



Executive Committee

2021 Executive Committee	
Richard Guo Qing Dong (President) <i>Professional Member</i>	Ming C. Cha (Vice-President) <i>Professional Member</i>
Feng Li Huang <i>Professional Member</i>	Pixing Zhang <i>Public Member</i>

The Executive Committee's exercise of Council's powers is subject to Section 12 of the Health Professions Procedural Code, Schedule 2 of the Regulated Health Professions Act, 1991.

The Executive Committee shall be composed of the President, the Vice-President and three (3) Members of the Council. Two of the Members of the Executive Committee shall be Public Members. The President shall be the chair of the Executive Committee.

Between the meetings of the Council, the Executive Committee has all the powers of the Council with respect to any matter that, in the Committee's opinion, requires immediate attention, other than the power to make, amend or revoke a regulation or by-law. If the Executive Committee exercises a power of the Council under subsection (1), it shall report on its actions to the Council at the Council's next meeting.

Excerpt from the Regulated Health Professions Act, 1991

Schedule 2

Health Professions Procedural Code

Duty of College

- 2.1 It is the duty of the College to work in consultation with the Minister to ensure, as a matter of public interest, that the people of Ontario have access to adequate numbers of qualified, skilled and competent regulated health professionals. 2008, c. 18, s. 1.

Objects of College

3. (1) The College has the following objects:
1. To regulate the practice of the profession and to govern the members in accordance with the health profession Act, this Code and the Regulated Health Professions Act, 1991 and the regulations and by-laws.
 2. To develop, establish and maintain standards of qualification for persons to be issued certificates of registration.
 3. To develop, establish and maintain programs and standards of practice to assure the quality of the practice of the profession.
 4. To develop, establish and maintain standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among the members.
 - 4.1 To develop, in collaboration and consultation with other Colleges, standards of knowledge, skill and judgment relating to the performance of controlled acts common among health professions to enhance interprofessional collaboration, while respecting the unique character of individual health professions and their members.
 5. To develop, establish and maintain standards of professional ethics for the members.
 6. To develop, establish and maintain programs to assist individuals to exercise their rights under this Code and the Regulated Health Professions Act, 1991.
 7. To administer the health profession Act, this Code and the Regulated Health Professions Act, 1991 as it relates to the profession and to perform the other duties and exercise the other powers that are imposed or conferred on the College.
 8. To promote and enhance relations between the College and its members, other health profession colleges, key stakeholders, and the public.
 9. To promote inter-professional collaboration with other health profession colleges.
 10. To develop, establish, and maintain standards and programs to promote the ability of members to respond to changes in practice environments, advances in technology and other emerging issues.

Duty

11. Any other objects relating to human health care that the Council considers desirable. 1991, c. 18, Sched. 2, s. 3 (1); 2007, c. 10, Sched. M, s. 18; 2009, c. 26, s. 24 (11).
- (2) In carrying out its objects, the College has a duty to serve and protect the public interest. 1991, c. 18, Sched. 2, s. 3 (2).

SCHEDULE 1 TO THE BY-LAWS

Code of Conduct for Members of the Council and All Committees

1. This Schedule applies to members of the Council and of all committees of the College.
2. Council and Committee Members must, at all times, maintain high standards of integrity, honesty and loyalty when discharging their College duties. They must act in the best interest of the College. They shall:
 - a. be familiar and comply with the provisions of the RHPA, its regulations and the Code, the Act, its regulations, and the By-Laws and policies of the College;
 - b. promote the public interest in his/her contributions and in all discussions and decision making;
 - c. direct all activities toward fulfilling the College's objects as specified in legislation;
 - d. diligently take part in committee work and actively serve on committees as appointed by the Council;
 - e. regularly attend meetings on time and participate constructively in discussions;
 - f. offer opinions and express views on matters before the College, Council and committee, when appropriate;
 - g. participate in all deliberations in a respectful and courteous manner, recognizing the diverse background, skills and experience of members on Council and committees;
 - h. uphold the decisions made by a majority of Council and committees, regardless of the level of prior individual disagreement;
 - i. place the interests of the College, Council and committee above all other interests;
 - j. avoid and, where that is not possible, declare any appearance of or actual conflicts of interest;
 - k. refrain from including or referencing Council or committee positions held at the College in any personal or business promotional materials, advertisements and business cards.
 - l. preserve confidentiality of all information before Council or committee unless disclosure has been authorized by Council or otherwise exempted under s. 36(1) of the RHPA;
 - m. refrain from communicating to Members, including other Council or Committee Members, on statutory committees regarding registration, complaints, reports, investigations, disciplinary or fitness to practice proceedings which could be perceived as an attempt to influence a statutory decision or a breach of confidentiality, unless he or she is a member of the panel or, where there is no panel, of the statutory committee dealing with the matter;
 - n. respect the boundaries of staff whose role is not to report to or work for individual Council or Committee Members;
 - o. be respectful of others and not engage in behaviour that might reasonably be perceived as verbal, physical or sexual abuse or harassment; and
 - p. regularly evaluate his or her individual performance, and that of the collective to assure continuous improvement.

PROVISION 11.16 OF THE BY-LAWS - Language of Meetings

Meetings of the Council and Committees shall be conducted in English.

SCHEDULE 2 TO THE BY-LAWS

Rules of Order of the Council

1. In this Schedule, "Member" means a Member of the Council.
2. Each agenda topic will be introduced briefly by the person or committee representative raising it. Members may ask questions of clarification, then the person introducing the matter shall make a motion and another Member must second the motion before it can be debated.
3. When any Member wishes to speak, he or she shall so indicate by raising his or her hand and shall address the presiding officer and confine himself or herself to the matter under discussion.
4. Staff persons and consultants with expertise in a matter may be permitted by the presiding officer to answer specific questions about the matter.
5. Observers at a Council meeting are not allowed to speak to a matter that is under debate.
6. A Member may not speak again on the debate of a matter until every other Member of Council who wishes to speak to it has been given an opportunity to do so. The only exception is that the person introducing the matter or a staff person may answer questions about the matter. Members will not speak to a matter more than twice without the permission of the chair.
7. No Member may speak longer than five minutes upon any motion except with the permission of Council.
8. When a motion is under debate, no other motion can be made except to amend it, to postpone it, to put the motion to a vote, to adjourn the debate or the Council meeting or to refer the motion to a committee.
9. A motion to amend the motion then under debate shall be disposed of first. Only one motion to amend the motion under debate can be made at a time.
10. When it appears to the presiding officer that the debate in a matter has concluded, when Council has passed a motion to vote on the motion or when the time allocated to the debate of the matter has concluded, the presiding officer shall put the motion to a vote.
11. When a matter is being voted on, no Member shall enter or leave the Council room, and no further debate is permitted.
12. No Member is entitled to vote upon any motion in which he or she has a conflict of interest, and the vote of any Member so interested will be disallowed.
13. Any motion decided by the Council shall not be re-introduced during the same session except by a two-thirds vote of the Council then present.
14. Whenever the presiding officer is of the opinion that a motion offered to the Council is contrary to these rules or the By-Laws, he or she shall rule the motion out of order and give his or her reasons for doing so.
15. The presiding officer shall preserve order and decorum, and shall decide questions of order, subject to an appeal to the Council without debate.
16. The above rules may be relaxed by the chair if it appears that greater informality is beneficial in the particular circumstances unless the Council requires strict adherence.
17. Members are not permitted to discuss a matter with observers while it is being debated.

18. Members shall turn off cell phones during Council meetings and, except during a break in the meeting, shall not use a cell phone, blackberry or other electronic device. Laptops shall only be used during Council meetings to review materials related to the matter under debate (e.g., electronic copies of background documents) and to make personal notes of the debate.
19. Members are to be silent while others are speaking.
20. In all cases not provided for in these rules or by other rules of Council, the current edition of Robert's Rules of Order shall be followed so far as they may be applicable.
21. These rules shall apply, with necessary modifications, to meetings conducted by teleconference or any other electronic means permitted by the By-Laws, including audio or teleconference.

SCHEDULE 3 TO THE BY-LAWS - Code of Ethics for Registered Members

Code of Ethics for Registered Members

All registered members of the College shall strive to attain the ideals identified in the College's Code of Ethics. The College's Code of Ethics for registered members is as follows:

1. General Responsibility

- Practise within the scope of TCM practice and abide by the laws of the jurisdiction;
- Maintain high competence (i.e., skills, knowledge and judgment) at all times;
- Practise professionally, honestly and with integrity;
- Respect the authority of the College and uphold the principles of self-regulation;
- Place the health and care of patients above personal gain.

2. Responsibility to Patients

- Recognize that the primary duty of a practitioner is the health and well-being of their patients;
- Respect a patient's value, needs, dignity and choices;
- Provide care to patients regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability;
- Listen and explain to patients the available treatment options, and their goal, risks, effectiveness and cost. Provide the best treatment plan to the patient after the patient understands his or her options;
- Provide timely and quality care that is consistent with the standards of the profession;
- Provide the best care to patients, recognizing one's own limitations and referring patients to other practitioners, or other health care providers when the level of care needed is beyond one's competence;
- Being honest and fair when charging fees for services and any products or prescriptions;
- Protect patients from unsafe, incompetent and unethical care;
- Respect the physical, emotional or financial integrity of patients;
- Protect the privacy and confidentiality of the health information of patients.

3. Responsibility to Oneself and the Profession

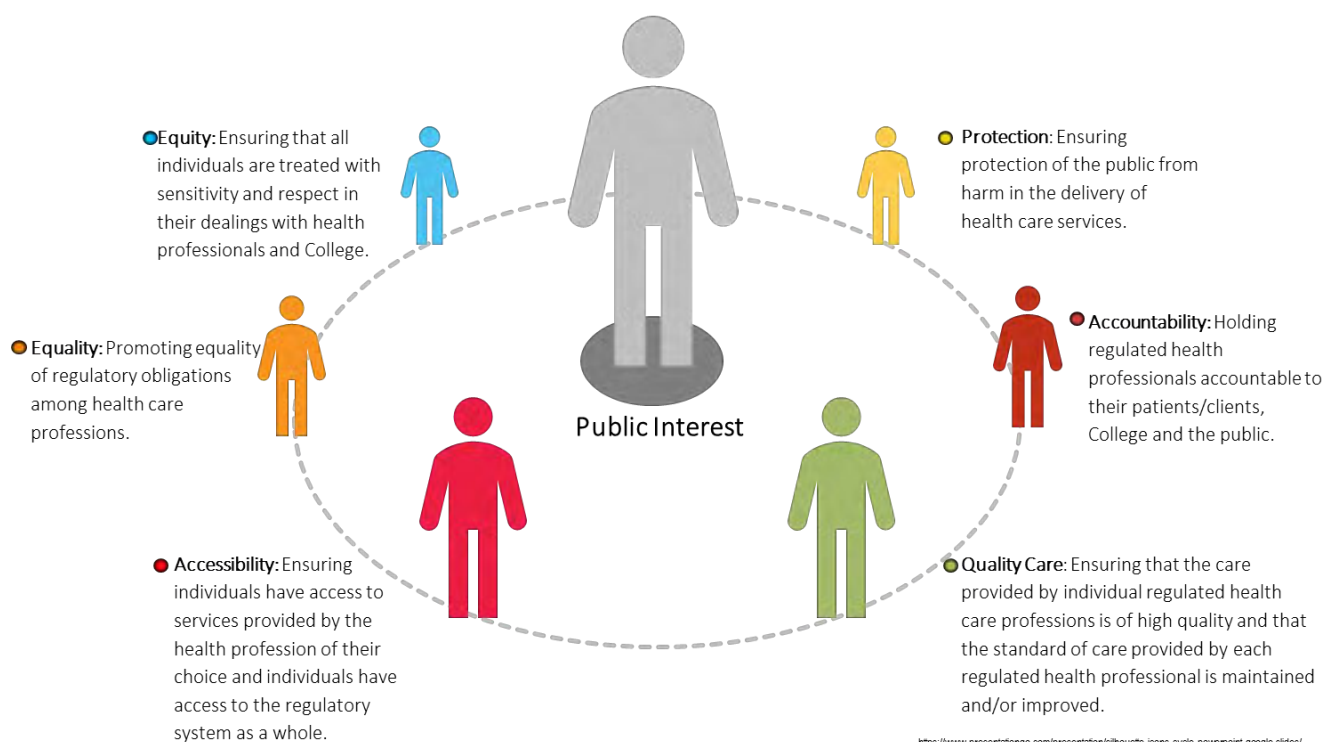
- Acknowledge the limitation of one's knowledge, skills and judgment;
- State one's qualification and experience honestly and fairly;
- Continually upgrade one's knowledge, skills and judgment to improve one's services to patients;
- Respect other health professionals and members of the TCM profession;
- Refrain from passing judgment on the services of another health professional or another member of the TCM profession, except when required in the interest of the patient and after obtaining appropriate information;
- Collaborate with other members of the TCM profession and with other health professionals in the interest of the patient and the public;
- Be transparent and timely in providing information to patients, or a third party when requested or authorized by the patient or by law;
- Contribute to the ongoing development of TCM practices and pass on one's knowledge and skills to others;
- Uphold the honour and dignity of the TCM profession.

4. Responsibility to the Public

- Contribute to improving the standards of health care in general;
- Contribute in matters of public health, health education, environmental protection and legislation issues that affect the quality of care to the public;
- Offer help in emergency situations, if appropriate;
- Promote and enhance inter-professional collaboration;
- Represent the profession well.

PUBLIC INTEREST

in the context of the College Performance Measurement Framework



Decision Making Tool for Council

It is the mandate of the College to regulate the profession of traditional Chinese medicine and acupuncture in the public interest. As such, all decision made by Council must uphold the public interest. Below are a series of considerations for Council members to help guide their decision-making process. Council members should consider each question prior to making any policy decision.

1. The proposed policy is related to the practice of traditional Chinese medicine and acupuncture.
2. The proposed policy falls within the College's statutory mandate in that it reflects a government directive or the duty, object of the College.
3. The proposed policy is related to the public interest.
4. The proposed policy is supported by the College's strategic plan, mission or goals.
5. The proposed policy impacts on: a) health care system, b) patients, c) College resources, d) College reputation, e) legal, f) stakeholders, or g) members?
6. The proposed policy is consistent with current College policies/positions and best practices amongst regulatory colleges.
7. The policy is being proposed to address a particular issue or concern.
8. There are consequences for NOT supporting this policy at this time.
9. After having considered all other alternatives, the policy is the most effective solution at this time.

BRIEFING ON MEETING PROCEDURE

Guideline for Observers Attending a Virtual Council Meeting

Council meetings are open to the public. However, the public may be excluded from any Council meeting or part of a meeting pursuant to section 7 of the *Health Professions Procedural Code*.

Individuals attending as observers are requested to:

- Turn off or mute all electronic devices;
- Refrain from recording of proceedings by any means, including the taking of photographs, video recordings, voice recordings or via any other means;
- Ensure that your audio is on mute for the duration of the virtual meeting;
- Avoid using any of the virtual meeting features such as chat, reactions, etc.;
- Stop streaming video so that only Council members are visible to the Council;
- Refrain from disruptive behaviour;
- Refrain from addressing or speaking to the Council while the meeting is in process;
- Refrain from lobbying of Council members during the meeting, even during breaks;
- Respect that observers are not allowed to participate in debate of any matter before the Council, or ask any questions of the Council;
- Respect the authority of the presiding officer.

The College reserves the right to remove any observer from a Council meeting if these guidelines are not met. Once removed, you are prohibited from returning to the meeting.

In the event that the Council goes in-camera pursuant to Paragraph (d) of Section 7(2) of the Code, all observers will be returned to the “waiting room/lobby” until the Council completes its in-camera discussions. When Council returns, observers who remain in the waiting room/lobby will be returned to the meeting.

Robert's Rules of Order – Quick Reference

1. All those who wish to speak to an item MUST go through the Chair.
2. The Chair will keep a list of who wishes to speak. The Chair will call on you to speak.
3. Please raise your hand to let the Chair know you wish to speak.
4. To speak more than once to the same item, you need to wait till everyone else has had a chance to speak.
5. You may ask only one question at a time.
6. Voting is done by a show of hands. If a secret ballot is necessary (i.e. elections) paper ballots are used. For teleconference meetings, members are asked to voice their vote.
7. Each item to be decided will have a MOTION. A motion will be moved and seconded prior to discussion.
8. Should an amendment be made to the motion, the amended motion will be the item to be discussed and voted upon.
9. An amendment to a motion may be done as a “friendly” amendment, meaning the person who made the motion agrees with the change. And once again, the amended motion is the one that is voted upon.
10. Once the Chair calls an end to the discussion, a vote will be taken on the motion or amended motion.
11. Council members will be asked to vote:
 - a. in favour of the motion;
 - b. opposed to the motion; or
 - c. abstain from voting.

(Abstentions do not affect the outcome of the vote)
12. A simple majority is required to pass a motion. (50% plus 1)
13. All votes will be noted by the minute taker.



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

AGENDA

Open Meeting of the Executive Committee
Tuesday, June 22, 2021
9:00 a.m. – 2:30 p.m.
via Webex

Open meetings of the Executive Committee are held in lieu of Council meetings due to Council being unconstituted.

Item	Open/ In-Camera	Time	Speaker	Action
1. Welcome and Call to Order	Open Session	9:00 a.m. (10 mins)	Deborah Worrada <i>Chair</i>	Information
2. Declarations of Conflicts of Interest	Open Session	9:10 a.m. (5 mins)	Deborah Worrada <i>Chair</i>	Information
3. Briefing on Meeting Procedure	Open Session	9:15 a.m. (5 mins)	Deborah Worrada <i>Chair</i>	Information
4. Adoption of the Agenda	Open Session	9:20 a.m. (5 mins)	Deborah Worrada <i>Chair</i>	Motion
5. Consent Agenda a) Draft Minutes of March 25, 2021 Open Meeting of the Executive Committee b) Executive Committee Report c) Registration Committee Report d) Inquiries, Complaints and Reports Committee Report e) Quality Assurance Committee Report f) Patient Relations Committee Report g) Discipline Committee Report h) Fitness to Practise Committee Report i) Doctor Title Working Group Report j) Risk Management Report A consent agenda is a single item on an agenda that encompasses all the things the Council would normally approve with little comment. All those items combine to become one item for approval on the agenda to be called the consent agenda. As a single item on the agenda, the consent agenda is voted on with a single vote - to approve the consent	Open Session	9:25 a.m. (5 mins)	Deborah Worrada <i>Chair</i>	Motion

<p>agenda. This means that there is no discussion on the items, that are listed in the consent agenda.</p> <p>However, if a person wishes to speak about any component of the consent agenda, they will alert the Chair. The component will be removed from the consent agenda and discussed at some point in the meeting. The remaining components of the consent agenda can then be approved.</p>				
6. Meeting Evaluation Review <ul style="list-style-type: none"> Review of March 25, 2021 meeting 	Open Session	9:30 a.m. (5 mins)	Deborah Worrada <i>Chair</i>	Information
7. Registrar's Report	Open Session	9:35 a.m. (10 mins)	A. Zeng <i>Registrar & CEO</i>	Information
8. Council Update	Open Session	9:45 a.m. (10 mins)	A. Zeng <i>Registrar & CEO</i>	Information
9. May 19, 2021 Executive Committee Meeting Decisions	Open Session	9:55 a.m. (5 mins)	A. Zeng <i>Registrar & CEO</i>	Discussion
10. COVID-19 Activity Log	Open Session	10:00 a.m. (5 mins)	A. Zeng <i>Registrar & CEO</i>	Information
BREAK		10:05 a.m. (10 mins)		
11. College Performance Measurement Framework <ul style="list-style-type: none"> a) Competency Requirements 	Open Session	10:15 a.m. (45 mins)	A. Zeng <i>Registrar & CEO</i> S. Cassman <i>Policy & Governance Analyst</i>	Discussion
12. Legislative Update <ul style="list-style-type: none"> a) Governance Reform b) Bill 283 	Open Session	11:00 a.m. (45 mins)	Allison Henry <i>Director, Ministry of Health</i> A. Zeng <i>Registrar & CEO</i> S. Cassman <i>Policy & Governance Analyst</i>	Presentation Discussion Motion

13. Finance a) Statement of Operations 4 th Quarter b) 2020-2021 Financial Audit	Open Session	11:45 a.m. (15 mins)	F. Ortale <i>Director IT, Finance & Corporate Services</i>	Information
LUNCH		12:00 p.m. (60 mins)		
IN CAMERA SESSION The meeting will move in-camera in accordance with Section 7.(2)b of the Health Professions Procedural Code, [7.(2) Despite subsection (1), the Council may exclude the public from any meeting or part of a meeting if it is satisfied that, (b) financial or personal or other matters may be disclosed of such a nature that the harm created by the disclosure would outweigh the desirability of adhering to the principle that meetings be open to the public;]		1:00 p.m. (60 mins)		Motion
15. Workplan Update	Open Session	2:00 p.m. (10 mins)	A. Zeng <i>Registrar & CEO</i>	Information
16. Other Business	Open Session	2:10 p.m. (5 mins)	Deborah Worrada <i>Chair</i>	Information
17. Next Meeting Dates	Open Session	2:15 p.m. (5 mins)	Deborah Worrada <i>Chair</i>	Information
18. Meeting Evaluation Form	Open Session	2:20 p.m. (5 mins)	Deborah Worrada <i>Chair</i>	
19. Adjournment	Open Session	2:25 p.m. (5 mins)	Deborah Worrada <i>Chair</i>	Motion



COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

OPEN MEETING OF THE EXECUTIVE COMMITTEE

MINUTES

March 25, 2021 from 9:00 a.m. to 2:17 p.m.
Via Webex

IN ATTENDANCE

External Chair

Deborah Worrada

Executive Committee

Richard Guo Qing Dong

Professional Member

Ming C. Cha

Professional Member

Feng Li Huang

Professional Member

Pixing Zhang

Public Member (from 9.08 a.m.)

Staff

Ann Zeng

Registrar and CEO

Francesco Ortale

Director, IT, Finance and Corporate Services

Sean Cassman

Policy and Governance Analyst

Felicia Ng

Executive Assistant

Temu Adewumi

Recorder

Legal Counsel

Rebecca Durcan

Steinecke, Maciura LeBlanc

Observers

Matthew Colavecchia

Professional Member

Joanne Pritchard-Sobhani

Professional Member

Deborah Sinnatamby

Public Member

Xianmin Yu

Professional Member

Jin Qi (Jackie) Zeng

Professional Member

Regrets

Christine Fung

Professional Member

Lihui Guo

Professional Member

Shiji (Stephen) Liu

Public Member

Hai Su

Non-Council Professional member

Open Meeting of the Executive Committee

College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario

March 25, 2021

1. Welcome and Call to Order

After calling the meeting to order at 9:03 a.m., the Chair welcomed participants to the March 25, 2021 open meeting of the Executive Committee of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario.

2. Declarations of Conflict of Interest

The Chair asked if any Executive Committee members had any conflicts of interest with regard to the matters being considered at the day's meeting.

There were no conflicts of interest declared.

3. BRIEFING ON MEETING PROCEDURE

The Chair provided an overview of the meeting procedure.

4. Adoption of the Agenda

CPSO's consultation on complementary and alternative medicine was added under Other Business.

MOTION: F. Huang – R. Dong

THAT the Agenda of the March 25, 2021 Open Meeting of the Executive Committee of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario be adopted as amended.

CARRIED

5. CONSENT AGENDA

- a) December 10, 2020 Open Meeting of the Executive Committee Meeting Minutes
- b) Executive Committee Report
- c) Registration Committee Report
- d) Inquiries, Complaints and Reports Committee Report
- e) Quality Assurance Committee Report
- f) Patient Relations Committee Report
- g) Discipline Committee Report
- h) Fitness to Practice Committee Report
- i) Examination Appeals Committee Report
- j) Doctor Title Working Group Report
- k) Risk Management Report

***Open Meeting of the Executive Committee
College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario
March 25, 2021***

Amendment to December 10, 2020 Open Meeting of the Executive Committee Meeting Minutes:

Motion on page 4:

The first mover was Pixing Zhang and not Xianmin Yu.

MOTION: P. Zhang – M. Cha

THAT the Consent Agenda of the March 25, 2021 Meeting of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario, be approved as amended.

CARRIED

6. MEETING EVALUATION REVIEW

a) Review of December 10, 2020 meeting

Three responses were received for the meeting evaluation review. All Council members were encouraged to complete the evaluation in order to help improve the meeting process.

7. COUNCIL UPDATE

The Registrar reported that Council is still unconstituted. At the December 2020 open meeting, the Executive Committee, with input from Council members, directed College staff to draft a letter to the Ministry of Health (MOH) voicing concerns about the Council being unconstituted for more than a year. The letter was signed by most Council members and sent to the Minister's office on February 2, 2021.

As of this date, the College has not received a response from the Minister. The College has also followed up with the Public Appointments Secretariat (PAS), who have relayed the concerns to the Minister's office, but no further direction has been received. Council members were asked to discuss whether the College should continue to follow up with the Minister's office, or with PAS.

The second update is that the government has launched a new e-learning process. All current and future public members will be required to take the course and it must be completed once every five years. Meeting participants were referred to the memo from the Assistant Deputy Minister and Chief Administrative Officer of the Corporate Services Division.

There was agreement about the seriousness of the issue, as it may inhibit the Council's ability to conduct its mandate, and may adversely affect the public and the College. Council members were also asked to provide input.

a) A recommendation was made that the College follow the model instituted by CNO when its Council was unconstituted. The Council was advised that the College's current model is similar to that of CNO's, in that Executive Committee makes decisions, but also seeks Council's input. The Executive Committee has been holding open meetings and inviting Council input on matters in order to gain consensus, and to ensure that Council members are fully informed about concerns. The open meetings have also demonstrated transparency and provided opportunity for feedback and for Council members to attend.

While Council members are currently listed as observers, a consensus model had been developed to allow Council members to provide feedback if allowed by the Executive Committee or Chair. Therefore, their status differs from the status of observers indicated in Schedule 2 of the By-Laws.

The President asked Council members for their input on next steps for the College. Recommendations were made, with legal input provided for each.

Staff were directed to weigh each of these ideas via a risk assessment, after which Council members could pick a response.

8. COVID-19 COMMUNICATIONS LOG

The Registrar reported that staff are continuing to work remotely and Committee meetings are still being conducted virtually. Staff in the office must self screen before going in.

Communications include emails and social media posts, and have focused on a) practice during the shutdown, b) mental health, c) vaccination information.

The MOH has asked the College to support public health units, identify eligible health care professionals and communicate critical information from public health on regional vaccination plans. The communications have also worked to dispel members' misconceptions.

9. GOVERNANCE REVIEW UPDATE

Mr. Cassman reported that Mr. DeRooy met with Council members and senior staff and has now reviewed all submitted material. The College is waiting for the initial report, which will be compared to best practices. The schedule for completion of the report is April.

A constituted Council would be required in order to implement changes on governance practice. It was recommended that the report from Mr. DeRooy be forwarded to the Ministry.

In regard to how competency for professional members is evaluated, it was noted that HPRO colleges worked jointly to draft the competencies. Two colleges, Kinesiologists and

Audiologists, are now starting to use the competencies. The College can now apply the list drafted by HPRO and determine how it applies to this College.

The President asked the Council members for input and support was expressed for equivalent qualifications for both professional and public members. However, a Council member also expressed that due to the unique nature of TCM, the Council should continue to maintain a traditional model.

10. COLLEGE PERFORMANCE MEASUREMENT FRAMEWORK

The Registrar provided an overview of the framework, which is designed to ensure that all 26 colleges are working according to the Ministry's standards. The purpose is to strengthen oversight by ensuring consistency and alignment across the colleges.

Staff have provided a summary for Council and Committee reference. The College has not met all the requirements, but is in a relatively good position, and will focus on the areas that need improvement for the next reporting cycle. The Executive Committee passed a motion to approve the draft report, but further changes have been made to improve the layout and update the language. Staff were thanked for their work.

The report has also been shared with the consultants for the QA enhancement project and the Governance review to ensure the recommendations align with the CPMF framework. Mr. Cassman provided an overview of the document, and the Council members were asked to provide comments.

Council members expressed support for the framework, which helps to build better governance. It is also perceived to be the MOH's way of helping colleges improve their regulation, and is an alternative to the British Columbia model which is now following most of the recommendations of the Cayton report.

Advice was also provided that while some of the framework's domains are not legally required, should the College decide not to participate, the College's reputation could be affected.

At present, there is no intention in Ontario to follow the British Columbia model, where colleges have been absorbed into a larger oversight college. The Council was also informed that a non health regulatory college, the Ontario College of Teachers, has adopted the British Columbia model by introducing appointments for elected and public members.

A professional member expressed concerns about Domain 6, Suitability to practice. Due to the College's size, it is important that actual numbers and not ratios be used. However, permission from the Ministry would be needed to make this adjustment. It was further noted that the Annual Report, which is submitted each year to the Ministry, contains a much wider set of statistics on ICRC cases. Mr. Cassman was asked to contact the

Ministry on this issue.

11. FEB 18, 2021 EXECUTIVE COMMITTEE MEETING DECISIONS

- a) College Performance Measurement Framework
- b) By-Law Review Update
- c) 3rd Quarter Financials
- d) Proposed Budget

Ms. Zeng provided a summary of decisions approved at the February 18, 2021 Executive Committee meeting.

a) College Performance Measurement Framework

The CPMF report was addressed in item 10. The report will be sent by March 31, and will be published on the College website.

b) By-Law Review Update

Due to the Council's unconstitution, the By-Law review has been postponed. The Governance review may also present some recommendations that could lead to further amendments.

c) 3rd Quarter Financials

Mr. Ortale presented the 3rd quarter financials, providing an overview of net income, expenses and revenue. Revenue is at 98.87%, and given the pandemic, exceeded projections. Overall, also due to the pandemic, expenses were below budget at 20%.

d) Proposed Budget

Highlights of the budget include:

- Reduction of the membership fee by \$300 for 2021. This will reduce projected revenue by \$700,000.
- Interest rates are reduced due to the pandemic and also due to 2020's instalment plan.
- Expenses for Council and Committee have been reduced by 3.21%, as virtual meetings will continue in 2021. Expenses for the Examination appeals committee have been reduced by 54.17% due to only one meeting for the committee in 2020. The function is being transferred to CARB-TCMPA.
- A new fund, called Strategic initiatives will now include such items as strategic planning, CPMF, and other collaborations.

