor or assessor;
  - e. Fees and/or costs related to activities, including but not limited to programs and assessments, referred to in acknowledgements and undertakings entered into by a member with the College; and,
  - f. Fees and/or costs related to orders and directions of the College Committees.
- 18.20 Any outstanding balance owed to the College in respect of any decisions made by a Committee, and any fees payable under this By-law will be added to and included in the member's annual fees.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

**Continuing Professional Development (CPD) Program Audit and Audit Selection**

**Strategic Direction Reflection**

*Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members; Supporting and assisting members to meet high standards*

**Motion for Consideration: re – Recommendation from Executive Committee**

That a new policy, *Policy II-5(iii) Continuing Professional Development Program Audit and Audit Selection* be approved.

**Moved By** TBD

**Rationale**

All members of the College, except for those with a *Retired Class of Certificate of Registration*, must fulfill the requirements of the College's Continuing Professional Development (CPD) Program. Participation in the Program is subject to audit by the Quality Assurance Committee. The Committee has developed criteria for the selection of members to be audited to ensure fairness and consistency in determining those who will be required to undergo an audit.

The criteria will ensure that all College members will have an equal probability of selection and that the frequency at which the same member may be selected is reasonable. Those members who were randomly selected shall not be required to participate in an audit more than once every ten years.

In addition to those randomly selected, all members who have not attested to the completion of their CPD activities shall be subject to audit. This will ensure that members who have not declared compliance with the Program will be required to supply information to the Committee about the CPD activities they have undertaken.

**Background**

The College's CPD Program is designed to:

- Promote continuing competence and continuing quality improvement among members;
- Remedy gaps in knowledge and skills identified in members' self-assessment;
- Address changes in practice environments; and
- Incorporate standards of practice and advances in technology.

The Program permits members to undertake continuing professional development and continuing education in a variety of ways as best suits their learning style and needs. Members are expected to keep track of their CPD credits to ensure they meet the minimum requirements previously established by the Council.

When audited, members will be required to provide the Quality Assurance Committee with a detailed list of their CPD activities, as well as supporting documentation, whenever this is available.

Neither the *Regulated Health Professions Act, 1991* nor the Regulations to the *Psychology Act, 1991* currently specify criteria for selecting members to be audited. The current proposal is in keeping with ONTARIO REGULATION 209/94, PART III (QUALITY ASSURANCE):

*10. (4) At the request of the Committee, a member shall attest to the completion of their continuing education and professional development activities in the form and manner required by the Committee and provide the Committee with his or her records of the activities undertaken in the form and manner requested by the Committee. O. Reg. 73/15, s. 1.*

### **Budgetary Implications**

The decision to conduct audits has already been made by Council. There are no material budgetary implications associated with the proposed selection criteria.

### **Contact for Questions**

Barry Gang, Deputy Registrar & Director of Professional Affairs

| <b>College of Psychologists Policy and Procedure Manual</b>                          |                 |  |                               |
|--|-----------------|--|-------------------------------|
| <b>SECTION:</b> COUNCIL and COMMITTEES   |                 |  | <b>POLICY #:</b><br>II-5(iii) |
| <b>POLICY:</b> Continuing Professional Development Program Audit and Audit Selection |                 | <b>COVERAGE:</b> Quality Assurance Committee |                               |
| <b>CREATED:</b><br>June 2019   | <b>REVISED:</b> | <b>NEXT REVIEW:</b><br>June 2022             | <b>PAGE #:</b><br>1 of 1      |

**POLICY STATEMENT:**

Each year, the Quality Assurance Committee randomly will select a number of members to participate in an audit of their continuing education and continuing professional development (CPD) activities. In addition, all members who have not attested to the completion of their CPD activities shall be subject to audit. Those members who were randomly selected shall not be required to participate in an audit more than once every ten years.

**PROCEDURE:**

1. Each year, the Quality Assurance Committee shall determine the number of members to be randomly selected based upon current College resources available. This will be in addition to all those who have not attested to the completion of their CPD activities.
2. Members undergoing the audit shall provide the Committee with a detailed list of their CPD activities as well as supporting documentation, whenever this is available.
3. The Quality Assurance Committee shall, with the assistance of College staff, review the records of CPD activities provided by the College members who have been selected for audit.
4. Should the Committee form a concern that a member has not fulfilled the requirements of the mandatory Continuing Professional Development Program, the Committee shall address the concerns in accordance with the provisions of the Health Professions Procedural Code, being Schedule 2 of the *Regulated Health Professions Act, 1991*.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

**Travel Allowance for Council and Committee Members**

**Strategic Direction Reflection**

*Acting in a responsibly transparent manner*

**Motion for Consideration: re – Recommendation from Executive Committee**

That amendments to *Policy III F-4: Per Diems and Council and Committee Compensation* regarding Council and Committee members' travel time per diem be approved.

**Moved By** TBD

**Background**

Currently, Council and Committee members travelling from Northern Ontario\* receive an allowance for travel to and from meetings. This allowance is ½ day per round trip and, according to the policy, requires that travel be necessary the day before or after a meeting. This is set out in *Policy III F-4: Per Diems and Council and Committee Compensation* which states that:

8. Travel Time per diem claims must be included with the expense claim and are payable to all members as follows:
  - travel from “Northern Ontario” as defined by the Ministry of Health and Long-Term Care, when travel is necessary the day before or after a meeting, a half day per diem is payable for the round trip;

*[\*Northern Ontario is defined by the Ministry as Districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, or Timiskaming.]*

This policy was discussed at the May 2019 Executive Committee meeting. It was noted that most out-of-town Council and Committee members travel the night before to arrive for a 9:00AM meeting start, and this travel often includes as many hours as their “Northern Ontario” colleagues. In discussing this matter, it was noted that this part of the *Per Diems and Council and Committee Compensation* policy regarding the special allowance for those travelling from “Northern Ontario” had been in place for at least 20 years without review. The original source of the Northern Allowance is unclear. In reviewing Ministry information, it is noted that the reference to a Ministry definition of “Northern Ontario” relates to the travel area in which a higher mileage rate is paid. It does not relate to additional payment for travel time.

