

# Continuing the Journey:

*Regulating in the Public Interest*



ANNUAL REPORT  
**2014 - 2015**

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## COMMONLY USED ACRONYMS

<b>CTCMPAO</b>	College College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario
<b>FHRCO</b>	Federation of Health Regulatory Colleges of Ontario
<b>HPARB</b>	Health Professions Appeal and Review Board
<b>HRTIO</b>	Human Rights Tribunal of Ontario
<b>ICRC</b>	Inquiries, Reports and Complaints Committee
<b>PLAR</b>	Prior Learning Assessment and Recognition Process
<b>RHPA</b>	Regulated Health Professions Act, 1991
<b>SCERP</b>	Specified Continuing Education & Remediation Program
<b>TCM</b>	Traditional Chinese Medicine

### *Traditional Chinese Medicine Act, 2006*

*The Traditional Chinese Medicine Act, 2006 (TCM Act)* establishes the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario. It sets out:

The scope of practice of traditional Chinese medicine is "...the assessment of body system disorders through traditional Chinese medicine techniques and treatment using traditional Chinese medicine therapies to promote, maintain or restore health"

#### **Controlled acts that members of the College are authorized to perform:**

- ❖ Performing a procedure on tissue below the dermis and below the surface of a mucous membrane for the purpose of performing acupuncture
- ❖ Communicating a traditional Chinese medicine diagnosis identifying a body system disorder as the cause of a person's symptoms using traditional Chinese medicine techniques



College of Traditional Chinese Medicine  
Practitioners and Acupuncturists of Ontario

Ordre des praticiens en médecine traditionnelle  
chinoise et des acupuncteurs de l'Ontario

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**Joanne Pritchard-Sobhani**  
**R.TCMP., R.Ac., B.A.**

President, CTCMPAO  
Vice-President, CARB-TCMPA

## President's Message

It was an honour to serve as the College's President and in representing traditional Chinese medicine practitioners and acupuncturists in 2014 – 2015. Daily, I am inspired by our dedicated Council members and our hard-working staff team in seeing what can be accomplished when individuals come together as a team.

I am also inspired by the many members I meet from across Ontario. They are passionate about they do and, most importantly, are dedicated to serving the public of Ontario through the delivery of safe and ethical health care.

Reflecting on the College's activities and accomplishments over this fiscal year, I believe they are characterized by considerable energy and collaboration at many levels. It was a time of enhanced dialogue and relationship-building with our stakeholders and government. Most importantly, it was a year that showcased our public interest focus in everything we do.

We cannot forget that the gift of self-regulation to this College is still new and that includes a considerable workload for our statutory committees. Their "behind the scenes" efforts in developing standards of practice, guidelines, and policies, as well as other initiatives, continues to require time and energy. Considerable progress was made in 2014 – 2015 and I express my gratitude to all who contributed.

Another significant activity that commenced late in 2014 was the College's responsiveness to the Minister of Health's directive to all health regulatory colleges in enhancing their transparency with the public. The College fully supports the initiative, and some of the already proposed ideas (such as enhanced information on the public register) are expected to be implemented in 2015.

I believe our collective achievements have demonstrated how, as a College, we have taken a leadership role and wholly embraced our mandate to serve the public by regulating the profession. I thank my fellow Council members for their commitment and our Registrar, Ms Cristina De Caprio, for her wisdom and counsel.

I look forward to continuing the journey.





**Cristina De Caprio**  
Registrar & CEO

## Coming Together and Working Together

I am pleased to report that progress continues to be made in strengthening the College's profile and in registering qualified traditional Chinese medicine and acupuncture practitioner members. This is very positive for Ontarians and reminds us of the gift of self-regulation.

This year saw more traditional Chinese medicine and acupuncture practitioners licensed to provide care to the public of Ontario. At the same time, we have been carefully building the infrastructure around the elements required by the legislation and regulations – standards of practice and guidelines, registration practices, quality assurance programs, peer and practice assessments, continuing education requirements, discipline and fitness to practise processes, and public education about safe and ethical traditional Chinese medicine and acupuncture.

I can assure you that Council is fully committed to overseeing the College's practices and programs, which are growing from strength to strength and I draw two important initiatives to your attention.

During the 2014 – 2015 year, the College was successful in legal actions against several unauthorized practitioners. In these cases, individuals were found to be practising illegally in one or more areas including holding themselves out as a traditional Chinese medicine practitioner, performing a controlled act, and/or communicating a traditional Chinese medicine diagnosis. The College was also successful in its application to the Court for injunctions against several corporate entities, including those who had been illegally holding themselves out as legitimate regulators of traditional Chinese medicine, and unauthorized practitioners. With its ruling, the Court sent a strong message to the public that the College is the only legal regulatory body in Ontario for traditional Chinese medicine practitioners. From a public perspective, this is very important and positively reinforces the College's regulatory role. Following this success, the College rolled out a media campaign in Ontario through local press and in multiple languages, reminding Ontarians to always see a registered member of the College.

Late in 2014, the Premier of Ontario's initiatives to raise awareness of sexual violence and harassment and improve support for victims led to the Minister of Health establishing a Task Force on the Prevention of Sexual Abuse of Patients and the *Regulated Health Professions Act, 1991*. All health regulatory colleges were asked to provide advice and recommendations on how to strengthen the RHPA's sexual abuse provisions, and the College has continued to support the Task Force on the Prevention of Sexual Abuse of Patients.

The College has also communicated its support of the Minister of Health's transparency initiative, which was also launched in late 2014. All committees are examining opportunities to increase transparency with the public. I can report that a spectrum of ideas is under consideration and expected to be implemented in stages.

It was a busy year and each of the College's statutory committees has managed a full agenda. I encourage you to read about their activities, plans and successes. There is much to be proud of and I expect that the positive momentum will continue.

My job as Registrar is ably supported by many people. I would like to highlight the significant commitment made by Council members in both serving on Council and committees, and thank them for their counsel and advice.

I would like to acknowledge the guidance of the Ministry of Health and Long-Term Care, most notably Allison Henry, Stephen Cheng, Derek Cheung, and the Minister of Health, the Honourable Eric Hoskins. Thank you for the gift of self-regulation. I would also like to acknowledge the Registrar from 2007 – May 2013, Emily Cheung. I would like to express my thanks to legal counsel, Richard Steinecke, Rebecca Durcan, Tom Curry, Jaan Lilles, Gilbert Sharpe, Marc Spector, Craig Bellefontaine, Sean McGurran, Michael Arbutina and Rory Gillis.

I would also like to recognize the staff's hard work in supporting the College's day-to-day activities.