Open Meeting of the Executive Committee

College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario

March 25, 2021

- For administrative expenses, there is a CPP and EI increase.
- Funds were allocated for temporary employees that will replace employees going on maternity leave.
- The communications fund has been reduced by 16%, as projects were postponed due to the pandemic.
- Overall the budget is consistent with that of 2020. Funds have been allocated for all current projects.

Executive Committee members expressed approval for the budget. The Chair invited comments from Council members with the President's approval.

i) College office lease: In response to a query about the College leasing a smaller space given remote work, the Registrar reported that the lease will expire in summer 2024. Discussions have been held with smaller colleges to determine if collaboration is possible. The College is also aware that it needs to have a public presence for direct communication with patients and registrants. Other considerations are for the College to purchase its own property.

Mr. Ortale noted that the College had attempted to obtain reductions from the landlord, but was not successful. The College is not eligible for a government program.

ii) By-law amendments: The proposed list changes had been reviewed at the last January 2020 or March 2020 meetings. Once the governance review has concluded, the list of changes will be finalized after Council discusses the governance review report.

ii) College investment plan: The College is only relying on bank interest for the funds in the reserve account. Other investment alternatives as stipulated by the By-laws had been presented to Council members in past years, but were not accepted. It was suggested that the alternatives could be reviewed again.

The Registrar reported that more research can be conducted and brought back to the Council when Council is constituted. The reserve policy will also be discussed with the auditor to ensure a solid investment plan is in place.

All Council members indicated their support for the budget and for the CPMF draft.

12. COMMUNICATIONS UPDATE

- a) Webinar
- b) Communication videos
- c) Educational Tips

Ms. Zeng provided an update on the communications projects.

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a) Webinar

The webinar on Standards for Record keeping will be presented on March 26 by Mr. Cassman and Ms. Lee, the new professional practice advisor. Council members were informed that Ms. Lee had been interviewed by the QAC.

b) Communication videos

The College has been working with a company to produce the videos, and two are being finalized by Balmoral Marketing, with a release date of early April. The video, "TCM from a public perspective" is on hold as it will require in person interviews with practitioners. Production will resume after the restrictions are lifted.

c) Educational Tips

The tips comprise trends members should be informed of, and answers to questions from members. They have been offered in multiple languages, and include vaccination information and renewal reminders. The communications plan will be reviewed based on upcoming situations.

The Chair gave permission to a professional member to provide a comment on the January 20 email, which appears to point out contradictions in practitioners being asked to encourage patients to obtain the vaccination, but not to discuss the vaccination with them.

Advice was provided that there is no contradiction in the statement. Members can inform patients about the availability of vaccinations, which is being done in the public interest in order to increase immunity. However, discussing the different types of vaccines is outside of the scope of TCM practitioners. Such questions should be directed to a professional with the requisite knowledge, skills and judgment.

It was recommended that the vaccine information be combined with the request for cooperation from public health units, in the format of a flyer or poster, as it would encourage vaccinations. The Registrar will consider this request, and reminded members that information about the vaccine is included on the website, along with resources that patients can be referred to.

13. REGISTRATION COMMITTEE – APPOINTMENT OF A NEW PUBLIC MEMBER

The Executive Committee was made aware that a Public Member has not been actively attending Registration Committee meetings. While the composition of the Panel is not compromised by the member's absence, it is important to have a vocal public voice on the Committee. The Executive Committee was asked to discuss the matter.

It was explained that it is common procedure for the Executive Committee to appoint new members in a separate board room. As the meeting is virtual, Executive Committee

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members would move into a separate break out room and then bring the result back to Council.

The meeting was adjourned for lunch at 12:05 p.m. Executive Committee members (with the exception of Mr. Zhang) moved to the break out room with Ms. Zeng, Ms. Durcan, Ms. Ng and Ms. Adewumi.

The break out room session started discussion at 12:11 p.m. to discuss appointments to the Registration Committee.

The break out room meeting adjourned at 12:24 p.m.

After the lunch break, the Registrar informed the Council that Ms. Sinnatamby had agreed to be appointed to the Registration Committee. The President expressed his appreciation to Ms. Sinnatamby.

MOTION: R. Dong – M. Cha

THAT the Executive Committee of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario appoints Deborah Sinnatamby to the Registration Committee effective immediately.

CARRIED

14. QA PROGRAM ENHANCEMENT PROJECT

Ms. Zeng explained that this item had been included in the consent agenda in the QAC report. However, due to the importance of this project, and in order to allow for members' questions, it had been added to the agenda.

The most recent update from the consultant is that the first draft of the final report is now completed. It will be referenced with the CPMF framework before it is presented to the Committee.

A professional member expressed satisfaction with the project.

Advice was provided that if any standards are slated for change, this would be in the control of the Executive Committee or Council, especially if they had been created and approved originally by the Council.

15. MATTERS RELATING TO CARB-TCMPA

- a) Pan-Canadian Examination Language Availability
- b) CARB-TCMPA TCM Program Accreditation Project Update

The Registrar provided the updates.

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i) The first online proctored computer-based examination exam has been completed. Positive feedback has been received, including from the OFC.

The retake exam, delivered during the pandemic, was held in December, and is the last paper-based exam. With a smaller number of attendees, the exam was delivered with safety protocols in place. The College will be offering an additional sitting of the Pan-Canadian exam for the first time in spring. The advantage of the second exam is allowing applicants to sit for the exam as soon as they have graduated.

ii) At the February 18, 2021 meeting, the Executive Committee discussed and sent a letter to CARB regarding its decision to sunset the Chinese language version of the examination in British Columbia. A CARB meeting was held on March 8, 2021 and CTCMA is working with CARB to develop a solution. A final decision is expected in April or May.

iii) Due to the additional exam, the fee has increased by 10%. The exam fee has now been transferred to CARB, as previously reported. The College will still retain the application fee.

The President thanked Council members who had signed the letter to CARB.

b) CARB-TCMPA TCM Program Accreditation Project Update

The Registrar explained that the accreditation project is an opportunity for collaboration among provincial TCM regulators, to ensure the education of competent practitioners, and public protection. Registration Committee and Executive Committees had approved the project, which is in alignment with the College's strategic plan.

Even though the project is administered by CARB, Council and the Registration Committee make the final decision on what processes will be adopted. Registration Committee members have responded positively to the project. Updates will be obtained from the accreditation working group and the Registration Committee on how to make revisions to the accreditation standard as needed.

Council members were also informed that Ontario educators have been actively involved in discussions regarding the project, and have also participated in virtual meetings with CARB. More feedback from the educators will be obtained moving forward.

Concerns were raised about the use of the word "accreditation," as full accreditation would require a registration regulation amendment, which would require that the Council be constituted.

Legal advice was provided that a full accreditation program is not being considered at this point. The project is simply a way to provide clarity on what the College deems is necessary to meet the requirements set out in the registration regulation.

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Further, the College does not have the power to regulate educational institutions or mandate what subjects the schools must teach. However, in order to ensure consistency, objectivity, impartiality and fairness, the College provides a roadmap that outlines the expected competencies.

In order to avoid confusion, it was suggested that CARB can be asked to place a definition of the accreditation program on their website, which will emphasize that the project is to ensure TCM education meets a defined standard.

16. WORK PLAN UPDATE

The Executive Committee agreed that as there is no new strategic plan, projects decided on in 2018 will still continue, with the exception of the Doctor title. The time line of the work plan has changed due to the pandemic, and Council's unconstitution.

In addition, resources have been spent on unexpected projects such as the CPMF and COVID-19 related activities. The College will discuss a new plan once Council is re-constituted.

17. OTHER BUSINESS

a) CPSO consultation on the Complementary and Alternative Medicine policy

The Registrar explained that CMAAC had sent an email to its members directing them to contact the College regarding CPSO's revised policy on Complementary and Alternative Medicine (CAM), which is currently under consultation. The association also requested that the College negotiate with CPSO regarding the policy.

Staff have reviewed the policy and determined that it only applies to members of CPSO who use alternative or complementary medicine as part of their practice. In addition, negotiating with CPSO or other colleges is not part of the College's role. As the policy is under public consultation, any stakeholder can provide feedback directly to CPSO.

An explanation was provided of the exemption allowed to certain colleges who are authorized to provide acupuncture. However, only CTCMPAO is allowed to provide TCM acupuncture, accompanied by a diagnosis. The CAM policy does not impact this College's members, as it only applies to CPSO members.

Council members gave approval for the Registrar to make a statement on the website regarding the policy and to also ask CMAAC to send a correction to their members.

In response to a query, it was clarified that staff are expected to implement a motion as quickly as possible. If Council or a committee, intends to modify or revoke a motion that

has already been passed, another motion would need to be moved in order to change the original motion, and would need 2/3 positive votes of Council for the change to go through.

Should Council not ratify a decision, action on the decision would come to a halt even if had been operating previously. While this action is legally valid, practically, it would have consequences for the College that would impact policy, and costs. This emphasizes the necessity for consensus in order to ensure that the Executive Committee's decisions are supported by a majority of Council members.

Explanation was also provided that only the Registrar can hire staff, and the only staff member on whom the Executive Committee can make a decision is the Registrar. Should a decision regarding the Registrar not be ratified by Council, there could also be financial implications. The need for consensus by Council on the Executive Committee's decisions was further emphasized.

18. NEXT MEETING DATES

The next meeting dates are tentatively scheduled for: June 22, 2021, September 22, 2021, and December 8-9, 2021.

19. MEETING EVALUATION FORM

Executive Committee members were encouraged to complete the evaluation form.

20. ADJOURNMENT

The meeting was adjourned at 2:17 p.m.

MOTION: M. Cha

THAT the Open Meeting of the Executive Committee of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario of March 25, 2021 be adjourned until the next meeting or at the call of the President.

CARRIED



FOR: Information

SUBJECT: Executive Committee Report

Executive Committee Members

Richard Guo Qing Dong (President)	Professional Member
Ming C. Cha (Vice-President)	Professional Member
Feng Li Huang	Professional Member
Pixing Zhang	Public Member

Since the previous open meeting of the Executive Committee held on March 25, 2021, the Executive Committee met once on May 19, 2021 for an Executive Committee meeting.

FOR INFORMATION

1) Items Discussed In-Camera

- a) The EC discussed a civil suit against the College.
- b) The EC discussed matters relating to a Council member.
- c) The EC discussed HR matters.

2) Council Update

The EC was updated on the status of public appointments to the College. Staff have regularly followed up with the Public Appointments Secretariat (PAS) however there are no updates at this time. The Executive Committee reviewed potential ideas to address the urgent need to acquire public appointments.

3) COVID-19

The EC was provided with a summary of steps the College has taken in response to COVID-19, including all communication updates.

4) College Performance Measurement Framework

The EC was advised that the completed College Performance Measurement Framework report was submitted to the Ministry of Health in March. The report was also published on the College's website.

5) Governance Review

The EC was advised that the consultant for the College's governance review has concluded his review and is in the process of finalizing the report.

6) Election of Council Members for District 3

The EC was advised that the professional Council Member positions for District 3 are up for election



for a three-year term ending in 2024. The EC was provided with a proposed date and timeline for the election. The Executive Committee directed the Registrar to set October 28, 2021 as the date of the election of District 3, in accordance with the College By-laws.

7) Reassessment of Committee Composition

The EC discussed the need to re-evaluate each Committee's composition to ensure that Committees are current and functioning efficiently. The EC directed staff to reach out to members of Council to inquire about Committee preferences.

8) Finance

An overview of the 4th quarter financial statements was provided to the EC.

9) Communications Update

The EC was provided with an update on communication initiatives for the upcoming webinar on the Standard for Fees and Billing, communication videos, and educational tips. The College met with a third-party marketing and advertising agency to discuss strategies relating to the College's reputation and image.

10) CARB TCM Program Accreditation Project and College Program Approval Process

The EC was updated that a response to the survey on draft standards was submitted to CARB-TCMPA following approval from the Registration Committee. The EC was also made aware that the Registration Committee had reviewed concerns from stakeholders regarding the project. It was noted that although the project is administered by CARB, Council and the Registration Committee will make the final decision on what processes will be adopted in Ontario for its program approval process.

11) QA Program Enhancement Project

The EC was advised that College staff and the consultant have been working together to discuss the draft of the final report for the QA Program Enhancement Project.

12) Public Observers for Open Meetings of the EC

The EC reviewed options for public observers to attend open meetings of the Executive Committee if the Council remains unconstituted, and the need to publish a public agenda on the College website for transparency purposes. An open invitation for public observers to attend virtually via Webex, and a public agenda will be published for the next open meeting of the EC.

13) Workplan Update

An overview of the College's workplan and progress were provided to the EC.

This report is current to June 3, 2021 in anticipation of the open meeting of the Executive Committee scheduled for June 22, 2021.



FOR: Information

SUBJECT: Registration Committee Report

Registration Committee Members

Ming C. Cha (Chair)	Professional Member
Feng Li Huang	Professional Member
Xianmin Yu	Professional Member
Shiji (Stephen) Liu	Public Member
Joanne Pritchard-Sobhani	Professional Member
Deborah Sinnatamby (from March 25, 2021)	Public Member

Since the last quarterly report, the Registration Committee met twice on March 10, 2021 and May 4, 2021. Additionally, two panel meetings were held on March 10, 2021 and May 17, 2021. All meetings were held via teleconference.

FOR INFORMATION

1. 2021-2022 REGISTRATION RENEWAL

The College opened the renewal process to members on February 1, 2021. Members registered in the General, Student, or Inactive Class were required to renew their registration by April 1, 2021. Due to the COVID-19 pandemic, the College reduced its General Class renewal fee to \$1,000. This was a one-time reduction to assist members in completing their renew during the pandemic.

2553 members have successfully completed their renewal. 35 members were suspended due to failure to renew despite multiple reminders.

2. 2021 APRIL PAN-CANADIAN EXAMINATIONS

The April 2021 Pan-Canadian examinations were held on April 21, 2021, and April 22, 2021. A total of 121 applicants were registered to write the examinations. 45 applicants were registered to write the Traditional Chinese Medicine Practitioner exam, and 76 applicants were registered to write the Acupuncturist exam. Due to the COVID-19 pandemic, the April 2021 Pan-Canadian examinations were delivered in an online proctored format. The April 2021 Pan-Canadian examinations results will be released in mid-June 2021.

3. 2021 OCTOBER PAN-CANADIAN EXAMINATIONS

The application for the October 2021 Pan-Canadian Examinations was made available online starting May 3, 2021. The application deadline is July 15, 2021, 5:00 p.m. EST. The Registration Committee



agreed that the provisional exemption to clinical training would continue to apply for the October 2021 examination.

The Traditional Chinese Medicine Practitioners examination is scheduled for October 6, 2021, and October 7, 2021. The Acupuncturists examination is scheduled for October 27, 2021, and October 28, 2021.

As of June 2, 2021, the College received 16 applications for the examinations.

4. SEMI-ANNUAL MEETING WITH SCHOOLS

A virtual meeting was held with TCM schools on May 26, 2021, to discuss the Pan-Canadian Examinations and the CARB-TCMPA TCM Program Accreditation project. The meeting was attended by 20 representatives from 11 schools.

5. TCM PROGRAM ACCREDITATION/APPROVAL

Earlier this year, CARB-TCMPA conducted a national survey to solicit detailed feedback on the draft accreditation standards. The Registration Committee reviewed the College's draft response to the survey.

6. 2021 PRE-APPROVED REFRESHER COURSES

Under the Registration Regulation, members registered in the General Class who have not completed a minimum of 500 TCM patient visits over each three-year period must complete a refresher program approved by the Registration Committee.

The Registration Committee reviewed and subsequently approved four (4) refresher program proposals submitted by members since the last quarterly report.

In addition, the Registration Committee reviewed refresher courses submitted for approval by a number of Ontario TCM programs. The College's list of approved refresher courses will be updated accordingly.

7. REGISTRATION COMMITTEE PANEL UPDATES (From March 10, 2021 – June 2, 2021)

	Decisions made by the Registration Committee			
	Approved	Approved with TCLs	Refused	Total
General Class application	0	0	0	0
Title Variation	1	0	0	1
Transfer from Inactive Class	0	2	0	2
Totals	1	2	0	3



8. QUATERLY MEMBERSHIP STATS (As of June 2, 2021)

Registration by District

	District 1	District 2	District 3	District 4	District 5	Practicing outside ON	Unknown	Total
General	174	119	1505	487	74	20	64	2443
Inactive	10	8	82	18	3	19	12	152
Student	0	0	10	1	0	0	0	11
Total Members	184	127	1597	506	77	39	76*	2606

*Please note that General Class members who recently registered with the College are given 30 days to submit their business address. We are following up with 76 General Class members who did not provide their business address information to the College.

Registration updates as of June 2, 2021

	30-Sep-20	31-Dec-20	31-Mar-21	2-Jun-21
General R. Ac	1194	1214	1236	1210
General R. TCMP	1224	1240	1256	1233
Student R. Ac	5	8	8	6
Student R. TCMP	3	5	6	5
Inactive R. Ac	66	66	61	81
Inactive R. TCMP	48	50	49	71
Current Members	2540	2583	2616	2606
Resigned	352	358	389	414
Expired	658	658	658	658
Revoked	88	88	88	87
Suspended	97	93	89	123
Total Registrants	3735	3780	3840	3888

Changes within the Quarter

	Jul. 1, 2020 – Sep. 30, 2020	Oct. 1, 2020- Dec. 31, 2020	Jan. 1, 2021- Mar. 31, 2021	April. 1, 2021 – Jun. 2, 2021
New members	65	19	48	63
Resignations	1	3	31	24
Revocation	0	0	0	0
Suspensions	10	0	1	35
Expired	0	0	0	0
Net Change	54	16	16	4

Members practicing with terms, conditions and limitations: 299



2021 Jurisprudence Course Tests

Passed	Failed	Total
115	0	115

2021 Safety Program Tests

Passed	Failed	Total
119	1	120

This report is current to June 2, 2021 in anticipation of the open meeting of the Executive Committee scheduled for June 22, 2021.



FOR: Information

SUBJECT: Inquiries, Complaints and Reports Committee Report

Inquiries, Complaints and Reports Committee Members

Panel 1

Pixing Zhang (Chair of ICRC and Panel 1)	Public Member
Richard Dong	Professional Member
Lihui Guo	Professional Member
Deborah Sinnatamby	Public Member

Panel 2

Xianmin Yu (Chair of Panel 2)	Professional Member
Jinqi Zeng	Professional Member
Matthew Colavecchia	Professional Member
Fanny Ip	Professional Member (Non-Council Member)
Stephen Liu	Public Member
Joanne Pritchard-Sobhani	Professional Member

The Inquiries, Complaints and Reports Committee (the “ICRC”) is divided into two main panels to accommodate the number of ongoing matters, and to accommodate the selection of panel members, should the need arise for a discipline hearing. Since the last quarterly report, the ICRC met on April 28, 2021, May 20, 2021 and on June 17, 2021.

New Cases and Nature of Concerns

Note: Some cases may have more than one concern

Complaints	Nature of Concerns		Registrar Report Investigations	Nature of Concerns	
7		Advertising	8		Advertising
		Billing and Fees			Billing and Fees
		Communication			Communication
	2	Competence / Patient Care			Competence / Patient Care
	2	Fraud		7	Fraud
		Professional Conduct & Behaviour			Professional Conduct & Behaviour



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	3	Record Keeping			Record Keeping
		Sexual Abuse / Harassment / Boundary Violations		1	Sexual Abuse / Harassment / Boundary Violations
		Unauthorized Practice			Unauthorized Practice

Completed Cases and Outcomes*

Note: Some decisions have more than one outcome

Complaints	Outcomes		Registrar Reports Investigations	Outcomes	
2		Take no action			Take no action
	2	Advice			Advice
		Written Caution			Written Caution
		Oral Caution			Oral Caution
		SCERP			SCERP
		Refer to Discipline			Refer to Discipline
		Undertaking			Undertaking

Complaints cases before Health Professions Appeal and Review Board

New Cases	Pending Cases
2	1

Pending Cases

Complaints	Registrar Report Investigations	Incapacity Inquiries	Total # cases
17	18	0	35

This report is current as at June 7, 2021 in anticipation of the open meeting of the Executive Committee scheduled for June 22, 2021.



FOR: Information

SUBJECT: Quality Assurance Committee Report

Quality Assurance Committee Members

Feng Li Huang (Chair)	Professional Member
Lihui Guo	Professional Member
Matthew Colavecchia	Professional Member
Ming C. Cha	Professional Member
Pixing Zhang	Public Member

Since the last quarterly report, the Quality Assurance (QA) Committee met once on June 3, 2021.

FOR INFORMATION

1. Quality Assurance Program Enhancement Project

A Request for Proposals (RFP) was announced in February 2020 for a Quality Assurance Program Enhancement Project. In June 2020, the Committee approved Igor Gontcharov as the Consultant for the QA Program Development project. The project service agreement was finalized on July 22, 2020.

The project includes four inter-connected methods: 1. Policy Review (Jurisdictional and Literature Review), 2. Program Review (QA Program Review/Needs Analysis, Online Self-Assessment Tools and Tracking Solution Review), 3. Key Stakeholder Interviews, 4. Report and Recommendations. A draft of the final report and recommendations were presented to the QA Committee at the June 3, 2021, committee meeting.

College staff have met with the Consultant several times to receive updates on the stakeholder interviews, information gathering, and general project updates. The following documents have been provided to date:

- Summary Report - Quality Assurance (QA) in the Context of Regulated Health Professions: Policy Review, Best Practices, and Emerging Trends
- Stakeholder Interview Script and Guide
- Summary Report – CTCMPAO QA Program Review Draft
- Stakeholder Interviews Summary Report
- Member survey results
- Draft Final Report and Recommendations
- Draft Final Report and Recommendations Presentation



At their next meeting, the QA Committee Meeting will further discuss the final report and the recommendations. Any changes to the QA framework will be presented for Council approval.

2. Standards and Guidelines

Telepractice Guideline

In April 2020, in response to COVID-19 and the restrictions imposed on members' practice, the QA Committee developed a Telepractice Position Statement. The Committee is now in the process of developing a more comprehensive telepractice guideline to help members understand their accountabilities when providing care using telecommunication technologies.

The draft guideline was approved on June 3, 2021, for key stakeholder consultation.

3. Quality Assurance Program

a) 2020 Random Selection

Self-Assessment and Professional Development

253 members received notice of selection by mail and email on December 2, 2020 and had until March 8, 2021 to submit their documents.

The following chart indicates the status of the submissions.

Categories	# of members
Completed and Approved Submissions	235
Deficient PD Hours (To be deferred)	1
Incomplete Submissions	2
Did not submit (Active members)	7
Suspended (Did not complete renewal)	3
Other	5*

*Three of the selected members resigned. The College received notification that two of the selected members had passed away.

Members who have not yet complied the requirements, were provided with a final deadline to submit their documents.

The QA Committee also directed that the non-compliant members who are currently under suspension be referred to undergo a Peer and Practice Assessment when their General Class certificates are reinstated.

Note: There were no members randomly selected to undergo the Peer and Practice Assessments in 2020.



b) 2019 Peer and Practice Assessments

In 2019, 11 members were randomly selected for a Peer and Practice Assessment. As of June 2021, four assessments have been completed. The College's Peer and Practice Assessments were put on hold in April 2020 in response to the COVID-19 pandemic. At their last meeting, the QAC approved the resumption of in-person Peer and Practice Assessments when the provincial government moves into Step 2 of the reopening plan.

c) Peer and Practice Assessors

One of the responsibilities of the QA Committee is to appoint Peer Assessors, who are qualified members of the College, to conduct Peer and Practice Assessments (PPA). A call for Peer and Practice Assessors was issued on February 19, 2021, with a submission deadline of March 12, 2021. Following interviews conducted by members of the QA Committee, 10 of the applicants have been appointed as Peer and Practice Assessors. The College's current Peer Assessors have also been reappointed. These appointments are pending the candidates' completion of the Peer and Practice Assessment training and their signing of the Peer Practice Assessor Agreement. The training session will take place in July.

d) Non-Compliance Declarations

QA staff were provided with a list of members who declared non-compliance with the QA program on their 2021 renewal applications. Ten members were exempt from the 2020 QA Program period, as they had completed their initial registration in the same year. Staff is following up with the remaining 12 members.

In addition, the QA Committee directed that one member (currently under suspension) who declared non-compliance in 2019 be referred to undergo a Peer and Practice Assessment when his General Class certificate is reinstated.

e) Peer and Practice Assessment Report

The QA Committee reviewed and subsequently approved updates to the Peer and Practice Assessment Report. The report needed to be updated to reflect the College's new standards.

This report is current to June 8, 2021 in anticipation of the Council meeting scheduled for June 22, 2021.



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FOR: Information

SUBJECT: Patient Relations Committee Report

Patient Relations Committee Members

Deborah Sinnatamby (Chair)	Public Member
Christine Kit Yee Fung	Professional Member
Feng Li Huang	Professional Member
Jin Qi (Jackie) Zeng	Professional Member

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



FOR: Information

SUBJECT: Discipline Committee Report

Discipline Committee Members

Jin Qi (Jackie) Zeng (Chair)	Professional Member
Ming C. Cha	Professional Member
Matthew Colavecchia	Professional Member
Richard Guo Qing Dong	Professional Member
Christine Kit Yee Fung	Professional Member
Lihui Guo	Professional Member
Feng Li Huang	Professional Member
Shiji (Stephen) Liu	Public Member
Joanne Pritchard-Sobhani	Professional Member
Deborah Sinnatamby	Public Member
Xianmin Yu	Professional Member
Pixing Zhang	Public Member

Since the last quarterly report, the Discipline Committee did not preside over any matters in this quarter. The Committee did not release any decisions in this quarter.

As of June 7, 2021, there is one open case which has been referred to the Discipline Committee by the Inquiries, Complaints and Reports Committee (ICRC).

	Member Name	Status
1	Esther Yu Kwan Cheng	The Notice of Hearing was served on the Member on April 27, 2021. A Pre-Hearing Conference is scheduled for July 19, 2021.

There is one discipline decision currently under appeal by the Member. This matter relates to the [Nathalie Xian Yi Yan](#) decision.

This report is current as at June 7, 2021 in anticipation of the open meeting of the Executive Committee on June 22, 2021.



FOR: Information

SUBJECT: Fitness to Practice Committee Report

Fitness to Practice Committee Members

Ming C. Cha	Professional Member
Matthew Colavecchia	Professional Member
Richard Guo Qing Dong	Professional Member
Christine Kit Yee Fung	Professional Member
Lihui Guo	Professional Member
Feng Li Huang	Professional Member
Shiji (Stephen) Liu	Public Member
Joanne Pritchard-Sobhani	Professional Member
Deborah Sinnatamby	Public Member
Xianmin Yu	Professional Member
Jin Qi (Jackie) Zeng	Professional Member
Pixing Zhang	Public Member

Pursuant to the College Bylaw, every member of Council is a member of the Fitness to Practice Committee.

Since the last quarterly report, the Fitness to Practice Committee did not meet.



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FOR: Information

SUBJECT: Doctor Title Working Group Report

Doctor Title Working Group Members

The appointment of new Working Group members is currently on hold due to Council being unconstituted. The Working Group will not be holding meetings until new members are confirmed.



College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario (CTCMPAO) Risk Management Plan

Risk Management Vision

CTCMPAO is committed to building and fostering an enterprise risk management culture that clearly faces reality through systematic process of risk identification, assessment, and management and will affect this through its strategic planning process. CTCMPAO's value of serving and protecting the public interest, providing quality service, accountability and transparency, teamwork and collaboration are the foundation of the organizational risk culture and will guide our actions.

Stakeholder Roles and Responsibilities

Role	Risk Management Responsibility	Assignment
Council	Responsible for approving Risk Tolerance Evaluation, reviewing Risk Management Plan and periodically reassessing success of Risk Management strategies.	Council Members
President	Responsible for leading Executive Committee and Council in reviewing the Risk Management Plan, implementing certain procedures needed in specified emergency situations, ensuring action is taken as necessary to protect the separation of Council from operations.	Richard Dong
Registrar and CEO	Responsible for ensuring comprehensive risk assessment within the organization, development and implementation of mitigation strategies, and ongoing evaluation of effectiveness of risk management by the organization.	Ann Zeng
Director, IT, Finance and Corporate Services	Responsible for identifying risk factors relating to financial management policies and procedures, adhering to sound financial risk management and mitigation policies and strategies. Champions organization-wide effort to protect the vital assets of the College and engage key stakeholders in risk management activities.	Francesco Ortale
Program Managers	Responsible for complying with obligations outlined in the Health Professional Procedural Code respecting procedure, timelines, transparency, objectivity and fairness.	Ryan Chu, Ania Walsh



Risk Management Process and Activities

The CTCMPAO regularly undertakes risk management activities to protect the interests of the public, its members and the Government of Ontario to which it is accountable. Risk management involves complex processes of risk assessment, development and implementation of mitigation strategies and evaluation of effectiveness, change and opportunity. Effective risk management requires the active engagement of everyone actively engaged in the organization and may include consultation with external experts such as auditors. The College adheres to a Risk Management Policy which requires regular review, evaluation and reporting to Council.

Risk Analysis Matrix

College staff engage in a collective and joint process to identify types of risks that are likely to affect the achievement of business goals. For each risk, staff consider what could happen, how and why it could happen, and the consequences of said risk.

Staff systematically review the following to identify potential risks and to categorize potential risks using a risk occurrence matrix:

- each function performed within the College,
- records and reports generated or retained by the College.
- business processes, policies and procedures.
- resources of the College including knowledge of history, processes and legislative, operational and policy environment, staff, furnishings and equipment.

Types of Risk Identified:

1. Governance
2. Loss Confidence in CTCMPAO
3. Finance
4. Information Management
5. Facility/Site Safety and Security
6. Human Resources
7. Statutory Obligations
8. Exam



Risk Occurrence Matrix

Consequence/ Impact \ Likelihood (probability of occurring)		Rare The event may occur in exceptional circumstances. (0 – 5 %)	Unlikely The event has happened at some time. (6-33%)	Possible The event has happened periodically (34-65%)	Likely The event has happened previously and could reasonably occur again. (66-79%)	Almost Certain The event is extremely likely to occur (80-100%)
		1	2	3	4	5
Negligible Low financial/reputation loss, small impact on operations	1	1	2	3	4	5
Minor Some financial loss, moderate impact on business	2	2	4	6	8	10
Moderate Moderate financial loss, moderate loss of reputation, moderate business interruption	3	3	6	9	12	15
Major Major financial loss, several stakeholders raised concerns, major loss of reputation, major business interruption	4	4	8	12	16	20
Extreme Complete cessation of business, extreme financial loss, irreparable loss of reputation	5	5	10	15	20	25

Risk Rating	Risk Priority	Description
1-3	L	Low Risk: May require consideration in any future changes to the work area or processes, or can be fixed immediately
3-6	M	Medium Risk: May require corrective action, planning and budgeting process



8-12	H	High Risk: Requires immediate corrective action
15-25	E	Extreme Risk: Requires immediate prohibition of the work, process and immediate corrective action

Risk Assessment

This step involved analysing the likelihood and consequences of each identified risk using the measures provided in the table above. The staff looked at the existing controls for each risk and identified what we would do to control the risk. Then, using the chart, they rated the effectiveness of existing controls in preventing the risk from happening or minimising its impact should it occur.