The Executive Committee is recommending amendments to this policy which would provide for a ½ day per diem to any Council or Committee member who travels at least 40KM or more one way and would eliminate the requirement that who travel the day before or after a meeting was necessary.

**Budget Implications**

A change to include all Council and Committee members would have significant budgetary implication. In the fiscal year just ended, May 31, 2019, the total “Northern Travel” allowance paid to Council and

Committee member travel was approximately \$7,800. It is estimated that the cost of expanding the ½ day per round trip travel allowance to all “out-of-town” Council and Committee members would be approximately \$37,000; an increase of approximately \$29,200. As the current 2019-2020 budget anticipates the status quo, that is, payment only for those travelling from “Northern Ontario” Council may see these as approved over-expenditures in Council and Committee expense lines.

**Note:**

If approved, appropriate changes would be made to the Expense Reimbursement Claim Form.

**Attachments**

1. *Policy III F-4: Per Diems and Council and Committee Compensation – With Tracked Changes*

**Contact for Questions**

Rick Morris, Registrar & Executive Director

| <b>College of Psychologists Policy and Procedure Manual</b>     |   |   |                               |
|---|---|---|-------------------------------|
| <b>SECTION:</b> FINANCIAL                                       |   |   | <b>POLICY #:</b><br>III F - 4 |
| <b>POLICY:</b> Per Diems and Council and Committee Compensation |   | <b>COVERAGE:</b> Council, Committees, Task Forces, Workgroups, including, but not limited to, Oral Examiners, Examination Proctors, Registration Interviewers and Quality Assurance Reviewers |                               |
| <b>CREATED:</b><br>December 2005                                | <b>REVISED:</b><br>March 2007, June 2010, June 2013<br>June/Sept 2017,<br>June 2019 | <b>NEXT REVIEW:</b><br>2019/2020  | <b>PAGE #:</b><br>1 of 4      |

**POLICY STATEMENT:**

The College shall provide members of the College with a per diem for prescribed work done on behalf of the College.

**PROCEDURE:**

1. The per diem or honorarium for members of the College is \$325.
2. Attendance at meetings per diems or honorariums are paid as follows:
  - meetings scheduled for 4 hours or less - half day per diem
  - meetings scheduled for greater than 4 hours - full day per diem
3. Teleconference per diems or honorariums are paid in quarter day increments for each teleconference scheduled as follows:
  - up to 30 minutes - no per diem
  - greater than 30 minutes to 2 hours - quarter day per diem
  - greater than 2 hours to 4 hours - half day per diem
  - greater than 4 hours to 6 hours - three quarters of day per diem
  - greater than 6 hours - full day per diem
4. Meeting Cancellations
  - i. If a meeting scheduled for one or more consecutive calendar days or consecutive business days has commenced and concludes in less than the scheduled time, the full per diem for the consecutive days scheduled will be paid.
  - ii. If a meeting is cancelled before it has commenced but less than 24 hours before it would have commenced the per diem to be paid is half what would have been paid had the meeting gone ahead as scheduled.
  - iii. If a scheduled meeting is cancelled with more than 24 hours notice, no per diem will be paid.
5. Decision Writing per diems are payable in half day increments to the Chair or other panel member of the Discipline Committee and Fitness to Practice Committee who writes the Decision after a hearing.

| <b>College of Psychologists Policy and Procedure Manual</b>     |   |   |                               |
|---|---|---|-------------------------------|
| <b>SECTION:</b> FINANCIAL                                       |   |   | <b>POLICY #:</b><br>III F - 4 |
| <b>POLICY:</b> Per Diems and Council and Committee Compensation |   | <b>COVERAGE:</b> Council, Committees, Task Forces, Workgroups, including, but not limited to, Oral Examiners, Examination Proctors, Registration Interviewers and Quality Assurance Reviewers |                               |
| <b>CREATED:</b><br>December 2005                                | <b>REVISED:</b><br>March 2007, June 2010, June 2013<br>June/Sept 2017,<br>June 2019 | <b>NEXT REVIEW:</b><br>2019/2020  | <b>PAGE #:</b><br>2 of 4      |

6. Preparation Time for Meetings and Teleconferences per diems are payable in quarter day increments, up to duration of actual meeting, teleconference, or pre-hearing conference for which file reviews were necessary.
- i. Inquiries, Complaints and Reports Committee: per diems are payable in quarter day increments, up to duration of actual meeting, teleconference:
    - (a) maximum of 1 day per one-day panel meeting to deal with investigation, complaints or reports cases plus up to 2 additional days for exceptionally complex cases, at the discretion of the Chair and the Registrar.
  - ii. Registration Committee: per diems are payable in quarter day increments, up to duration of actual meeting, teleconference
    - (a) maximum of 1 day per one-day committee/panel meeting for which file reviews were necessary plus up to an additional half day for exceptionally numerous or complex cases, at the discretion of the Chair and the Registrar.
  - iii. Pre-hearing Conference Chair: per diems are payable in quarter day increments, up to duration of actual pre-hearing conference
  - iv. Special Projects: for Council members and other College members assigned preparatory reading or writing for a Special Project, preparation time is payable in quarter day increments up to one full day
  - v. Additional Requests: individual requests for meeting preparation time from members of Committees other than ICRC and Registration, as noted in (i) and (iii) above, will be considered individually by the Executive Committee.
7. Other Activities per diems and honorariums are payable as follows:
- ASPPB - Council Representative - per diem for each day in attendance
  - ACPRO - Council Representative - per diem for each day in attendance
  - Barbara Wand Symposium presenters - full day per diem
    - This applies to members of the College as well as members of Council
    - The registration fee is waived for presenters
    - The registration fee is waived for any Council member (professional member or public member) who chooses to attend the symposium

| <b>College of Psychologists Policy and Procedure Manual</b>     |   |   |                               |
|---|---|---|-------------------------------|
| <b>SECTION:</b> FINANCIAL                                       |   |   | <b>POLICY #:</b><br>III F - 4 |
| <b>POLICY:</b> Per Diems and Council and Committee Compensation |   | <b>COVERAGE:</b> Council, Committees, Task Forces, Workgroups, including, but not limited to, Oral Examiners, Examination Proctors, Registration Interviewers and Quality Assurance Reviewers |                               |
| <b>CREATED:</b><br>December 2005                                | <b>REVISED:</b><br>March 2007, June 2010, June 2013<br>June/Sept 2017,<br>June 2019 | <b>NEXT REVIEW:</b><br>2019/2020  | <b>PAGE #:</b><br>3 of 4      |