# MEET OUR COUNCIL MEMBERS



**Gordon Campbell**, Public Member  
With a B.Sc. in Mathematics, Gordon Campbell was editor-in-chief of several publications for the computer industry and managed people and projects developing computer application software. He has also served as a public member of the College of Dental Hygienists of Ontario from 2004 – 2007.



**Ming C. Cha**, District 4 (Central West), Professional Member  
Elected to represent District 4, Ming C. Cha is a traditional Chinese medicine practitioner who completed his education and began his career in China before moving to Canada to continue his practice as well as to complete his Ph.D. in human nutrition.



**Cedric Cheung**, District 5 (West), Professional Member  
Elected by acclamation from District 5, Cedric Cheung is a traditional Chinese medicine practitioner appointed to the transitional Council of the College in 2008 and becoming the transitional Council's first President. After establishing his practice in 1972, he has represented Canada as Vice-President of the World Federation of Acupuncture-Moxibustion Societies since 1990 and was President of Chinese Medicine and Acupuncture Association of Canada (CMAAC) from 1983 – 2008.



**Richard Guo Qing Dong**, District 3 (Central), Professional Member  
An elected representative from District 3, Richard Guo Qing Dong is a traditional Chinese medicine practitioner who served on the College's transitional Council from 2008 – 2010, and participated in the process of regulating Traditional Chinese Medicine for over 10 years.



**Salvatore Guerriero**, Public Member  
A professional engineer and lawyer, Salvatore Guerriero has extensive experience in both the engineering and legal arenas in Ontario as well as prior experience as a public member of the Ontario College of Pharmacists. He is currently the Manager of Tribunal Operations at the Association of Professional Engineers of Ontario as well as continuing his legal practice. Mr. Guerriero resigned from the Council on April 14, 2014.



**Yu Qiu Guo**, District 1 (North East), Professional Member  
An elected representative from District 1, Yu Qiu Guo is a traditional Chinese medicine practitioner who began her career in China before moving to Canada, where she continued her practice as well as acting in numerous positions as chair and director of various community service organizations.



**Terry Wai Tin Hui**, District 3 (Central), Professional Member  
An elected representative from District 3, Terry Wai Tin Hui has been a traditional Chinese medicine practitioner in Ontario and was appointed to the transitional Council of the College in 2012. Terry also has extensive experience as a Traditional Chinese Medicine educator.



**Christine Nichole Lang**, District 2 (Central East), Professional Member  
An elected representative from District 2, Central East, Christine Lang began her health care career in kinesiology at the University of Waterloo. She became an acupuncturist in 2000 in southern California before returning home to Ontario to commence her career.



**Sharon Lam**, Public Member  
Sharon Lam is a manager with the City of Toronto. She has extensive experience in accounting, auditing, budgeting, contract and financial management, fraud prevention and investigations, governance and quality assurance. She is a Chartered Professional Accountant (CPA, CGA) and Certified Fraud Examiner, and was a member of the Transitional Council from 2008 – 2010.



**Henry Maeots**, Public Member  
With an MBA in Marketing, Finance and HR Management, Henry Maeots was previously a Regional Vice President and Branch Manager for Primerica Financial Services. He was a member of the Transitional Council from 2008 – 2010 as well as having prior experience as a public member of the College of Physicians and Surgeons of Ontario.

# MEET OUR COUNCIL MEMBERS - cont'd



**Martial Moreau**, Public Member

A financial advisor with extensive human resources and administrative experience, Martial Moreau is a financial advisor with North Star Brokers. He is also a member of the audit committee of the Sault Ste. Marie School Board and Chair of the audit committee of the United Way.



**Claudia Newman**, Public Member

Principal of NCA Associates, Claudia Newman provides training, consulting and writing services to public and private sectors in the area of occupational and professional ethics. A member of the Council on Licensure, Enforcement & Regulation (CLEAR), she was also a member of the Transitional Council from 2012 – 2013 and was appointed to the College of Veterinarians of Ontario as a public member in 2013.



**Phil Schalm**, Public Member

An educator, Phil Schalm is the Associate Director of the University of Toronto's School of Continuing Studies. He has been involved in many national and international educational partnership projects, and delivered an orientation on Traditional Chinese Medicine to Ontario MPs and government officials responsible for public hearings, and leading to the regulation of Traditional Chinese Medicine and acupuncture. He has also served as a member of the Toronto Region Immigrant Employment Council Founding Board of Directors from 2007 – 2013.



**Joanne Pritchard-Sobhani**, District 1 (North East), Professional Member

An elected representative from District 1, Joanne Pritchard-Sobhani is a traditional Chinese medicine practitioner appointed to the transitional Council of the College in 2008, and has been the transitional Council's President since November 2011. She was Vice President of Technical Committee (TC-249), Committee/Traditional Chinese Medicine for the Standards Council of Canada representing Canada internationally from 2011 – 2013. She is also the Vice-Chair of the Canadian Alliance of Regulatory Bodies for Traditional Chinese Medicine and Acupuncture.



**Ferne Woolcott**, Public Member

A school principal and teacher, Ferne Woolcott has an extensive background in education and evidenced a strong commitment to community involvement throughout her career. She is on the Board of Directors of the South West Community Care Access Centre. She became a member of the Transitional Council in March 2013.



**Nathalie Xian Yi Yan**, District 4 (Central West), Professional Member

An elected representative from District 4, Central West, Nathalie Xian Yi Yan is a traditional Chinese medicine practitioner who completed her education in biochemistry and pharmaceuticals before founding the Hamilton Traditional Chinese Medical Health Science Centre. She also completed a diploma in Addiction Care-Worker from McMaster University in 2008. Ms Yan resigned her position on Council on February 18, 2015.



**Rong Zhu**, District 3 (Central), Professional Member

An elected representative from District 3, Rong Zhu is a traditional Chinese medicine practitioner who has served as a director, board member and member of traditional Chinese medicine associations with experience as both a practitioner and as an educator.

## What is a Public Member?

Public members are appointed by the Lieutenant Governor of Ontario. A minimum of five and no more than eight persons would be appointed to the College's Council. Public members may not be members of the Traditional Chinese Medicine profession, members of a health regulatory college as defined in the Regulated Health Professions Act, 1991, or members of a Council of another health regulatory college.

## What is a Professional Member?

Professional members are elected by members of the College to Council in five districts to represent the practising traditional Chinese medicine practitioners and acupuncturists in the district they are elected from. A Member is eligible to vote in the electoral district in which the Member, as of January 1<sup>st</sup> of the election year, primarily practises, or if the Member is not engaged in the practice of traditional Chinese medicine, in which the Member has primary residence.