- Likelihood is a qualitative description of probability and frequency, asking the question 'what is the likelihood of the risk occurring?'
- Consequence was described as the outcome of the event, being a financial loss, loss of reputation, or business interruption, asking the question, 'what is the consequence of the risk event?'
- The risk rating was the sum of the consequence rating times the likelihood rating.
- The risk priority chart provides an indication of urgency to how soon the staff needed to implement a strategy to address the risk.



CTCMPAO Risk Registry – 2019 - 2021

Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Governance	<p>Not reaching quorum to constitute a Committee resulting in or Council becomes unconstituted:</p> <ul style="list-style-type: none"> Public perception of not meeting College mandate of public protection Delays in decision-making affecting applicants (i.e. registration) or members (QA/ICRC/Discipline) 	5 Almost Certain	4 Major	20 Extreme	Council, President, Registrar	<p>Current Treatment:</p> <ul style="list-style-type: none"> Staff try to accommodate Council/committees members' schedules to ensure quorum in all meetings. Continued ongoing communications with Public Appointments Secretariat The Registrar has acted on legal advice for procedures to ensure the College functions properly while the Council is unconstituted. <ul style="list-style-type: none"> Committees continue to function as per section 12.09 of College by-laws. Committees remain constituted as long as there is quorum.
						<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Outreach to TCM associations and schools to reach prospective members to ensure understanding of the College's role and why regulation matters. Create and advertise opportunities for engagement with the College. Allow non-council members to sit on statutory committees.
Governance	<p>Council/Committees operating outside of mandate or becoming engaged with operational matters resulting in:</p> <ul style="list-style-type: none"> Poor or inconsistent decisions 	3 Possible	4 Major	12 High	President, Council, Registrar	<p>Current Treatment:</p> <ul style="list-style-type: none"> Council and Committee orientation to occur annually. Prepare Terms of References for all statutory/non-statutory committees Conduct a governance review with a third party consultant to examine governance practices.



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
	<ul style="list-style-type: none"> Increased likelihood of conflict Inefficiencies in operations 					<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Prepare a College governance manual outlining major responsibilities and separation of roles between Council and operations.
Governance	<p>Council/Committee not adhering to Code of Conduct, Conflict of interest, bylaws and other Council policies resulting in:</p> <ul style="list-style-type: none"> Inefficiencies Poor decision Negative reporting by stakeholders Decreased morale on Council/Committees 	4 Likely	4 Major	16 Extreme	President, Registrar, Council	<p>Current Treatment:</p> <ul style="list-style-type: none"> Each Council/Committee are properly trained and prepared for their service. Legal Counsel delivers the orientation at the Council/Committee levels. Evaluate Council effectiveness on its performance through a council effectiveness survey after each meeting. Have each Council/Committee member annually complete and signs a statement declaring any known conflicts and agreeing to comply with the Code of Conduct. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Conduct regular Council/Committee training.
Loss of Confidence in CTCMPAO	<p>Applicant/member disengagement resulting in:</p> <ul style="list-style-type: none"> Lack of interest for election to Council 	3 Possible	4 Major	12 High	Council, Registrar,	<p>Current Treatment:</p> <ul style="list-style-type: none"> Create and advertise opportunities for engagement with College.



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
	<ul style="list-style-type: none"> Lack of membership on Committees/working groups Reduction in overall registration numbers 					<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Continuous outreach to key stakeholders to ensure they are able to keep their members informed and engaged. Continuous outreach to TCM schools to reach prospective members to ensure understanding of the College's role and why regulation matters. Regular outreach meetings and educational sessions through professional associations, TCM schools, and other events as presented. Develop "stories" for publication, describing benefits of engagement. Incorporate simple plain language in all college documents.
Loss of Confidence in CTCMPAO	Public, government, stakeholders perceive the College as not being transparent and/or fair	3 Possible	3 Moderate	9 High	President, Council, Registrar	<p>Current Treatment:</p> <ul style="list-style-type: none"> Implementation of bylaws related to transparency i.e. posting additional information on public register. Conduct annual review of bylaws. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Adoption of ARGE transparency principles. Update and post all statutory policies on website. Collaborate with other regulatory colleges on strategies to promote transparency.
Loss of Confidence in CTCMPAO	Poor customer service/public relations	3 Possible	2 Minor	6 Medium	Registrar, Director, IT, Finance and Corporate Services, Program Managers	<p>Current Treatment:</p> <ul style="list-style-type: none"> One point of contact. An enquirer is provided with the name by respondent and that person commits to and takes necessary action.



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
						<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Research and develop internal organizational customer service standards and policies (i.e. client services policy part of AODA requirement). Statutory teams to prepare FAQs for each department. Invite feedback through customer service surveys. Review of website material to ensure accessible and easy to understand.
Financial	<p>Insufficient financial resources impact the ability of the College to meets its mandate. This will result in:</p> <ul style="list-style-type: none"> Lack of retained funds to carry out Low membership in College Uneven cash flow 	3 Possible	4 Major	12 High	Registrar, Director, IT, Finance and Corporate Services	<p>Current Treatment:</p> <ul style="list-style-type: none"> Prepare operating budgets using 5-year projections and outlook. Strategies in place for cost savings. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Prepare multiple scenarios for forecasting and develop plans that are flexible. Calendarize revenue to predict cash flow. Develop reserve funds to cover unexpected expenses.



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Financial	Poor financial management results in the College being unable to meet strategic initiatives	2 Unlikely	4 Major	8 High	Registrar, Director, IT, Finance and Corporate Services	Current Treatment: <ul style="list-style-type: none">Budget is prepared annually and approved by Council.Use of 5-year time horizon for financial planning.Prepare multiple scenarios for forecasting and develop plans that are flexible.Prepared a formal Reserve Fund Policy outlining specific purpose of each internally restricted fund to ensure funds are used for its intended purposeCalendarize revenue to predict cash flow.
Finance	Risk of Fraud/Theft	2 Unlikely	3 Moderate	6 Medium	Registrar, Director, IT, Finance and Corporate Services	<div>Current Treatment:<ul style="list-style-type: none">Financial audit completed annually by chartered accountants.Finance coordinator reviews and verifies invoices prior to submitting Registrar for approval.Bank cheques require documentation and two signaturesBank statements are reviewed and reconciled monthly.Financial update provided at each Council meeting.</div> <div>Proposed Treatment:<ul style="list-style-type: none">Prepare formal financial policies to document financial procedures as part of the College's financial policies.Establish a procurement policy through a process that is open, fair and transparent.</div>



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Information Management	Information and computer systems are compromised due to: <ul style="list-style-type: none">Viruses, worms and malicious softwareSecurity breach/hackingLoss of power	3 Possible	4 Major	12 High	Director, IT, Finance and Corporate Services	<div>Current Treatment:<ul style="list-style-type: none">Backup procedures carried out daily on electronic files.Processes such as encryption, access control procedures, and network firewalls in place.Adequate cyber security insurance in place.</div> <div>Proposed Additional Treatment:<ul style="list-style-type: none">Prepare a disaster recovery plan.Solicit services of an external vendor to conduct an IT audit, vulnerability assessment and security penetration assessment.</div>
Information Management	Improper handling of data by staff or vendors leads to exposure of sensitive data	3 Possible	3 Moderate	9 High	Director, IT, Finance and Corporate Services	<div>Current Treatment:<ul style="list-style-type: none">College ensures that personal information is stored in electronic and physical files that are secure. Physical files are under lock and key.</div> <div>Additional Proposed Treatment:<ul style="list-style-type: none">Add additional security measures to safeguard information which include restricting access to personal information to authorized personnel.</div>
Information Management	Breach of confidentiality: <ul style="list-style-type: none">Member/applicant personal informationPublic information	3 Possible	3 Moderate	9 High	All	<div>Current Treatment:<ul style="list-style-type: none">Applicant/registrant information housed on secure external server (CRM).Use secure login protocols, data encryption, and passwords.</div>



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
	<ul style="list-style-type: none"> Vendor information Council member information 					<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Develop protocols for reporting, investigating and correcting security breaches to ensure PHIPA compliance. Require signed commitment to adhere to College confidentiality requirements by Council and College staff. Facilitate regular orientation and training on privacy and confidentiality for Council and College staff.
Information Management	<p>Unintended destruction or loss of records results in:</p> <ul style="list-style-type: none"> Inaccurate info posted on public register Duplication of records Inaccurate information provided to Council/committees 	2 Unlikely	3 Moderate	6 High	Director, IT, Finance and Corporate Services	<p>Current Treatment:</p> <ul style="list-style-type: none"> Staff adopt filing protocols for naming, deletion of copies, electronic and paper storage. Backup procedures carried out daily on electronic files. File room/cabinets are secured and locked daily. <p>Proposed Additional Treatment:</p> <ul style="list-style-type: none"> Increase security in the College server room.
Facility/Site Safety and Security	Permanent damage to equipment and/or furnishings due to water/fire damage.	2 Unlikely	2 Minor	4 Medium	Director, IT, Finance and Corporate Services	<p>Current Treatment:</p> <ul style="list-style-type: none"> Office building is code compliant for building and fire standards. Adequate insurance in place to recover replacement. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Ongoing annual fire training for all staff, Council and Committee members.



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Facility/Site Safety and Security	Computers, servers and other items of value belonging to the College are stolen	2 Unlikely	1 Negligible	2 Low	Director, IT, Finance and Corporate Services	Current Treatment: <ul style="list-style-type: none"> Security cameras installed at each exit, common hallways and meeting rooms. College maintains a complete inventory of its electronic equipment, computers and technology systems. Adequate insurance in place to recover replacement of loss goods.
Human Resources	Disruption in work due to unexpected and/or extended absence of an employee, or employee permanently leave organization resulting in: <ul style="list-style-type: none"> Backlog of work Inability to meet required timelines Major interruption in work 	2 Unlikely	3 Moderate	6 Medium	Registrar, Director, IT, Finance and Corporate Services, Program Managers	Current Treatment: <ul style="list-style-type: none"> Job descriptions have been created for all positions. Regular staff meetings are held to update all staff on work in progress.
						Additional Proposed Treatment: <ul style="list-style-type: none"> Prepare succession plan for the Registrar position. All college departments to document procedures for all key functions.
Human Resources	Interpersonal conflicts result in: <ul style="list-style-type: none"> Complaints of harassment Decrease productivity Poisoned work environment Staff discontent and poor morale High turnover rate in staff 	2 Unlikely	1 Negligible	2 Low	Registrar	Current Treatment: <ul style="list-style-type: none"> HR policies in place. Staff receive legislated training on violence in the workplace. and this is documented. Team-building events held involving all staff. Registrar addresses all issues of conflict promptly.



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Statutory Obligations (Patient Relations)	College is not doing everything possible to keep client/patients safe from sexual abuse.	3 Possible	4 Major	12 High	Registrar, Program Manager, Policy and Governance Analyst	<p>Current Treatment:</p> <ul style="list-style-type: none"> Therapy and counselling forms have been updated to be compliant with legislation. New Standards for Maintaining Professional Boundaries and Preventing Sexual Abuse. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Develop a comprehensive and effective Sexual Abuse Plan. Adopt a number of policies and measures that underpin a zero-tolerance approach to sexual abuse. Provide resources to the membership and public to be aware of the measures the College has in place to prevent and deal with sexual abuse;
Statutory Obligations (Registration)	Majority of TCM education programs are unregulated eroding public confidence	4 Likely	4 Major	16 Extreme	Registrar, Program Managers	<p>Current Treatment:</p> <ul style="list-style-type: none"> Registration regulations outline entry requirements. College is working with provincial regulators to develop approval framework. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Encourage the Ministry to accredit TCM education programs.
Statutory Obligations (Registration)	Ensuring the College's registration process is fair, open and transparent.	3 Possible	2 Minor	6 Medium	Registrar Program Managers	<p>Current Treatment:</p> <ul style="list-style-type: none"> College underwent an audit of its registration practices from the Office of the Fairness Commissioner (OFC). Recommendations from the OFC have been implemented



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Statutory Obligations (QA)	Quality Assurance Program is not an effective tool for ensuring the continuing competency	4 Likely	3 Moderate	12 High	Program Manager, Policy and Governance Analyst	<p>Current Treatment:</p> <ul style="list-style-type: none"> Only small percentage of members randomly selected to submit paper-based self-assessment form. Current Peer and Practice Assessment are only done for members ordered by an ICRC/Discipline program. QA policies developed to support current QA program. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Develop standards of practice that outline practice expectations of members Develop a new QA program that supports member engagement
Statutory Obligations (ICRC)	Lack of tools for members who must complete additional education or remediation	4 Likely	3 Moderate	12 High	Registrar, Program Managers	<p>Current Treatment:</p> <ul style="list-style-type: none"> Record-keeping guideline developed and webinar developed. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Develop working group to establish TCM specific standards of various modalities i.e. Acupuncture
Statutory Obligations (ICRC)	Complaints received are not resolved in a timely manner. Backlog of Registrar's reports.	2 Unlikely	3 Moderate	6 Medium	Registrar, Program Managers	<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Fast track complaints that are high risk to public safety (i.e. sexual abuse) using a risk chart.
Statutory Obligations (ICRC/Discipline)	Ensuring fairness to member who receives a complaint or is going through discipline.	3 Possible	2 Minor	6 Medium	Registrar, Program Managers	<p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Post more information on the website for members related to: <ul style="list-style-type: none"> Sexual abuse complaints and investigation process Mandatory reporting of sexual abuse



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Statutory Obligations (CPMF)	The College must be able to demonstrate to the Ministry that it is meeting its statutory obligations in a clear and transparent way.	3 Possible	3 Moderate	9 High	All	<p>Current Treatment:</p> <ul style="list-style-type: none"> Staff have conducted a full review of the College based on CPMF requirements and to identify where we are deficient. Some deficiencies have been identified. Steps have been taken to either address the deficiency in the previous reporting period, or to address it in future reporting periods.
Exam	Exam security is breached	3 Possible	4 Major	12 High	Registrar Program Managers	<p>Current Treatment:</p> <ul style="list-style-type: none"> Examination and Item-Writing Committee sign confidentiality agreement and are provided with training from ASI. Computer-based examination developed with provincial regulators <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Strict protocols should be in place for handling examination materials. Any report of a breach of agreement will be referred to registration/ICRC for immediate action. No hard copies or electronic copies of the examination or items are retained by the College or any other person involved in the development of the exam.
Exam	<p>Validity of the administration of the exam sitting is challenged due to:</p> <ul style="list-style-type: none"> Hydro failure Illness Medical Emergency 	2 Unlikely	2 Minor	4 Medium	Registrar, Program Manager	<p>Current Treatment:</p> <ul style="list-style-type: none"> Research sites to ensure stability of sites. Procedures in place for invigilators to deal with emergencies. <p>Additional Proposed Treatment:</p> <ul style="list-style-type: none"> Educate exam candidates on withdrawing prior to exam



Risk Type	Risk and Description	Risk Likelihood	Risk Impact	Risk Priority	Risk Owner	Mitigation Actions
Exam	Validity of examination is challenged	2 Unlikely	2 Minor	4 Medium	Registrar, Program Manager	<div>Current Treatment:<ul style="list-style-type: none">Examination development and administration conducted by highly qualified vendor with extensive experience and highly credible.Each exam sitting undergoes extensive psychometric analysis and further review by examination committee.</div> <div>Additional Proposed Treatment:<ul style="list-style-type: none">Performance of vendor is reviewed annually and any concerns addressed at that meeting.Clear separation between non-statutory committee (Examination/Item Writing Committee) and Council members so no perceived conflict of interest.Work with provincial counterparts to establish proper governance channels.</div>



Committee Meeting Evaluation Results

	Item	Yes	Most of the time	No	Other	Please provide comments
1.	The agenda and supporting materials were provided one week prior to the meeting.	8				
2	The materials were presented in a clear, succinct, and timely manner to allow meeting preparation.	8				
3.	The meeting agenda was well planned and allowed for adequate time to deal with the necessary committee business.	7			1	<ul style="list-style-type: none">The meeting agenda was well planned. That is different than dealing with Committee business. I strongly disagree with a consent agenda that tends to promote silos and understanding within the committee a member participates. There is a tendency to read items of interest, instead of reviewing details of other committees in writing. When a committee Chair presents, then Council members can ask questions and promotes understanding across different Committees.
4.	The Chair managed the meeting well allowing each member an adequate opportunity to participate in discussion and decision-making.	6	2			<ul style="list-style-type: none">The chair did exception well in terms of giving members enough time to raise and discuss questions.Excellent! Refreshing and relaxed.I found that our chairperson didn't mute herself when she was not speaking many times.

5.	The treatment of all persons was courteous, dignified and fair.	7	1			
6.	I received sufficient information and training to participate in deliberations and decision-making.	8				
7.	Technology: I was able to access the material on the Cloud easily. Webex Meetings and other communication devices worked well.	8				
		Any further comments? <ul style="list-style-type: none"> • Good discussion and helpful inputs. • I felt the meeting was productive and we made progress on many issues 				

Meeting Date: March 25, 2021



Meeting Date:	June 22, 2021
Subject:	Registrar's Report
Reported By:	Ann Zeng
Action:	Information

Regulatory Reform

The College has been keeping abreast of, and participating in provincial regulatory modernization activities. HPRO continues to support collaborative initiatives to assist colleges in fulfilling their regulatory roles. Bi-weekly meetings have been held for Registrars and other college representatives and a CPMF working group continues to meet on a monthly basis. The CPMF report was submitted to the Ministry of Health in March, and was also published on the College's website.

COVID-19 Updates

Staff continue to attend weekly COVID-19 meetings with the Ministry to stay informed on the latest COVID-19 updates. The College continues to operate remotely, with all meetings being held virtually and will do so for the foreseeable future.

The College continues to provide communications outreach through emails, website announcements, and social media posts to keep all of the College's stakeholders informed on important matters during the pandemic, such as updates to Ministry directives, and changes to the requirements to write the Pan-Canadian Examinations due to COVID-19. The College also assisted Public Health Units (PHUs) in their effort to communicate vaccination information to members of the College.

The Quality Assurance Committee recently reviewed a more comprehensive telepractice guideline to help members understand their accountabilities when providing care using telecommunication technologies. The draft guideline is under consultation with key stakeholders.

Communications

The College regularly hosts webinars to educate members on the standards of practice, professional responsibilities, and safe and ethical practice. As the Standard for Fees and Billing came into effect on April 1, 2021, a webinar on this standard will be presented by the College legal counsel Rebecca Durcan, Practice Advisor Amy Lee, and College staff on June 25, 2021.

The College continues to work with third-party video production companies to produce videos in alignment with the College's communications plan. The College is working on a video on "How to Become a Registered Traditional Chinese Medicine Practitioner and/or Acupuncturist in Ontario?". The video aims to outline all the necessary requirements for registration, make the College registration process easier to understand for applicants and the public, and to remind the public that registration with the CTCMPAO is required by law to practice TCM and acupuncture in Ontario.



The College also continues to release educational tips to members.

TCM Education Programs

In past years, it has been the College's practice to meet with TCM and acupuncture education programs in Ontario once a year to release the Pan-Canadian examination results, and provide them with information and updates. However, the College made the decision to meet with schools semi-annually subsequent to the Pan-Canadian examination being offered twice a year. The College completed its first semi-annual meeting on May 26, 2021. The educators found the meeting informative and thanked staff for their efforts to enhance open communication and engagement with the TCM and acupuncture programs. College staff also provided presentations to individual schools and their students regarding the registration process and Pan-Canadian examinations.

CARB-TCMPA TCM Program Accreditation Project

The College continued to collaborate with CARB-TCMPA on the CARB-TCMPA TCM Program Accreditation Project. The College prepared a response to the survey on draft standards which was submitted to CARB-TCMPA following approval from the Registration Committee. The College responded to concerns from stakeholders regarding the project after being reviewed by the Registration Committee.

QA Program Development Project

The College continued to work with the consultant for the QA Program Development Project to develop a QA Program that meets both the College's legislative requirements and supports professional development and continued competence of the profession. The Consultant presented the draft final report to the QA Committee for further discussion.

The Consultant will be submitting a plain-language summary of the final report and recommendations. The QA Committee will further discuss the final report and the recommendations at the next meeting. The approval of the recommendations will determine Phase 2 of the project, and any changes to the QA Program framework will be presented for Council approval.

Registration Renewal

Members registered in the General, Student, or Inactive Class were required to renew their registration by April 1, 2021. Due to the COVID-19 pandemic, the College reduced its General Class renewal fee to \$1,000. This was a one-time reduction to assist members in completing their renew during the pandemic.

About 98.6% of eligible members (2553 members) have successfully completed their renewal.

Financial Audit

The financial audit for the College is being conducted this week. The audited reports will be presented at the next scheduled Council meeting.



Human Resources

The College frequently handles sensitive and confidential information on a daily basis and as such, staff received privacy training from Kate Dewhirst, a Health Lawyer specializing in healthcare law and health privacy on how to properly care and handle such information.

The College welcomed Katie Mac, Registration and Examinations Associate who is replacing a member of staff on maternity leave.



Meeting Date:	June 22, 2021
Issue:	Council Update
Reported By:	Ann Zeng
Action:	Information

Issue

An update regarding public appointments to Council.

Background

The TCM Act, 2006 sets out that the Council shall be composed of at least five and no more than eight persons appointed by the Lieutenant Governor. Council has been unconstituted for over a year with a total of three Public members currently sitting on Council. Out of the three Public members, only two are actively attending Committee meetings.

College staff have continued to regularly follow up with the Public Appointments Secretariat (PAS) for public appointments to Council however the PAS has advised they are still awaiting direction from the Minister's office and have no updates for the College at this time. Staff have also followed up with the Minister's office, however no response has been received.

At the March 25, 2021 open meeting of the Executive Committee, Council members (observers) provided suggestions to address the urgent need to acquire public appointments. The Executive Committee discussed the suggestions and received advice from legal counsel at the Executive Committee meeting on May 19, 2021. There was consensus that the Registrar continue to follow up with the PAS.



Meeting Date:	June 22, 2021
Issue:	May 19, 2021 Executive Committee Decisions
Reported By:	Ann Zeng
Action:	Discussion

Issue

On May 19, 2021, an Executive Committee meeting was held. The EC passed a motion to direct the Registrar to set October 28, 2021 as the date of the election of Professional members to Council in District 3 in accordance with the College By-Laws.

Background

As per section 4.06 of the College By-Laws, the professional Council Member positions for District 3 are up for election in 2021 for a three-year term ending in 2024. Section 4.07 of the By-Laws state that the Registrar, as directed by Council, shall set the date for the election to Council of candidates in each electoral district.

District 3

There are 3 available positions on Council from Electoral District 3. There are approximately 1627 members eligible to vote in District 3 – Central, which is comprised of the city of Toronto and the regional municipality of York.

Dates and Time Lines

The chart below shows the timelines along with the schedule of dates in line with By-Laws 4.01 – 4.26. These dates may be subject to change based on the governance review report.

Members eligible to vote may cast their ballot beginning September 28, 2021 and ending October 28, 2021 at 5:00 p.m. The electronic ballot will contain a link to the member's profile on the public registry, their biographical statement and if desired a head shot photograph.

ELECTION DATE	October 28
Nomination Package Out (minimum 90 days prior to election date)	July 14
Nominations due (minimum 60 days prior to election date)	August 18
Option to withdraw nomination deadline (minimum 30 days prior to election date)	September 20
Voting instructions sent to members	September 24
Voting Ballots sent to members (no more than 30 days prior to election date)	September 28
End of Voting timeline Election Day 5:00 p.m. EST	October 28
Ballot Report	October 29
Notification of candidates	October 29
Deadline for recount (no more than 15 days after the date of election)	November 12
Completion of recount, if required (no more than 10 days after receiving request)	November 22
Notification of candidates of results of recount	November 22
Notification to members & posting of results on website (if no recount is requested)	November 12



College of Traditional Chinese Medicine
Practitioners and Acupuncturists of Ontario
Ordre des praticiens en médecine traditionnelle
chinoise et des acupuncteurs de l'Ontario

EXECUTIVE

The first Council meeting following the elections if held on October 28, 2021:

Council Training Day Wednesday, December 8, 2021

Council Meeting Thursday, December 9, 2021

Meeting Date:	June 22, 2021
Issue:	COVID-19 Activity Log
Reported By:	Ann Zeng
Action:	Information

Issue

The College is providing a summary of the steps it has taken up until June 14, 2021 in response to COVID-19.

Background

- A Business Continuity Plan (BCP) was drafted to address action plans in the event leading up to, during, and after an emergency pandemic or disaster.
- A business continuance – department function guide was developed to anticipate and plan for, the needs of each department during the event of a pandemic or disaster.
- A dedicated response team was temporarily formed, comprised of key personnel at the College. The purpose of this team is to ensure a coordinated response from the College on multiple fronts during the pandemic.
- Moved the CTCMPAO office to remote operations on March 17, 2020 and staff are adhering to physical distancing requirements.
- Attends daily meetings with the Ministry, and hosts daily meetings with the College response team and weekly meetings with all staff.
- Suspended all work-related travel for staff and Council members.
- All Council, Committee, staff meetings are held by teleconference/virtual meetings.
- Postponed General Conference, Safety and Jurisprudence tests, and practice assessments.
- Created a [webpage](#) dedicated to COVID-19 containing useful information for the public and the practitioners, links to the Ministry of Health, and other reliable sources of COVID-19 information.
- An emergency preparedness plan was developed and shared with staff on March 13, 2020. It included response plans in the event staff was required to quarantined, what and how to gain access to key functions of the company during the pandemic to minimize disruptions to core business functions.
- Sent regular communications to membership on COVID-19 updates and announcements via email, College website updates and **frequent** social media updates.
- Completed Ministry of Health – Request for Information survey.
- Verified the Volunteers list for the MOH
- Drafted FAQ based on questions asked by members to be posted on the College website.
- Drafted financial support statement to be shared with individuals who ask specific questions and separate statement that was posted on the website.
- Drafted College position statements on telepractice and essential services.
- Registration team drafted a procedure for transfer to and from the Inactive class.

