



COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

COUNCIL TRAINING AND ORIENTATION

December 9, 2020 from 9:00 a.m. to 3:15 p.m.
via Webex

The College strongly values the ongoing education and development of those who serve on Council in order to fulfill our mandate to serve and protect the public interest.

On December 9, 2020, the College held its annual Council Orientation and Training session. We had the privilege of having Dr. Ruth Gallop, Professor Emeritus at the University of Toronto, speak about sexual abuse prevention and the nature of the practitioner–patient relationship. Council learned more about the types of behaviours and boundary violations that may constitute abuse and the responsibility of the College and its members to protect the public from harm. Mr. Richard Steinecke, counsel of Steinecke Maciura LeBlanc spoke on the different aspects of governance including the fiduciary duties and roles and responsibilities of a Council member. These were illustrated through various scenarios and engaging polls to enrich the learning experience. Ms. Rebecca Durcan, College General Counsel, introduced the principles and foundation to right touch regulation through examples from other health regulatory colleges and right-touch scenarios for discussion.

OPEN MEETING OF THE EXECUTIVE COMMITTEE HIGHLIGHTS

December 10, 2020 from 9:00 a.m. to 12:00 p.m.
via Webex

On December 10, 2020, an open meeting of the Executive Committee was held due to Council remaining to fall below the minimum number of five public members. With an unconstituted Council, the Executive Committee was placed to discharge the functions of Council until a fifth public member could be appointed. Members of Council were invited to the meeting to provide input and ask questions so that the Executive Committee's decisions were informed and in alignment with Council as a whole. All decisions made by the Executive Committee must be ratified by Council once it becomes constituted.

Consent Agenda

The following reports were approved by the Executive Committee via the consent agenda.

September 17, 2020 Open Meeting of the Executive Committee Meeting Minutes

Executive Committee Report

- Mr. Andrew Parr, CEO of the College of Naturopaths of Ontario (CONO) provided a presentation on their College's governance review.



- The Committee directed College staff to reach out to the proposed consultants for more information.
- The Committee approved the 2019-2020 Annual Report.
- The EC discussed the College's need to update its strategic plan.

Registration Committee Report

- The October 2020 Pan-Canadian Examinations were held on October 22 and 23, 2020. A total of 206 applicants were registered to write examinations.
- CARB-TCMPA decided to continue to deliver the PCE using an online proctored format in April 2021.
- The College opened the renewal process to members on February 1, 2020. To date, 2440 members successfully completed their registration renewal. 51 members were suspended for failure to renew. 43 members resigned during the renewal period.
- Starting with the October 2020 Pan-Canadian Examinations, examination appeals will be managed at a national level by the CARB-TCMPA Appeals and Accommodations Committee.
- The Committee reviewed and approved changes to the Jurisprudence Handbook.

Inquiries, Complaints and Reports Committee Report

- Since the last report at the September 17, 2020 open meeting of the Executive Committee, there have been four (4) new complaints filed with the College and 1 Registrar report investigation.
- The College has ten (10) pending complaints under review and investigation and twelve (12) Registrar Report Investigations.

Quality Assurance Committee Report

- Consultant provided updates on the QA Program Enhancement Project to the Committee.
- The Quality Assurance Committee reviewed and approved the Standard for Fees and Billing.
- The Committee is now developing a more comprehensive telepractice guideline to help members understand their accountabilities when providing care using telecommunication technologies.
- College staff hosted a webinar on the Standard for Infection Control on November 27, 2020.
- The Committee approved updates to the Record Keeping Guideline
- 253 members were selected at random and notified to submit their annual self assessment prior to March 8, 2021. The College updated the Professional Development Guidelines and Self-Assessment and Professional Development Tool to address prior inconsistencies.

Patient Relations Committee Report

- The Patient Relations Committee has not held a meeting since the last quarterly report.

Discipline Committee Report

- The Committee is scheduled to preside over one discipline hearing since the last report at the September 17, 2020 open meeting of the Executive Committee. The Committee did not release any decisions in this quarter.
- There is one open case which has been referred to the Discipline Committee by the Inquiries, Complaints and Reports Committee (ICRC).
- There is one discipline decision currently under appeal by the Member. This matter relates to the [Nathalie Xian Yi Yan](#) decision.



Fitness to Practice Committee Report

- No referrals have been received by the Committee in Q3.

Examination Appeals Committee Report

- No appeals have been received by the Committee in Q3.

Doctor Title Working Group Report

- The appointment of new Working Group members is currently on hold. The Working Group will not be holding meetings until new members are confirmed.

Risk Management Report

- Council composition was identified as an extreme risk as Council will be unable to discharge its decision-making duties due to a lack of public appointees.

Deliberations

Council Update

The Executive Committee was provided with a verbal update on the current status of Council's unconstitution.

COVID-19 Communications Log

The Executive Committee was advised on the steps the College has taken in response to the COVID-19 pandemic while still continuing to fulfill its mandate to regulate the profession in the public's interest.

Election Results

The Executive Committee was provided an update on the election results for the 2020 election of Council members for Districts 1 and 2.

Governance Review

The Executive Committee approved a consultant for the College governance review.

College Performance Measurement Framework (CPMF)

The College updated the Executive Committee on the status of the CPMF report and on necessary changes regarding governance to meet CPMF requirements.

Finance

The Executive Committee received the most recent financial statements for the 2nd quarter.

Communications Update

On November 27, 2020, the College held a webinar on the Standard for Infection Control with Ms. Fanny Ip as a guest speaker.

The Executive Committee was provided an update on the production of the College's communication videos.



The Executive Committee was provided with an engagement report on Educational Tips, a communication initiative that was launched in September 2019.

QA Committee Update

The Executive Committee approved the Standard for Fees and Billing to be effective April 1, 2021. This will allow time for members to adjust their practice, and for the College to update its education tools.

The Executive Committee was provided with a progress update on the QA Program Enhancement Project.

CARB-TCMPA TCM Program Accreditation Project Update

The Executive Committee was provided an update on the TCM program Accreditation Project.

Tentative Council Meeting Dates for 2021

Wednesday March 24, 2021

Tuesday June 22, 2021

Wednesday September 22, 2021

Thursday December 9, 2021