# Executive Committee

February 17, 2015 – March 31, 2015

**Chair:** Joanne Pritchard-Sobhani,  
President

**Martial Moreau, Vice President**

**Terry Wai Tin Hui**

**Christine Lang**

**Ferne Woolcott**

January 23, 2014 – February 16, 2015

**Chair:** Joanne Pritchard-Sobhani,  
President

**Richard Guo Qing Dong,**  
Vice President

**Terry Wai Tin Hui**

**Claudia Newman**

**Ferne Woolcott**

## Committee Activities in 2014 - 2015

*The Executive Committee supported Council in upholding the College's responsibilities in protecting the public, strengthening relationships with key external stakeholders and seeking opportunities for inter-professional collaboration by supporting and participating in initiatives with other health care regulators. The Committee oversaw the College's day-to-day operations in a fiscally responsible manner while ensuring the College's public interest mandate was upheld at all times.*

## In 2014 – 2015, the Executive Committee:

- ❖ Convened six meetings
- ❖ Oversaw the planning and execution of the move of the College's office operations to Thornhill in August 2014
- ❖ Managed a full agenda of strategic initiatives in support of Council's direction and focus:
  - Led the College's proactive response to the Minister of Health and Long-Term Care's transparency initiative for all health regulatory colleges through an examination of the College's current practices and possible new initiatives (e.g., enhanced information on the public register)
  - Responded to Bill 70, An Act to amend the Regulated Health Professions Act, 1991(spousal exemption) and Council passed the proposed regulation on February 17, 2015 to be sent to the Ministry of Health and Long-Term Care and which would allow for practitioners to treat their spouse once adopted by the Government of Ontario
  - Conducted preliminary research with College's legal counsel and former Registrar Emily Cheung, in developing a framework for the development of a regulation for the title of Dr. TCM. A work plan for the development of the title was produced and a budget was outlined for Council. The Committee also initiated training sessions by College legal counsel for Council members in order to reinforce obligations, duties, etc. in the public interest as well as inform about policies, procedures, etc.
  - Reviewed the system of elections to allow for greater continuity of expertise on Council, including a staggered system of elections and proposed amendments to ensure continuity on Council in the event of vacancies
  - Assessed and responded appropriately to requests from the Ministry of Health and Long-Term Care and other health regulatory colleges for feedback and comments on matters of importance to protecting the public
  - Oversaw the circulation of proposed by-law changes regarding fees. Approved funding for information sessions and webinar to educate members about the PLAR process, standards of practice, legislation, ethics and record keeping
  - Sought opportunities to reach out to external stakeholders through involvement with the Federation of Health Regulatory Colleges of Ontario (FHRCO)
  - The Committee committed to the Minister of Health and Long-Term Care's transparency directive and will continue to discuss how the College will be strengthening existing measures to enhance transparency, and what new measures the College can develop and implement to increase transparency
  - The Committee is committed to assisting the Task Force on the Prevention of Sexual Abuse of Patients set up by the Ministry of Health and Long-Term Care and looks forward to the final report in 2015
  - The Committee committed to building infrastructure for the College, and investing in training of Council on reviewing the governance structure outlined in the College's by-laws and legislation. Council has also received training on human rights and occupational health and safety

## A Message from the Chair

The Executive Committee was busy and productive in 2014 – 2015. Guided by Council, the Committee upheld its mandate in providing leadership to regulate traditional Chinese medicine and acupuncture in the public interest.

I am pleased to report that the College collaborated proactively with stakeholders and, on several occasions, I was able to represent our members in working with other health regulatory colleges to uphold the public interest.

The Executive Committee's work is ably supported by our Registrar, Ms Cristina De Caprio whose leadership and counsel are important assets for the College. Her ability to guide the Committee in focusing on its mandate as well as her legal and regulatory expertise were a significant positive factor in enabling the Committee to function optimally.

I would like to extend my gratitude to the dedicated professional and public members who served on the Committee in 2014 – 2015. Their input, sage advice and commitment were important factors in enabling the Committee to tackle a significant agenda at each meeting.



# Quality Assurance Committee

*February 17, 2015 – March 31, 2015*

**Chair: Ferne Woolcott**

**Ming C. Cha**

**Terry Wai Tin Hui**

**Christine Lang**

**Henry Maeots**

*January 23, 2014 – February 16, 2015*

**Chair: Ferne Woolcott**

**Terry Wai Tin Hui**

**Sharon Lam**

**Christine Lang**

**Martial Moreau**

**Joanne Pritchard-Sobhani**

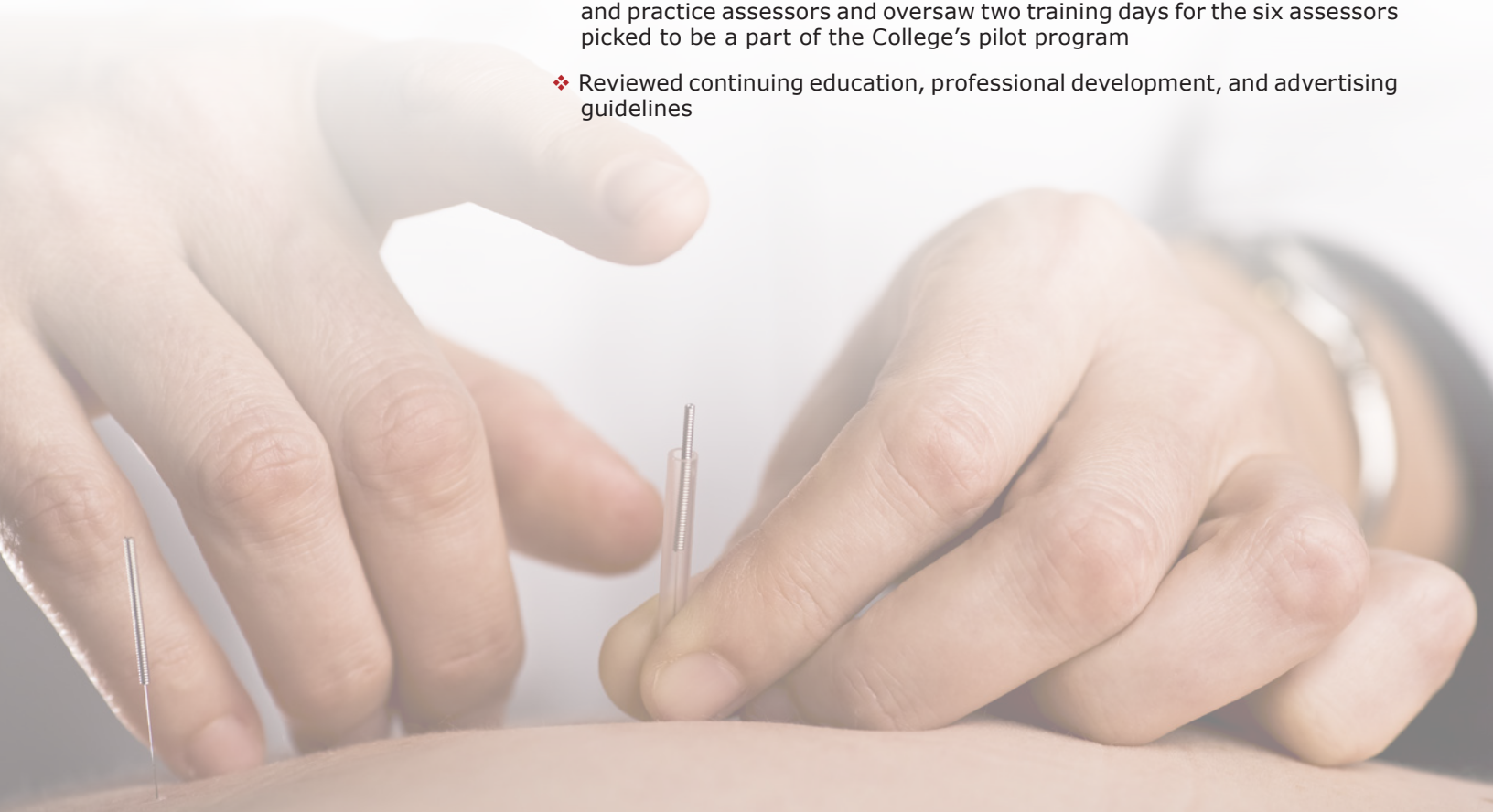
## **Committee Activities in 2014 - 2015**

