



COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

MEETING OF COUNCIL HIGHLIGHTS

December 14, 2015 from 9:01 a.m. -3:45 p.m.
705-55 Commerce Valley Drive West, Thornhill, ON L3T 7V9

PRESIDENT'S REMARKS

The President welcomed staff and Council, wishing them a happy holiday season, which would also be celebrated that evening with a dinner celebration as an opportunity to reflect and share accomplishments in a relaxing atmosphere.

The President and the Registrar met with nine TCM associations to discuss the PLAR process, and the QA program. A meeting was also held with the newly-formed Council of schools, where registration regulations and the assessment process were discussed with the aim of helping institutions adhere to the College's regulations.

In the two and a half years since the College's proclamation, Council's growth in decisions and fiduciary duties is a testament to the dedication and commitment of all Council members. The College has undergone a complete transformation from being a fledging college, to one standing equally with other health regulatory colleges in Ontario and can be proud of this fact. Public and government confidence in TCM has increased, as well as the delivery of safe and ethical services.

The President also praised the work of the committees. Despite internal and external challenges, the College has chosen to respond proactively, rather than reactively, and has had successful outcomes. Stating, "Nothing has power unless we give it power to drive processes," and "past rhetoric is not the future of the College," the President expressed the expectation that Council will be unified and continue to oversee continual improvements in all areas.

Thanks were extended to the Registrar and staff for their ongoing support, and daily undertaking of statutory duties. Non-Council members such as peer

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and practice assessors were also thanked for assisting the College in reaching its goals for this year.

REGISTRAR AND CEO REMARKS

The Registrar thanked all present for their enthusiasm and shared commitment towards serving the public interest, and noted the importance of reflecting on work accomplished. Public protection is not an easy task, but pressure is an “indicator of closeness to victory.”

Acknowledging the task ahead of the College, the Registrar outlined 2015’s accomplishments, which included registration of 3,000 members, relocation to a new head office, draft regulation for the treatment of spouses, response to the Ministry of Health and Long-Term Care’s (MOHLTC) transparency initiative, amendments to the By-laws, and the development of a new database to keep pace with the By-law changes. The College is now in a position to deliver more than established colleges are, and can now support the Minister of Health’s commitment regarding the prevention of sexual abuse. The QA Committee is working through pilot tests, and will progress further in 2016. Members are now being disciplined, demonstrating that the ICRC’s and staff’s work has resulted in the College being accountable to the public through the discipline process. External threats to the College having been eliminated, with eight court injunctions against outliers.

The Registrar thanked Council for their extraordinary leadership and endurance, and for the honour and privilege of being able to serve the public with its help.

TRAINING SESSION FOR PEER AND PRACTICE ASSESSORS FOR THOSE WHO WOULD BE PERFORMING PRACTICE ASSESSMENTS

The Peer and Practice Assessors are assisting the Registrar by performing assessments on those members who have a TCL on their certificate which requires them to be peer and practice assessed. While not strictly a function of the quality assurance program, this satisfies a statutory requirement, especially as there were time limitations on such certificates.

SYMPOSIUMS HOSTED BY CTCMPOA

The College hosted three symposiums. Registrar and President met with Professionals Associations, to update on College activities for the bi-annual symposium with Associations.

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The College hosted the Council of Traditional Chinese Medicine & Acupuncture Schools of Ontario at the College headquarters which focused on providing information that would help them with the Pan-Canadian application process.

The Registrar hosted the College Staff and Registrars of Health Regulatory Colleges who share the controlled act of acupuncture in Ontario. The discussion focused on the possibility of a common standard of practice for acupuncture.

DOCTOR TITLE WORKING GROUP (DTWG)

The Doctor Title Working Group was established at the July 6, 2015 Council Meeting as an ad-hoc group of Council that synthesizes information and conducts research on matters pertaining to the development of the proposed Doctor title regulation. The Working Group forwards its findings and recommendations to the Council for their approval.

The Council heard that fulsome deliberations took place at the meeting of the Working Group with respect to the following matters: mandate, composition, number of meetings, and qualifications of members. Council approved the Terms of Reference for the Working group and looks forward to updates from the Working Group in the future.

BY-LAW AMENDMENT FOR THE STUDENT CLASS

Pursuant to Section 12, the College is working to develop regulation and application processes for the student class registration. The original fee was considered to be too low, given the amount of administrative work needed to process applications.

After a review of fees set by other provinces and colleges, the Executive Committee recommends a revision of the registration fee and the addition of an application fee. It was also noted that other colleges do not have the same requirements for the evaluation of the student class.

Section 13.1 sets out the conditions regarding supervision. There should be a mandatory reporting requirement, particularly if there is any change in the supervisor agreement.

Council voted for the following amendments to the By-Laws for Circulation for Comment to Registrants for 60 days.

170. The Member shall notify the College, in writing, of any changes to the following information within 30 days of the effective date of the change:

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10. Any amendment, change, termination or alteration to a supervision agreement between a Member in the Student Class and his or her supervisor.

181. The application fee for registration (for all classes other than Student) is \$263.87 (non-refundable).

181.1 The application fee for registration for Student Class is \$150.00 (non-refundable).

185. The registration fee and the annual renewal fee for a Student certificate of registration for either category is \$200.00.

HARDWARE AND SOFTWARE REPLACEMENT/UPGRADE

College Staff presented the upgrade proposal to Council, explaining that the College's computer software is becoming obsolete as Microsoft Word 10 is no longer supported. College Staff have researched which machines will work best for the College and recommends a combination of laptops and desktops. Council approved the purchase of new hardware and software for College Staff.