- OPA/OAPA Convention:
    - President: - per diem for each day in attendance
    - Presenters: - one-half day for each session participated in on behalf of the College
    - This applies to members of the College as well as members of Council
  - CPA Convention:
    - President: - no per diem unless presenting  
- per diem for any meeting associated with CPA if attending as a College representative
    - Presenters: - per diem for day of presentation made on behalf of the College (unless already approved in annual budget, requires approval of Executive Committee as an exceptional expense)
    - This applies to members of the College as well as members of Council
8. Travel Time per diem claims must be included with the expense claim form and are payable to all members as follows:
- travel of more than 40km, one way, for College business, from “Northern Ontario” as defined by the Ministry of Health and Long Term Care, when travel is necessary the day before or after a meeting, a half day per diem is payable ~~for the round trip~~;
  - travel outside of Ontario on College business, a per diem for actual travel time is payable in half day increments.
9. Stipend for President  
The President’s stipend is paid at the annual rate of \$8,500 and will be paid monthly to the serving President to cover meetings with the Registrar, incidental time for telephone calls, e-mails and other intermittent communication, based on an assumption of an average of half a day per week being devoted to these activities.
10. Office Overhead Allowance for Eligible Private Practitioners
- i. This section applies to private practitioners who derive more than half of their income from self employment.
  - ii. This allowance is not intended to replace lost income. Rather it is intended to offset additional significant expenses associated with running a practice office: rent, insurance, property taxes, secretarial support; that is, expenses which are normally claimed against income.

| <b>College of Psychologists Policy and Procedure Manual</b>     |   |   |                               |
|---|---|---|-------------------------------|
| <b>SECTION:</b> FINANCIAL                                       |   |   | <b>POLICY #:</b><br>III F - 4 |
| <b>POLICY:</b> Per Diems and Council and Committee Compensation |   | <b>COVERAGE:</b> Council, Committees, Task Forces, Workgroups, including, but not limited to, Oral Examiners, Examination Proctors, Registration Interviewers and Quality Assurance Reviewers |                               |
| <b>CREATED:</b><br>December 2005                                | <b>REVISED:</b><br>March 2007, June 2010, June 2013<br>June/Sept 2017,<br>June 2019 | <b>NEXT REVIEW:</b><br>2019/2020  | <b>PAGE #:</b><br>4 of 4      |

- iii. An office overhead allowance is payable at the rate of \$200 per day in quarter day increments parallel to the per diem payment for meeting attendance.

DRAFT



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

**Public Consultation on Use of the Title *Psychologist* for all Psychological Practitioners**

**Strategic Direction Reflection**

*Enforcing standards fairly and effectively through developing, establishing and maintaining standards of practice and professional ethics for all members; Communicating clearly and effectively with stakeholders, particularly applicants, members and the public; Acting in a responsibly transparent manner*

**Matter for Consideration**

Council direction regarding the development of a public consultation survey on the use of the title *Psychologist* for all psychological practitioners.

**Background**

At the March 2019 meeting, Council indicated that it would be useful to conduct a separate consultation, on the use of the title *Psychologist* for all psychological practitioners, directed at members of the public who might use psychological services. It was noted that the consultation survey distributed in February 2019 generally targeted College members and professional associations. It was suggested that efforts be made to reach out to “grass roots” organizations, for example the Ontario Learning Disabilities Association, the Ontario Mood Disorders Association or other organizations, whose members may be recipients of psychological services.

In discussing the preparation of the consultation survey, Council requested the opportunity to review the questions to be included and the groups to whom it would be sent. Given the diverse opinions regarding the utility of the earlier consultation survey, the Registrar requested that Council members provide him with suggested questions and as well, identify groups they felt it was appropriate to survey.

The possible nature of the public consultation survey and potential respondents was discussed at the May Executive Committee meeting. The Registrar noted that suggestions from Council had been very limited. Given the controversy regarding the nature of the earlier survey, the Registrar indicated that he felt he was unable to create a survey, without input, that would satisfy the variety of opinions regarding how this matter should be approached. The Executive appreciated the Registrar’s dilemma and decided that the matter needed to be returned to Council for further discussion. They directed the Registrar to put a hold on any further work on a public survey.

Questions to be considered at this time include:

1. Does Council wish to pursue the March 2019 motion regarding the development and implementation of a public consultation survey?
  - a. If so, what are the specific questions to be asked of the public pertaining to the use of title *Psychologist* for all psychological practitioners and who are the groups to be targeted?
  - b. If not, should the consultation be considered “closed” and work begun on compiling the extensive information received?

**Contact for Questions**

Rick Morris, Registrar & Executive Director



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Registration Committee Report to Council**

Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                            |               |                  |               |
|----------------------------|---------------|------------------|---------------|
| Michael Grand (co-Chair)   | Council       | Jane Ledingham   | College       |
| Patricia Minnes (co-Chair) | Council       | Denise Milovan   | Council       |
| Dorothy Cotton             | Council       | Philip Ricciardi | College       |
| Robert Gauthier            | College       | Cory Richman     | Public Member |
| Jaffar Hayat               | Public Member | Wanda Towers     | College       |

**Staff Support:**

|                 |  |
|-----------------|--|
| Lesia Mackanyn  | Director: Registration                 |
| Myra Veluz      | Senior Registration Assistant          |
| Shannon Elliott | Administrative Assistant: Registration |
| Deneika Greco   | Administrative Assistant: Registration |

**Meetings of the Registration Committee:**

**March 22, 2019: Panel B**

The Registrar referred a total of 33 cases to Panel B.