The Quality Assurance Committee managed a significant workload in 2014 – 2015, including recommending standards of practice, guidelines and policies to Council for approval in helping to continually improve the quality of health care that traditional Chinese medicine practitioners and acupuncturists provide to the public of Ontario. The Committee continued to oversee the training of the first group of peer and practice assessors as well as the launch of the peer and practice assessment program.

The Quality Assurance program is intended to be educational and not punitive. It is based on the standards of practice that have been developed to assure the quality of practice expected of the profession, recognizing that members have unique learning needs, opportunities and resources. The Quality Assurance Committee is committed to developing and maintaining a program that will help members enhance their practice and ensure professional, safe and quality care for the public.

## **In 2014 - 2015, the Committee:**

- ❖ Convened eight meetings
- ❖ Spearheaded a series of information sessions to inform members about ethics, legislation and the College's standards of practice and record keeping, as well as PLAR sessions in English and for those practising with a language plan
- ❖ Developed tools for self and peer and practice assessments in support of members' professional development and growth
- ❖ Solicited interest from members interested in being training as peer and practice assessors and oversaw two training days for the six assessors picked to be a part of the College's pilot program
- ❖ Reviewed continuing education, professional development, and advertising guidelines





# Inquiries, Complaints and Reports Committee

February 17, 2015 – March 31, 2015

**Chair: Claudia Newman**

**Gordon Campbell**

**Sharon Lam**

**Christine Lang**

**Rong Zhu**

January 23, 2014 – February 16, 2015

**Chair: Martial Moreau**

**Richard Guo Qing Dong**

**Gordon Campbell**

**Christine Lang**

**Claudia Newman**

**Rong Zhu**

## Committee Activities in 2014 - 2015

The College receives complaints about the practice or conduct of registered traditional Chinese medicine practitioners and acupuncturists. Every complaint that is received by the College is thoroughly and objectively investigated. Registrar's Report Investigations regarding a member's conduct are forwarded to the Inquiries, Complaints and Reports Committee (ICRC) for review.

The complaints and Registrar's reports are reviewed by the ICRC to determine if there is any evidence of professional misconduct, incompetence or incapacity. The ICRC ably fulfilled its mandate during 2014 – 2015:

- ❖ Convened eight meetings
- ❖ Reviewed 14 complaint matters (four cases were new complaints received in 2014 – 2015)
- ❖ Reviewed 33 Registrar Report Investigations (all commenced in 2014 – 2015)
- ❖ Completed nine cases (all complaints)

## Statistics at a Glance:

### Files referred to ICRC Panel

Case Decision Overview Complaints	Number of Cases
2013-2014	10
2014-2015	4
Total Complaints	14
<b>Registrar's Report</b>	
2013-2014	0
2014-2015	33
<b>Total Registrar's Reports</b>	<b>33</b>

### Summary of ICRC Panel Case Dispositions

Case Decision Overview Decisions	Number of Cases
Take no action	2
Written caution	6
Verbal caution	0
Specified Continuing Education or Remediation Program (SCERP)	1
Referral to Discipline	0
Referral to Fitness to Practise	0
<b>Total Completed Cases</b>	<b>9</b>



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# Patient Relations Committee