- Registration Committee approved interim changes to the application and registration process. Drafted a notice to applicants regarding these changes.
- Drafted letter to applicants/candidates regarding online courses and the Pan-Canadian examinations eligibility requirements.
- As a result of advertising concerns received to the College during the Pandemic, the College sent out cease and desist, along with educative letters to members that were found to be advertising inappropriately.
- Implemented the three-installment payment plan for members facing financial hardship.
- The Registrar attends bi-weekly video conference with other regulators to explore and discuss potential opportunities to collaborate with other regulators regarding a post-pandemic infection control plan.
- In the process of drafting a return to practice guidance for members.
- Worked in collaboration with other regulators to provide a unified response to insurance provider Sun Life regarding insurance claims that did not appear to be in compliance with the current guidelines of Ministry Directives and emergency regulations.
- Scheduled a virtual meeting with schools to address their questions regarding interim changes in the registration and application process due to COVID-19.
- Announced reduction of renewal fees for 2021-2022.
- Circulated draft return to practice guidance with MOH, professional associations and Council members for feedback.
- Allowed members who are unable to make the renewal fee payment in full to email the College with details of their financial situation by June 1, 2020 and the College will consider appropriate accommodations on a case by case basis.
- Shared the ministry directory of PPE suppliers in Ontario with the membership.
- Shared the 1-page return to practice guidance summary with membership before amended Directive 2 was released.
- Compiled a reference guide for ministry recommendations on PPE
- Revised the College's telepractice position statement to be reviewed by QAC
- Compiled an FAQ for members' return to practice
- Published updated telepractice position statement
- Published Return to Practice Guidance
- Announced full details of the reduction of the Registration renewal fee for 2021-2022
- Shared updated the COVID-19 Operational Requirements: Health Sector Restart document with members and public
- Shared webinar on COVID-19 Infection Prevention and Control for Regulated Health Professionals with members and public
- Shared updated Return to Practice Guidance and COVID-19 FAQ
- Reshared Ministry's operational requirements and the College's return to practice guidance document in light of Ontario regions entering modified Stage 2
- Announced that TCM practitioners and acupuncturists in Toronto and Peel regions may continue to operate amidst lockdown stage
- Summarized the Ontario Government's Stay-at-Home Order and reminded members to follow all Ministry directives and requirements and the College's guidance document

- Shared COVID-19 vaccination information and resources on College website
- Acted as a communicator on behalf of the Public Health Units (PHUs) to relay information regarding COVID-19 vaccination to CTCMPAO registrants in the respective areas
- Shared requirements for Pan-Can exams and supervised clinical training during COVID-19
- Informed of emergency brake shutdown, stay-at-home order, and updates to the Ministry of Health's Directive 2
- College continues to operate virtually as we monitor the COVID-19 situation. All meetings will continue to be held virtually until further notice
- Communicated to members regarding Directive 2 which was rescinded by the Ministry of Health, and reminded members that the College's return to practice guidance and telepractice position statement are still in effect
- Continued to assist Public Health Units (PHUs) in their effort to communicate second dose vaccination information to members of the College

COVID-19 Website Updates:

Published Date	Article Name
May 20, 2021 (New Update)	<u>Directive 2 Rescinded – Practitioners Must Continue to Follow All COVID-19 Guidance</u>
Apr 28, 2021 (New Update)	<u>Clarification from Ministry of Health on Updated Directive 2</u>
Apr 22, 2021 (New Update)	<u>Directive 2 Updated – No Change to Current CTCMPAO Guidance</u>
Apr 7, 2021 (New Update)	<u>Ontario Government Issues Stay-at-Home Order – No Changes for Regulated Health Professionals</u>
Apr 1, 2021 (New Update)	<u>Regulated Health Professionals May Continue to Operate During Emergency Brake Shutdown</u>
Mar 18, 2021 (New Update)	<u>Pan-Canadian Examinations and the Supervised Clinical Training Requirement during the COVID-19 Pandemic</u>
Feb 17, 2021	<u>COVID-19 Vaccination Prioritization of Health Care Workers</u>
Jan 14, 2021	<u>COVID-19 Vaccination Information and Resources</u>
Jan 12, 2021	<u>Ontario Government Issues Stay-at-Home Order and Introduces Enhanced Enforcement Measures to Reduce Mobility</u>
Dec 21, 2020	<u>Regulated Health Services May Continue to Operate During Shutdown</u>
Dec 18, 2020	<u>Recording and FAQs for Standard for Infection Control Webinar</u>

Dec 14, 2020	<u>Regulated Health Services Remain Open in Regions Under Lockdown</u>
Nov 23, 2020	<u>Regulated Health Services Remain Open in Regions Under Lockdown</u>
Oct 22, 2020	<u>Ontario Regions Entering Modified Stage 2</u>
Aug 17, 2020	<u>Updated Return to Practice Guidance and COVID-19 FAQ</u>
June 29, 2020	<u>Recording Now Available: COVID-19 Infection Prevention and Control for Regulated Health Professionals</u>
June 18, 2020	<u>Reduction of Registration Renewal Fees for 2021-2022</u>
June 3, 2020	<u>Return to Practice Guidance and Updated Telepractice Position Statement</u>
June 3, 2020	<u>Revised Telepractice Position Statement</u>
May 27, 2020	<u>Directive 2 Amendment – Non-Essential Services May Restart</u>
May 26, 2020	<u>Return to Practice Guidance Summary Document</u>
May 25, 2020	<u>Directory of Ontario PPE Suppliers Available</u>
May 15, 2020	<u>Reduction of Renewal Fees for 2021-2022 Coming</u>
Apr 24, 2020	<u>COVID-19 Screening Documents for Healthcare Workers</u>
Apr 24, 2020	<u>2020 Annual Registration Renewal Update</u>
Apr 21, 2020	<u>Interim Changes to the Application Process due to COVID-19</u>
Apr 15, 2020	<u>Education and Supervised Clinical Training Requirements during the COVID-19 Pandemic</u>
Apr 14, 2020	<u>Ministry of Health Directives, Memos and Other Resources</u>
Apr 8, 2020	<u>Ontario Health Workforce Matching Portal</u>
Apr 2, 2020	<u>College Position Statements on Essential Services and Telepractice</u>
Mar 30, 2020	<u>Advertising Claims Regarding COVID-19 Products, Treatments or Therapies</u>
Mar 24, 2020	<u>Request for Personal Protective Equipment (PPE) Donations</u>
Mar 23, 2020	<u>Ministry of Health Recruitment of Health Care Providers for COVID-19</u>

Mar 20, 2020	Chief Medical Officer of Health Directive #2 for Health Care Providers
Mar 18, 2020	Announcement on the Suspension of Non-Essential Services
Mar 17, 2020	College Updates & Guidance for COVID-19
Mar 16, 2020	CTCMPOA Providing Services Remotely Due to COVID-19
Mar 13, 2020	Updated Coronavirus (COVID-19) Information and Resources Webpage
Mar 6, 2020	Coronavirus (COVID-19) Information and Resources Page
Jan 30, 2020	Ministry of Health Website for Health Workers and Health Sector Employers
Jan 29, 2020	Ministry of Health Website on Novel Coronavirus
Jan 24, 2020	Novel Coronavirus Advisory

COVID-19 Mailchimp Emails:

Published Date	Email Heading
Jun 3, 2021 (New Email)	Booking A Second Dose Of The COVID-19 Vaccine (COVID-19 Vaccine Information from Eastern Ontario Health Unit)
May 20, 2021 (New Email)	Directive 2 Rescinded – Practitioners Must Continue To Follow All COVID-19 Guidance
May 4, 2021 (New Email)	COVID-19 Vaccine: Dose 2 Appointments (COVID-19 Vaccine Information from Simcoe Muskoka District Health)
Apr 19, 2021 (New Email)	Eastern Ontario Health Unit (EOHU) Job Opportunity - Vaccinators Needed (COVID-19 Vaccine Information from Eastern Ontario Health Unit)
Apr 14, 2021 (New Email)	Halton Region update: All HCW not working at home, now eligible to book COVID-19 vaccine appointment (COVID-19 Vaccination Pre-Registration from Halton Region Public Health)
Apr 6, 2021 (New Email)	Health Care Worker Vaccination Instructions for Those Working/Residing in HKPR District Health Unit Area (COVID-19 Vaccine Pre-Registration from Haliburton, Kawartha, Pine Ridge District Health Unit)

Mar 31, 2021 (New Email)	<u>Vaccine Confidence Information and Tools for Healthcare Workers</u> (COVID-19 Vaccine Information from Eastern Ontario Health Unit)
Mar 26, 2021 (New Email)	<u>Moderate Priority Health Care Workers (HCWs) in Simcoe Muskoka District Now Eligible For COVID-19 Vaccination</u> (COVID-19 Vaccination Pre-Registration from Simcoe Muskoka District Health)
Mar 24, 2021 (New Email)	<u>Peterborough Public Health COVID-19 Vaccination Info For 'Moderate Priority' Health Care Workers</u> (COVID-19 Vaccination Pre-Registration from Peterborough Public Health)
Mar 19, 2021 (New Email)	<u>COVID-19 Vaccine Appointments For Health Care Workers In The Huron Perth Public Health Region</u> (COVID-19 Vaccination Pre-Registration from Huron Perth Health Unit)
Mar 19, 2021 (New Email)	<u>COVID-19 Vaccine Appointments for Health Care Workers in the Eastern Ontario Health Unit Region</u> (COVID-19 Vaccination Pre-Registration from Eastern Ontario Health Unit)
Mar 18, 2021 (New Email)	<u>COVID-19 Vaccination Booking Instructions For Peel Region Health Care Workers</u> (COVID-19 Vaccination Pre-Registration from Peel Region Public Health)
Mar 16, 2021 (New Email)	<u>Memo To Invite High Priority Health Care Workers In York Region For Vaccination</u> (COVID-19 Vaccination Pre-Registration from York Region Public Health)
Mar 15, 2021 (New Email)	<u>'High Priority' Health Care Workers in Halton Region Now Eligible for COVID-19 Vaccine</u> (COVID-19 Vaccination Pre-Registration from Halton Region Public Health)
Mar 12, 2021 (New Email)	<u>Toronto COVID-19 Vaccine Call Centre and Website Announcement</u> (COVID-19 Vaccination Pre-Registration from Toronto Public Health)
Mar 11, 2021	<u>Peterborough Public Health COVID-19 Vaccination Information For Health Care Workers</u> (COVID-19 Vaccination Pre-Registration from Peterborough Public Health)
Mar 8, 2021	<u>IMPORTANT INFORMATION: Pre-Registration Process For COVID-19 Vaccine</u> (COVID-19 Vaccination Pre-Registration from Wellington-Dufferin-Guelph Public Health)
Mar 8, 2021	<u>Community Healthcare Workers Can Now Register For COVID-19 Vaccination In Hamilton</u> (COVID-19 Vaccination Pre-Registration from Hamilton Public Health)
Mar 8, 2021	<u>Vaccination Booking Process: Email 1 of 2</u> <u>Vaccination Booking Process: Email 2 of 2</u> (COVID-19 Vaccination Pre-Registration from Niagara Region Public Health)

Feb 17, 2021	<u>COVID-19 Prioritization of Health Care Workers</u>
Jan 20, 2021	<u>Can I discuss vaccines with my patients?</u>
Jan 14, 2021	<u>COVID-19 Vaccination Information and Resources</u>
Jan 12, 2021	<u>Ontario Government Issues Stay-At-Home Order And Introduces Enhanced Enforcement Measures To Reduce</u>
Dec 21, 2020	<u>Regulated Health Services Remain Open During Lockdown</u>
Dec 7, 2020	<u>Keeping Common Areas Clean</u>
Nov 20, 2020	<u>Infection Control: Clinic Environment and Equipment</u>
Oct 22, 2020	<u>Ontario Regions Entering Modified Stage 2</u>
Aug 31, 2020	<u>COVID-19 Update: Mandatory Mask Orders</u>
Aug 17, 2020	<u>Updated Return to Practice Guidance and COVID-19 FAQs</u>
July 10, 2020	<u>Infection Control: Clinic Environment and Equipment</u>
June 30, 2020	<u>Recording Now Available: COVID-19 Infection Prevention & Control For Regulated Health Professionals</u>
June 25, 2020	<u>Updated COVID-19 Operational Requirements: Health Sector Restart</u>
June 22, 2020	<u>Patient Screening Guidance Document Update</u>
June 18, 2020	<u>2020-2021 Registration Renewal Fee Reduction</u>
June 10, 2020	<u>Members Must Meet the Return to Practice Requirements Before Restarting Practice</u>
June 3, 2020	<u>Return to Practice Guidance and Updated Telepractice Position Statement</u>
May 27, 2020	<u>Directive 2 Amendment – Non-Essential Services May Restart</u>
May 26, 2020	<u>Return to Practice Guidance Summary Document</u>
May 25, 2020	<u>Directory of Ontario PPE Suppliers Available</u>
May 15, 2020	<u>Reduction of Renewal Fees for 2021-2022 Coming</u>
May 7, 2020	<u>COVID-19 Update and College Development of Return to Practice Guidelines</u>

Apr 24, 2020	<u>COVID-19 Screening Documents For Healthcare Workers</u>
Apr 14, 2020	<u>Ministry Of Health Directives, Memos And Other Resources</u>
Apr 8, 2020	<u>Ontario Health Workforce Matching Portal</u>
Apr 2, 2020	<u>College Position Statements On Essential Services And Telepractice</u>
Mar 30, 2020	<u>Advertising Claims Regarding COVID-19 Products, Treatments Or Therapies</u>
Mar 23, 2020	<u>Ministry Of Health Recruitment Of Health Care Providers For COVID-19</u>
Mar 20, 2020	<u>Chief Medical Officer Of Health Directive #2 For Health Care Providers</u>
Mar 18, 2020	<u>Announcement On The Suspension Of Non-Essential Services</u>
Mar 16, 2020	<u>College Updates & Guidance For COVID-19 To Applicants</u>
Mar 16, 2020	<u>College Updates & Guidance For COVID-19</u>
Mar 13, 2020	<u>Updated Coronavirus (COVID-19) Information And Resources Webpage - Mar 13</u>
Mar 6, 2020	<u>Postponement Of CTCMPAO General Conference</u>
Feb 27, 2020	<u>Coronavirus 2019 (COVID-19) New Case Definition And Self-Isolation Guides</u>
Jan 30, 2020	<u>Ministry Of Health Website, Hotline For Healthcare Providers And Situation Report #5</u>
Jan 29, 2020	<u>Situation Report #4: 2019-nCoV (Novel Coronavirus)</u>
Jan 28, 2020	<u>Situation Report #3: 2019-nCoV (Novel Coronavirus)</u>
Jan 27, 2020	<u>Novel Coronavirus Advisory Update 2</u>
Jan 24, 2020	<u>Novel Coronavirus Advisory</u>

COVID-19 Related Social Media Posts:

<p>Published Date</p> <p>June 11, 2021 (New Post)</p>	<p>Social Media Post</p>
	<p>CTCMPAO ★ Favorites · 19m · 🌐</p> <p>COVID-19 Roadmap to Reopen - Key Highlights</p> <p>60% Adults with one dose</p> <ul style="list-style-type: none"> Reopened with restrictions Indoor spaces longer, more open Indoor indoor settings with restrictions Outdoor social gatherings and organized public events for up to 50 people Indoor dining for up to 6 people per table Reopened retail capacity at 50% Reopened services, bars and restaurants Reopened at 50% capacity and outdoor with capacity at 50% Outdoor sports, fitness, and organized activities for up to 50 people Day camps Outdoor camping for overnight stays and day camps, including Ontario Parks Outdoor events with up to 50 people Outdoor religious services Outdoor sports and organized activities <p>70% Adults with one dose 20% Fully vaccinated</p> <ul style="list-style-type: none"> Indoor with small numbers & face coverings & organized outdoor Outdoor social gatherings and organized public events for up to 50 people Indoor social gatherings and organized public events for up to 50 people Indoor dining for up to 6 people per table Reopened retail capacity at 50% Reopened services, bars and restaurants Reopened at 50% capacity and outdoor with capacity at 50% Outdoor sports, fitness, and organized activities for up to 50 people Day camps Outdoor camping for overnight stays and day camps, including Ontario Parks Outdoor events with up to 50 people Outdoor religious services Outdoor sports and organized activities <p>70-80% Adults with one dose 20% Fully vaccinated</p> <ul style="list-style-type: none"> Reopened indoor and outdoor social gatherings and organized public events Indoor dining Reopened and non-restricted with limited capacity Reopened indoor religious services, day camps, and organized activities Reopened outdoor religious services, day camps, and organized activities Reopened outdoor religious services, day camps, and organized activities Reopened outdoor religious services, day camps, and organized activities Reopened outdoor religious services, day camps, and organized activities Reopened outdoor religious services, day camps, and organized activities Reopened outdoor religious services, day camps, and organized activities <p>For the full plan, visit ontario.ca/reopen</p> <p>Ontario Ministry of Health ★ Favorites · 7h</p> <p>As of 12:01 a.m., Ontario has moved into Step One of its Roadmap to Reopen based on the provinciewide vaccination rate and improvements in key indicators.</p> <p>As we begin to enjoy more activities in Step One please do so safely by following public health advice and getting vaccinated.</p>

June 11, 2021
(New Post)



CTCMPO

★ Favorites · 8h · 🌐



Starting June 14, individuals who received their first dose on or before May 9 **and** live in these Delta hot spots can book their accelerated second dose appointment:

**Halton
Peel
Porcupine
Toronto
Waterloo
Wellington-Dufferin-Guelph
York**



Ontario Ministry of Health  is with York Region (The Regional Municipality of York) and 6 others.

★ Favorites · 1d

Starting June 14 at 8:00 a.m., individuals who live in Delta hot spots and also received their first dose of an mRNA vaccine on or before May 9 will be eligible to book their accelerated second dose of the COVID-19 vaccine.

<https://news.ontario.ca/.../ontario-further-accelerates-secon...>

Jun 4, 2021
(New Post)



CTCMPSAO

★ Favorites · 3d · 🌐



Individuals 70+ or those who received their first dose on or before April 18 can now receive their second dose sooner



Ontario Ministry of Health

★ Favorites · 3d

Ontario is accelerating second doses of the COVID-19 vaccine ahead of schedule!

Individuals 70+ in 2021, as well as those who received a first dose of an mRNA vaccine on or before April 18, are invited to book an accelerated second dose appointment.

Starting today, eligible groups can book an accelerated second dose at select pharmacies and primary care settings.

Those who received a first dose of AstraZeneca can book their second dose appointment for AZ or an mRNA vaccine at select pharmacies.

As of 8:00 a.m. on June 7, individuals 70+ or those who received a first dose on or before April 18 will be able to move up a second dose appointment using the provincial booking system. Public Health units with their own booking system may expand sooner.

Learn more:

<https://news.ontario.ca/.../ontario-expanding-accelerated-sec...>

May 31, 2021
(New Post)



May 21, 2021
(New Post)



May 21, 2021
(New Post)



CTCMPOA

★ Favorites · May 21 · 🌐

Effective May 19th, 2021, Ontario's Chief Medical Officer Health has rescinded Directive #2 for Health Care Providers, approving the resumption of non-urgent and non-emergent surgeries and procedures.

Learn more and see how it impacts TCM practitioners and acupuncturists: <https://bit.ly/3u9hlbY>

CTCMPOA.ON.CA

Directive 2 Rescinded – Practitioners Must Continue to Follow All COVID-19 Guidance · CTCMPOA Website

The Ministry of Health has released a memo to health care providers stating that Directive 2 has been rescinded, and that non-urgent and non-emergent surgeries and procedures may gradually resume. The memo...

May 18, 2021
(New Post)



CTCMPOA

★ Favorites · May 18 · 🌐



**Individuals aged
18+ can now book
their COVID-19
vaccinations**



Ontario Ministry of Health ✓

★ Favorites · May 18

Individuals aged 18 and over in 2021 can now book their COVID-19 vaccine appointment at a mass immunization clinic at ontario.ca/bookvaccine or through public health units that use their own booking system.

May 17, 2021
(New Post)

 **CTCMAPAO**
★ Favorites · May 17 · 🌐

TCM practitioners and acupuncturists, don't forget to check the College's COVID-19 page for helpful information and resources relating to COVID-19, guidance on infection control procedures, and information on COVID-19 vaccines. Learn more: <https://bit.ly/3mQXwEn>



COVID-19
Information and
Resources

ctcmpao.on.ca/resources/covid-19

 College of Traditional Chinese Medicine
Practitioners and Acupuncturists of Ontario
Ordre des praticiens en médecine traditionnelle
chinoise et des acuponcteurs de l'Ontario

May 14, 2021
(New Post)

 **CTCMAPAO**
★ Favorites · May 14 · 🌐

Get the facts about COVID-19 vaccines

The vaccines can't change your DNA.

mRNA vaccines provide instructions to your cells for how to make a coronavirus protein. This protein will trigger an immune response that will help to protect you against COVID-19. After the protein is made, our cells break down the mRNA and get rid of it. The mRNA vaccines never interact with your DNA.

Canada.ca/covid-vaccine

 **Canada**

Healthy Canadians ✓
May 11

 Like Page

The mRNA #COVID19 vaccines hold information to teach your body how to fight off the virus – it can't and won't change your DNA.

Get the facts about COVID-19 vaccines. <http://ow.ly/8oUS50Et7Gy>

May 10, 2021
(New Post)



CTCMFAO



★ Favorites · May 10 · 🌐

Have an upcoming appointment with a regulated health professional? Not sure what to expect?

Watch this video and see how the Ontario Health Regulators are keeping you safe during the COVID-19 pandemic.

<https://youtu.be/ioclYtmTFgo>

#ONhealth



YOUTUBE.COM



Ontario Health Regulators keeping you safe during COVID-19

May 5, 2021
(New Post)



CTCMFAO

★ Favorites · 4h · 🌐



Going out? Do it safely.

Your actions matter now more than ever.

Make informed choices



Stay home and away from others if you feel sick or have been told to isolate or quarantine.



Consider your personal risk level, especially if you are at risk of more serious illness or outcomes.



Avoid closed spaces (with poor ventilation), and crowded places with people from outside of your immediate household.



Consider the risk level of those in your immediate household.



Follow public health advice and setting-specific measures.



Consider the impact on your livelihood and personal circumstances if you need to quarantine or isolate.



Consider the spread of COVID-19 in your community, including variants of concern.



Consider limiting the use of alcohol and other substances that could impair your judgment and reduce your ability to follow public health advice.

Be COVID-wise

While vaccines roll out across Canada, continue to choose lower-risk activities and settings to protect yourself and others. Getting vaccinated helps to protect you, but for now, vaccines do not replace the need for all other public health measures, including personal preventive practices.

🟢 Risk is lower when:



You keep your close contacts to only those in your immediate household.



You remain outdoors when with people from outside of your immediate household.



You and/or those around you are following personal preventive practices: keeping interactions as brief as brief, and from the greatest physical distance possible, wearing a mask, and sanitizing or washing hands with soap and water.



The setting has many public health measures in place to reduce the spread of COVID-19. This is even more important with the spread of variants of concern.



The setting is well ventilated with fresh air from a ventilation system or open doors and/or windows.

🔴 Risk is higher when:



You increase your close contacts with people from outside of your immediate household.



You spend time indoors in closed spaces (with poor ventilation) and crowded places with people from outside your immediate household.



You and/or those around you ARE NOT following personal preventive practices: interactions ARE NOT brief or brief, and NOT from the greatest physical distance possible, NOT wearing a mask, and NOT sanitizing or washing hands.



The setting doesn't have or has limited public health measures in place to help reduce the spread of COVID-19, and variants of concern.



The setting is poorly ventilated from lack of ventilation systems or not being able to open doors and/or windows.

Remember that: Things can change, and a lower-risk situation can become higher risk. Think about the risk not only before you go out, but also WHILE you're out.

Keep yourself and others safe from COVID-19 so you can:

🟢 Safely participate in society

🟢 Meet your physical, social and mental health needs

🟢 Reduce the spread of COVID-19 in your community.



You can help limit the spread.
Download the COVID Alert app.

You can download the free COVID Alert app by visiting the App Store or Google Play on your mobile device.

For more information on COVID-19:

🌐 canada.ca/coronavirus

📞 1-833-784-4397

Healthy Canadians

2d

👍 Like Page

Until more people in Canada are vaccinated and community transmission of #COVID19 decreases, we need to continue to protect ourselves and others by following pu...

See More

Apr 30, 2021
(New Post)

CTCMPO
★ Favorites · 5d · 🌐

Get the facts about COVID-19 vaccines

The vaccines protect you.

Vaccination is one of the most effective ways to protect your health. COVID-19 vaccines provide instructions to your body's immune system to recognize and fight off the virus that causes COVID-19. The vaccines work with your body's natural defenses to develop protection against COVID-19.

Canada.ca/vaccine

Canada

Healthy Canadians
April 21

Like Page

When you get vaccinated, you're not only protecting yourself but you're protecting your community and those around you.

Get more information about the #COVID19 vaccines and how they protect you:
<http://ow.ly/NpRE50E3bXg>

Apr 27, 2021
(New Post)

CTCMPO
★ Favorites · April 27 · 🌐

NATIONAL IMMUNIZATION AWARENESS WEEK IS APRIL 24-30



Vaccines are safe, effective and keep you and your community safe

Ontario Ministry of Health
★ Favorites · April 23

April 24-30 is National Immunization Awareness Week. More than ever, we know how critical vaccines are in keeping you and your community safe, including immunocompromised people. Learn what vaccines, including for COVID-19, are available for you: ontario.ca/vaccines

Apr 19, 2021
(New Post)



CTCMPAO

★ Favorites · April 19 · 🌐

TCM practitioners and acupuncturists, don't forget to check the College's COVID-19 page for helpful information and resources relating to COVID-19, guidance on infection control procedures, and information on COVID-19 vaccines. Learn more: <https://bit.ly/3mQXwEn>



Apr 15, 2021
(New Post)



CTCMPAO

★ Favorites · April 15 · 🌐



23,242 Views

Healthy Canadians ✓

April 11

👍 Like Page


After getting vaccinated, mild to moderate side effects are very common and can last a few days. These side effects are a sign that your body is building protection against #COVID19.

Learn what to expect when getting the #CovidVaccine: <http://ow.ly/G9aa50EeDxX>
#VaccinesWork

Apr 12, 2021
(New Post)

CTCMPAO
★ Favorites · April 12 · 🌐

The College has updated our COVID-19 vaccine information with links to all local public health units' COVID-19 vaccination web pages. Please visit your local public health unit's website to find out how you can get a vaccine and learn more about their vaccine distribution plan, <https://bit.ly/3mCnwTQ>



CTCMPAO. ON.CA

Information on COVID-19 · CTCMPAO Website

This page contains links to the Ministry of Health (MCH), and other reliable...

Mar 30, 2021
(New Post)

CTCMPAO
★ Favorites · March 30 · 🌐

Does your mask fit properly?

The way your mask fits can help protect you and others from COVID-19

- Choose a mask made of multiple layers, including at least 2 layers of tightly woven fabric and a third middle layer of filter-type fabric.
- Wash your hands with soap and water for at least 20 seconds. If soap and water aren't available, use a hand sanitizer containing at least 60% alcohol.

- 1** Fit is important. Make sure your mask completely covers your nose, mouth and chin.

- 2** Check for gaps between your face and your mask.
Check the top, sides and bottom of your mask.

Check the edges of your mask for air leaks and adjust if necessary.
- 3** Adjust your mask so that it fits snugly.
Adjust the ties or ear loops.

Adjust the wire nose piece if your mask has one.

 Public Health Agency of Canada  Agence de la santé publique du Canada

Canada

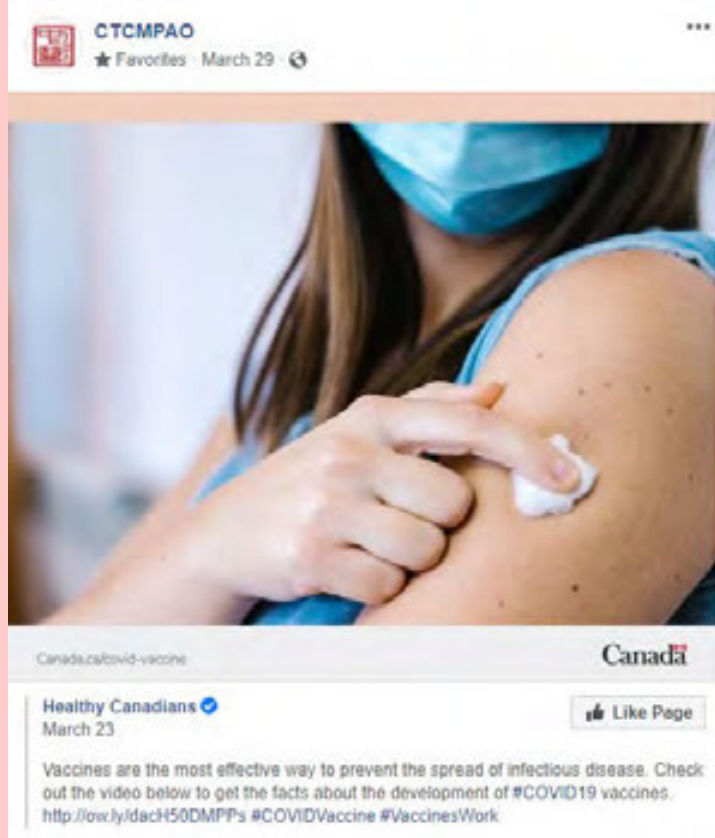
Healthy Canadians 🇨🇦
March 29

Like Page

To help protect you and your family from #COVID19, continue to wear a well-constructed, well-fitting, and properly worn mask. Make sure that your mask completel...

See More

Mar 29, 2021
(New Post)



Mar 24, 2021
(New Post)



Mar 23, 2021
(New Post)

**CTCMPAO**

★ Favorites · March 23 · 🌐

Recognizing the challenges posed by the pandemic, the College has granted provisional approval to write the Pan-Canadian Examinations to all students whose supervised clinical training is delayed due to COVID-19. Learn more: <https://bit.ly/3cXnKjX>



Mar 17, 2021
(New Post)

**CTCMPAO**

★ Favorites · March 17 · 🌐

**Ontario launches
provincial booking
system and customer
service desk for
COVID-19 vaccination
appointments**



**Ontario.ca/bookvaccine
1-888-999-6488**



Ontario Ministry of Health 

★ Favorites · March 15

Ontario is launching a provincial online booking system and customer service desk for COVID-19 vaccination appointments at mass immunization clinics, starting w...
[See More](#)

Mar 10, 2021



CTCMPO

★ Favorites · 2d · 🌐



For the latest information on Ontario's COVID-19 vaccination efforts, please visit the government's COVID-19 vaccines for Ontario web page for more details: <https://covid-19.ontario.ca/covid-19-vaccines-ontario>



COVID-19.ONTARIO.CA

COVID-19 vaccines for Ontario

Learn about Ontario's vaccination program to help protect us against...

Mar 5, 2021








CTCMPO

★ Favorites · March 5 · 🌐



The College has updated the COVID-19 Vaccination Information section of our COVID-19 Information webpage. This page will continue to be updated as more Public Health Units begin their vaccination registrations. Please visit the webpage for more details: <https://bit.ly/2MJ03mc>



Feb 19, 2021	<div data-bbox="565 212 1289 604">  CTCMPO ★ Favorites · February 19 · 🌐 </div> <p>TCM Practitioners and Acupuncturists, please see this latest update regarding COVID-19 vaccination prioritization for health care workers: https://bit.ly/3quS7nb</p> <div data-bbox="565 388 1289 604"> CTCMPO.ON.CA  <p>COVID-19 Vaccination Prioritization for Health Care Workers · CTCMPO Website</p> <p>The Ministry of Health has identified health care workers as a priority population for Phase 1 of Ontario's vaccination program. However, as we have seen, demand for the COVID-19 vaccine will initially exceed...</p> </div>
Jan 25, 2021	<div data-bbox="615 642 1237 1633">  CTCMPO ★ Favorites · 3d · 🌐 </div>  <div data-bbox="597 1249 1237 1369"> <p>Winter Blues? Learn about the supports available to you.</p> </div> <div data-bbox="615 1522 1237 1633">  Ontario Ministry of Health ★ Favorites · January 18 <p>The winter blues are real. Take some time to care for your mental health this winter. Find mental health supports: http://ontario.ca/d4mj</p> </div>

Jan 21, 2021



CTCMPO

★ Favorites · January 21 · 🌐

With the recent distribution of the COVID-19 vaccine in Canada, you may be asked as a practitioner about your opinions on the subject of vaccines. You may be wondering, "Are vaccines an appropriate topic for me to discuss with my patients?" See the answer and more in our latest Educational Tip: <https://bit.ly/3iwLi1x>



Jan 15, 2021



CTCMPO

★ Favorites · January 15 · 🌐

Be sure to check the Public Health Ontario website regularly for COVID-19 related resources. You can find a variety of FAQs, fact sheets, webinars, and other resources supporting the current public health, and health care guidance. <https://bit.ly/2LtZ8Fw>



PUBLICHEALTHONTARIO.CA

COVID-19 Health Care Resources | Public Health Ontario

These are posted on our website for reference but the most current...

Jan 14, 2021	<div data-bbox="548 216 602 268"></div> <div data-bbox="621 216 732 239">CTCMPOA</div> <div data-bbox="621 247 867 270">★ Favorites · January 14 · 🌐</div> <div data-bbox="548 289 1266 432"> <p>The Ministry of Health has released new COVID-19 vaccine-relevant information and planning resources. TCM Practitioners and Acupuncturists can find education documents on vaccines for health care providers, and more information about the approved COVID-19 vaccines: https://bit.ly/3shPPJu</p> <p>In particular, members are recommended to review the Guidance for Prioritizing Health Care Workers for COVID-19 Vaccination document: https://bit.ly/38G4G92</p> </div> <div data-bbox="532 548 1300 947"></div>
Jan 13, 2021	<div data-bbox="548 984 602 1037"></div> <div data-bbox="621 984 732 1008">CTCMPOA</div> <div data-bbox="621 1016 875 1039">★ Favorites · January 13 · 🌐</div> <div data-bbox="540 1060 1268 1283"> <p>Effective Thursday, January 14, 2021, at 12:01 a.m., the Ontario government will impose a Provincial Stay-at-Home Order and enhanced enforcement measures to reduce mobility to slow the spread of COVID-19.</p> <p>TCM Practitioners and Acupuncturists may continue to operate with all safety precautions in place. See the full announcement: https://bit.ly/35DYRGZ</p> </div> <div data-bbox="540 1318 708 1341">CTCMPOA.ON.CA</div> <div data-bbox="540 1350 1235 1444"> Ontario Government Issues Stay-at-Home Order and Introduces Enhanced Enforcement Measures to Reduce Mobility · CTCMPOA Website </div> <div data-bbox="540 1453 1183 1514"> <p>Effective Thursday, January 14, 2021 at 12:01 a.m., the Ontario government will impose a Provincial Stay-at-Home Order and...</p> </div>

Jan 11, 2021

CTCMFAO
★ Favorites · January 11

Vaccine development and approval in Canada

Vaccine development

Phase I
100s of volunteers
• Is the vaccine safe?
• Does it cause a safe dose?
• Are there any side effects?