These cases included:

- 10 cases involving academic credential reviews (1 doctoral, 9 masters);
- 18 cases involving retraining for supervised practice members or eligible candidates (7 doctoral, 11 masters);
- 1 case involving a request for a removal or a modification of a limitation and/or a condition;
- 4 cases involving requests for change of area of practice.

**March 21, 2019: Plenary Session**

The Committee reviewed and discussed a recent decision of the Health Professions Review and Appeal Board (HPARB) involving academic credentials obtained from outside of Canada or USA, and third party credential evaluation results. The HPARB upheld the decision of the Registration Committee in this case.

The Committee continued its work on revising the *Guidelines for Completing the Declaration of Competence*, and the *Guidelines for Retraining for Supervised Practice Members* (and related forms used for proposing and evaluating retraining plans), with the goal of revising each for greater clarity and specificity.

**March 21, 2019: Panel A**

The Registrar referred a total of 31 cases to Panel A.

These cases included:

- 10 cases involving academic credential reviews (1 doctoral, 9 masters);
- 18 cases involving retraining for supervised practice members or eligible candidates (8 doctoral, 10 masters);
- 1 case involving a reciprocity application;
- 1 case involving a request for a removal or a modification of a limitation and/or a condition;
- 1 case involving a request for change of area of practice.

**May 16, 2019: Panel B**

The Registrar referred a total of 46 cases to Panel B.

These cases included:

- 8 cases involving academic credential reviews (3 doctoral, 6 masters);
- 24 cases involving retraining for supervised practice members or eligible candidates (11 doctoral, 13 masters);
- 1 case involving the Oral Examination;
- 1 case involving a request for removal or modification of a limitation and/or condition;
- 12 cases involving requests for change of area of practice.

**May 16, 2019: Plenary Session**

The Committee continued its work on revising the *Guidelines for Completing the Declaration of Competence*, and the *Guidelines for Retraining for Supervised Practice Members* (and related forms used for proposing and evaluating retraining plans).

**May 17, 2019: Panel A**

The Registrar referred a total of 41 cases to Panel A.

These cases included:

- 9 cases involving academic credential reviews (3 doctoral, 6 masters);
- 22 cases involving retraining for supervised practice members or eligible candidates (10 doctoral, 12 masters);
- 1 case involving the Oral Examination;
- 2 cases involving a request for removal or modification of a limitation and/or condition;
- 6 cases involving requests for change of area of practice;
- 1 case involving a request for return to an autonomous certificate from an inactive certificate.

Michael Grand, Ph.D., C.Psych.  
Co-Chair, Registration Committee

Patricia Minnes, Ph.D., C.Psych.  
Co-Chair, Registration Committee

### **Glossary of Terms**

- **Academic Credential Reviews:** Cases where after an initial review, the Registrar has referred an application for supervised practice to the Registration Committee for a further review to determine whether the applicant has an acceptable master's or doctoral degree.
- **Change of Area of Practice:** Autonomous practice members who wish to be authorized to practice in a new area and/or with a new client group.
- **Examination Outcomes:** Reviews of outcomes of oral or written examinations.
- **Reciprocity Applications:** Reviews of cases where an applicant has applied from a jurisdiction in which the College has entered into a written reciprocity agreement.
- **Removal or modification of limitation and/or condition:** Autonomous practice members who wish to have a registration related limitation and/or condition removed (or modified) from their certificate of practice.
- **Retraining:** Applies to supervised practice members and eligible candidates. If after an initial review, it appears that a candidate is missing required components in the area for which they have declared competence to practise, the Registrar will refer the candidate's application to the Registration Committee for a review of their education and training. The Committee will determine whether the candidate must augment her/his knowledge and skills via a retraining plan.
- **Return from Inactive to Autonomous:** Members who have held an Inactive Certificate of Registration for longer than 2 years and who wish to return to a Certificate of Registration Authorizing Autonomous Practice.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Inquiries, Complaints and Reports Committee (ICRC) Report to Council**

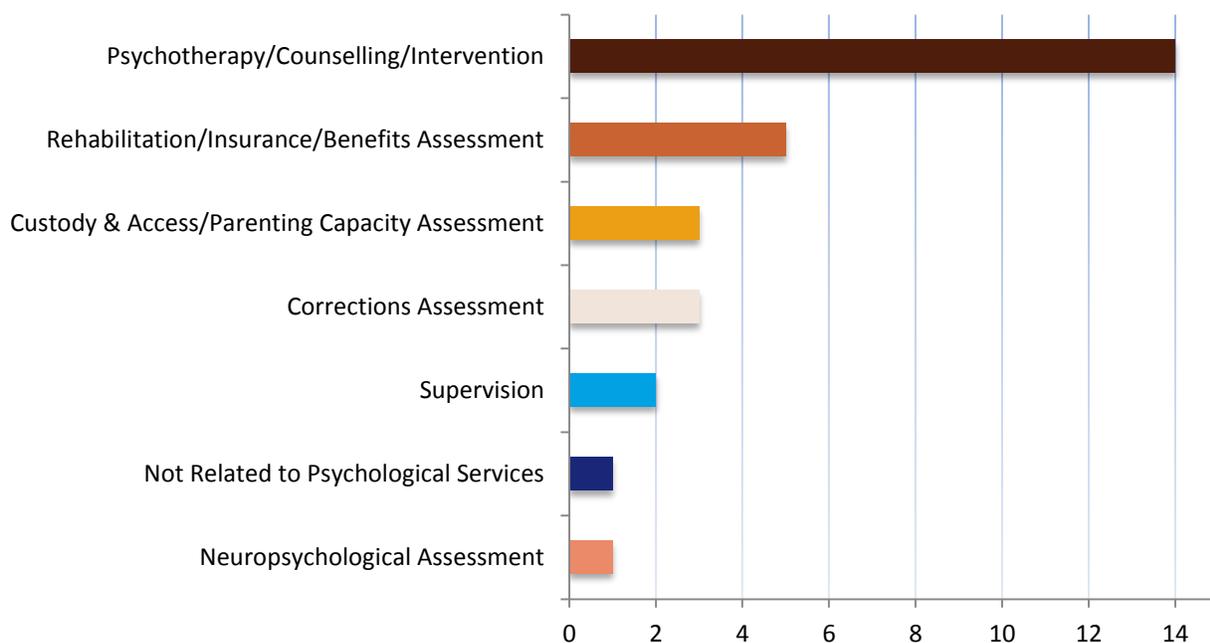
Fourth Quarter, March 1, 2019 – May 31, 2019