*February 17, 2015 – March 31, 2015*

**Chair: Phil Schalm**

**Richard Guo Qing Dong**

**Yu Qiu Guo**

**Claudia Newman**

**Henry Maeots**

**Joanne Pritchard-Sobhani**

*January 23, 2014 – February 16, 2015*

**Chair: Nathalie Xian Yi Yan**

**Yu Qiu Guo**

**Henry Maeots**

**Phil Schalm**

## Committee Activities in 2014 - 2015

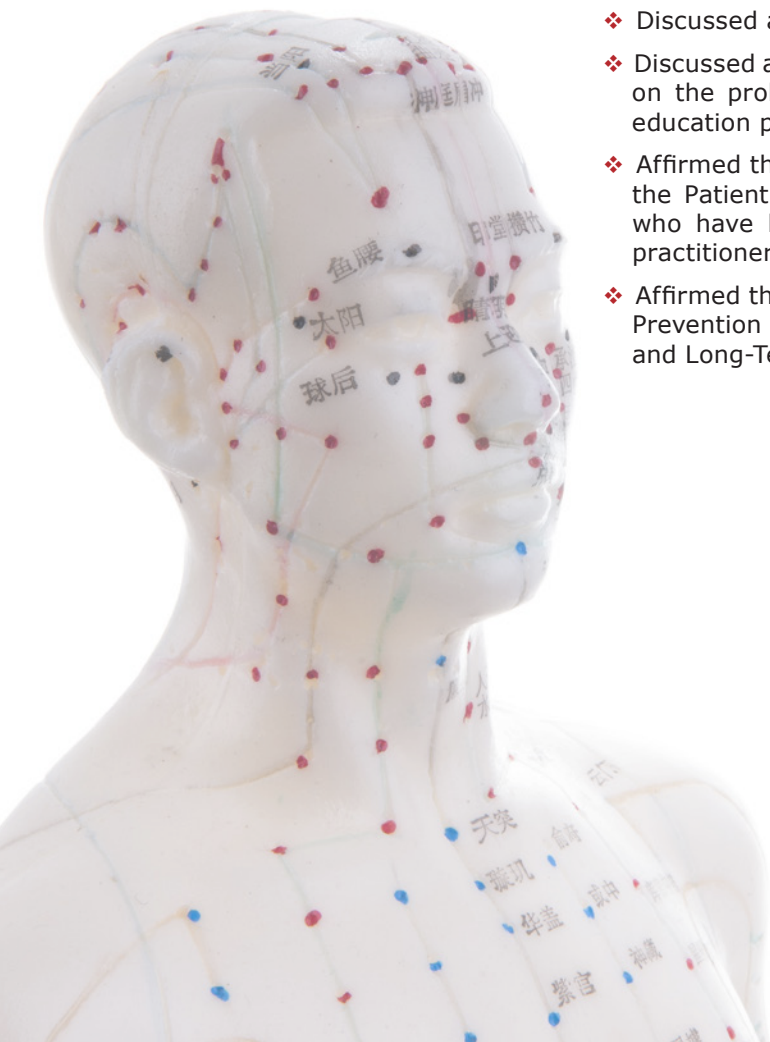
The Patient Relations Committee continued to uphold its regulatory mandate to protect the public interest through developing and implementing programs and guidelines to enhance the practitioner/patient relationship, and to prevent and deal with the sexual abuse of patients.

Despite its short existence, the College is aware the necessary resources must be in place so that patients who are subjected to sexual abuse by members of the College can access funding for therapy and counselling. Sufficient funding has been allocated by the College and, to date, no hearings have been conducted.

An important agenda item for the Patient Relations Committee in 2014 was to address the process of proceeding with the matter of Bill 70, namely allowing practitioners to treat their spouses. The exception is only available to a member of a particular health profession if the member's college approves a regulation that adopts this exception. Once approved by the Ministry of Health and Long-Term Care, this proposed regulation would allow practitioners to treat their spouses. Council approved the circulation of a draft regulation to members and stakeholders to seek feedback and comments.

## In 2014 - 2015, the Committee:

- ❖ Convened four meetings
- ❖ Adopted the Committee's Terms of Reference, role and mandate
- ❖ Discussed and provided input to Council on the ramifications of Bill 70
- ❖ Discussed a workplan, including the development of a standard of practice on the prohibition of a sexual relationship with a patient and a public education program
- ❖ Affirmed the Committee's commitment to administering and monitoring the Patient Relations Funding for Therapy and Counselling for patients who have been sexually abused by their traditional Chinese medicine practitioners or acupuncturist
- ❖ Affirmed the Committee's commitment to assisting the Task Force on the Prevention of Sexual Abuse of Patients set up by the Ministry of Health and Long-Term Care and looks forward to the final report in 2015



# Registration Committee

*February 17, 2015 – March 31, 2015*

**Chair: Ferne Woolcott**

**Ming C. Cha**

**Terry Wai Tin Hui**

**Martial Moreau**

**Joanne Pritchard-Sobhani**

*January 23, 2014 – February 16, 2015*

**Chair: Claudia Newman**

**Ming C. Cha**

**Richard Guo Qing Dong**

**Terry Wai Tin Hui**

**Henry Maeots**

**Joanne Pritchard-Sobhani**

**Ferne Woolcott**

## Committee Activities in 2014 - 2015

The Registration Committee is a statutory committee with the mandate to consider referrals from the Registrar relating to applications for a certificate of registration. After considering an application for registration the Committee may direct the Registrar to:

- ❖ Issue a certificate of registration,
- ❖ Issue a certificate of registration if the applicant successfully completes examinations set or approved by the Committee,
- ❖ Issue a certificate of registration if the applicant successfully completes additional training specified by the Committee,
- ❖ Impose specified terms, conditions and limitations on a certificate of registration of the applicant and specify a limitation on the applicant's right to apply for an order removing or modifying any term, condition or limitation imposed on a member's certificate of registration as a result of a committee proceeding, and/or
- ❖ Refuse to issue a certificate of registration.

The Committee also considers members' applications for an order removing or modifying any term, condition or limitation imposed on a member's certificate of registration as a result of a Committee proceeding.

## In 2014 - 2015, the Committee:

- ❖ The Registration Committee convened 10 meetings (one by teleconference)
- ❖ The Registration Committee Panel convened 10 meetings (two by teleconference)

## During 2014 - 2015, the Registration Committee developed:

- ❖ A guide and application form outlining the step-by-step process to assist Grandparented members to complete the Prior Learning Assessment Process (PLAR) in order to transfer to the General Class certificate of registration
- ❖ A class transfer application form to assist Grandparented members to transfer to General Class of certificate of registration
- ❖ A policy on supervision outlining and explaining the obligations of members who agree to supervise other members
- ❖ A candidate's guide and revised application form for Registration Examinations – Pan-Canadian Examinations explaining the process for candidates who wish to register under the General Class registration
- ❖ A registration examination policy for General (Provisional) Class members who, when facing an extenuating circumstance, can request a deferment of the examination
- ❖ A transfer application form from the Inactive Class outlining the process for members who wish to return to their previous class of certificate of registration
- ❖ A Member's guide and an online and paper application form explaining the process and requirements for the Annual Renewal of registration.
- ❖ A registration policy on the replacement of renewal stickers (i.e., damaged, lost or stolen)

## Referrals to the Registration Committee

- ❖ Between April 1, 2014 to March 31, 2015:
- ❖ 76 applications referred by the Registrar to the Registration Committee
- ❖ The Registrar was directed to issue 19 Grandparented certificates of registration and 10 General (Provisional) certificates of registration
- ❖ There were 17 applications from among those approved for registration for which the Registration Committee imposed terms, conditions and limitations (TCLs) on the member's certificate of registration with the College
- ❖ The Registrar was directed to refuse 30 applications for registrations



# Registration Committee - cont'd

## **Health Professions Appeal and Review Board**

On request, the Health Professions Appeal and Review Board (HPARB) (an independent adjudicative agency) conducts reviews and hearing of orders of the Registration Committees of Ontario's health regulatory colleges. There were seven appeals to HPARB in 2014 and, out of the seven appeals, two applicants withdrew their request for hearing and one decision was dismissed by HPARB. The College is waiting to hear from HPARB on the remaining four applications.

## **Human Rights Tribunal Complaints**

On request, the Health Professions Appeal and Review Board (HPARB) (an independent adjudicative agency) conducts reviews and hearing of orders of the Registration Committees of Ontario's health regulatory colleges. There were seven appeals to HPARB in 2014 and, out of the seven appeals, two applicants withdrew their request for hearing and one decision was dismissed by HPARB. The College is waiting to hear from HPARB on the remaining four applications.