Phase II
100s of volunteers
• How well does the vaccine work?
• Is it safe on a larger number of people?
• Is it safe and effective dose?

Phase III
1000s of volunteers
• Does the vaccine prevent disease?
• What are the side effects?

Manufacturers submit application to Health Canada for review

Exploratory → Preclinical → Clinical Trials → Application

Review and approval of vaccines

Health Canada
Health Canada experts conduct a thorough and independent review of all vaccine data.

Health Canada
Health Canada approves a vaccine if it is safe, it works, it meets manufacturing standards, and the benefits outweigh the risks.

Government
Government coordinates the purchase, logistics and distribution of vaccines across Canada.

All Canadians have access to the vaccine

Ongoing Monitoring and Review
Continuous monitoring and review to confirm the safety of the vaccine, and that benefits outweigh risks.

Scientific Review → Approval → Distribution → Vaccination → Ongoing Monitoring and Review

* For COVID-19 vaccines, Health Canada is using a fast-track process that allows manufacturers to submit data as it becomes available, and for Health Canada experts to start the review process right away. Vaccines will only be authorized once we have all necessary evidence.

Canada

Healthy Canadians
December 9, 2020

Like Page

With the authorization of a COVID-19 vaccine in Canada, Canadians may be wondering:

- What are the steps to follow to develop a vaccine?
- What is a clinical trial?
- What needs to be assessed?

All vaccines in Canada must follow a well-established process to ensure their safety, efficacy and quality.

In order to be authorized, vaccines must go through a rigorous review process demonstrating that the benefits outweigh the risks.

Get information on the vaccine development and approval process in Canada at:
<http://ow.ly/5rhg50CH6Zo>

** Infographic: accessible version at the link

Jan 6, 2021

 **CTCMFAO**
★ Favorites · January 6 · 🌐


**Find information on
COVID-19 vaccines at
[Ontario.ca/covidvaccine](https://ontario.ca/covidvaccine)**




Ontario Ministry of Health 
★ Favorites · December 30, 2020







Ontario has launched a new webpage detailing its three-phase immunization program, information on COVID-19 vaccine safety and approval standards, as well as reporting on the number of Ontarians vaccinated. Learn more: [Ontario.ca/covidvaccine](https://ontario.ca/covidvaccine)







Jan 5, 2021

 **CTCMFAO**
★ Favorites · January 5 · 🌐

Public Health Ontario has a useful checklist for regulated health professionals to help assess their clinic's infection prevention and control measures during the COVID-19 pandemic. You can review the checklist here: <https://bit.ly/3oeEeIP>



Dec 28, 2020	<div data-bbox="548 212 609 275"></div> <div data-bbox="618 212 732 237">CTCMPOA</div> <div data-bbox="618 243 941 268">★ Favorites · December 28, 2020 · </div> <div data-bbox="548 285 1243 401"> <p>The College is here to help you stay informed. Don't forget to check the College's dedicated COVID-19 information and resources webpage for COVID-19 related guidance and answers to frequently asked questions. Learn more: https://bit.ly/38hq1nJ</p> </div> <div data-bbox="529 417 1300 821"></div>
Dec 21, 2020	<div data-bbox="548 854 609 917"></div> <div data-bbox="618 854 737 879">CTCMPOA</div> <div data-bbox="618 886 951 911">★ Favorites · December 21, 2020 · </div> <div data-bbox="548 928 1284 1113"> <p>Effective 12:01 a.m. on Saturday, December 26, 2020, the Ontario government will impose a Provincewide Shutdown for 14 days in Northern Ontario and 28 days in Southern Ontario. Regulated health services continue to remain open, and TCM Practitioners and Acupuncturists may continue to operate with all safety precautions in place. Learn more: https://bit.ly/2LYWNT9</p> </div> <div data-bbox="548 1146 711 1171">CTCMPOA.ON.CA</div> <div data-bbox="1235 1125 1284 1167"></div> <div data-bbox="548 1178 1273 1241"> <p>Regulated Health Services May Continue to Operate During Shutdown · CTCMPOA Website</p> </div> <div data-bbox="548 1251 1284 1346"> <p>Effective 12:01 a.m. on Saturday, December 26, 2020, the Ontario government will impose a Provincewide Shutdown for 14 days in Northern Ontario and 28 days in Southern Ontario. Please see the...</p> </div>

Dec 18, 2020	<div data-bbox="548 216 602 268"></div> <div data-bbox="618 216 732 237" data-label="Text">CTCMPAO</div> <div data-bbox="618 247 943 268" data-label="Text">★ Favorites · December 18, 2020 · </div> <div data-bbox="548 289 1268 436" data-label="Text"> <p>On November 27, 2020, the College hosted a webinar on the Standard for Infection Control to help educate members on the standard and presents COVID-19 related infection control guidance. A recording and answers to frequently asked questions (FAQs) for the webinar is now available. Learn more: https://bit.ly/38ct0O3</p> </div> <div data-bbox="553 468 618 531"></div> <div data-bbox="626 468 894 531" data-label="Text"> <p>College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario Ordre des praticiens en médecine traditionnelle chinoise et des acupuncteurs de l'Ontario</p> </div> <div data-bbox="553 583 1065 720" data-label="Section-Header"> <h2>Infection Control: What TCM Practitioners Need to Know</h2> </div> <div data-bbox="800 793 1284 846" data-label="Text"> <p>College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario</p> </div> <div data-bbox="1089 856 1284 877" data-label="Text"> <p>November 27, 2020</p> </div> <div data-bbox="789 919 1284 972" data-label="Text"> <p>Presented by Fanny Ip, R. TCMP, R. Ac and Sean Cassman, Policy and Governance Analyst</p> </div>
Dec 11, 2020	<div data-bbox="548 1058 602 1110"></div> <div data-bbox="618 1058 732 1079" data-label="Text">CTCMPAO</div> <div data-bbox="618 1089 943 1110" data-label="Text">★ Favorites · December 11, 2020 · </div> <div data-bbox="537 1142 1284 1325" data-label="Text"> <p>Effective December 14, 2020, the Ontario government will move the York Region Public Health and Windsor-Essex County Health Unit into the Lockdown stage of the COVID-19 Framework. Five other public health regions will also move into stronger levels of public health measures. TCM Practitioners and Acupuncturists may continue to operate with all safety precautions in place. Learn more: https://bit.ly/2Lt38WF</p> </div> <div data-bbox="537 1356 708 1377" data-label="Text"> <p>CTCMPAO.ON.CA </p> </div> <div data-bbox="537 1388 1276 1451" data-label="Section-Header"> <h3>Regulated Health Services Remain Open in Regions Under Lockdown · CTCMPAO Website</h3> </div> <div data-bbox="537 1461 1292 1556" data-label="Text"> <p>Effective Monday, December 14, 2020, the Ontario government will move the York Region Public Health and Windsor-Essex County Health Unit into the Lockdown stage of the COVID-19 Framework. Five other public...</p> </div>

Dec 10, 2020



CTCMPOA

★ Favorites · December 10, 2020 · 🌐

...

Statistics Canada would like to hear about the impact of COVID-19 on Canadian health care workers with a focus on access to PPEs and infection prevention and control measures in the workplace. R. TCMPs and R. Acs, please consider providing your feedback: <http://ow.ly/QcUY50C1J1t>



Dec 9, 2020






CTCMPOA

★ Favorites · December 9, 2020 · 🌐

...

As COVID-19 continues to spread, it's more critical than ever that TCM Practitioners and Acupuncturists continue taking extra precautions to ensure the risk of transmission in their practice is kept to a minimum. See the latest Educational Tips to learn more about maintaining a clean clinical environment: <https://bit.ly/3iSdags>



Nov 24, 2020	<div data-bbox="548 205 1295 684">  CTCMPAO ★ Favorites · 6d · 🌐 </div> <p>Regulated health services remain open in regions under lockdown. TCM practitioners and acupuncturists may continue to operate with all safety precautions in place. Please see the following announcement about the new COVID-19 restrictions effective on November 23, 2020: https://bit.ly/3nO1VH6</p> <div data-bbox="548 453 1295 684"> CTCMPAO.ON.CA ⓘ Regulated Health Services Remain Open in Regions Under Lockdown · CTCMPAO Website Effective on November 23, 2020, the Ontario government has moved Toronto and Peel Region into the Lockdown stage of the Covid-19 Framework. Health services remain open, and TCM practitioners and... </div>
Nov 20, 2020	<div data-bbox="548 705 1295 1276">  CTCMPAO ★ Favorites · November 20 · 🌐 </div> <p>The Public Health Agency of Canada is now recommending that homemade and purchased non-medical masks and face coverings should be made with at least three layers. The nose, mouth, and chin should be completely covered without any gaps. Learn more: https://bit.ly/36PPC6r</p> 
Nov 12, 2020	<div data-bbox="548 1297 1295 1852">  CTCMPAO ★ Favorites · November 12 · 🌐 </div> <p>Public Health Ontario has updated and released several new resources for regulated health professionals. TCM Practitioners and Acupuncturists may find these resources useful in their practice setting. Learn more: https://bit.ly/34XsNhn</p> 

Nov 3, 2020



CTCMFAO

★ Favorites · November 3 ·

...

Keeping Ontario Safe & Open Framework

Protecting the health & safety of Ontarians




Ontario Ministry of Health


★ Favorites · November 3 ·


The Keeping Ontario Safe & Open Framework categorizes public health regions into 5 levels: prevent, protect, restrict, control & lockdown. These levels will outline the types of public health and workplace safety measures for businesses and organizations at each level, including targeted measures for specific sectors, institutions and other settings. news.ontario.ca/.../ontario-releases-covid-19-response-framew...

Oct 29, 2020

 **CTCMPAO**
★ Favorites · 4d · 🌐

Double your protection. Use a mask and the COVID Alert app.



Canada.ca/coronavirus 

Healthy Canadians ✓
6d · 🌐 Like Page

#COVIDAlert Fact ✓
The COVID Alert exposure notification app is effective at all levels of use. It helps to break the broader chain of infection by letting people know that they may have been exposed to COVID-19 before they show symptoms.

Download it today: <http://ow.ly/kqEB50C3b9F>

#COVID19

Oct 22, 2020

 **CTCMPAO**
★ Favorites · October 22 · 🌐

Recently Ottawa, Peel, Toronto, and York Region have moved into a modified Stage 2 of Ontario's reopening plan. TCM practitioners and acupuncturists must continue to follow the Ministry of Health's operational requirements, and prioritize the safety of their patients, staff, colleagues, and others visiting their practice. Learn more: <https://bit.ly/3mhfspR>



Oct 9, 2020

CTCMPO
★ Favorites · October 16 ·

Follow public health advice to help stop the spread of COVID-19




Ontario Ministry of Health
★ Favorites · October 9 ·

Follow public health advice. Stay at home except for essential purposes, practice physical distancing & keep 2 metres from everyone outside your household, wear a face covering where physical distancing is a challenge or mandatory, wash your hands thoroughly & often, & follow gathering limits & rules. [Ontario.ca/coronavirus](https://ontario.ca/coronavirus)

Oct 10, 2020

CTCMPTAO
★ Favorites · October 15 · 🌐



Help limit the spread.
**Download the
COVID Alert app.**

Canada.ca/coronavirus

Canada

Healthy Canadians
October 10 · 🌐

Like Page

#COVIDAlertFact:
The challenge we all face is to stay the course no matter how weary we may feel. We have done this before and we know that, working together, w...
See More

Oct 7, 2020

CTCMPTAO
★ Favorites · October 7 · 🌐



**Going out?
Do it safely.**
Your actions matter.

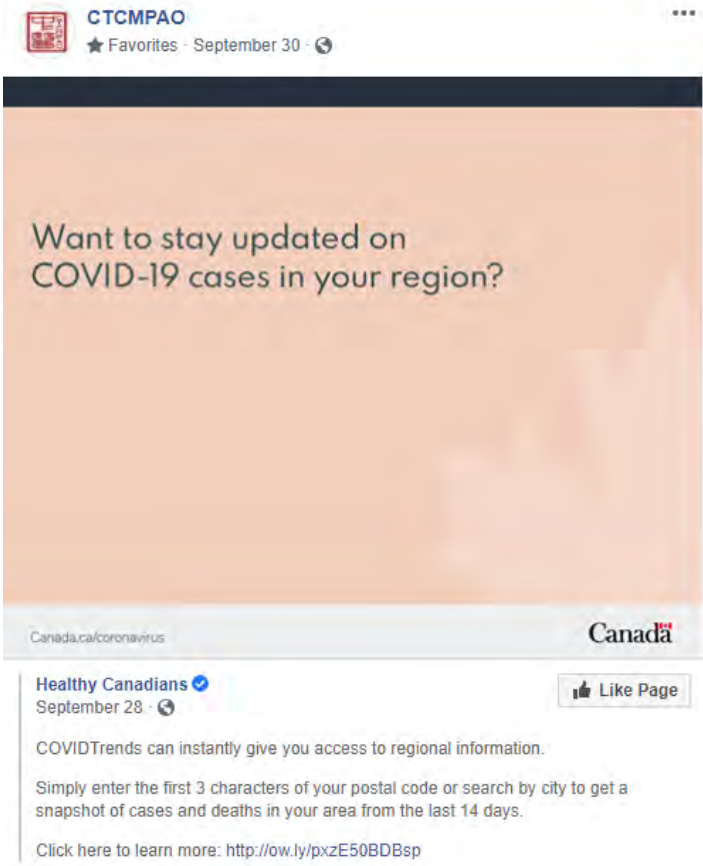
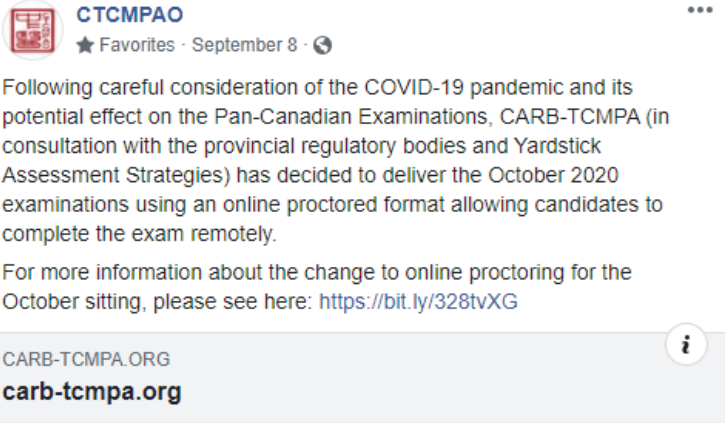
Make informed choices to keep yourself and others safe.

Canada.ca/coronavirus

Healthy Canadians
October 6 · 🌐

Like Page

Wondering which activities carry a low or high risk of #COVID19?
Check out our factsheet to learn which activities carry more risk and get tips on how to reduce your risk of COVID-19: <http://ow.ly/OQ050Bv6cJ>

<p>Sept 30, 2020</p>	 <p>Want to stay updated on COVID-19 cases in your region?</p> <p>Canada.ca/coronavirus</p> <p>Canada</p> <p>Healthy Canadians September 28</p> <p>COVIDTrends can instantly give you access to regional information.</p> <p>Simply enter the first 3 characters of your postal code or search by city to get a snapshot of cases and deaths in your area from the last 14 days.</p> <p>Click here to learn more: http://ow.ly/pxzE50BDBsp</p>
<p>Sept 8, 2020</p>	 <p>Following careful consideration of the COVID-19 pandemic and its potential effect on the Pan-Canadian Examinations, CARB-TCMPA (in consultation with the provincial regulatory bodies and Yardstick Assessment Strategies) has decided to deliver the October 2020 examinations using an online proctored format allowing candidates to complete the exam remotely.</p> <p>For more information about the change to online proctoring for the October sitting, please see here: https://bit.ly/328tvXG</p> <p>CARB-TCMPA.ORG carb-tcmpa.org</p>

Sept 3, 2020

CTCMPO 17m · 🌐



**The COVID Alert app
is easier to download
than you think.**

Canada

Healthy Canadians
August 20 · 🌐

COVID Alert is voluntary, but we know Canadians want to be part of limiting the spread of COVID-19 and preventing future outbreaks. Download the app today!
- Apple: <http://ow.ly/DXSYo50AWPHN>
- Android: <http://ow.ly/ba9150AIVPHQ>
#COVID19

Sept 2, 2020

CTCMPO 1d · 🌐

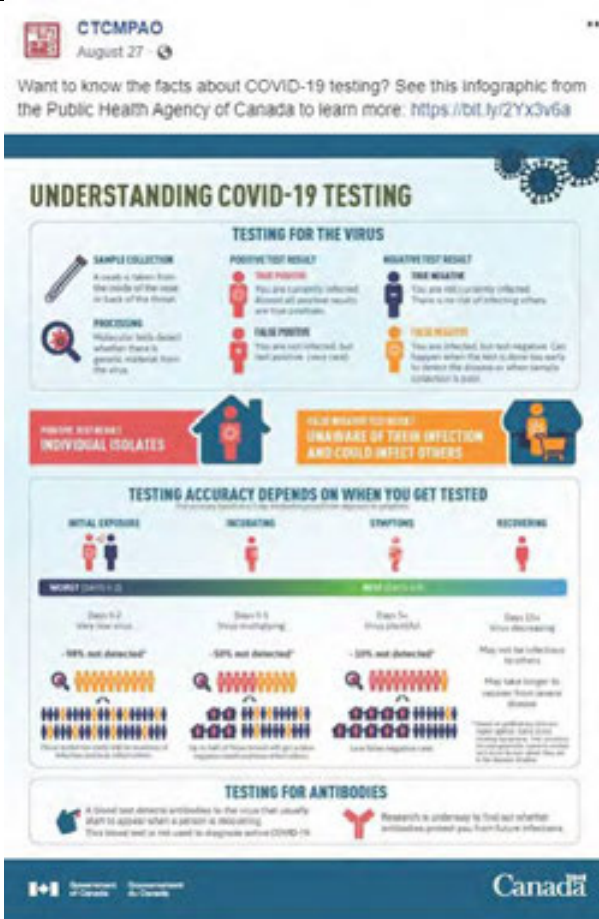
Mandatory mask orders have been implemented in municipalities around the province. As regulated health professionals, members are required to review and follow the directives and guidance from the Ministry of Health, Public Health Ontario, and other authoritative bodies regarding practices during COVID-19. See the latest Educational Tip to learn more:
<https://bit.ly/3hP3BxE>



Sept 1, 2020

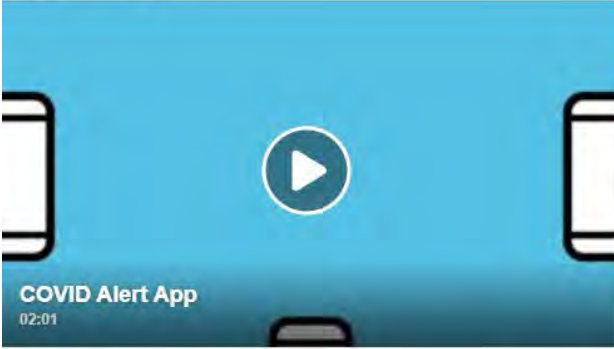


Aug 27, 2020



Aug 20, 2020

CTCM PAO
August 20 · 🌐



COVID Alert App
02:01

13,941 Views

Healthy Canadians ✓
August 12 · 🌐 Like Page

COVID Alert helps limit the spread of the virus and prevent future outbreaks by providing you with notifications about potential exposure.

During this first phase, health authorities in Ontario will begin distributing one-time keys to people who test positive for the virus. Other provinces and territories will come on board soon!

Download the app today:
- Apple: <http://ow.ly/WeNG50AVLnT>
- Android: <http://ow.ly/u3OJ50AVLnU>




#COVID19


Aug 18, 2020

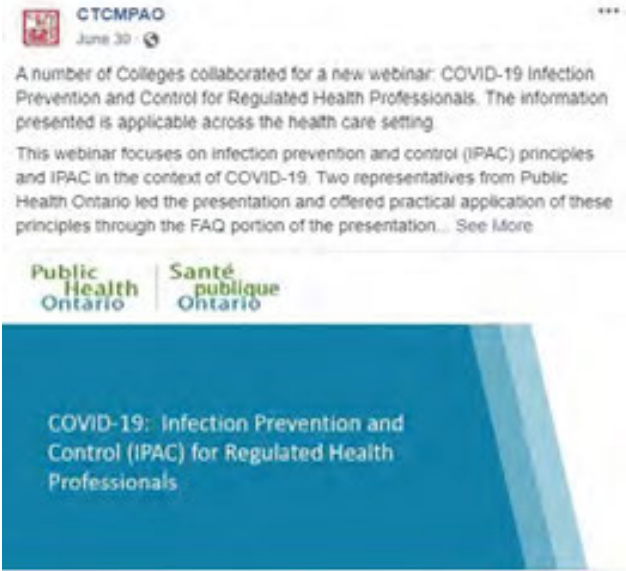

CTCM PAO
August 18 · 🌐



With the recent mandatory mask orders implemented by municipalities around the province, the College has updated the COVID-19 Return to Practice Guidance and FAQs to reflect these changes. Members of the College should review these updates and continue to comply with the requirements set out by the Ministry of Health. See the full announcement here: <https://bit.ly/322iK57>



<p>Aug 8, 2020</p>	 <p>Health Canada is advising Canadians that certain hand sanitizers are being recalled from the market because they contain types of ethanol or denaturants that are not acceptable ingredients for use in hand sanitizers in Canada. https://www.healthycanadians.gc.ca/.../hc.../2020/73385a-eng.php</p> <p>HEALTHYCANADIANS.GC.CA</p> <p>Recall of certain hand sanitizers that may pose health risks - Recalls and safety alerts</p> <p>Health Canada is advising Canadians that certain hand sanitizers are being recalled from the market because they contain ethanol or denaturants that are not acceptable for use in hand sanitizers in.</p>
<p>Aug 6, 2020</p>	 <p>Health Canada is advising Canadians that certain hand sanitizers are being recalled from the market because they contain types of ethanol or denaturants that are not acceptable ingredients for use in hand sanitizers in Canada. https://www.healthycanadians.gc.ca/.../hc.../2020/73385a-eng.php</p> <p>HEALTHYCANADIANS.GC.CA</p> <p>Recall of certain hand sanitizers that may pose health risks - Recalls and safety alerts</p> <p>Health Canada is advising Canadians that certain hand sanitizers are being recalled from the market because they contain ethanol or denaturants that are not acceptable for use in hand sanitizers in.</p>
<p>July 28, 2020</p>	 <p>canada.ca/coronavirus</p> <p>Canada</p> <p>Healthy Canadians</p> <p>July 20</p> <p>As some restrictions are lifted & parts of society re-open, it is as important as ever to stay informed and make smart decisions to reduce the risk of #COVID19. Maintaining #PhysicalDistancing and taking part in low-risk activities is a great way to continue to prevent the spread of COVID-19. Check out our helpful tool to learn the risks associated with public activities and get tips on how to #GoOutSafe. http://ow.ly/Q8jn50AD5n</p>

<p>July 15, 2020</p>	<div data-bbox="609 199 1226 787">  CTCMPAO July 15 · 🌐 </div> <p>TCM practitioners and acupuncturists looking for personal protective equipment (PPE) for their practice or organization can access the Ontario Government's Workplace PPE Supplier Directory: https://covid-19.ontario.ca/how-your-organization-can-hel...</p> <div data-bbox="609 367 1226 703"> <h3>Support our COVID-19 response effort</h3>  </div> <div data-bbox="609 703 1226 787"> <p>COVID-19.ONTARIO.CA</p> <p>Ontario Together: help fight coronavirus (COVID-19)</p> <p>Supply medical products, solve problems, submit ideas or volunteer.</p> </div>
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June 30, 2020	
June 26, 2020	
June 25, 2020	

June 23, 2020	 CTCMPOA June 23 · 🌐 <p>The Ministry of Health has recently updated the COVID-19 Patient Screening Guidance Document on their website. Members should regularly check the Ministry's COVID-19 Guidance for the Health Sector page, as well as the College's COVID-19 Information page to stay updated with the latest guidance. See below for the links:</p> <p>COVID-19 Patient Screening Guidance Document: https://bit.ly/2NhNoDA COVID-19 Guidance for the Health Sector: https://bit.ly/2BtXajd CTCMPOA COVID-19 Information and Resources: https://bit.ly/2YoV2SP</p>
June 18, 2020	 CTCMPOA June 18 · 🌐 <p>In consideration of the impact of COVID-19 on our members' ability to practise, the College has decided to reduce registration renewal fees for 2021-2022 by \$300 for the General Class. See the College website for the full announcement: https://bit.ly/2CdkKfG</p> <div data-bbox="620 697 1214 877"> CTCMPOA.ORG.CA <p>Reduction of Registration Renewal Fees for 2021-2022 - CTCMPOA Website</p> <p>The College is mindful of the impact of COVID-19 on our members' ability to practise. As mentioned previously, the College agreed to extend the fee deadline and introduced payment plan options for the 2020-2021...</p> </div>
June 11, 2020	 CTCMPOA June 11 · 🌐 <p>Practitioners may, but are not required, to wear examination or surgical gloves for patient treatments. When used, gloves must be discarded after each treatment regardless of the condition of the glove. Members must also wash their hands before and after each treatment. It is important that members maintain hand hygiene even when using gloves. See the College's Return to Practice FAQs to learn more: https://bit.ly/37dLsFh</p> 

June 10, 2020

CTCMPO
June 10

The College would like to remind members that you must review and meet the return to practice requirements set out by the Chief Medical Officer of Health, the Ministry of Health, and the College before restarting your practice.

Members who do not follow these requirements can potentially face provincial prosecution and significant financial penalties. The College can also commence an investigation that may result in a referral to the discipline committee.

See the College's Return to Practice FAQs to learn more:
<https://bit.ly/37dLsFh>

CTCMPO.ON.CA
Coronavirus (COVID-19) - CTCMPO Website
This page contains links to the Ministry of Health (MOH), and other reliable sources of information related to COVID-19 Coronavirus. These websites and this page will be updated with new information as it...

June 10, 2020

CTCMPO
June 10

Wearing a non-medical mask or face covering can help protect others when you can't maintain a 2 metre-distance. See this poster to learn more about the do's and don'ts of wearing non-medical masks or face coverings.
<https://bit.ly/3h90K2s>
#COVID19 #ONhealth

HOW TO SAFELY USE A NON-MEDICAL MASK OR FACE COVERING

DO'S

- DO wear a non-medical mask or face covering to protect others.
- DO ensure the mask is made of at least two layers of tightly woven fabric.
- DO ensure the mask is made of fabric covering is nose and chin.
- DO use the top loop of the mask to pull it off and remove the mask.
- DO avoid your hands or use alcohol-based hand sanitizer before and after handling the mask or face covering.
- DO avoid your hands or use hand-free fully covered.
- DO avoid your mask with hair, loosely woven, over an ill-fitting, or worn.
- DO avoid masks that cannot be washed in a detergent and get proper use after use.

DO YOUR PART.


Wear a non-medical mask or face covering to protect others when you can't maintain a 2-metre distance.

NON-MEDICAL MASKS ARE NOT RECOMMENDED FOR:

- People who suffer from asthma or disabilities that make it difficult to put on or take off a mask.
- Those who have difficulty breathing.
- Children under the age of 5.

DON'T JUDGE OTHERS FOR NOT WEARING A MASK.

Kindness is important as some people may not be able to wear a mask or face covering.

<p>June 9, 2020</p>	
<p>June 4, 2020</p>	

June 1, 2020


CTCMedia

June 1 · 🌐


Healthy Canadians

May 29 · 🌐

👍 Like Page

Wearing a non-medical mask is another way to cover your mouth and nose to prevent your respiratory droplets from coming into contact with others or landing on surfaces. Find out more: <http://ow.ly/eGWA50zPbx> #COVID19

<https://www.youtube.com/watch?v=RFV0h4h3HZY&feature=youtu.be>

COVID-19 COVID-19 COVID-19 COVID-19 COVID-19 COVID-19

HOW TO WEAR A
NON-MEDICAL MASK
OR FACE COVERING
PROPERLY

COVID-19 COVID-19 COVID-19 COVID-19 COVID-19 COVID-19

YOUTUBE.COM

COVID-19: How to wear a non-medical mask or face covering properly

May 29, 2020

 CTCMPAO
5 hrs · 



GET THE FACTS ABOUT MASKS.

[CANADA.CA/CORONAVIRUS](https://canada.ca/coronavirus)



Healthy Canadians
May 20 at 5:35 PM · 

 Like Page

As our communities slowly begin to open up, it is important to still maintain physical distance from others to help stop the spread of COVID-19.

In situations w...
[See More](#)

May 28, 2020



CTCMFAO

Yesterday at 10:19 AM

...

Wear a face covering when physical distancing is a challenge

Do not:



Do not wear a medical-grade mask as these should be reserved for our health care workers



Do not share face coverings or cloth masks with others



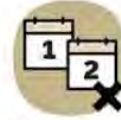
Do not touch or move your face covering or cloth mask when wearing it



Do not place on children under the age of two or on anyone who can't take it off on their own



Do not use plastic or other materials that you can't breathe through as a face covering



Do not re-use face coverings that cannot be cleaned



May 28, 2020



CTCMFAO

Yesterday at 10:18 AM

...