**Committee Members:**

|                       |               |                              |               |
|-----------------------|---------------|------------------------------|---------------|
| Sara Hagstrom (Chair) | College       | Lynette Eulette              | Council       |
| Diane Addie           | College       | Emad Hussain                 | Public Member |
| Ruth Berman           | College       | Elizabeth Levin (Vice-Chair) | Council       |
| Kristin Bisbee        | Public Member | Melanie Morrow               | College       |
| Gilles Boulais        | College       | Rana Pishva                  | College       |
| Jason Brown           | College       | Fred Schmidt                 | College       |
| Judy Cohen            | Public Member | Laura Spiller                | College       |
| Dorothy Cotton        | Council       |                              |               |

**New Complaints and Reports**

In the 4<sup>th</sup> Quarter, the College received 28 new complaints and opened one new Registrar's Investigation for a total of 29 new matters. The nature of service in relation to these matters is as follows:

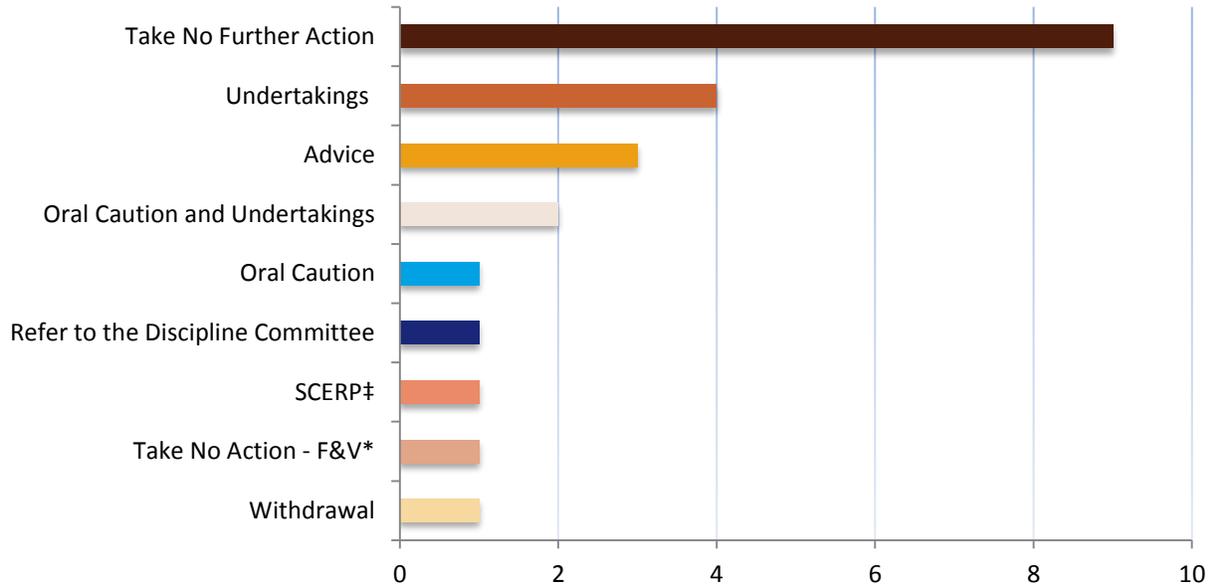


**ICRC Meetings**

The ICRC met on March 7, April 4 and May 13, 2019 to consider a total of 26 cases. A plenary session was held on May 3, 2019 for all ICRC members. Eleven teleconferences were held to consider 12 cases, in addition to standing teleconferences of March 21 and May 29, 2019 to consider 2 cases. The next ICRC meeting is scheduled for June 17, 2019.

**ICRC Dispositions**

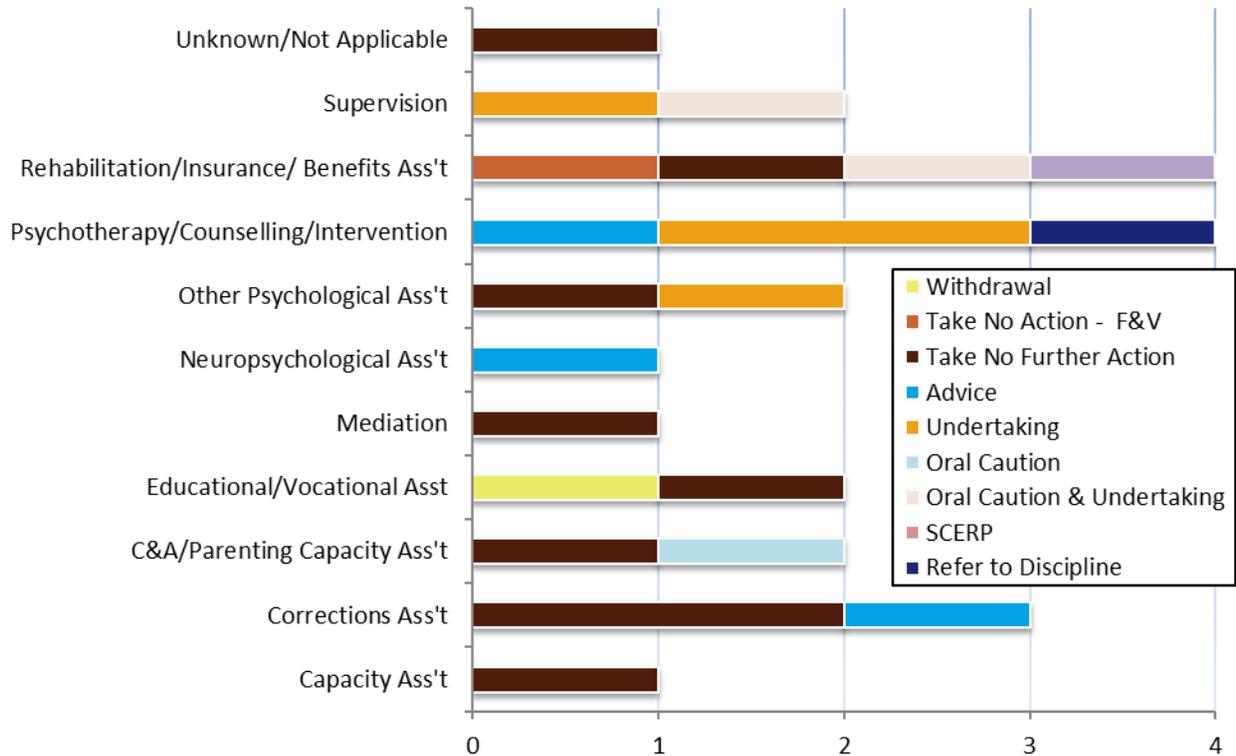
The ICRC disposed of 23 cases during the 4<sup>th</sup> Quarter, as follows:



‡ SCERP: Specified Continuing Education and Remediation Program

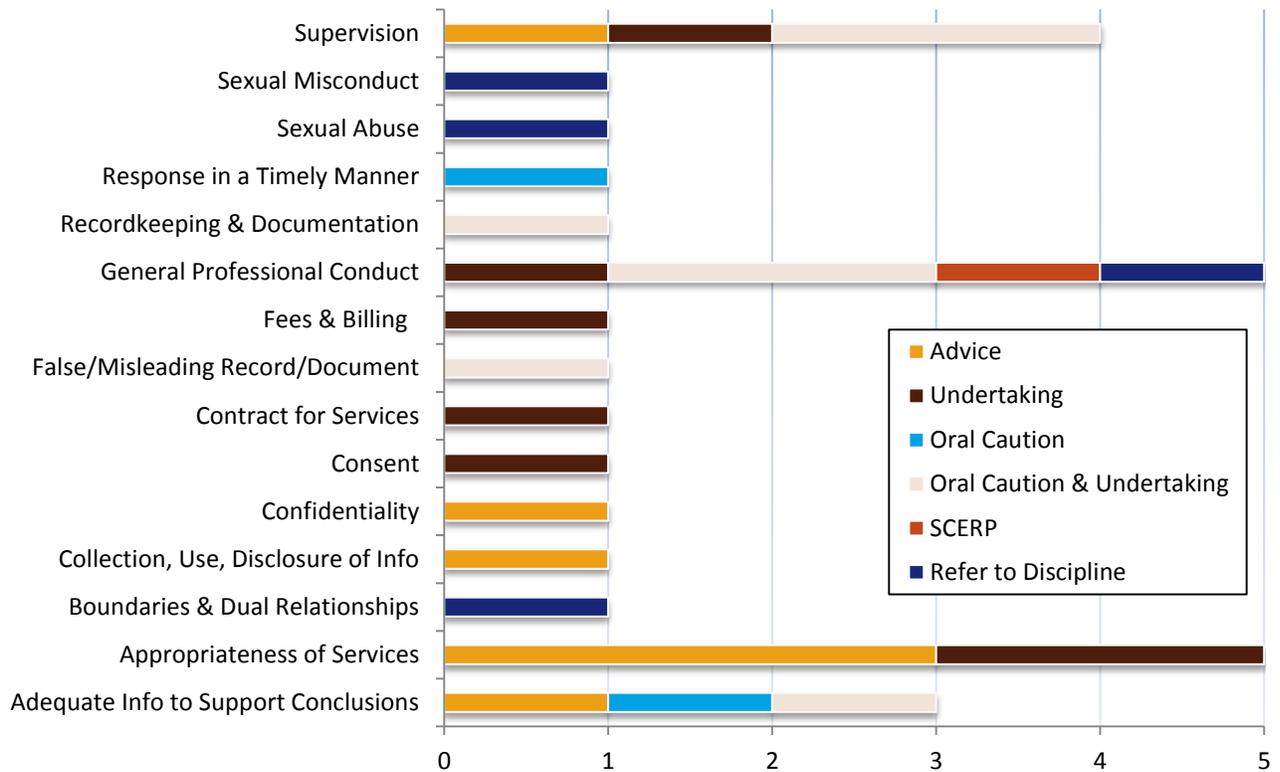
\*F&V: Frivolous, vexatious, made in bad faith, moot or otherwise an abuse of process, pursuant to s.26(4) of the Health Professions Procedural Code.

The dispositions of these 23 cases, as they relate to nature of service, are as follows:



**Disposition of Allegations**

The 23 cases disposed of included the consideration of a total of 67 allegations. The ICRC took some remedial action with respect to 28 (42%) of these allegations.



**Health Professions Appeal and Review Board (“HPARB”)**

In the 4<sup>th</sup> Quarter, four HPARB reviews of ICRC decisions were requested. Two HPARB decisions were received confirming the ICRC decisions. One HPARB decision returned a matter to the ICRC as “unreasonable”, on the basis of information available to the Board that was not available to the ICRC at the time that it considered the matter.

Respectfully submitted,

Sara Hagstrom, Ph.D., C.Psych.  
 Chair: Inquiries, Complaints and Reports Committee  
 June 6, 2019



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

**Committee Audit 2019 - 2020**

**Strategic Direction Reflection**

*Advancing the Council's governance practices*

**Motion for Consideration**

That the Quality Assurance Committee be audited in 2019-2020 as per Policy I-7 *Committee Audits*.

**Moved By** TBD

**Rationale**

While the legislation does not require the College to conduct audits of its Committees and processes, Council decided that Statutory and Non-Statutory Committees would undergo periodic reviews as a quality assurance/continuous improvement initiative.