## **Registration Applicant**

On March 12, 2014, a registration applicant filed an application with the Human Rights Tribunal of Ontario (HRTO). The applicant applied for registration with the College and was denied due to her inability to meet the education requirement (for General) and the patient visit requirement (for Grandparented). The applicant claimed that the College discriminated against her because she was pregnant/caring for small children during 2008 – 2013, the time during which she would have been required to obtain the necessary patient visits to be eligible for a Grandparented class certificate of registration. The applicant filed a complaint with the HRTO against the College and the Ministry of Health.

The College advised the HRTO that the applicant could appeal any decision to HPARB and as such, this complaint should be dismissed. The Ministry made similar submissions. The HPARB case conference was scheduled on October 24, 2014.

HRTO deferred the application until the HPARB matter was concluded. The College is currently waiting for HPARB's response.

## **TCM Consumers Association of Ontario (TCMCAO)**

The TCMCAO invited the College to a conference in 2013. The conference agenda appeared to mirror issues that were then the issue of the Federation injunction application. As such, the College respectfully declined the invitation. The TCMCAO claimed to the HRTO that the College declined the invitation based on racial decisions.

The HRTO has arranged for a hearing to take place between the applicant (on behalf of the TCMCAO) and the College on October 20-21, 2014. On October 9, 2014 the HRTO released a decision dismissing the application as the Applicant had not met her obligations.

## **Office of the Fairness Commissioner Registration Practices Report**

The College successfully submitted its second Fair Registration Practices Report reflecting 2014 registration practices before the due date of March 1, 2015.

## **Labour Mobility Evaluation**

As parties to Chapter 7 (Labour Mobility) of the Agreement on Internal Trade, governments are required to report annually on the functioning of labour mobility in Canada. In order to help governments meet this requirement, the College had completed a survey on labour mobility statistics and issues arising from labour mobility and submitted it on February 28, 2015.



# Registration Committee - cont'd

## Registration Facts and Figures

### New Members

(April 1, 2014 - March 31, 2015)

Grandparented Class	<b>775</b>
General Class	<b>70</b>
Inactive Class	<b>27</b>
<b>Total New Members</b>	<b>872</b>

### TOTAL REGISTRANTS BY AGE

Age Range	Members
<b>18 – 30</b>	<b>94</b>
<b>31 – 40</b>	<b>531</b>
<b>41 – 50</b>	<b>992</b>
<b>51 – 60</b>	<b>968</b>
<b>&gt; 60</b>	<b>367</b>

### TOTAL NUMBER OF REGISTRANTS

(As of March 31, 2015)

Registrants	Number
General	<b>229</b>
Grandparented	<b>2625</b>
Inactive	<b>98</b>
<b>Grand Total</b>	<b>2952</b>

Total members practising with terms, limitations and conditions: **371**  
(as of March 31, 2015)

Total Grandparented Members practising with written language plan: **205**  
(as of March 31, 2015)



### CLASS OF REGISTRATION AND DESIGNATION/TITLE

(As of March 31, 2015)

Class	Total
GEN-R.Ac	<b>84</b>
GEN-R.Ac (Prov.)	<b>51</b>
GEN-R.TCMP	<b>74</b>
GEN-R.TCMP (Prov.)	<b>20</b>
GP-R.Ac	<b>1,353</b>
GP-R.TCMP	<b>1,272</b>
R.Ac (inactive)	<b>45</b>
R.TCMP (inactive)	<b>53</b>
<b>Grand Total</b>	<b>2,952</b>

### MEMBERS BY DISTRICT

District	Total
District 1	<b>167</b>
District 2	<b>112</b>
District 3	<b>1,970</b>
District 4	<b>582</b>
District 5	<b>89</b>
Unknown	<b>32</b>
<b>Grand Total</b>	<b>2,952</b>

### REGISTERED BY MONTH

Month	Total
April	<b>25</b>
May	<b>18</b>
June	<b>539</b>
July	<b>120</b>
August	<b>53</b>
September	<b>29</b>
October	<b>30</b>
November	<b>16</b>
December	<b>13</b>
January	<b>13</b>
February	<b>9</b>
March	<b>7</b>
<b>Grand Total</b>	<b>872</b>

# Registration Committee - cont'd

## Applications Referred to Registration Committee Panel: 76

Grandparented Class	General Class	Title/Variation Grandparented Class
32	36	8

## Decisions made by Registration Committee Panel During the Reporting Period: 64

Grandparented Class	General Class	Title/Variation Grandparented Class
26	33	5

## 2014 Registration Examinations: Pan-Canadian Examinations

Examination	Candidates	Passes	Pass rate
Written component	212	126	59.4%
Clinical Case Study component	148	112	75.7%

## Jurisprudence Course Test offered During the Reporting Period

Total Candidates	Passes	Pass rate
481	447	92.3

## Jurisprudence Accommodation offered During the Reporting Period

Grandparents Class	Pass rate
18	89

## Safety Program Test offered During the Reporting Period

Total Candidates	Passes	Pass rate
510	440	86.2

## Safety Accommodation offered During the Reporting Period

Total Candidates
26



# Fitness to Practise Committee

## **Chair: Phil Schalm**

In accordance with the by-laws, all members of Council are members of the Fitness to Practise Committee.

On May 8, 2014, the Discipline Committee and the Fitness to Practise Committee held a joint training session presented by independent legal counsel, Brian Gover. Topics covered included:

- ❖ Professional Misconduct, Incompetence and Incapacity
- ❖ Basic Concepts of Hearings
- ❖ Boundary issues/Reasonable Apprehension of Bias
- ❖ Hearing Procedures
- ❖ Penalties/Orders
- ❖ Deliberations and Decision Writing

During the meeting of May 8, 2015, the Committee elected its Chair, Phil Schalm, to serve the remainder of the year.

Over the past year, there were no referrals to the Fitness to Practise Committee. The Committee continued to ensure that it was appropriately prepared.

# Discipline Committee

## **Chair: Henry Maeots**

In accordance with the by-laws, all members of Council are members of the Discipline Committee.

### **Committee Activities in 2014 - 2015**

- ❖ Professional Misconduct, Incompetence and Incapacity

The role and function of the Discipline Committee are essential to the College's mandate to regulate the practice of the traditional Chinese and acupuncture professions, to govern its members, and to serve and protect the public interest.