Wear a face covering when physical distancing is a challenge

Do:



Wear a non-medical face covering like a cloth mask



Wash your hands before putting it on and immediately after taking it off



Make sure it fits well and covers your nose and mouth



Change the face covering when it gets slightly wet or dirty




Wash your cloth mask in hot water with detergent after each use




Dispose of single-use face coverings into a lined garbage bin and wash your hands




May 27, 2020

 **CTCMPO**
May 27 at 11:46 AM · 🌐

The Chief Medical Officer of Health has amended Directive 2 to state that Health Care Providers, which includes members of this College, may gradually restart non-essential and elective services. Members must review the amended Directive 2, COVID-19 Operational Requirements, and the College return to practice guidance to ensure compliance. See the College website for full details: <https://bit.ly/3epU2TA>



**Directive 2 Amendment
Non-Essential and
Elective Services
May Gradually Restart**

 College of Traditional Chinese Medicine
Practitioners and Acupuncturists of Ontario
Ordre des praticiens en médecine traditionnelle
chinoise et des acupuncteurs de l'Ontario

May 26, 2020

 **CTCMPO**
May 26 at 6:44 PM · 🌐

The College has created a one-page return to practice guidance summary document of the critical information members should be aware of upon returning to practice. This document is intended to be a convenient resource for members to post in their practices and reference when necessary. Please note that this document may change as the situation involving COVID-19 continues to change.

A more detailed guidance document is in the final stages of development, and will be released to members shortly. See the document on the College website: <https://bit.ly/2X0uSFwk>



**Return to Practice Guidance
for CTCMPO Members**
Version 1.0 - May 26, 2020

 College of Traditional Chinese Medicine
Practitioners and Acupuncturists of Ontario
Ordre des praticiens en médecine traditionnelle
chinoise et des acupuncteurs de l'Ontario

**Return to Practice Guidance during the COVID-19 Pandemic (When Authorized by the Ontario Government).
Review and comply with all government directives and orders to minimize the spread of infection.
Review of this document is on going and will be amended as necessary.**

KEY POINTS

- Apply effective infection prevention and control (IPC) consistently to ensure the delivery of safe care.
- Follow the directives and guidance from the Ministry of Health, Public Health Ontario, the Chief Medical Officer of Health, and other authoritative bodies regarding practice during COVID-19.
- Use appropriate clinical judgment and follow the Standards of Practice of the profession.
- Provide TCM and acupuncture services only when the anticipated benefits of treatment clearly outweigh the risks to the patient and the practitioner.



**1 Considerations for
Reopening Clinics**



**2 Pre-Appointment
Protocol**



**3 Resuming Clinical
Activities**

May 26, 2020

 **CTCM**PAO
May 26 at 9:40 AM · 🌐



COVID-19 RESOURCES
for Parents and Children

CANADA.CA/CORONAVIRUS 


Healthy Canadians
May 25 at 7:00 PM · 🌐

Like Page

It can be really hard for kids to understand why they have to #stayhome and practice #physicadistancing.


Find mental health resources, support for parents, activities for kids and much more on our #COVID19 Resources for Parents and Children page: <http://ow.ly/mD850zHrJA>

May 25, 2020

 **CTCM**PAO
May 25 at 5:47 PM · 🌐

While the date for when members can resume their practice as normal has not yet been announced, the Ministry of Health continues to plan for the eventual reopening of the entire health sector. In anticipation of this, The College will soon be releasing return to work guidance documents to help members minimize the risk of infection in their practice.

Members may wish to begin preparing now by reviewing their personal protective equipment (PPE) supplies. If you are looking to increase your supply of PPE, but are having difficulty sourcing it, the Provincial Government has put together a directory of PPE suppliers in Ontario. Please check this directory for the alternative options available to you: <https://bit.ly/3bZdRje>



May 22, 2020



CTCMPAO

May 22 at 9:00 AM · 🌐

...

Together, we can help slow the spread of #COVID19. See this poster from the Government of Canada for helpful steps on how to protect yourself and others from COVID-19. <https://bit.ly/3cNeDku>

HELP REDUCE THE SPREAD OF COVID-19

TAKE STEPS TO REDUCE THE SPREAD OF THE CORONAVIRUS DISEASE (COVID-19):



follow the advice of your local **public health authority**



wash your hands often with soap and water for at least 20 seconds



use alcohol-based hand sanitizer (at least 60% alcohol) or an **approved non-alcohol based hand sanitizer** if soap and water are not available



try not to touch your eyes, nose or mouth



avoid close contact with people who are sick and practice **physical distancing**



cough and sneeze into your sleeve and not your hands




stay home as much as possible and if you need to leave the house practice **physical distancing** (approximately 2m)

May 21, 2020

[illegible]

May 20, 2020


**CTCMPAO**May 20 at 10:43 AM · 🌐



00:16

8,271 Views

Healthy Canadians
May 19 at 3:55 PM · 🌐

 Like Page

What does #physicaldistancing mean? It means making changes in your everyday routines to minimize close contact with others. Learn more: <http://ow.ly/pJxb50zKlwK>
#COVID19

May 19, 2020



CTCMPO

May 19 at 3:35 PM · 🌐



**Clean phones and
devices regularly.**



Ontario Ministry of Health

May 15 at 8:00 AM · 🌐

Together we're making a difference to stop the spread of COVID-19. Continue to clean high touch surfaces regularly. You're making a difference. Stay up to date on COVID-19: ontario.ca/coronavirus

May 15, 2020



CTCMPO

May 15 at 6:34 PM · 🌐



The College has announced a plan to reduce fees for the 2021-2022 registration renewal period. Although the College has not been given a specific date as of when normal practice can resume. We are developing a return to practice guideline to assist members to practice safely once the Ministry of Health eases restrictions and in-person services may fully resume. See here for full details: <https://bit.ly/3fW8zbd>

CTCMPO.ON.CA



**Reduction of Renewal Fees for 2021-2022 Coming -
CTCMPO Website**

Over the past few months, the College has heard about the struggles many members have been facing, and how a reduction of fees is a needed relief. Although we won't be able to provide more details until after the...

May 14, 2020

CTCM PAO
May 14 at 9:00 AM

If you are caring for a person who has been diagnosed with #COVID19, follow this advice from the Government of Canada to protect yourself and others in the home, as well as those in your community. See here to learn more: <https://bit.ly/3fk9njB>

CORONAVIRUS DISEASE (COVID-19): HOW TO CARE FOR A PERSON WITH COVID-19 AT HOME—ADVICE FOR CAREGIVERS

STAY SAFE

- Before you enter a room, close the door and turn on the fan to circulate the air.
- Wear a mask and gloves when you are in the room with the person who is sick.
- Avoid direct contact with the person who is sick, such as touching or shaking hands.
- Avoid sharing items with the person who is sick, such as food, drink, or personal items.
- Avoid touching your face, especially your eyes, nose, and mouth.
- Avoid touching surfaces that the person who is sick has touched, such as doorknobs, light switches, or furniture.
- Avoid touching your face, especially your eyes, nose, and mouth.
- Avoid touching surfaces that the person who is sick has touched, such as doorknobs, light switches, or furniture.

KEEP YOUR ROOMS CLEAN

- Clean your hands often with soap and water for at least 20 seconds.
- Clean surfaces that the person who is sick has touched, such as doorknobs, light switches, or furniture.
- Clean your face, especially your eyes, nose, and mouth.
- Clean your clothing, especially your shirt and pants.
- Clean your bedding, especially your sheets and pillowcases.
- Clean your dishes, especially your plates and cups.
- Clean your bathroom, especially your toilet and sink.
- Clean your kitchen, especially your counter and stove.
- Clean your car, especially your seats and floor.
- Clean your laundry, especially your clothes and linens.
- Clean your trash, especially your garbage and recycling.
- Clean your pets, especially your dog and cat.
- Clean your plants, especially your indoor and outdoor plants.
- Clean your home, especially your walls and ceiling.
- Clean your community, especially your streets and parks.
- Clean your world, especially your oceans and forests.

PROTECT YOURSELF

- Wear a mask and gloves when you are in the room with the person who is sick.
- Avoid direct contact with the person who is sick, such as touching or shaking hands.
- Avoid sharing items with the person who is sick, such as food, drink, or personal items.
- Avoid touching your face, especially your eyes, nose, and mouth.
- Avoid touching surfaces that the person who is sick has touched, such as doorknobs, light switches, or furniture.
- Avoid touching your face, especially your eyes, nose, and mouth.
- Avoid touching surfaces that the person who is sick has touched, such as doorknobs, light switches, or furniture.

WE CAN ALL DO OUR PART IN REVERSING THE SPREAD OF COVID-19. OR MORE INFORMATION ON CORONAVIRUS:
<https://bit.ly/3fk9njB>

May 13, 2020

CTCM PAO
May 13 at 9:00 AM

Know the facts about coronavirus disease #COVID19. Practice physical distancing at all times by staying 2 metres apart from others, and stay home if you are sick to avoid spreading illness. See the Government of Canada's COVID-19 factsheet to learn more: <https://bit.ly/2Vpctg3>

KNOW THE FACTS ABOUT CORONAVIRUS DISEASE (COVID-19)

COVID-19 is an illness caused by a coronavirus. Human coronaviruses are common and are typically associated with mild illness, similar to the common cold.

Symptoms of human coronaviruses may be very mild or more serious, such as:

- FEVER**
- COUGH**
- DIFFICULTY BREATHING**

Symptoms may take up to 14 days to appear after exposure to the virus.

Coronaviruses are most commonly spread from an infected person through:

- respiratory droplets when you cough or sneeze
- close personal contact, such as touching or shaking hands
- touching something with the virus on it, then touching your eyes, nose or mouth before washing your hands

These viruses are not known to spread through ventilation systems or through water.

The best way to prevent the spread of infection is to:

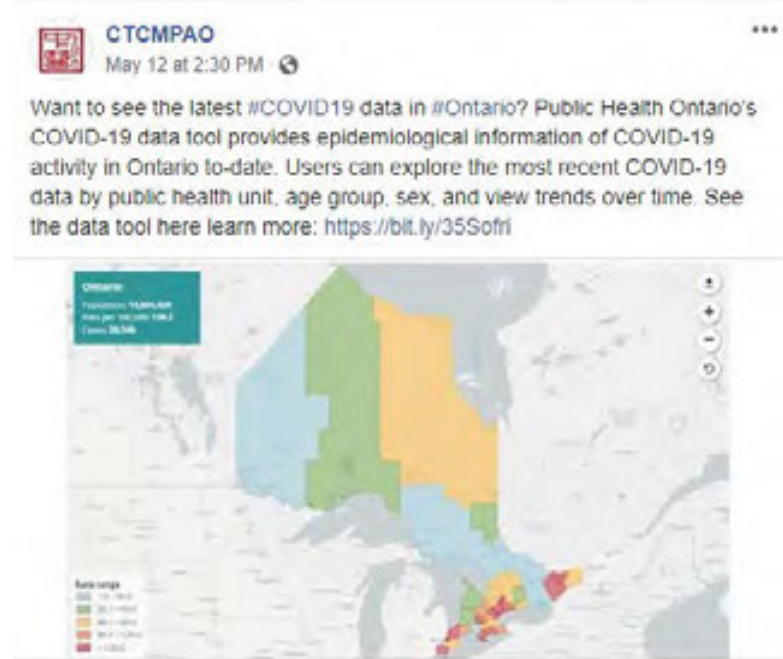
- wash your hands often with soap and water for at least 20 seconds
- avoid touching your eyes, nose or mouth, especially with unwashed hands
- avoid close contact with people who are sick
- cough and sneeze into your elbow and not your hands
- practice physical distancing at all times
- stay home if you are sick to avoid spreading illness to others
- wear a non-medical mask in face covering (a non-medical mask is one that covers the nose and mouth without gaping, and secured to the head by ties or ear loops to protect the people and surfaces around you)

Note: The Government of Canada has implemented an Emergency Order under the Quarantine Act. This order means that anyone who is entering Canada by air, sea or land has to stay home for 14 days to help prevent the spread of COVID-19.

For more information on coronavirus:
1-800-959-4677 [canada.ca/covid19](https://www.canada.ca/covid19)

Canada

May 12, 2020



May 8, 2020

CTCM PAO
May 8 at 9:00 AM

Parents, caregivers, and children are facing new challenges as the #COVID19 pandemic affects our daily work and home routines. The Government of Canada has some ideas and tips that can help parents and caregivers adjust to this new and unexpected situation.

TIPS FOR PARENTS AND CAREGIVERS DURING COVID-19

Parents and children across the country are facing new challenges as the pandemic affects our daily work and home routines. Follows, day after day, we have closed, and children and parents are suddenly at home full-time.

Tips below can help parents and caregivers adjust to this new and unexpected situation.

MANAGE YOUR STRESS AND ENGAGE WITH CHILDREN

Parents and children across the country are facing new challenges as the pandemic affects our daily work and home routines. Follows, day after day, we have closed, and children and parents are suddenly at home full-time.

BE KIND, CALM AND PATIENT YOUR CHILDREN'S BEHAVIOUR



Parents and children across the country are facing new challenges as the pandemic affects our daily work and home routines. Follows, day after day, we have closed, and children and parents are suddenly at home full-time.

BE YOURSELF

Parents and children across the country are facing new challenges as the pandemic affects our daily work and home routines. Follows, day after day, we have closed, and children and parents are suddenly at home full-time.

LET'S ALL DO OUR PART IN PREVENTING THE SPREAD OF COVID-19. FOR MORE INFORMATION, VISIT

coronavirus.gc.ca or contact 1-833-784-4397

<p>May 7, 2020</p>	<div data-bbox="506 205 1325 888"> <div>  CTCMPAO May 7 at 9:00 AM · 🌐 </div> <p>The Government of Canada's website contains an informative section about non-medical masks and face coverings. You can learn about the proper ways to use non-medical masks and face coverings, as well as useful instructions on how to create your own to help prevent you from spreading your respiratory droplets. Learn more: https://bit.ly/2L3Kz7S</p>  </div>
<p>May 6, 2020</p>	<div data-bbox="506 909 1325 1220"> <div>  CTCMPAO May 6 at 9:00 AM · 🌐 </div> <p>The Ministry of Health has published guidance for essential workplaces that may be useful in minimizing #COVID19 transmission in non-health care settings. See the guidance here to learn more: https://bit.ly/35G7nUU</p> <div> HEALTH.GOV.ON.CA www.health.gov.on.ca </div> </div>

May 5, 2020

 **CTCM**PAO
May 5 at 2:04 PM · 🌐

Stop the Spread
Use a non-medical
face covering where
physical distancing
is a challenge.



Ontario Government
April 27 · 🌐

Like Page

If physical distancing is a challenge or not possible, you can consider wearing a face covering. And remember, medical masks should be reserved for our health care workers and emergency responders. <http://covid-19.ontario.ca> | #COVID19 #StopTheSpread

May 4, 2020

 **CTCM**PAO
May 4 at 2:15 PM · 🌐



**Take care of
your mental health
during COVID-19**




CANADA.CA/CORONAVIRUS

Canada

Healthy Canadians
May 4 at 8:30 AM · 🌐

Like Page

It is normal to feel sad, stressed, confused, scared or worried during #COVID19. This Mental Health Week, we can all help end the stigma around mental illness. ...
See More

<p>Apr 28, 2020</p>	
<p>Apr 28, 2020</p>	
<p>Apr 27, 2020</p>	

Apr 23, 2020


CTCMAPAO
 Just now ·

The Ontario Government is still seeking more experienced healthcare providers who are available to help provincial efforts to prevent and control the spread of #COVID19. Current, retired or inactive members of the College, as well as both registered and non-registered students who want to increase their work hours, should consider lending their aid. To learn more, and to apply, please visit: <https://sforce.co/2XQGbkl>

WELCOME TO THE WORKFORCE MATCHING PORTAL

Ontario is seeking those with experience in providing health care who are available to help provincial efforts to prevent and control the spread of COVID-19, if required. We are looking for health care providers who may be working part-time and want to add, are prepared to increase their work hours or former healthcare providers who are retired, or on inactive status with their regulatory college. If you are interested and you can help, please provide us with the following information to create a user profile. Your profile may be used to match you to positions and opportunities to use your skills and provide services where they are most needed.

Individuals - I want to help

If you are a health professional or have experience in health that support the healthcare system and would like to volunteer time to provide the support put on healthcare systems by the current COVID-19 outbreak, please register by clicking on the Register button. If you are already registered, log in to update your availability.



REGISTER

Healthcare Institution - I need resources

If you are a representative of a healthcare facility located in the province of Ontario and would like to request help and be matched with available resources for additional worker support, create an account by clicking on Register. If you already have an account, log in to post a request or modify your information.



REGISTER

Apr 22, 2020



Want to see the latest #COVID19 statistics for Canada? Visit the Government of Canada's interactive COVID-19 Situational Awareness Dashboard here to learn more: <https://bit.ly/34TBRIL>



Apr 21, 2020



CTCMFAO

Just now · 🌐

The College has implemented interim changes to the application and registration process due to the COVID-19 pandemic disruptions. Applicants should review the changes carefully as they will directly affect the processing of applications. Learn more: <https://bit.ly/3bvhoWQ>



Apr 16, 2020



Are you having mental health and substance use issues during this difficult time? Wellness Together Canada provides free online resources, tools, apps, and connections to trained volunteers and qualified mental health professionals for those in need: <https://ca.portal.gs/>




Health Canada and PHAC @GovCanHealth - Apr 15

Finding it difficult to cope during #COVID19? The Wellness Together Canada mental health and substance use support portal helps you gain access to psychological and social support services for you or someone you know. ow.ly/Htt750zeWmF



Apr 15, 2020

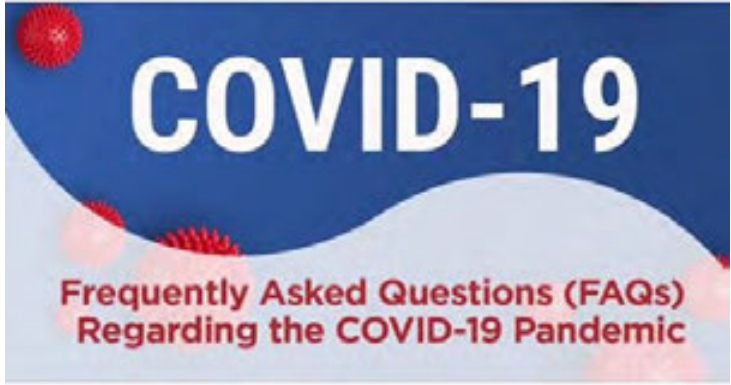

 **CTCMAPAO**
Just now · 🌐

Students and Applicants, please see this update from the College regarding education and supervised clinical training requirements during the COVID-19 pandemic: <https://bit.ly/3bcMOBm>





Education and Supervised Clinical Training Requirements during the COVID-19 Pandemic

[illegible]

<p>Apr 9, 2020</p>	<div data-bbox="553 205 1279 783">  CTCMPOA Just now · 🌐 </div> <p>The College has compiled a list of answers to frequently asked questions we received regarding the COVID-19 pandemic and its effect on members of the College, and the public. Visit the College's updated COVID-19 information and resource page to see the FAQs: https://bit.ly/2JQWzcf</p> 
<p>Apr 8, 2020</p>	<div data-bbox="553 825 1279 1224">  CTCMPOA Just now · 🌐 </div> <p>The Ministry of Health is still recruiting for more experienced health care providers to help with the efforts to prevent and control the spread of COVID-19. We ask members of the College to consider lending their support. Learn more on how to apply: http://www.healthforceontario.ca/en/M4/COVID19</p> <div data-bbox="548 1031 1295 1224">  HEALTHFORCEONTARIO.CA COVID19 The people of Ontario have shown remarkable strength as we continue to respond to COVID-19. Ontario recognizes the hard work and dedication of our front-line health care providers. To support them during these... </div>

<p>Apr 3, 2020</p>	<div data-bbox="552 205 1266 756">  <p>CTCMPAO 5 hrs · 🌐</p> <p>The COVID-19 pandemic can cause stress and anxiety because it is disrupting normal life for many people. The Centre for Addiction and Mental Health (CAMH) has some suggestions on how to cope with stress and anxiety during this difficult time. Learn more: https://bit.ly/33XHRtl</p> </div>
<p>Apr 2, 2020</p>	<div data-bbox="552 798 1266 1239">  <p>CTCMPAO Just now · 🌐</p> <p>The College has released position statements regarding essential services and telepractice. Please visit the College website to learn more: https://bit.ly/2yrEcIt</p> <p>CTCMPAO.ON.CA ⓘ</p> <p>College Position Statements on Essential Services and Telepractice · CTCMPAO Website</p> <p>On March 19 the Chief Medical Officer of Health issued a directive to regulated health professionals to suspend all non-essential and elective services. This applies to telehealth and in-person treatments. The...</p> <p>👍 Like 💬 Comment ➦ Share</p> </div>
<p>Apr 1, 2020</p>	<div data-bbox="552 1260 1266 1806">  <p>CTCMPAO Just now · 🌐</p> <p>Please remember that it is now mandatory for any person entering Canada to self-isolate for 14 days, regardless of whether you have symptoms of COVID-19 or not. Learn more: https://bit.ly/3bzedgz</p> <p>14 Days Self-Isolation is now MANDATORY for any person entering Canada</p> </div>

Mar 30, 2020	<div data-bbox="558 205 1273 909">  CTCMPO Just now · 🌐 </div> <p>A reminder to our members that CTCMPO will be hosting a webinar on April 1, 2020, 1:00 p.m. to 2:00 p.m., on the topic of the Standards of Practice: Preventing Sexual Abuse.</p> <p>In light of the current situation with COVID-19 and social distancing, we're providing this professional development opportunity at no cost to members in an effort to support them during this difficult time.</p> <p>Members are encouraged to register for the webinar as attendance will count towards your professional development hours. Register for the webinar here: https://bit.ly/3dbedVA</p> 
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Mar 26, 2020


CTCMPTAO
Just now · 🌐

People of all ages can be infected by the new coronavirus (2019-nCoV). Older people, and people with pre-existing medical conditions (such as asthma, diabetes, heart disease) appear to be more vulnerable to becoming severely ill with the virus. See more myth busters by the WHO on their website to learn more: <https://bit.ly/2UzuJGE>

Does the new coronavirus affect older people, or are younger people also susceptible?

People of all ages can be infected by the new coronavirus (nCoV-2019). Older people, and people with pre-existing medical conditions (such as asthma, diabetes, heart disease) appear to be more vulnerable to becoming severely ill with the virus. WHO advise people of all age to take steps to protect themselves from the virus, for example by following good hand hygiene and good respiratory hygiene.

World Health Organization #Coronavirus



Mar 25, 2020

CTCMPTAO
Just now · 🌐

Did you know that you should wash your hands for at least 20 seconds? Help reduce the spread of COVID-19 with frequent and thorough handwashing. Take a look at this infographic for proper handwashing technique and learn more here: <https://bit.ly/2xrk2xG>

REDUCE THE SPREAD OF COVID-19. WASH YOUR HANDS.

1. Wet hands with warm water
2. Apply soap
3. For at least 20 seconds, make sure to scrub
4. Rub well
5. Dry hands with paper towel
6. Turn off the tap with paper towel

Wash and scrub 4 sides (back)

Between fingers

Back of hand

Thumb

1-800-960-0807 canada.ca/covid19info

Canada

Mar 24, 2020



The Ontario Medical Association (OMA) is asking for personal protective equipment (PPE) donations. If you currently have personal protective equipment such as surgical/procedure masks, N95 masks, gloves, gowns, and eye protection that you are able to spare, follow this link to learn how you can help: <https://bit.ly/39cRnIH>

Ontario Medical Association (OMA)
Request for Personal Protective Equipment (PPE) Donations



Mar 23, 2020






CTCMPO will be hosting a webinar on April 1, 2020, 1:00 p.m. to 2:00 p.m., on the topic of the Standard of Practice: Preventing Sexual Abuse. With this new standard coming into effect on April 1, the College is providing this webinar as an opportunity to help members better understand the standard.






With the recent rapid development of COVID-19, the College has, unfortunately, had to postpone the CTCMPO General Conference originally scheduled for March 25, 2020. However, in light of the current situation with COVID-19 and social distancing, we're providing this professional development opportunity at no cost to members in an effort to support them during this difficult time.



Members are encouraged to register for the webinar as soon as possible as attendance will count towards your professional development hours. Register for the webinar here: <https://bit.ly/3dbedVA>



Mar 23, 2020	<div data-bbox="558 205 1276 659">  CTCMPAO Just now · 🌐 </div> <p>The Ministry of Health is recruiting additional experienced health care providers to help with the efforts to prevent and control the spread of COVID-19. CTCMPAO is asking members of the College to consider helping the cause. Find out how you can help: http://www.healthforceontario.ca/en/M4/COVID19</p> <div data-bbox="558 428 1276 617"> HEALTHFORCEONTARIO.CA ⓘ COVID19 The people of Ontario have shown remarkable strength as we continue to respond to COVID-19. Ontario recognizes the hard work and dedication of our front-line health care providers. To support them during these... </div> <div data-bbox="646 625 1192 659"> 👍 Like 💬 Comment ➦ Share </div>
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Mar 18, 2020	<div data-bbox="553 205 1279 636">  CTCMPAO Just now · 🌐 </div> <p>CTCMPAO is recommending that members suspend all non-essential services effective immediately. Acute and emergency services can continue if necessary. An extension for annual renewal payment until June 1 has been announced. Practice assessments have also been paused temporarily. See the full announcement here: https://bit.ly/2UicSTu</p> <div data-bbox="553 426 1279 636"> CTCMPAO.ON.CA ⓘ Announcement on the Suspension of Non-Essential Services · CTCMPAO Website Over the past two days the College has received many questions seeking advice on what to do with their practice during these difficult times. The College has been in contact with the Ministry of Health regarding specific... </div>
Mar 16, 2020	<div data-bbox="553 680 1279 1287">  CTCMPAO Just now · 🌐 </div> <p>With consideration to the COVID-19 situation, the College will be temporarily operating remotely as of March 17, 2020, until further notice. The College will not be accepting external visits during this time. This is to minimize the exposure and spread of COVID-19. The health and safety of the public, our members, staff, and stakeholders are of utmost importance.</p> <p>The College staff will continue to provide updates on the situation and regular services to the public and members while working remotely. The College expects to operate with few disruptions, none of which will affect the College's mandate to protect the public interest. College staff can continue to be contacted via email and telephone as usual during this time.</p> <p>Please see the following announcement for full details: https://bit.ly/2IPFJKc</p> <div data-bbox="553 1077 1279 1287"> CTCMPAO.ON.CA ⓘ CTCMPAO Providing Services Remotely Due to COVID-19 · CTCMPAO Website With consideration to the Coronavirus COVID-19 situation, the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario will be temporarily operating remotely as of March 17, 2020, until further... </div>

Mar 13, 2020	<div data-bbox="568 210 1263 840">  CTCMPO March 13 · 🌐 </div> <p>The College has now updated its Coronavirus (COVID-19) information and resources webpage with new information. We strongly encourage members to review this website regularly as any update from the Ministry of Health will be posted there. This update contains an updated case definition and procedures to follow if you determine that one of your patients is a Probable Case of COVID-19. There are also new documents from the Ministry posted online. See the webpage here: https://bit.ly/2xDjmWj</p> 
Mar 6, 2020	<div data-bbox="568 871 1263 1228">  CTCMPO Just now · 🌐 </div> <p>The College has received an increasing number of inquiries regarding the possibility of canceling the conference or holding a webinar in lieu of the conference due to Coronavirus (COVID-19) concerns. The College fully understands and acknowledge these concerns as the health and safety of our members and staff is our utmost priority.</p> <p>After thorough research and careful consideration of all factors of the current Coronavirus (COVID-19) situation, the College has decided to postpone the CTCMPO General Conference on March 25, 2020 to a later date. We will continue to monitor the circumstances and will advise members when a new date is set.</p>
Mar 6, 2020	<div data-bbox="568 1270 1263 1837">  CTCMPO 2 mins · 🌐 </div> <p>The College has created a web page containing information and links of reliable sources of Coronavirus (COVID-19) information. This page will be updated as new information becomes available. Please check back regularly for updates. See the page here: https://bit.ly/2wyPCJo</p> 

Feb 6, 2020	
Jan 30, 2020	

Jan 28, 2020	
Jan 24, 2020	

Meeting Date:	June 22, 2021
Issue:	College Performance Measurement Framework – Competency Requirements
Reported By:	Ann Zeng and Sean Cassman
Action:	Discussion

Issue

The College Performance Measurement Framework (CPMF) includes a requirement that Council and Committee members meet a set of competencies to be eligible for the role. In addition to this, competency-based selection is a major recommendation of the governance consultant, and is something that has been implemented by other Colleges already. Because of this, it is strongly recommended that the Executive Committee considers how the College may implement a competency framework for its Council.

Public Interest Rationale

Council and Committee members are responsible for the decision making on policy matters of the College, and for ensuring that decisions are in the interest of public protection. It is because of this important function that there is increased pressure to have Council and Committee members meet a competency framework to be eligible.

Background

The very first item of the CPMF asks colleges if they meet the following requirement:

- a. Professional members are eligible to stand for election to Council only after:
 - i. meeting pre-defined competency / suitability criteria, and
 - ii. attending an orientation training about the College's mandate and expectations pertaining to the member's role and responsibilities.

This is an item that the College has not met, and has not made any progress towards meeting. This poses a problem for the College as it is clear that the Ministry of Health has some expectation that colleges will begin to adopt a competency framework for their councils going forward.

Furthermore, the governance consultants that have been contracted to assist the College with its governance review have also identified the lack of competency framework as an issue for the College. Their recommendation is to adopt an approach where a committee is established to review nominated professional members against a competency framework.

The intent of this agenda item is to introduce the topic of council competencies to the Executive Committee by looking at some examples of existing competency frameworks.

Existing Competency Framework

College staff has begun initial research to help Committee members understand what a competency framework may look like for this College.



EXECUTIVE

A good resource to start with is the Competency and Eligibility chart developed by HPRO for all colleges to use (see below). It includes the following main competencies, each with a number of indicators included. Each indicator further stipulates if it is a “must have” and if it can be learned.

- Leadership
- Professionalism/Good Character
- Emotional Intelligence
- Communicator
- Understanding of Governance/Fiduciary Duties
- Thinks Broadly
- Inclusiveness/ Respectful of Diversity
- Understanding of Systems and Organizations

If it wishes, the College could adopt this framework as is, but it also has the ability to not adopt some indicators, or add indicators as it feels appropriate. An example of a college that is adopting the HPRO chart is the College of Kinesiologists of Ontario. Their draft competency chart is attached below.

The College has also included competency requirements of the College of Nurses of Ontario and College of Physicians and Surgeons of Ontario. These colleges were early to adopt a competency framework and have implemented it in their current Council elections.

Next Steps

- The Executive Committee should begin having discussions a competency framework and become familiar with how it may look for this College
- Staff will conduct a full review of regulators for more information on existing frameworks.