**Background**

In 2003 – 2004 a review of the Complaints Committee was conducted followed by an audit of the Jurisprudence and Ethics Examination Committee. Subsequently, the College Council decided to formalize the process and Policy I-7 *Committee Audits* was created in December 2005. Since that time all of the Statutory and Non-Statutory Committees have been reviewed at least once. The following table presents a history of completed Committee Audits.

| <b>Fiscal Year</b> | <b>Committee</b>                                 |
|--------------------|--|
| 2003-2004          | Complaints                                       |
| 2004-2005          | JEEC   |
| 2005-2006          | Registration                                     |
| 2006-2007          | Discipline                                       |
| 2007-2008          | Quality Assurance                                |
| 2009-2010          | Registration (OFC Audit)                         |
| 2013-2014          | JEEC   |
| 2014-2015          | Executive Committee                              |
| 2017-2018          | Finance and Audit Committee                      |
| 2017-2018          | Client Relations Committee                       |
| 2018-2019          | Nominations and Leadership Development Committee |
| 2018-2019          | Inquiries, Complaints and Reports Committee      |

A review of the history table suggests that the Quality Assurance Committee is due to be audited in 2019-2020. It is important to note that there are no issues or concerns with the functioning of any Committee and therefore no Committee for which an audit would be considered urgent or necessary.

**Budgetary Implications**

Funds have been allocated to “Special Projects” to fund 2019-2020 audits. No specific amount was established as it is recognized that the cost of the audit varies by the nature of the Committee under review.

**Next Steps**

1. With Council’s approval of the audit for the Quality Assurance Committee, the Registrar will work with the Committee Chair and liaison staff to plan and implement the audit.

**Contact for Questions**

Dr. Rick Morris, Registrar & Executive Director



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO  
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Briefing Note – June 2019 Council Meeting**

**Signing Authorities**

**Strategic Direction Reflection**

*Advancing the Council's governance practices.*

**Motion for Consideration**

As [TBD] has been elected President and [TBD] elected as Vice-President; that their names be added to the list of signing officers as of June 21, 2019;

As the President resides outside of the GTA, that Dr. Denise Milovan, who remains on Council, continue as a signing officers as of June 21, 2019.

As Dr. Lynette Eulette and Dr. Elizabeth Levin have completed their terms on Council, that their names be removed from the list of Signing Officers as June 21, 2019.

**Background**

*By-law 9: Banking and Finance* requires that:

9.8.1 For any amount, either the Registrar or the Deputy Registrar plus one of the President, the Vice President, or a member or members of Council appointed in accordance with Section 9.8.5;

9.8.2 For amounts up to \$7,500, the Registrar and the Deputy Registrar; or either the Registrar or the Deputy Registrar plus either the Director, Registration, the Director, Investigations and Hearings or the Manager, Corporate Services;

9.8.3 Notwithstanding the above, for amounts up to \$35,000, the signing officers identified in 9.8.2 shall also be authorized to sign all cheques for: (1) mandatory employer remittances to the Canada Customs and Revenue Agency including payroll deductions and employer contributions; (2) monthly rent or mortgage payments for College premises; and (3) monthly premium payments for employee benefits.

9.8.4 Signing officers shall be provided with a duly approved invoice or purchase order in support of any cheque to be signed.

9.8.5 For purposes of paragraph 9.8.1, where either the President or the Vice-President resides in the Greater Toronto Area (GTA), Council shall appoint as a signing officer one other member of the Council who resides in the GTA. If neither the President nor the Vice-President resides in the GTA, Council shall appoint as signing officers two other members of the Council who reside in the GTA.

**Contact for Questions**

Dr. Rick Morris, Registrar & Executive Director

**COLLEGE OF PSYCHOLOGISTS OF ONTARIO**  
**STRATEGIC DIRECTION 2017 - 2022**  
**Updated May 29, 2019**

**Vision** *[What we aspire to be]*

The College strives for excellence in self-regulation in service of the public interest.

**Mission** *[Why we exist]*

To regulate the practice of psychology in serving and protecting the public interest

**Strategies** *[How we accomplish our Mission]*

In accomplishing our Mission, the College promotes excellence in the practice of psychology by:

- Enforcing standards fairly and effectively through:
  - Developing, establishing and maintaining standards of qualifications for individuals seeking registration,
  - Developing, establishing and maintaining standards of practice and professional ethics for all members,
  - Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members;
- Communicating clearly and effectively with stakeholders, particularly applicants, members and the public;
- Supporting and assisting members to meet high standards;
- Responding to changing needs in new and emerging practice areas;
- Collaborating in shaping the regulatory environment;
- Acting in a responsibly transparent manner; and,
- Advancing the Council's governance practices.

**Values** *[What we uphold in all our activities]*

Fairness

The College approaches decisions in a just, reasonable and impartial manner.

Accountability

The College acts in an open, transparent and responsible manner and communicates about its processes.

Integrity

The College acts honestly, ethically, and responsibly.

Respect

The College treats members of the public, members of the College, prospective members and other stakeholders with respect.