On May 8, 2014, the Discipline Committee and Fitness to Practise Committee held a joint training session presented by independent legal counsel, Brian Gover. Topics covered included:

- ❖ Professional Misconduct, Incompetence and Incapacity
- ❖ Basic Concepts of Hearings
- ❖ Boundary issues/Reasonable Apprehension of Bias
- ❖ Hearing Procedures
- ❖ Penalties/Orders
- ❖ Deliberations and Decision Writing

Although two matters are before the Discipline Committee, the Committee had not convened a panel for those two matters prior to March 31, 2015.

**COLLEGE OF TRADITIONAL CHINESE MEDICINE  
PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO**

**FINANCIAL STATEMENTS**

**YEAR ENDED MARCH 31, 2015**

Independent Auditor's Report	Page 1
Statement of Financial Position	2
Statement of Operations and Net Assets	3
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Notes to the Financial Statements	5 to 9
Schedule of Revenue and Expenses Ministry of Health and Long-Term Care	10



## INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF COUNCIL OF THE COLLEGE OF TRADITIONAL CHINESE MEDICINE  
PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario, which comprise the statement of financial position as at March 31, 2015 and the statements of operations and net assets and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

### **Opinion**

In our opinion, the financial statements present fairly, in all material respects, the financial position of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario as at March 31, 2015 and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

*Clarke Henning LLP*

Toronto, Ontario  
July 29, 2015

CHARTERED ACCOUNTANTS  
Licensed Public Accountants



# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2015

	2015	2014
<b>ASSETS</b>		
Current assets		
Cash	\$ 3,010,940	\$ 2,793,395
Accounts receivable ( <i>note 2</i> )	518,617	38,800
Prepaid expenses	50,353	61,557
	<b>3,579,910</b>	<b>2,893,752</b>
Capital assets ( <i>note 3</i> )	565,182	105,133
	<b>4,145,092</b>	<b>2,998,885</b>
<b>LIABILITIES</b>		
Current liabilities		
Accounts payable and accrued liabilities ( <i>note 4</i> )	142,808	259,446
Account payable - Ministry of Health and Long-Term Care ( <i>note 5</i> )	1,034	183,530
Deferred membership dues	543,692	677,558
	<b>687,534</b>	<b>1,120,534</b>
Deferred capital contributions ( <i>note 6</i> )	235,892	105,133
Deferred lease inducements ( <i>note 7</i> )	260,617	-
	<b>1,184,043</b>	<b>1,225,667</b>
<b>NET ASSETS</b>		
Unrestricted	2,961,049	1,773,218
	<b>\$ 4,145,092</b>	<b>\$ 2,998,885</b>

Approved on behalf of the Council:

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

# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## STATEMENT OF OPERATIONS AND NET ASSETS

YEAR ENDED MARCH 31, 2015

	2015	2014
Revenues		
Membership dues	\$ 3,012,446	\$ 1,911,130
Ministry of Health and Long-Term Care funding ( <i>note 5</i> )	819,475	934,232
Other fees	195,700	304,487
Other	73,641	34,421
	<b>4,101,262</b>	3,184,270
Expenses		
Salaries and benefits	897,890	754,812
Council and committees	207,742	81,987
Consulting and professional services	427,367	435,945
Special programs and projects	438,206	273,880
Office and general operational costs	891,502	105,897
	<b>2,862,707</b>	1,652,521
Excess of revenues over expenses from operations before the following	<b>1,238,555</b>	1,531,749
Depreciation	(100,490)	(13,661)
Amortization of deferred capital contributions ( <i>note 6</i> )	49,766	13,661
Excess of revenues over expenses for the year	<b>1,187,831</b>	1,531,749
Net assets - at beginning of year	<b>1,773,218</b>	241,469
Net assets - at end of year	<b>\$ 2,961,049</b>	\$ 1,773,218

# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## STATEMENT OF CASH FLOWS

YEAR ENDED MARCH 31, 2015

	2015	2014
Cash flows from operating activities		
Cash received from members	\$ 3,113,136	\$ 2,034,346
Cash received from Ministry of Health and Long-Term Care	636,979	936,154
Cash paid to employees and suppliers	(3,152,556)	(1,531,090)
	597,559	1,439,410
Cash flows from investing and financing activities		
Purchase of capital assets	(560,538)	(63,846)
Capital contributions received from Ministry of Health and Long-Term Care	180,524	63,846
	(380,014)	-
Change in cash during the year and cash at end of year	217,545	1,439,410
Cash - at beginning of year	2,793,395	1,353,985
Cash - at end of year	\$ 3,010,940	\$ 2,793,395

# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2015

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The College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario (the "College") regulates the practice of traditional Chinese medicines and governs the actions and conduct of its members to ensure the public has access to safe, competent and ethical services from qualified traditional Chinese medicine professionals.

The College is a not-for-profit organization, incorporated without share capital by a special act of the Ontario Legislature and, as such, is exempt from income taxes. The College is governed by the Regulated Health Professions Act, 1991 and the Traditional Chinese Medicine Act, 2006.

### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared using Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

#### *Financial Assets and Liabilities*

The College initially measures its financial assets and financial liabilities at fair value. The College subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets and liabilities measured at amortized cost include cash, accounts receivable, accounts payable and accrued liabilities and account payable - Ministry of Health and Long-Term Care.

#### *Capital Assets*

Capital assets are recorded at cost. Depreciation is provided over the estimated useful lives of the assets at the following annual rates:

Furniture and equipment	- straight line over 5 years
Computer equipment	- straight line over 3 years
Computer software	- straight line over 3 years
Customized computer software	- straight line over 10 years
Leasehold improvements	- over the term of the lease

The above rates are reviewed annually to ensure they are appropriate. Any changes are adjusted for on a prospective basis. If there is an indication that the assets may be impaired, an impairment test is performed that compares carrying amount to net recoverable amount. There were no impairment indicators in 2015.

#### *Deferred Capital Contributions*

Contributions for the acquisition of capital assets that will be depreciated are deferred and amortized over the life of the related capital assets.

#### *Deferred Lease Inducements*

Deferred lease inducements are amortized on a straight line basis over the term of the premise lease.

# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2015

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

#### *Revenue Recognition*

The College's principal source of revenue is membership dues which are recognized as revenue in the period to which the membership dues relate. Membership dues received in the current year, applicable to a subsequent year are recorded as deferred revenue on the statement of financial position and will be accounted for as revenue in the year to which they pertain.

Grants which include funding from the Ministry of Health and Long-Term Care are recorded as revenue on an accrual basis in the year in which the related expenditures are incurred. Grants received in advance are recorded as deferred revenue.

Other fees and revenue include application fees, examination fees, course and other fees, and are recognized as revenue when services have been provided. Fees received in the current year, applicable to a subsequent year are recorded as deferred revenue on the Statement of Financial Position and will be accounted for as revenue in the year to which they pertain.