INTRODUCTION

This document articulates broad Board/Council competencies for *RHPA* College consideration. Competencies are listed for both individuals and Boards/Councils as a whole, and they include definitions/descriptions of those competencies and indicators for competency measurement. Indications on whether the competency is a “must have” as the person assumes the role or if the competency can be learned are also provided. Note that competencies related to clinical knowledge and experience have not been included in the competencies for individual directors.

These competencies can also be applied to committees and committee members, although perhaps not as rigorously. It is recognized that committee service could assist in training/educating a person for a future position on the Board/Council.

A list of eligibility and disqualification criteria follows. This information was gathered from 14 *RHPA* Colleges’ current by-laws, processes and/or procedures. Any application to a position on the Board/Council or Committee must be consistent with that criteria or the person applying would not proceed further in the application process.

Reference documents are also listed at the conclusion of this document. This material includes recent reports and promising practices in health profession regulation.

Colleges are encouraged to use this document and reference material, customizing the information to suit individual profession-/organizational culture-specific needs.

WORDS OF APPRECIATION

Sincere thanks are extended to the Governance Working Group who dedicated months of time and talent to create this resource:

- Deborah Adams, College of Registered Psychotherapists of Ontario (joined July 2019)
- Fazal Khan, College of Opticians of Ontario
- Brenda Kritzer, College of Kinesiologists of Ontario (through September 2019)
- Kevin McCarthy, College of Nurses of Ontario (Working Group resource)
- Andrew Parr, College of Naturopaths of Ontario (joined July 2019)
- Andrea Lowes, College of Dental Hygienists of Ontario (joined September 2019)
- Melisse Willems, College of Dietitians of Ontario
- Melanie Woodbeck, College of Opticians of Ontario

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

BOARD/COUNCIL COMPETENCIES

To understand the competencies required of a member of the Board of Directors or Council of the College, it is imperative to understand the role of the Board. In his 2018 Report on the College of Dental Surgeons of British Columbia, Harry Cayton articulated the role of the Board as:

- to ensure the College complies with its mandate and the law
- to set strategy, to monitor performance
- and to hold the registrar and chief executive to account for delivery.

This approach to the role of the Board and competency-based Board appointments is consistent with most current literature regarding Boards of Directors and effective governance.

COMPETENCIES FOR INDIVIDUALS DIRECTORS ON THE BOARD

Section	Definition/Description	Competency – Indicator	Must Have	Can Learn
Leadership	Demonstrates skills and ability to lead others to solve problems, adapt and manage change, innovate and achieve results	Vision – understands the importance of an organizational vision and the methods/processes for developing a collective vision	Yes	No
		Team-Building – knowledge and understanding of team building techniques and dynamics	No	Yes
		Facilitation – knowledge and understanding of consensus building and use of effective facilitations techniques	No	Yes
		Change Management – knowledge of change management techniques for both projects/plans the College generally	Yes	Yes
		Flexibility – knowledge of the importance of flexibility to the negotiation and decision-making processes	Yes	No
Professionalism/ Good Character	Acts transparently with integrity, discretion, and humility to consider a range of perspectives and diverse ways of thinking to challenge the status quo, reject	Diplomacy – is diplomatic in interactions with others	Yes	Yes
		Judgement – demonstrates good judgement in decisions and actions	Yes	No
		Ethical Behaviour – knowledge and understanding of ethical responsibilities and dilemmas and demonstrating ethical behaviour	Yes	No
		Respectfulness – ability to respect others regardless of their background, culture, or divergent opinions; able to effectively locate/center issues considering the individuals and/or concerns	Yes	Yes

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Section	Definition/Description	Competency – Indicator	Must Have	Can Learn
	assumptions, and take nothing for granted	involved; able to weigh/discuss competing considerations in a manner that is appropriate and respectful		
	Attributes of integrity, accountability, and openness support Board/Council members in exercising proper authority and good judgment in dealing with all stakeholders in a responsible, respectful, and professional manner	Honesty & Integrity – ability to commit to being honest in actions and to act with integrity	Yes	No
		Transparency – emanates openness; adheres to established rules on transparency	Yes	Yes
		Credibility – perceived trustworthiness; delivers on commitments to others to build credibility	Yes	No
		Compliance – adheres to the code of conduct and acts in a way that exemplifies and reinforces culture and values	Yes	Yes
Emotional Intelligence	The capacity to be aware of, control, and express emotions, and to handle interpersonal relationships judiciously and empathetically	Collaboration – inclusive and unifying; consensus-building; seeks stakeholder/partnerships as appropriate	Yes	Yes
		Self-Awareness/Recognition of Limits – understanding personal strengths, areas of development and potential biases and remaining open to self-reflection, feedback, continuous growth and improvement; open about mistakes and knows when to ask for help; recognizing how individual strengths can be leveraged to improve the performance of the board	Yes	Yes
		Relationship-Building – able to relate to others congenially and connect with others to support teamwork and cooperation; seeks appropriate relationships to further the work of the College	Yes	Yes
		Tenacity – demonstrates perseverance; works effectively under pressure, not giving up in spite of difficulties	Yes	No
		Resiliency – coping in spite of setbacks, barriers, or obstacles and demonstrates perseverance in the face of challenges and strong personalities	Yes	No
		Motivation – recognizes and celebrates success to reward and motivate others	Yes	Yes

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Section	Definition/Description	Competency – Indicator	Must Have	Can Learn
		Tactfulness – understanding of the need to be tactful in individual and group discussions	Yes	Yes
Communicator	Able to communicate clearly, concisely, and accurately, orally and in writing	Articulate – has the ability to describe thinking to others in a manner that is clear and concise	Yes	Yes
		Participatory – actively interacting and continuing to participate when difficulties arise	Yes	No
		Active Listening – has the ability to listen to others and articulate the views of others	Yes	Yes
Understanding of Governance/ Fiduciary Duties	<p>Understands the Board/Council Member's role, fiduciary duties, good governance principles, and the stewardship responsibilities of a Board/Council:</p> <ul style="list-style-type: none"> • Risk Management • Business Acumen • Human Resources • Financial Literacy <p>Governance competence supports the provision of strategic direction and oversight for Boards/Colleges; it allows members to able to carry out the stewardship responsibilities, creates robust accountability for regulatory and financial performance,</p>	Understanding of the Roles of the Board/Council – understands the role of the Board/Council and the role of individual Board/Council Members	Yes – Basic	Yes – Adv
		Understanding of the Roles of Management – understands of the distinction between the role of the Board/Council versus role of management, while being rigorous in asking the Registrar for information to support the Board/Council in carrying out its fiduciary duty	Yes – Basic	Yes – Adv
		Understanding of the Relationship with the Registrar – understanding responsibilities related to the sole employee	Yes – Basic	Yes – Adv
		Risk Management – understands the concept of risk management and commits to identification and mitigation of organizational risk	Yes – Basic	Yes – Adv
		Loyalty – understands and commits to the duty of loyalty to the organization and places this loyalty above all other obligations for self and corporate interests; identifies viable options and puts aside vested interests to make decisions that are most likely to achieve the College's mandate of public protection; actively avoids conflicts of interest or otherwise declares and manages them	Yes – Basic	Yes – Adv
		Accountability – understands the concept of accountability, both individually and organizationally, and is committed to ensuring Board/Council-based accountability; ensures decisions are in the	Yes – Basic	Yes – Adv

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Section	Definition/Description	Competency – Indicator	Must Have	Can Learn
	and enables Board/Council to set and achieve strategic goals	public interest and that appropriate information is available to the public		
	Board/Council members have a commitment to the public and their right to safe, ethical care, demonstrated by an understanding and appreciation of, and commitment to, the public protection mandate and the time required to execute the role effectively	Equality – understands that all Board/Council Members are to be treated equally, including access to information and resources	No	Yes
		Financial Literacy – an understanding of finance and generally accepted accounting principles; can read, interpret, and ask questions about financial statements; applies a basic understanding of financial management to ensure the integrity of financial information received by the Board/Council	Yes – Basic	Yes – Adv
		Adherence to Confidentiality – understands and adheres to confidentiality obligations	Yes	No
		Preparedness – understands the need to be prepared for Board/Council meetings; commits to reading, understanding and questioning information presented; devotes the required time and energy to the role, determined to achieve best possible outcomes in public protection	Yes – Basic	Yes – Adv
Thinks Broadly	Listening to others’ views and considering them; being openminded to information presented	Analytical/Critical Thinking/Objectivity – ability to understand and interpret information from different sources and system knowledge, process the information, connect ideas and concepts and draw logical connections and conclusions	Yes – Basic	Yes – Adv
		Independence – free expression without considering personal interests or interests outside the College’s interests	Yes	No
		Strategic Thinking – ability to recognize the issues facing the organization; can think long term, set long term goals and identify a path to achieving long term objectives; ensures risks are assessed and monitored	Yes – Basic	Yes – Adv
		Innovative – ability to step outside of perceived limitations, consider new ideas, willing to experiment with new approaches to solutions	No	Yes – Adv

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Section	Definition/Description	Competency – Indicator	Must Have	Can Learn
		Proactive – has the ability and willingness to discuss and debate matters before they become organizational issues or crises; thinks ahead and beyond current day issues	No	Yes
		Commitment to Continuous Learning – determining mechanisms for enhancing knowledge and understanding and developing and monitoring learning plans to support personal improvement arising from self-awareness; setting goals and working on initiatives that improve Board/Council performance	Yes – Basic	Yes – Adv
		Unbiased Attitudes and Behaviour – recognizing personal biases and working to mitigate effects of those biases	Yes – Basic	Yes – Adv
Inclusiveness/ Respectful of Diversity	Understanding and valuing differences in the values and norms of others and having the ability to apply this knowledge of the experience of diversity to deliberations and decision-making	Appreciation of Different Perspectives – shifting personal cultural perspectives and incorporating varying perspectives into decision-making related to attributes such as differences in gender, ethnicity, religion, sexual orientation, disability, and socio-economic class, or profession-specific diversities such as region of practice, practice setting and context, specialization or modality; responding to inappropriate and non-inclusive behaviour to re-direct and build awareness	Yes – Basic	Yes – Adv
		Adaptability – adapting behavior to work effectively with others who have attributes different than their own and conducting self-assessments to understand how personal attitudes and values might create bias; adjusting and adapting communication behavior to reduce the impact of bias and to be effective across diverse contexts (e.g., not using ethnophaulisms or outdated terms; using preferred terms)	Yes – Basic	Yes – Adv
		Openness – contributes to an environment and culture that welcomes diverse perspectives, new partners, and ideas	Yes – Basic	Yes – Adv
	Awareness of the complex system in which the College	Commitment to Public Service – committed to serve the public and the people of the Province of Ontario	Yes	No

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Section	Definition/Description	Competency – Indicator	Must Have	Can Learn
Understanding of Systems and Organizations	works, including the stakeholders in the system, and the impact that the College's decisions have on the public	Commitment to Serving in the Public Interest – knowledge of the concept of public interest and the ability to place the interests of the broad public ahead of the interests of individuals and organizations and to communicate this to others	Yes – Basic	Yes – Adv
		Understanding of Health Systems – knowledge of the health care system in Ontario and Canada, the roles played by different levels of government and institutions and the political, economic and social context within which health systems operate; understands how these systems intersect and impact the public	Yes – Basic	Yes – Adv
		Understanding of Health Regulation – knowledge of the health regulatory system, its purpose and how it functions; analyzes the potential impact of decisions on the public; able to think strategically about systemic issues and the role of the organization in the broader regulatory and profession-specific sectors	Yes – Basic	Yes – Adv

ADDITIONAL COMPETENCIES FOR THE BOARD/COUNCIL AS A WHOLE

Competency	Definition/Description	Indicator	Board as a Whole	One or more individuals
Diversity	Deliberations are informed and decisions include and respect diverse perspectives, biases are identified and questioned, and the College's collective work of public protection supports positive	Recruitment Strategies – adoption of recruitment strategy to ensure representation of a variety of cultural and historical perspectives, region of practice, practice setting and context, specialization or modality	Yes	
		Performance Evaluation – evaluating Board/Council performance using measures that assess inclusivity	Yes	

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Competency	Definition/Description	Indicator	Board as a Whole	One or more individuals
	systemic change in these and other areas: <ul style="list-style-type: none"> • Cultural – including indigenous cultures • Gender – representation from individuals with differing gender identities • Educational – including individuals with and without post-secondary education and training • Regional – including rural and urban as well as northern communities • Background/Experience – including work experience 	Risk Mitigation – recognition of organizational risks that lack of diversity can present and identification of ways to mitigate risk	Yes	
		Correction – formalized processes to respond to inappropriate and non-inclusive behavior	Yes	
Experience	Previous experience in governance work, either at a Board, committee or community level	Spectrum of Experience – identification of the various aspects of experience needed	Yes	
Clinical Knowledge	Knowledge of the legislation and regulations governing the profession	Training – has knowledge of the regulated health profession being governed and an in-depth knowledge of the written and unwritten standards of practise of the profession		Yes

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

ELIGIBILITY/DISQUALIFICATION CRITERIA

In order to qualify for a position on the Council/Board or a Committee, a person must meet the following criteria.

Eligibility Criteria	Note
Current member	Holds certificate of registration
No default in anything owing to the College	Including fees, forms, or requested information, e.g., quality assurance program requirements
No proceedings/findings	Inside or outside of Ontario, including terms/conditions/limitations, professional misconduct, incompetence, discipline, incapacity, revocation or suspension, fitness to practice, informal disposition or resolution, or Registrar's investigation, SCERP
No finding of guilt of criminal offence	In any jurisdiction
No offence relevant to the registrant's ability to practice the profession	Such as bail conditions
No conflict of interest	
Not College employee/staff member	Of this College or any other
Not director, officer, or staff member of a professional advocacy organization	That relates to the College in any way
Not holding a responsible position with any organization/group whose mandate or interests conflict with the College	
Not a member of the Board/Council of any other <i>RHPA</i> College	
Has not initiated, joined, continued, or materially contributed to a legal proceeding against the College, its Committee, or its representative	

BOARD/COUNCIL COMPETENCIES AND ELIGIBILITY/DISQUALIFICATION CRITERIA

Not a consultant to third party provider	
No bankruptcy or subject of a consumer proposal	Within the last seven years
Not found to be mentally incompetent	
Computer literate	Able to send/receive emails, open and process pdfs, word processed documents, and spreadsheets
Available	Time to meet the needs of their roles at the College

Disqualification Criteria	Note
Fails to uphold any eligibility criteria	See list above
Misses no more than xx meetings	Consecutive, without reason
Fails to attend hearing or proceeding of a panel	Whether Chair or member
Fails to be in the class/specialty/faculty represented on the Board	
Breaches conflict of interest	
Breaches confidentiality	S26 of the Act
Misuse of social media	Any posting that would harm the reputation of the College
Fails to comply with Code of Conduct	
Resigns from Council	
Advocates or makes a public statement (other than at a Council meeting) against a position taken by Council or the College	

REFERENCE DOCUMENTS:

- AGRE Committee Eligibility and Competency Framework
- BCCNP Board and Committee Composition Matrices
- CMO Governance Resources
- CNO Governance Resources
- FHRCO Governance WG Competency Comparison
- FHRCO Governance Survey
- Field Law Article – “Professional Regulation: The Political Winds Are Blowing”
- Government of Ontario – Member-Regulatory and Adjudicative Agencies
- NAPRA Board Competencies
- Ontario College of Teachers – Governance Review Report
- PSA Good Practice in Making Council Appointments
- RCDSO Resources

The *Council and Committee Competency Profile* defines the knowledge, skill, judgement, attitude, and experience (i.e., competencies) required of College Council and committee members for effective performance in these roles. This document was adapted from the *Health Profession Regulators of Ontario's (HPRO) Boards/Councils Competencies and Eligibility/Disqualification Criteria* document. The competencies are defined throughout and the profile distinguishes between competencies for Council members and those required of committee members. The College will provide ongoing development, training, and support to members throughout their terms to enable them to perform effectively in their roles. Individuals will complete an orientation program prior to commencing their roles.

While individual Council and / or committee members will have the competencies to varying degrees, overall, it is important that the Council and committees themselves have a set of competencies, through one or more Council or committee members, that enable them to govern the organization.

The Council and Committee Competency Profile will be used to:

- Articulate the requirements to be a member of Council or committees;
- Determine eligibility and suitability of those seeking to stand for election to Council and/or be appointed to committee;
- Review applications for committee appointments based on identified competency and diversity needs and recommend to Council slates for committee appointments;
- Inform learning and development initiatives by the College to enable development in role; and
- Evaluate Council and committee performance.

The College strives to create a diverse and inclusive setting that reflects the communities we serve. We welcome people of all ages, physical abilities, race, ethnic origin, religion, and sexual orientation to join Council, committees, and staff. Please let us know if you require any accommodation to participate in Council elections and committee appointments.

COUNCIL AND COMMITTEE COMPETENCY PROFILE

COMPETENCIES FOR INDIVIDUAL COUNCIL AND COMMITTEE MEMBERS

Understanding Governance Responsibilities and Fiduciary Duties

Understands the role, fiduciary duties, effective governance principles, and the stewardship responsibilities of a Council/committee member including: risk management; business acumen; human resources; and financial literacy. Council/committee members have a commitment to the public and their right to safe, ethical services, demonstrated by an understanding and appreciation of, and commitment to, the public protection mandate and the time required to execute the role effectively.

<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Understanding of the Roles of the Council and Committees – understands the role of the Council and Committees and the role of individual Council and committee members	x	x
Understanding of the Roles of Management – understands the distinction between the role of the Council versus role of management, while being rigorous in asking the Registrar for information to support the Council in carrying out its fiduciary duties	x	x
Legal and fiduciary responsibilities - understands their legal and fiduciary responsibilities including good faith, trust, preparedness, participation	x	x
Accountability – understands the concept of accountability, both individually and organizationally; ensures decisions are in the public interest and that appropriate information is available to the public	x	x
Equality – understands that all Council Members are to be treated equally, including access to information and resources	x	x
Adherence to Confidentiality – understands and adheres to confidentiality obligations	x	x
Conflict of interest - understands the meaning of conflict of interest and the importance of and process for declaring conflicts in advance and as they arise	x	x
Ethical decision making - understands the importance of ethics in decision-making, contemplating ethical components of decisions, including fairness, objectivity, impartiality, and openness.	x	x
Financial and Organizational Oversight		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Risk management/identification and mitigation - Understands the concept of risk management and commits to identification and mitigation of organizational risk. Understands risk-based regulation. Ability to think critically to ensure the effective management of potential risks and uncertainties	x	x
Financial literacy / Assessing financial information - Understands finance and accounting, basic accounting terminology, and generally accepted accounting principles. Can read, interpret, and question financial statements. Has ability to understand conceptually the financial position of the College as presented in its financial statement, how to read and interpret financial statements to make informed decisions	x	

COUNCIL AND COMMITTEE COMPETENCY PROFILE

Financial management - Understanding of the financial planning process and short- and long-term financing. Familiarity with budget development process, how to review and analyze a budget and forecasting policy. Understands adequate financial controls.	x	
Leadership Demonstrates skills and ability to lead others to solve problems, adapt and manage change, innovate and achieve results		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Vision – understands the importance of an organizational vision and the methods/processes for developing a collective vision. Ability to inspire, motivate and offer direction to others.	x	
Team-Building – Has knowledge and understanding of team building techniques and dynamics. Ability to create strong morale and spirit in team. Demonstrates a positive attitude, energy, resilience, stamina and the courage to take risks. Ability to recognize and value the contributions of Council members, staff, and stakeholders.	x	
Succession planning - Understands the importance of planning for the succession of the leadership of the organization in the Board, Committee and Management streams	x	
Professionalism/Good character Acts transparently with integrity, discretion, and humility to consider a range of perspectives and diverse ways of thinking to challenge the status quo, reject assumptions, and take nothing for granted. Attributes of integrity, accountability, and openness support Council members in exercising proper authority and good judgment in dealing with all stakeholders in a responsible, respectful, and professional manner.		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Diplomacy – is diplomatic in interactions with others	x	x
Judgement – demonstrates good judgement in decisions and actions	x	x
Ethical – Has knowledge and understanding of ethical responsibilities and dilemmas and demonstrating ethical behaviour. Takes action based on values even when individual cost or risk is at stake.	x	x
Respectful – ability to respect others regardless of their background, culture, or divergent opinions; able to effectively locate/center issues considering the individuals and/or concerns involved; able to weigh/discuss competing considerations in a manner that is appropriate and respectful. Welcomes diversity of thought.	x	x
Honesty & Integrity – Acts with honesty and integrity at all times. Stands by and accounts for competency-based or evidence-informed decisions and actions even if they are unpopular or controversial. Conducts affairs with professional integrity.	x	x
Code of Conduct – Adherence to the Code of Conduct.		
Emotional Intelligence The capacity to be aware of, control, and express emotions, and to handle interpersonal relationships judiciously and empathetically		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>

COUNCIL AND COMMITTEE COMPETENCY PROFILE

Collaboration – inclusive and unifying; consensus-building; seeks stakeholder/partnerships as appropriate	x	x
Self-Awareness/Recognition of Limits – understanding personal strengths, areas of development and potential biases and remaining open to self-reflection, feedback, continuous growth and improvement.	x	x
Relationship-Building – able to relate to others congenially and connect with others to support teamwork and cooperation; seeks appropriate relationships to further the work of the College	x	x
Communicator/Communication Skills		
Able to communicate clearly, concisely, and accurately, orally and in writing		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Participatory – actively interacting and continuing to participate when difficulties arise	x	x
Active Listening – able to listen to others and articulate the views of others and appreciate diverse perspectives. Has ability to encourage others to elaborate on matters and interests. Employs effective questioning to elicit further information or gain greater understanding or clarity.	x	x
Thinks Broadly/Thought Processes		
Listening to others' views and considering them; being openminded to information presented		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Analytical/Critical Thinking/Objectivity – ability to understand and interpret information from different sources and system knowledge, process the information, connect ideas and concepts, and draw logical connections and conclusions. Ability to discern and propose responses or approaches to issues that are different from those already identified.	x	x
Strategic Thinking – ability to recognize the issues facing the organization; ability to apply broad knowledge and experience to discussions and decisions. Can think long term, set long term goals and identify a path to achieving long term objectives; ensures risks are assessed and monitored; ability to engage in short, medium and long-range planning to provide high-level guidance and direction for the College.	x	
Inclusiveness/ Respectful of Diversity		
Understanding and valuing differences in the values and norms of others and having the ability to apply this knowledge of the experience of diversity to deliberations and decision-making		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Appreciation of Different Perspectives – shifting personal cultural perspectives and incorporating varying perspectives into decision-making related to attributes such as differences in gender, ethnicity, religion, sexual orientation, (dis)ability, and socio-economic status, or profession-specific diversities such as region of practice, practice setting and context, specialization or modality; responding to inappropriate and non-inclusive behaviour to re-direct and build awareness	x	x

COUNCIL AND COMMITTEE COMPETENCY PROFILE

Adaptability – adapting behaviour to work effectively with others who have attributes different than their own and conducting self-assessments to understand how personal attitudes and values might create bias; adjusting and adapting communication and behaviour to reduce the impact of bias and to be effective across diverse contexts (e.g., not using racist or outdated terms; using preferred terms)	x	x
Openness – contributes to an environment and culture that welcomes diverse perspectives, new partners, and ideas	x	x
Understanding of Public Sector and Health Systems Awareness of the complex system in which the College works, including the stakeholders in the system, and the impact that the College's decisions have on the public		
<i>Competency and Indicator</i>	<i>Council members</i>	<i>Committee members</i>
Commitment to Public Service and Serving in the Public Interest – committed to serve the public and has knowledge of the concept of public interest and the ability to place the interests of the broad public ahead of the interests of individuals and organizations and to communicate this to others	x	x
Understanding of Health Systems – has knowledge of the health care system in Ontario and Canada; understands how these systems intersect and impact the public. Familiar with recent reforms and specific strategies to improve health services delivery, access to care and health outcomes. Understanding of trends, challenges, opportunities, and unique dynamics within health sector that are relevant to the College.	x	
Understanding of Health Regulation – has knowledge of the health regulatory system, its purpose and how it functions; has knowledge of the legislative framework and procedures relevant to the health regulatory processes; understands the accountability relationship of the College to the government through the Ministry of Health; analyzes the potential impact of decisions on the public.	x	x

ADDITIONAL COMPETENCIES FOR THE COUNCIL AND COMMITTEES AS A WHOLE/OVERALL

While individual Council and / or committee members will have the competencies, to varying degrees as set out above, overall, it is important that the Council and committees themselves have a set of competencies, through one or more Council or committee members, that enable them to govern the organization.

Diversity on Council/Committee

Deliberations are informed and decisions include and respect diverse perspectives, biases are identified and questioned, and the College's collective work of public protection supports positive systemic change in these and other areas:

Cultural – representation from various cultures

Gender – representation from individuals with differing gender identities

Educational – diversity of educational training, including individuals with and without post-secondary education and training

Geographic/regional – regional diversity including rural and urban as well as northern communities

COUNCIL AND COMMITTEE COMPETENCY PROFILE

Physical abilities and attributes – representation from individuals with various physical abilities, attributes and challenges			
Background/Experience –diverse set of background including work experience			
Competency and Indicator	Whole Council/committee vs. some members	Council	Committee
Recruitment Strategies – adoption of recruitment strategy to ensure representation of a variety of cultural and historical perspectives, region of practice, practice setting and context, specialization or modality	some members	x	
Performance Evaluation – evaluating Council/committee performance using measures that assess inclusivity	some members	x	
Risk Mitigation – recognition of organizational risks that lack of diversity can present and identification of ways to mitigate risk	some members	x	
Experience			
Competency and Indicator	Whole Council/committee vs. some members	Council	Committee
Governance work - Previous experience in governance work, either at a board, committee or community level.	some members	x	
Leadership experience - Has experience as part of a leadership team of an organization and has been in a leadership position for an organization or a board.	some members	x	
Knowledge			
Competency and Indicator	Whole Council/committee vs. some members	Council	Committee
Legislative framework and standards - Knowledge of the legislation and regulations governing the profession and Essential Competencies of Practice for Kinesiologists in Ontario.	whole	x	x
Organization justice - Understands organizational justice and understands the importance of workplace behaviour, including treatment of staff, pay, access to training, and equality in the workplace and at the board room table.	some members	x	
Strategic planning – Understands the importance of and the process for strategic planning, the setting of long terms strategic goals for an organization.	whole	x	



Board Profile

ROLE

Governs the regulation of Ontario's nursing profession in the public interest.

RESPONSIBILITIES

PROFILE

PRINCIPLES

COMPETENCY AND ATTRIBUTE DIMENSIONS

INTRODUCTION

There are four dimensions of competencies and attributes:

- I. career knowledge and experience
- II. functional skills
- III. affinity attributes
- IV. character attributes

I. Career Knowledge and Experience Competencies (Where have you been?)

Professional nursing experience (RN, RPN or NP)

Has experience in, and understanding of, nursing practice and conduct, especially related to public concerns, standards of practice and client safety.²

Regulatory experience

Has experience in the oversight of self-regulated professions, and the ability to understand and oversee regulations and standards setting and certification. Should have awareness/knowledge of the regulatory climate and evolving regulatory issues, regulated industries and their oversight regimes. May be, but not necessarily, a lawyer.

Patient rights

Is well versed in matters related to patient rights, including but not limited to the abuse of patients and boundary violations.

Cross-cultural experience

Has credibility based on experience working with diverse teams and marginalized or vulnerable client groups, e.g. working cross-culturally, internationally, experience with social, humanitarian, anti-oppression and LGBTQ- positive principles, sensitivity and knowledge dealing with victims, boundary issues, sexual abuse.

Broad health sector leadership

Has experience in a senior leadership position in a health care administrative setting.

Financial/accounting expertise

Has experience preparing, auditing, analyzing or evaluating financial statements. Has a strong understanding of generally accepted accounting principles and financial statements and their application. May have accounting credentials (e.g. CPA).

Education system

Understands the post-secondary educational system and its relationship to the College.

Information technology

Is familiar with the use of technology for working on Board or committee matters and operations.

Human resources leadership

Has experience as a human resource professional with a strong understanding of occupational health and safety, organizational structure and human resources oversight, including: compensation, recruiting, assessing and succession planning. Is well versed in assessing the competence and character of individuals based on a set of specific requirements.

¹ The College's future governance model calls for six nurses, including at least one RN, one RPN and one NP to serve on the Board.

II. Functional Skills Competencies (What do you know?)**Public interest**

Has experience and understanding protecting and acting in the public interest.

Evidence-based decision-making

Demonstrates ability and advanced skills in locating, critically appraising, interpreting, synthesizing, weighing, evaluating and using evidence from qualitative and quantitative paradigms.

Decision-maker

Is a proven decision-maker using different decision-making methods beyond evidence-based

Stakeholder relations

Demonstrates understanding and ability to provide effective oversight of engagement and communications with the public, government and other key stakeholders.

Leadership

Demonstrates skills and ability to lead others to solve problems, adapt and manage change, innovate and achieve results.

Strategic planning

Demonstrates the ability to think strategically and has experience participating in, or leading, an organization in planning for its future, such as: conducting S.W.O.T. analysis, environmental scans, strategy design, planning, implementation and evaluation.

Risk management/oversight

Demonstrates a proactive, continuous and systemic approach to identifying, understanding and communicating hazard, operational, financial and strategic risks from an integrated oversight perspective.

Governance and boards

Has a strong familiarity and understanding of governance roles and responsibilities, current governance policy, issues and trends gained through prior board or committee experience in an organization of similar size, scope and complexity as the College, and/or governance education, such as ICD.D (Institute of Corporate Directors), Pro.Dir. (Professional Director), C.Dir (Director's College).

Quality management/ oversight

Demonstrates skills related to relationship management, engagement, socialization of ideas, consultation and negotiation.

Change management

Has a functional understanding of systems, as well as some understanding of quality frameworks and how they support client safety and quality care.

Financial literacy

Is able to read and understand financial statements, preferably for organizations of similar size, scope and complexity of the College.

Chairing boards and/or committees

Has served as Chair and/or Committee Chair on at least one other board of an organization of comparable size and complexity.

Business and commerce

Understands modern, general business with a high degree of technological sophistication.

III. Affinity Attributes (What informs your thinking, your perspective?)²

Attributes

- Patient safety and broader social needs and safety
- Gender diversity
- Urban-rural diversity
- Cultural/heritage diversity (including Francophone, Indigenous; seeking demonstrated commitment to equity and anti-racial bias)
- Geographic diversity across Ontario
- Age diversity
- Diverse patient population needs (e.g. geriatric, paediatric, mental health, care settings)

²None of the affinity attributes were developed or validated with descriptors.