| Agenda Key | MISSION: To regulate the practice of psychology in serving and protecting the public interest by:  | Current/Recent Examples  | In Development/Proposed Examples  |
|------------|--|--|---|
| M1         | <ul style="list-style-type: none"> <li>Enforcing standards fairly and effectively through:               <ul style="list-style-type: none"> <li>Developing, establishing and maintaining standards of qualifications for individuals seeking registration,</li> </ul> </li> </ul>  | <ul style="list-style-type: none"> <li>Revised the manner for recording Oral Exam results when not all areas of practice/client groups are authorized (September 2016)</li> </ul>  | <ul style="list-style-type: none"> <li><i>Briefing Note</i> on Implementation of Council's March 2013 decision respecting future of psychology regulation in Ontario submitted to Ministry (November 2016)</li> </ul> |
| M2         | <ul style="list-style-type: none"> <li>Enforcing standards fairly and effectively through:               <ul style="list-style-type: none"> <li>Developing, establishing and maintaining standards of practice and professional ethics for all members,</li> </ul> </li> </ul>   | <ul style="list-style-type: none"> <li>Review of Standards of Professional Conduct underway (Fall 2016)</li> <li>Adopted the new <i>Standards of Professional Conduct</i>, to go into effect September 1, 2017 (March 2017)</li> <li>Creation of the ICRC Risk Rubric (August 2017)</li> </ul>   |   |
| M3         | <ul style="list-style-type: none"> <li>Enforcing standards fairly and effectively through:               <ul style="list-style-type: none"> <li>Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members</li> </ul> </li> </ul> |  |   |
| M4         | <ul style="list-style-type: none"> <li>Communicating clearly and effectively with stakeholders, particularly applicants, members and the public</li> </ul>   | <ul style="list-style-type: none"> <li>Publication of <i>e-Bulletin</i> quarterly</li> <li>Staff presentations to students and members (ongoing)</li> <li>Strategic Direction 2017 – 2022 to members</li> <li>Executive Committee Reception with London members (May 2017)</li> <li>Executive Committee Reception with Guelph members (November 2017)</li> <li>Proposed Policy II-3(iii) Appearance before a panel of the ICRC to be Cautioned (December 2017)</li> <li>Executive Committee Reception with Kingston Members (May 2018)</li> <li>Use of Title Consultation (February 2019)</li> <li><b>Executive Committee Reception with Thunder Bay members (May 2019)</b></li> </ul> | <ul style="list-style-type: none"> <li>College Communications Plan (March 2018)</li> </ul>  |

|    |   |   |  |
|----|---|---|--|
| M5 | <ul style="list-style-type: none"> <li>Supporting and assisting members to meet high standards</li> </ul>         | <ul style="list-style-type: none"> <li>Practice advisor service (ongoing)</li> <li>Barbara Wand Symposium (December 2016)</li> <li>Revision of the Self-Assessment Guide (May 2017)</li> <li>Continuing Professional Development Program Implementation</li> <li>Examination and Corporation Fee Reductions (June 2017)</li> <li>Practical Applications within new <i>Standards</i> will be continuously updated (June 2017)</li> <li>Barbara Wand Symposium in Ottawa (June 2017)</li> <li>Updated Policy II-3(ii) Release of the Member's Response to the Complainant (June 2017)</li> <li>Frequently Ask Questions for the new Standards and CPD Program continuously updated (August 2017)</li> <li>Barbara Wand Seminar (January 2018)</li> <li>Barbara Wand Seminar (June 2018)</li> <li>Peer Assisted Reviewer Training (November 2018)</li> <li>French Language translations of new <i>Standards</i> completed (November 2018)</li> <li>Barbara Wand Seminar (January 2019)</li> <li>Guidelines for CPD published in <i>e-Bulletin</i> (January 2019)</li> <li>Release of new materials for the prevention of boundary violations and sexual abuse, including a discussion guide.</li> <li><b>Barbara Wand Seminar (June 2019)</b></li> </ul> |  |
| M6 | <ul style="list-style-type: none"> <li>Responding to changing needs in new and emerging practice areas</li> </ul> | <ul style="list-style-type: none"> <li>New technological standard within the revised <i>Standards of Professional Conduct 2017</i></li> </ul>   |  |

## College of Psychologists of Ontario

## Strategic Direction 2017 - 2022

## Implementation

| M7 | <ul style="list-style-type: none"> <li>Collaborating in shaping the regulatory environment</li> </ul> | <ul style="list-style-type: none"> <li>Participation in ASPPB, ACPRO, FHRCO</li> <li>College participation in inter-College Psychotherapy Working Group</li> <li>FHRCO Sexual Abuse Prevention Task Force Chaired by Deputy Registrar (2016-2017)</li> <li>College participation in FHRCO discussions regarding Bill 87 (transparency and other changes to the RHPA)</li> <li>College Council responded to the Standing Committee on Bill 87 (March 2017)</li> <li>Submission to HPRAC, re: Psychotherapy (October 2017)</li> <li>Submission to MOHLTC on regulation amendments in the Health Professions Procedural Code (March 2018)</li> <li>Submission to Ontario Regulation Registry on Psychotherapy (June 2018)</li> </ul> | <ul style="list-style-type: none"> <li>Discussions with the MOHLTC with regards to the regulation of ABA (November 2017)</li> </ul> |
|----|---|---|---|
| M8 | <ul style="list-style-type: none"> <li>Acting in a responsibly transparent manner</li> </ul>          | <ul style="list-style-type: none"> <li>Posting of Council materials package before meetings on website (June 2016)</li> <li>Council and Executive Meetings to begin with a Declaration of Conflicts of Interest (June 2017)</li> <li>Amendments to By-law 18: <i>Fees</i> (December 2017)</li> <li>Amendments to <i>By-law 25: The Register and related Matters</i> (June 2018)</li> <li>Amendments to <i>By-law 5: Selection of Committee Chairs and Committee Members</i> and <i>By-law 21: Committee Composition</i> (September 2018)</li> </ul>   |   |
| M9 | <ul style="list-style-type: none"> <li>Advancing the Council's governance practices</li> </ul>        | <ul style="list-style-type: none"> <li>New Briefing Note format for Council materials</li> <li>March 2017 Council Training Day</li> <li>Revision to Role of the Executive</li> </ul>  |   |

College of Psychologists of Ontario

Strategic Direction 2017 - 2022

Implementation

|  |  | Committee <ul style="list-style-type: none"> <li>• Agenda to Reflect Strategic Direction of Item</li> <li>• Introduction of Board Self-Assessment process (June 2017)</li> <li>• Amendments to By-law 20: Elections to Council (December 2017)</li> <li>• Two Committee Audits Planned for 2017-2018</li> <li>• HIROC Risk Management System (September 2017)</li> </ul> |  |
|--|--|--|--|

**Notes: Some items could be entered in more than one place. When an item could belong to more than one area, it has been placed in the primary category.**

**The items shown in BLUE have been added by the Registrar since March 2019 as activities undertaken in service of the College's Strategic Directions 2017 - 2022**