WORLD HEALTH ORGANIZATION: WORKING GROUP MEETING IN ACUPUNCTURE PRACTICE IN GUANGZHOU, CHINA ON OCTOBER 27-29, 2015

Mr. Terry Wai Tin Hui provided a synopsis of the WHO working group meeting, outlining the activities of each meeting day, the objectives of the meeting, and an outline of the working draft document. The working group will focus on body acupuncture, technical issues about acupuncture practice, objectives and scope, as well as an agreement on technical data. The WHO and each member state will be responsible for completing various tasks.

MANDATORY PUBLIC MEMBER TRAINING BY MOHLTC

A Public Member provided a summary of the training, which emphasized that the public member's role on Council is to serve the public interest. Risk management should direct decision-making and priorities.

The public member serves two roles: ensuring quality public health care is made available to the public and that health care providers are professionally trained.

The roles of the MOHTLC, HPRAC, accountability and chains of authority were discussed. Participants were also given an overview of the ethical framework and conflict of interest principles.

DATE FOR NEXT MEETING, ELECTION AND STRATEGIC PLANNING SESSION

The following dates were established: March 1, 2016 for the election and March 7, 2016 for the strategic planning.

CLINIC REGULATION PROGRESS REPORT

The Registrar provided feedback from the clinic regulation partners, also thanking staff who attended town halls on the College's behalf. Feedback has been positive in terms of understanding the need and public interest objective. Members of the profession who have participated have also raised concerns about how their practices will be affected, what form the regulation will take, as well as the efficacy of the project without creating further bureaucratic obligations.

A clip of the webinar introducing the project was viewed. The project has now moved on to specific consultation with professional associations across all professions. As the College has invested in this project, members are encouraged to also participate in the consultation process, and to complete the online survey on the clinic regulation website. The next step will be the synthesis of information collected and it is expected that there will be further updates by the next meeting.

UPDATE ON THE BILINGUAL PROJECT FOR CTCMPAO

College Staff reported that the new bilingual logo has now been placed on all College communications, including the letterhead and website.

Translation of the website's content has been quoted at \$5,000. A grant from the government that will reimburse 50% of eligible expenses can also be applied to this project. However, as the website content will change due to the development of the CRM database, this project will be put on hold.

REGISTRATION COMMITTEE REPORT

The Registration Committee Chair, Ms. Ferne Woolcott, referred the Council to the Committee's report and provided highlights on the following items:

- General class currency: due to the graduation dates, those individuals who applied were not within the 12-month framework for currency, so a policy

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was created to allow them to apply prior to writing the examination and recognize their currency. This was covered in Appendix A.

- An amendment was recommended to the phrase, “unavailability of college approved refresher program,” as the College does not approve programs; it approves competencies. Even though the regulation states that programs must be Council approved, this will be reviewed by the Registration Committee, as there is a concern about misinterpretation.
- Currency calculation guidelines are covered in Appendix C. Members have had 500 patient visits within a three-year period, and can take a refresher program to keep current.
- Fluency assessment: This College currently uses the Safety and Jurisprudence tests as a measure for language fluency. Staff has been asked to research the tests’ level of fluency.
- Peer and practice assessors have been assisting the Registrar in ensuring that TCLs are fulfilled. Two assessments are currently in progress. The reports are submitted to the Registrar, not the QA Committee.

QUALITY ASSURANCE COMMITTEE REPORT

The Quality Assurance Committee Chair, Ms. Ferne Woolcott, referred Council to the Committee’s report. After thanking members of the Committee, highlights were provided on the following:

- The 2014 submission of QA records, self-assessment and professional development plan was due June 2015.
- The 2016 goal is to select 1% of the College’s membership, or 30 members. College Staff confirmed that letters to these members have already been sent.
- Professional development courses provided to members need to expand beyond PLAR to include the needs of General and General provisional members.

INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE REPORT

The Inquiries, Complaints and Reports Committee (ICRC) Chair, Ms. Claudia Newman, referred Council and gave an overview of the number of files ICRC has dealt with and forwarded to discipline.

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PATIENT RELATIONS COMMITTEE REPORT

The Patient Relations Committee (PRC) Chair, Mr. Phil Schalm, referred the Council to the Committee's report and provided highlights on the following items after thanking Mr. Cheung as well as staff:

- The content on the College website has been enhanced to provide a clearer definition of sexual abuse, with an emphasis on zero tolerance. The role of the Patient Relations Committee and information on funding for therapy and counselling for victims was also provided.
- A framework of a package for the funding of therapy, as developed by legal counsel, will be reviewed in January by the Committee.

DISCIPLINE COMMITTEE REPORT

The Discipline Committee Chair, Mr. Henry Maeots, referred Council to the Committee's report and provided highlights on the following items:

- Council was encouraged to read the report on the October 20 hearing, which is on the College's website and was also handed out at the meeting. The member has been found guilty of professional misconduct and orders have been made regarding a penalty.
- An adjournment was approved on November 12 for a disciplinary hearing, as both parties determined that it was appropriate to postpone the College hearing until the criminal trial is completed.
- Three new matters have been referred to the Discipline Committee for which Notices of Hearings have been issued.

FITNESS TO PRACTISE COMMITTEE REPORT

The Fitness to Practise Committee Chair, Mr. Phil Schalm, referred Council to the report.

The Committee has not met, as there has yet to be a case referred to the Fitness to Practise Committee. The Fitness to Practise Committee is made up of all Council members.