#### *Use of Estimates*

The preparation of the College's financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the year.

Key areas where management has made difficult, complex or subjective judgments, often as a result of matters that are uncertain, include, among others, useful lives for depreciation and amortization of property and equipment and assets and liabilities valuation. Actual results could differ from these and other estimates, the impact of which would be recorded in future periods.

### 2. ACCOUNTS RECEIVABLE

Accounts receivable includes an amount receivable for cost awards totalling \$71,207 as at March 31, 2015 (2014 - \$30,000).

### 3. CAPITAL ASSETS

Details of capital assets are as follows:

	<i>Cost</i>	<i>Accumulated Depreciation</i>	<i>Net Book Value</i>	
			<i>2015</i>	<i>2014</i>
Furniture and equipment	\$ 245,438	\$ 50,047	\$ 195,391	\$ 1,440
Computer equipment and software	31,222	12,733	18,489	1,163
Customized computer software	120,182	29,670	90,512	102,530
Leasehold improvements	289,767	28,977	260,790	-
	<b>\$ 686,609</b>	<b>\$ 121,427</b>	<b>\$ 565,182</b>	<b>\$ 105,133</b>



# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2015

### 4. GOVERNMENT REMITTANCES

Accounts payable and accrued liabilities includes government remittances totalling \$NIL (2014 - \$11,625).

### 5. MINISTRY OF HEALTH AND LONG-TERM CARE FUNDING

The Ministry of Health and Long-Term Care (MOHLTC) has approved funding to the College in the amount of \$3,000,000 under an agreement, expiring March 31, 2015. The funding is to develop and establish the regulatory framework necessary to govern traditional Chinese medicine and acupuncture and develop and implement the infrastructure and business process to establish the College. The amount of funding is to be received equally over the 3 fiscal years ending March 31, 2013, 2014 and 2015. A summary of the funding received during the year is as follows:

	2015	2014
Funding received	\$ 1,000,000	\$ 1,000,000
Less allocated to capital assets	(180,525)	(63,846)
	<b>819,475</b>	936,154
Amount refundable- 2012/2013	-	(888)
Amount refundable- 2013/2014	-	(1,034)
Amount refundable- 2014/2015	-	-
Revenue for the year	<b>819,475</b>	934,232
Details of amounts repayable to MOHLTC are as follows:		
2012/2013	-	182,496
2013/2014	<b>1,034</b>	1,034
2014/2015	-	-
	<b>\$ 1,034</b>	\$ 183,530

### 6. DEFERRED CAPITAL CONTRIBUTIONS

Deferred capital contributions represent the unamortized amount of contributions received for the purchase of capital assets. The changes in deferred capital contributions are as follows:

	2015	2014
Balance - at beginning of year	\$ 105,133	\$ 54,948
Capital contributions received	<b>180,525</b>	63,846
Amortization of deferred capital contributions	(49,766)	(13,661)
Balance - at end of year	<b>\$ 235,892</b>	\$ 105,133

# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2015

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### 7. DEFERRED LEASE INDUCEMENTS

Deferred lease inducements represent the unamortized amount of a leasehold improvement allowance under the premise lease and free rent at various times during the lease.

Lease inducement represented by free rent	\$ 71,593
Leasehold improvement allowance	207,640
Amortization of lease inducements	(18,616)
Balance - at end of year	\$ 260,617

### 8. PREMISES

The College has entered into a lease for its premises which expires on July 31, 2024. The minimum annual lease payments are as follows:

Fiscal year ending March 31	2016	\$ 90,843
	2017	90,843
	2018	90,843
	2019	90,843
	2020	97,764
	there after	438,640
		\$ 899,776

In addition, the College is obligated to pay its proportionate share of operating costs and taxes which amounted to \$45,888 for 2015.

### 9. FINANCIAL INSTRUMENTS AND RISK EXPOSURE

The College is exposed to various risks through its financial instruments. The following analysis provides a measure of the College's risk exposure at the statement of financial position date.

#### *Credit Risk*

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The College is exposed to credit risk on its accounts receivable. The College is not exposed to significant credit risk.

#### *Liquidity Risk*

Liquidity risk is the risk that the College will encounter difficulty in meeting obligations associated with financial liabilities. The College is exposed to this risk mainly in respect of its accounts payable and accrued liabilities, account payable to MOHLTC and commitments. The College expects to meet these obligations as they come due by generating sufficient cash flow from operations.

#### *Market Risk*

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The College is not exposed to significant currency, price or interest rate risks.

# COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED MARCH 31, 2015

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### *10. CONTINGENT LIABILITIES*

Two applications for human rights tribunal complaints have been brought against the College. The applicants are seeking damages in the amount of \$837,800. At this time, management and legal counsel are unable to determine the likelihood of exposure and the amount of liability, if any, these claims will have on the College.

### *11. GUARANTEES AND INDEMNITIES*

The College has indemnified its past, present and future directors, officers and volunteers against expenses (including legal expenses), judgments and any amount actually or reasonably incurred by them in connection with any action, suit or proceeding, subject to certain restrictions, in which they are sued as a result of their involvement with the Council, if they acted honestly and in good faith with a best interest of the College. The College has purchased directors' and officers' liability insurance to mitigate the cost of any potential future suits and actions, but there is no guarantee that the coverage will be sufficient should any action arise.

In the normal course of business, the College has entered into agreements that include indemnities in favour of third parties, either express or implied, such as in service contracts, lease agreements and purchase contracts. In these agreements, the College agrees to indemnify the counterparties in certain circumstances against losses or liabilities arising from the acts or omissions of the College. The terms of these indemnities are not explicitly defined and the maximum amount of any potential liability cannot be reasonably estimated.

**COLLEGE OF TRADITIONAL CHINESE MEDICINE  
PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO**

**SCHEDULE OF REVENUE AND EXPENSES MINISTRY OF HEALTH AND LONG-TERM CARE  
YEAR ENDED MARCH 31, 2015**

	<b>2015</b>	<b>2014</b>
Revenue		
Ministry of Health and Long-Term Care ( <i>note 5</i> )	<b>\$ 819,475</b>	<b>\$ 936,154</b>
Expenses		
Salaries and benefits	<b>500,000</b>	500,000
Council and committees	<b>42,930</b>	45,000
Consulting and professional services	<b>148,000</b>	253,000
Special programs and projects	<b>72,000</b>	45,654
Office and general operational costs	<b>56,545</b>	91,466
	<b>819,475</b>	935,120
Excess of revenue over expenses for the year, being amount refundable to MOHLTC	<b>\$ -</b>	<b>\$ 1,034</b>