IV. Character Attributes³ (Who are you?)

Communicator

Able to communicate clearly, concisely and accurately, orally and in writing.

Constructive

Able to build relationships, being constructive and helpful.

Emotionally mature

Able to understand and skillfully manage emotions, especially when faced with conflict and confrontation; be self-aware and professional.

Ethical

Able to meet the expectations set out in the Conduct by-law, with an unquestioned level of ethical integrity.

Fiduciary

Able to put others' interests first (servant leadership); has a passion for the public interest, commitment and drive.

Inclusive

Able to create a place for everyone's voice; understands the concept of equity; is aware of and respects diversity such as social and cultural differences; is empathetic.

Independent

Able to think independently, while knowing when and how to consult others.

Learner

Able to apply learning to the public interest; demonstrates a willingness to learn and develop.

Listener

Able to listen and question to achieve understanding; is an effective and active listener.

Proactive

Able to think proactively and to anticipate.

Strategic

Able to move beyond the details to envision the grander future; is a strategic thinker.

Adaptable

Able to adapt easily and quickly to changing evidence and environments; demonstrates cognitive flexibility.

Forthright

Able to present an unpopular or controversial position in the face of opposition or opposing views.

Professional judgement

Able to think critically.

Astute

Able to apply their knowledge in the context of Board-level decision-making and leadership.

Problem solver

Able to evaluate complex issues and to make effective decisions (find solutions).

Unifier

Able to encourage divergent thinking and dissent from others, and to build consensus; stands behind the collective decisions of the Board in unity.

Systems-level thinker

Able to conceptualize on a systems level and communicate this understanding to others.

³These character attributes were developed from Governance Solutions' meta-research, supplemented and customized with the Ontario Government Regulatory and Adjudicative Agencies' core competencies. These are available at: <https://www.ontario.ca/document/member-regulatory-and-adjudicative-agencies-core->

competencies. These competencies are not mandated for regulatory colleges, but they are a helpful and relevant source. In general, all Board and committee members should possess these core character attributes.

Page last reviewed October 16, 2018

College of Nurses of Ontario

101 Davenport Road Toronto, ON Canada M5R 3P1

Leading in regulatory excellence.
Regulating nursing in the public interest.

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COUNCIL ELECTIONS

Key Dates

June 1, 2021 at 7 a.m. EST

- Online voting begins

June 22, 2021 at 4 p.m. EST

- Polls close

Week of June 28, 2021

- Results announced

2021 Council Elections

Thank you to all those who submitted nominations for the 2021 District Elections. Nominations are now closed.

The following candidates put their names forward to serve on CPSO Council, with links to their nomination statements and an election to follow:

District 6: 1 position open

Counties: Frontenac, Haliburton, Hastings, Leeds and Grenville, Lennox and Addington, Northumberland, Peterborough, Prince Edward and Victoria

- [Andrew Hamilton](#)
- [Rupa Patel](#)
- [John Rapin](#)

District 7: 2 positions open

Counties: Dundas, Glengarry, Lanark, Prescott, Renfrew, Russell and Stormont

Regional Municipality: Ottawa-Carleton

- [Judith Plante](#)
- [Sarah Reid](#)
- [Stephen Whittaker](#)

The following candidates put their names forward to serve on CPSO Council and have been acclaimed in their Districts:

District 8: 1 position open

Territorial Districts: Algoma, Cochrane, Manitoulin, Nipissing, Parry Sound, Sudbury, Timiskaming

- [Lionel Marks de Chabris](#)

District 9: 1 position open

Territorial Districts: Kenora, Rainy River, Thunder Bay

- [Andrew Turner](#)

[View the district map](#)

Eligibility Requirements

In addition to your passion for making a positive difference in how the medical profession is regulated, we are looking for individuals who:

- Show a commitment to diversity, equity and inclusion to help shape the future of medical regulation;

- Demonstrate leadership skills and a solid understanding of the health care system; and
- Are committed to acting in the best interest of the public.

Please find the full list of eligibility requirements in Section 13 of our [General By-Laws](#).

Council Member Skills and Competencies

CPSO is seeking nominations from physicians who can bring a broad range of skills and perspectives to the Council's work. To ensure that the Council can successfully execute its strategic objectives, Council members are expected to have a number of skills, attributes and behavioural competencies which are outlined below.

Diversity Attributes

- Race/Ethnicity
- Indigenous
- Gender
- LGBTQ2S+
- Age
- Disability
- Practice Setting
- Practice Specialty

Technical Skills

- Financial Literacy
- Governance
- Knowledge of Anti-racism and Anti-oppression
- Legal and Fiduciary Knowledge
- Technological Proficiency
- French
- Health Systems Knowledge
- Human Resources
- Leadership
- Policy Development

Behavioural Competencies

- Continuous Learning
- Creativity
- Effective Communication
- Planning & Initiative
- Relationship Building
- Results Oriented
- Stakeholder Focused
- Strategic Thinking
- Teamwork

Additional Information

- Learn about [CPSO Council](#).
- Familiarize yourself with the CPSO's [Strategic Plan](#).
- Review the [Declaration of Adherence](#) and [Nominee Information Guide](#).

Questions? Contact us at CouncilElections@cpso.on.ca.



Meeting Date:	June 22, 2021
Issue:	Legislative Update – Governance Reform
Reported By:	Ann Zeng and Sean Cassman
Action:	Decision, Discussion

Issue

The Ministry of Health is requesting feedback from the 26 health profession regulators on possible governance reforms.

Public Interest Rationale

The Provincial Government has the ability to make regulatory changes whenever it feels these changes will improve the way health professions are regulated. The Ministry has given Colleges an opportunity to provide input on which changes are necessary. The College should take this opportunity to provide some recommendations to enhance our ability to protect the public interest and fulfill our mandate.

Background

a) Governance Reform

The Ministry of Health is exploring opportunities for governance reforms under the Regulated Health Professions Act, 1991 and the 26 health profession Acts that would increase the colleges' efficiency and ability to respond quickly to emerging needs. Given the ongoing pandemic and introduction of Bill 283, the Ministry acknowledges the colleges' interest in governance changes and discussion on governance reform.

The Ministry of Health is now seeking input from colleges on whether previous advice to the ministry on governance reform has changed in light of the time that has passed since, the COVID-19 pandemic, and the introduction of the new framework for oversight. They are requesting feedback by June 30, 2021. Attached is the letter from Sean Court, Assistant Deputy Minister of the Strategic Policy, Planning & French Language Services Division.

The College will provide the Executive Committee with a draft response for their approval.

b) Bill 283

On April 27, 2021, the government introduced Bill 283, the Advancing Oversight and Planning in Ontario' Health Systems Act. The bill will enact the Health and Supportive Care Providers Oversight Authority Act, 2021, which would create a new oversight authority that would oversee personal support workers, and in the future, possibly other professions as well.



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EXECUTIVE

The bill will also amend the Medicine Act, 1991, to regulate physician assistants. Physician assistants will be regulated by the College of Physicians and Surgeons of Ontario.

The bill will replace the Psychology Act, 1991, with the Psychology and Applied Behaviour Analysis Act, 2021. This will change the name of the College of Psychologists of Ontario to the College of Psychologists and Behaviour Analysts of Ontario, and regulate the profession of behaviour analysis under that college.

June 8, 2021

158-2021-46

Dear College Presidents and Registrars/ Executive Directors

Over the past several months, we have seen the ongoing diligent and tireless contributions of all our health system partners in response to the COVID-19 pandemic.

As we prepare for a potential burden reduction Bill this Fall, the ministry is exploring opportunities for governance reforms under the *Regulated Health Professions Act, 1991* and your respective 26 health profession Acts that would increase your efficiency and your ability to respond swiftly to emerging needs.

I am aware that many colleges have expressed interest in governance changes since 2017. Since that time, there have been developments, namely, the ongoing pandemic and the introduction of Bill 283, which have added to the discussion on governance reform.

As I have noted in previous conversations, I would like to seek your input on whether previous advice to the ministry on governance reform has changed in light of the progress of time and recent experience with the COVID-19 pandemic, as well as, the government's introduction of legislation establishing a new framework for oversight.

I am requesting your feedback on possible governance reforms by June 30th.

I look forward to our continued partnership as we explore opportunities to improve and strengthen the oversight system for health professions in Ontario.

Sincerely,



Sean Court
Assistant Deputy Minister

Encl.

c. Allison Henry, Director

UNAUDITED College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario
Statement of Operations

4th Quarter

		Actuals of Q4 2020-2021	Annual Budget 2020-2021	Actual to Budget %	Budget Remaining (balance of Year)
GL Code	Revenue				
4101000	Registration Fees	\$ 162,875.00	\$ 140,900.00	115.60%	\$ (21,975.00)
4102000	Renewal Fees	\$ 3,051,850.00	\$ 3,081,000.00	99.05%	\$ 29,150.00
4200000	Administration Fees	\$ 64,750.00	\$ 42,675.00	151.73%	\$ (22,075.00)
4300000	Pan Can Examination Fees	\$ 269,700.00	\$ 280,250.00	96.24%	\$ 10,550.00
4500000	Other Fees	\$ 38,000.00	\$ 24,000.00	158.33%	\$ (14,000.00)
4600000	Other Income	\$ 72,600.82	\$ 80,000.00	90.75%	\$ 7,399.18
	Total Income	\$ 3,659,775.82	\$ 3,648,825.00	100.30%	\$ (10,950.82)
GL Code	Expenses				
	Council & Committees	\$ 529,234.16	\$ 950,500.00	55.68%	\$ 421,265.84
6100000	Council	\$ 63,295.36	\$ 87,000.00	72.75%	\$ 23,704.64
6201000	Executive Committee	\$ 22,116.99	\$ 31,000.00	71.35%	\$ 8,883.01
6202000	Registration Committee and Panel	\$ 47,755.06	\$ 48,500.00	98.46%	\$ 744.94
6203000	ICRC Committee	\$ 155,467.91	\$ 192,250.00	80.87%	\$ 36,782.09
6204000	Quality Assurance Committee	\$ 79,137.85	\$ 128,000.00	61.83%	\$ 48,862.15
6205000	Patient Relations Committee	\$ 12,999.34	\$ 49,500.00	26.26%	\$ 36,500.66
6206000	Discipline Committee	\$ 148,461.65	\$ 403,250.00	36.82%	\$ 254,788.35
6207000	Fitness to Practice Committee	\$ -	\$ 5,000.00	0.00%	\$ 5,000.00
6208000	Examination Appeals Committee	\$ -	\$ 6,000.00	0.00%	\$ 6,000.00
6300000	Professional Services	\$ 77,727.75	\$ 102,000.00	76.20%	\$ 24,272.25
6301000	General Legal Fees	\$ 31,836.08	\$ 55,000.00	57.88%	\$ 23,163.92
6302000	Auditors and Accounting	\$ 29,713.75	\$ 26,000.00	114.28%	\$ (3,713.75)
6303000	Other Fees	\$ 16,177.92	\$ 21,000.00	77.04%	\$ 4,822.08
6400000	Special Programs/Projects	\$ 331,664.76	\$ 330,000.00	100.50%	\$ (1,664.76)
6401000	Pan-Canadian Examinations	\$ 306,275.16	\$ 180,000.00	170.15%	\$ (126,275.16)
6402000	Doctor Title	\$ -	\$ 82,000.00	0.00%	\$ 82,000.00
6403000	Strategic Planning	\$ -	\$ 11,000.00	0.00%	\$ 11,000.00
6404000	School Program Approval	\$ 25,389.60	\$ 57,000.00	44.54%	\$ 31,610.40
6500000	Salaries and Benefits	\$ 1,370,515.82	\$ 1,371,585.00	99.92%	\$ 1,069.18
6500000	Salaries and Benefits	\$ 1,370,515.82	\$ 1,371,585.00	99.92%	\$ 1,069.18
6600000	Information Technology	\$ 272,945.77	\$ 371,200.00	73.53%	\$ 98,254.23
6602000	Equipment Expenses	\$ 55,330.45	\$ 55,000.00	100.60%	\$ (330.45)
6603000	Software Development	\$ 110,112.14	\$ 191,000.00	57.65%	\$ 80,887.86
6604000	Maintenance and Support Contracts	\$ 56,137.58	\$ 68,000.00	82.56%	\$ 11,862.42
6605000	Online Services	\$ 43,427.35	\$ 49,200.00	88.27%	\$ 5,772.65
6606000	Network Security	\$ 7,938.25	\$ 8,000.00	99.23%	\$ 61.75
6700000	Operating Expenses	\$ 370,396.36	\$ 548,650.00	67.51%	\$ 178,253.64
6701000	General Operating Costs	\$ 218,027.74	\$ 258,650.00	84.29%	\$ 40,622.26
6702000	Payment Gateway	\$ 104,471.77	\$ 110,000.00	94.97%	\$ 5,528.23
6703000	Subscriptions and Conferences	\$ 29,926.79	\$ 90,000.00	33.25%	\$ 60,073.21
6704000	Communications and Publications	\$ 17,970.06	\$ 90,000.00	19.97%	\$ 72,029.94
45	Total Expenses	\$ 2,952,484.62	\$ 3,673,935.00	80.36%	
46	Net Income	\$ 707,291.20	\$ (25,110.00)		

The 2020-2021 fiscal year reports a substantial net income. Due to the pandemic, several projects were put on hold. Furthermore, working remotely for the entire fiscal year allowed the College considerable cost savings in Per Diem expenses (travel, meals ,etc.). These costs savings coupled with the revenue closing on target produced a significant net income.



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CTCMPAO Work Plan 2018 –2021

The purpose of this **Work Plan** is to set the targets of the College for the period of 2018 –2021. The work plan is a high-level document that outlines what is needed to accomplish each goal (collaboration, resources, target dates, anticipated obstacles and solutions).

***Please note due to the COVID-19 pandemic and Council being unconstituted, the College has had to shift its priorities and resources. The work plan timeline will have to be extended and certain projects are temporarily delayed or put on hold.**

Strategic Direction	Key Activities	Accountability/Anticipated Resources	Budget	Timelines	Current Status
Good Governance	a) Regulatory Modernization <ul style="list-style-type: none"> Participate in consultations, working groups Implement policies resulting from legislation changes 	<ul style="list-style-type: none"> Council Registrar Policy Analyst Legal Counsel 	<ul style="list-style-type: none"> \$5000 annually for legal counsel to review policies 	<ul style="list-style-type: none"> Current Ongoing 	<ul style="list-style-type: none"> The President, Registrar had attended a session hosted by HPRO that discussed Governance Frameworks for regulatory bodies in Ontario, Nationally and internationally.
	b) Governance Enhancement <ul style="list-style-type: none"> Evaluation Process Provide training and available resources Committee Terms of Reference Prepare governance manual 	<ul style="list-style-type: none"> Council Registrar Legal Counsel Presenters 	<ul style="list-style-type: none"> \$15,000 annually for presenters and training sessions 	<ul style="list-style-type: none"> Council Evaluation Process every quarter Training conducted annually December 2018 December 2018/March 2019 December 18, 2019 	<ul style="list-style-type: none"> Updated the Council Evaluation form for the Sept 2018 Council meeting. District 3 elections held in Sept-Oct 2018 Council training for new and current members scheduled for Dec 2018 By-Election to fill a vacant seat in District 1 being held Oct 2019. Districts 4 & 5 Elections held with 2 members in District 4 and one in District 5 being acclaimed to Council beginning Dec. 2019 Full day Council training on Dec 18, 2019, discussed College Roles and responsibilities, invited President of Dundee Consulting Group and legal counsel to present on good governance, conflict of interest. Governance manual being drafted Initiate governance review Reached out to consultants. Ms. Shenda Tanchak to be lead consultant, Ms. Deanna Williams to act as advisor. Elections for District 1 & 2 held on Oct 29 2020 with two members re-elected onto Council from District 1 and 1 member acclaimed to Council from District 2. Researched different possible consultants for governance review. Invited Andrew Parr, CEO of CONO to speak to EC on their recently completed governance review.

					<ul style="list-style-type: none"> • Invited Richard Steinecke to present on governance at Dec 9, 2020 Council orientation/training session. • On September 17, 2020 open meeting of the EC, the EC agreed to conduct the College governance review and directed staff to do more research on possible candidates for the governance review. • Received proposals from different consultants. • The EC decided to proceed with Governance Solutions Inc. for the College's governance review. • Governance Solutions Inc. held kick-off meeting with EC at Feb 18, 2021 EC meeting. • Submitted College governance documents to GSI for review. • Scheduled interviews between GSI and Council members and senior staff. • GSI has provided the College with the completed report. • Report will be reviewed with Council members at the June 22, 2021 open meeting of the EC. • Began research on competency requirements.
	c) Annual By-Law Review to ensure currency	<ul style="list-style-type: none"> • Council • Registrar • Policy Analyst • Legal Counsel 	<ul style="list-style-type: none"> • \$5000 annually for legal counsel to review and make by-law amendments 	<ul style="list-style-type: none"> • Conducted annually January 	<ul style="list-style-type: none"> • Revised By-Laws are in effect with the new fee schedule. • Revised By-Laws and fees schedule were sent out for circulation in 2018-2019. Back at Council for discussion and approval • Completed a full review of the By-Laws and in effect since April 1, 2018 • Worked with legal counsel to review by-laws in Jan 2020. Pending approval by Council. • More proposed changes based on governance report.

	d) Evaluation planning <ul style="list-style-type: none"> • Develop evaluation planning tools for all statutory programs and communications with stakeholders • Setup CRM to produce reports for analysis • Surveying membership • Prepare baseline data and evaluation reports 	<ul style="list-style-type: none"> • Registrar • Director of IT • Program Managers • IT consultant 	<ul style="list-style-type: none"> • \$15,000 to develop CRM reports 	<ul style="list-style-type: none"> • December 2018 - Evaluation Plan • March 2019 - CRM Reports • April 2019 - Membership surveys 	<ul style="list-style-type: none"> • Ministry is creating a working group to develop a framework on performance management. • Registrar is actively attending working groups to provide feedback. • CPMF has been launched and College is working on the report. • Registrar and College staff attended weekly meetings with HPRO working group and collaborated with other colleges on the CPMF project. • An initial draft of the CPMF report has been completed. • The EC approved the initial draft of the CPMF report in principle. • CPMF report was submitted to the Ministry. • Published report on College website.
Practitioner Competence	a) Develop Standards of Practice <ul style="list-style-type: none"> • Standards addressing prevention of sexual abuse (consent, communication, boundaries, etc.) • Standards for TCM modalities (acupuncture, tuina, cupping, etc) 	<ul style="list-style-type: none"> • Registrar • Policy Analyst • SMEs (practitioners) • Legal Counsel 	<ul style="list-style-type: none"> • \$5,000 annual for per diems • \$5,000 annually for legal counsel 	<ul style="list-style-type: none"> • January 2019 - Standards for Prevention of Sexual Abuse • Jan 2021 - Profession specific standards 	<ul style="list-style-type: none"> • Standards have been presented to QA and Patient Relations. Will be reviewed by legal counsel and sent out for consultation. • 4 standards of practice have been approved by Council. 2 standards require public consultation. • The Standard for Record-Keeping was sent out for public consultation • Standard for Preventing Sexual Abuse and Standard for Consent came into effect on April 1, 2020. • Public consultation for Standard for Record-Keeping complete. • Standard for Record Keeping approved to come into effect on January 1, 2021. • Public consultation for Standard for Fees and Billing is complete. • Standard for Fees and Billing approved to come into effect on April 1, 2021.
	Professional Development	<ul style="list-style-type: none"> • Registrar • Director of IT 	<ul style="list-style-type: none"> • \$40,000 annually for 	<ul style="list-style-type: none"> • Semi-Annual Webinars 	<ul style="list-style-type: none"> • A webinar on record keeping was offered on Oct 10th, 2018 to the

	<ul style="list-style-type: none"> Produce webinars and videos for Standards of Practice and mandatory courses. 	<ul style="list-style-type: none"> Managers Communications Coordinator Communications Firm 	video production/webinar costs		<p>membership. Over 800 members attended.</p> <ul style="list-style-type: none"> The webinar was recorded and will be posted on the College website. Produced first video and in progress of selecting third party company. Webinar on Standard for Preventing Sexual Abuse was held on April 1, 2020. Over 700 members attended. Webinar on the Standard for Advertising was held on July 17, 2020. Webinar on Standard for Infection Control held on Nov 27, 2020. Webinar on Standard for Record-Keeping was held on March 26, 2021. Webinar on Standard for Fees and Billing scheduled for June 25.
	<p>b) Enhance Entry to Practice Examination</p> <ul style="list-style-type: none"> New exam format to increase security and consistency More examination offerings Further develop the examination item bank. 	<ul style="list-style-type: none"> Registrar Manager of Registration Project Manager SMEs (practitioners) 	<ul style="list-style-type: none"> Cost recoverable through Candidate Fees \$120,000 annually 	<ul style="list-style-type: none"> October 2020 	<ul style="list-style-type: none"> Transition timelines have been approved to offer the current PCE for one more attempt. Will be moving to CBT in the Fall of 2020. Candidate handbook is being reviewed and updated Master list of Performance Indicators was shared with schools Practical assessment blueprint being developed April 6, 2020 Practical Assessment Blueprint Development session changed to remote meeting due to COVID-19. SME activity meeting dates for May-Nov will be held remotely due to COVID-19. Opening of Pan-Can exam applications scheduled for first week of May. Applications for Pan-Can exam closed on July 15, 2020. CARB-TCMPA Candidate Handbook was revised and updated on College website.

					<ul style="list-style-type: none"> • CARB-TCMPA has decided to deliver the October 2020 sitting using an online proctored format. • CARB will be offering two sittings of the Pan-Can exam next year. • Work to assume the development and administration of Pan-Can Exams has been transferred from the Consortium of TCM Regulators to CARB-TCMPA. • Applications for April 2021 Pan-Can exam closed on January 14, 2021. • The results of the Dec 2020 clinical case study retake exam were released on Feb 17, 2021.
	<p>c) Enhance QA Program</p> <ul style="list-style-type: none"> • Hire a consultant to revamp a new QA program • Develop an online QA tool for annual self-assessments 	<ul style="list-style-type: none"> • Registrar • Manager of Registration and QA • Director of IT • QA Coordinator • QA Consultant 	<ul style="list-style-type: none"> • \$180,000 for the first year • \$56,000 annually after year one 	<ul style="list-style-type: none"> • July 2020 • April 2021 	<ul style="list-style-type: none"> • Dr. David Cane presented to the QA committee on Career Span Competencies and explore a new model for professional development. A similar presentation was provided to the College Council on March 26. • Dr. David Cane presented to the QA committee in Aug 2019 and discussion is on-going. • Invited 3 colleges to present on their QA program. Staff has drafted and sent out RFP for Consulting Services for the Quality Assurance Program Enhancement Project. • Received two proposals in response to the RFP. In the process of scheduling an interview with both consultants. • Scheduled two interviews with consultants and QA Committee. • QA Committee has selected the consultant. • Finalized project service agreement with consultant. • Met with QA Committee for project update. • College staff met with consultant to discuss the first deliverable of

					<p>the project and stakeholder interviews.</p> <ul style="list-style-type: none"> • Stakeholder Interview Script and Guide was received and reviewed by the QA Committee. • The Summary Report for Quality Assurance (QA) in the Context of Regulated Health Professions: Policy Review, Best Practices, and Emerging Trends was received and reviewed by the QA Committee. • Draft of the Summary Report for CTCMPAO QA Program Review was received and is currently undergoing revision. • College staff and Mr. Gontcharov met to discuss a draft of the second deliverable of the project. • The Program Review Summary Report was received and reviewed by the QA Committee. • The stakeholder survey was sent to the membership. • A draft of the Summary Report for the Stakeholder Interviews was received. • College staff and Mr. Gontcharov met to discuss the survey results and draft Summary Report for the Stakeholder Interviews. • QA Committee reviewed updated Stakeholder Interviews Summary Report and member survey results. • College staff and consultant met to discuss the draft final report. • Consultant presented draft final report to QAC
Stakeholder Communications	<ul style="list-style-type: none"> • Outreach with stakeholders including, schools, associations, and other organizations 	<ul style="list-style-type: none"> • President • Vice President • Registrar • Manager of Registration • Communications Coordinator 	<ul style="list-style-type: none"> • \$5000 annually for travel costs and printing costs 	<ul style="list-style-type: none"> • Ongoing communications • Annual meetings • School visits 	<ul style="list-style-type: none"> • Qi Newsletter sent out May 31. • Held a meeting with TCM schools on August 21 to discuss the new Exam format and provide updates to current College activities. • Presented and provided remarks at Humber College TCM conference and OCTCM conference.

					<ul style="list-style-type: none"> • Held a meeting with TCM schools on August 30, 2019 re updates on CBE and current scoring. • Qi newsletter sent out Dec 13, 2019. • Qi newsletter sent out April 30, 2020. • Regular communications with associations, schools and other regulators. • Held virtual meeting with TCM schools on May 15, 2020 regarding interim changes to registration and application process for Pan-Can Exams due to COVID-19. • Virtual annual meeting with schools scheduled for August 26, 2020. • To plan a meeting with associations. • Sent support letter to the 8th International Conference of Western Studies on Chinese Medicine and 2020 Canadian Acupuncture and TCM Continuing Education Conference. • Sent initial email to associations for a meeting. • Qi Newsletter sent out on Oct 9, 2020. • Held virtual meeting with TCMO on Oct 26, 2020 to exchange updates. • Qi Newsletter sent out Dec 18, 2020. • Qi Newsletter sent out March 10, 2021. • Semi-annual meeting with schools washeld on May 26, 2021. • Staff presented to students on registration process and Pan-Can exams
	<ul style="list-style-type: none"> • Develop a communication plan 	<ul style="list-style-type: none"> • Registrar • Communications Firm 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • March 2019 	<ul style="list-style-type: none"> • Draft Communication Plan presented to Council on March 26, 2019 • Communication Plan was adopted by Council on March 26, 2019.

Public Confidence	<p>School Program Approval</p> <ul style="list-style-type: none"> RFP for a third Party to develop a process 	<ul style="list-style-type: none"> Registrar CARB-TCMPA Consultant 	<ul style="list-style-type: none"> \$50,000 first year \$20,000 annually after year one 	<ul style="list-style-type: none"> April 2019 – RFP December 2019 - RFP 	<ul style="list-style-type: none"> Exploring various options for a school program approval process. Met with a vendor to discuss program approval and accreditation options. Discussions are on-going and timelines will be adjusted to account for changes in leadership. Drafted RFP. CARB-TCMPA Board approved RFP to be sent out from CARB. RFP will be reviewed by legal counsel. Sent out finalized RFP. Submission deadline is April 6, 2020. RFP submission deadline extended to May 15, 2020. Proposals have been reviewed by directors of CARB. Interviews to be scheduled for consultants to present their proposals to CARB. TOR for an Education Accreditation Working Group have been finalized. A working group to be appointed. Consultant has been selected. TOR Accreditation Requirements Advisory Committee Traditional Chinese Medicine and Acupuncture Education Accreditation was drafted. Call for members for the TCM Education Accreditation Requirements Advisory Committee (ARAC). ARAC finalized. Kick off meeting was held on Oct 23, 2020. FICS provided a virtual presentation to all educators on the Education Accreditation Project on Nov 3, 2020. First draft of the national accreditation standards has been completed and is being reviewed by ARAC. Draft standards were sent out for national consultation in late January.
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					<ul style="list-style-type: none"> • CARB-TCMPA and FICS held virtual meeting with Ontario educators to discuss draft standards on Feb 2, 2021. • Deadline for the national consultation has been extended to March 26, 2021. • The RC reviewed the survey and provided comments to the draft Standards and the College response to survey.
	<p>TCM Education</p> <ul style="list-style-type: none"> • Further communication about differences between TCM and other acupuncture • Video platform/Resources • Communications plan 	<ul style="list-style-type: none"> • Registrar • Communications Coordinator • SMEs 	<ul style="list-style-type: none"> • \$40,000 for video production 	<ul style="list-style-type: none"> • March 2019– Communications Plan • Dec 2019 – Public communication • Dec 2019 – Video platform/resources 	<ul style="list-style-type: none"> • Communication plan presented at the Council meeting on Mar 2019 • Educational newsletters have been sent. • A new format for by-weekly Educational Bits effect September 20, 2019. • General educational conference has been scheduled for March 25, 2020. • Produced first video and in progress of selecting third party company. • the College received direction from the Executive Committee to move forward with the two recommended video production companies, Fifth Story and Maltese Media. • General Conference postponed due to COVID-19. • Received first draft of Introduction to Standards of Practice video from Maltese Media. • Completed Standards of Practice video • Two videos have been published: 1) Standards of Practice and 2) What is CTCMPAO? • Two videos are currently being produced with the help of a third-party video production company: 1) What is the Public Register? and 2) How to File a Complaint

					<ul style="list-style-type: none"> • Video production of “What is Traditional Chinese Medicine from a Public Safety Perspective” is currently postponed due to COVID-19. • Completed two videos on “What is the Public Register?” and “How to File a Complaint” • Began work with third-party video production company on video for “How to Become a Registered Traditional Chinese Medicine Practitioner and/or Acupuncturist in Ontario?”
	<p>Doctor Title</p> <ul style="list-style-type: none"> • Complete Phase 1 environmental scan • Phase 2 <ul style="list-style-type: none"> ◦ Develop competencies ◦ Class entry requirements ◦ Assessment processes 	<ul style="list-style-type: none"> • Doctor Title Working Group • Registrar • Manager of Registration & QA • Policy Analyst 	<ul style="list-style-type: none"> • \$100,000 annually 	<ul style="list-style-type: none"> • July 2019 – Phase 1 • Ongoing – Phase 2 	<ul style="list-style-type: none"> • Worked with practitioners and schools to finalize the survey. It was sent out to all stakeholders. Deadline to complete survey is June 14. • Focus groups with the public and members in July • Will be sending out a survey to the membership in August. Draft final report has been delivered by Malatest for review. • New terms of reference was approved. • In progress of drafting RFP for phase 2. • Call for interest for Dr. Title Group has been posted and College has received applications. • New members to be appointed to the working group when Council is constituted.



2021 Council Meeting Dates

*All dates are tentative and are subject to change.

2021 Council Meeting Dates	
March 25, 2021	June 22, 2021
*September 22, 2021	*December 8-9, 2021 <i>(Including orientation)</i>