College of Traditional Chinese Medicine
Practitioners and Acupuncturists of Ontario

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

Council Meeting

Thursday, December 3, 2026



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

COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

AGENDA

Council Meeting

Thursday, December 3, 2026

9:00 a.m. – 3:30 p.m.

via Teams Meeting

Item	Open/ In-Camera	Time	Speaker	Action	Book Page
1. Welcome and Call to Order **2.** Declarations of Conflicts of Interest **3.** Briefing on Meeting Procedure	Open Session	9:00 a.m. (5 mins)	D. Worrad *Chair*	Information	
4. Adoption of the Agenda	Open Session	9:05 a.m. (5 mins)	D. Worrad *Chair*	Motion	
5. Consent Agenda a. Draft Minutes of September 16, 2026 Council Meeting 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. Dr. Title Working Group Report j. Acupuncture Working Group Report k. Nomination Committee 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 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 agenda. This means that there is no discussion on the items, that are listed in the consent agenda. 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.	Open Session	9:10 a.m. (5 mins)	D. Worrad *Chair*	Motion	

Item	Open/ In-Camera	Time	Speaker	Action	Book Page
6. President's Remarks	Open Session	9:15 a.m. (10 mins)	J. Pritchard-Sobhani *President*	Information	
7. Registrar's Report	Open Session	9:25 a.m. (10 mins)	S. Cassman *Registrar & CEO*	Information	
8. 2026 Council Election Update	Open Session	9:35 a.m. (10 mins)	S. Cassman *Registrar & CEO*	Information	
BREAK		9:45 a.m. (10 mins)			
9. Election Process Overview	Open Session	9:55 a.m. (10 mins)	D. Worrad *Chair*	Motion	
10. Election: President	Open Session	10:05 a.m. (20 mins)	D. Worrad *Chair*	Motion	
11. Election: Vice-President	Open Session	10:25 a.m. (20 mins)	D. Worrad *Chair*	Motion	
12. Election: Executive Committee Members	Open Session	10:45 a.m. (30 mins)	D. Worrad *Chair*	Motion	
LUNCH		11:15 a.m. (90 mins)			
13. Executive Committee Meets to Discuss Committee Appointments	Closed Meeting	11:15 a.m. (30 mins)	Executive Committee	Executive Committee Meeting	
14. Committee Appointments	Open Session	12:45 p.m. (10 mins)	President	Motion	
15. Finance - 2nd Quarter Statement of Operations	Open Session	12:55 p.m. (15 mins)	F. Ortale *Director IT, Finance & Corporate Services*	Information	
16. Update on CRM and Website Project	Open Session	1:10 p.m. (15 mins)	S. Cassman *Registrar & CEO* F. Ortale *Director IT, Finance & Corporate Services*	Information	
17. Standards of Practice Consultation a. **Infection Control** b. **Fees and Billing**	Open Session	1:25 p.m. (15 mins)	M. Kennedy	Motion	

Item	Open/ In-Camera	Time	Speaker	Action	Book Page
			Manager, Quality Practice		
18. QA Program Update	Open Session	1:40 p.m. (30 mins)	M. Kennedy *Manager, Quality Practice*	Motion	
BREAK		2:10 p.m. (10 mins)			
19. Government Relations a. GR Firm Request for Proposal	Open Session	2:20 p.m. (45 mins)	S. Cassman *Registrar & CEO*	Motion	
20. Risk Management Report	Open Session	3:05 p.m. (5 mins)	S. Cassman *Registrar & CEO*	Information	
21. 2027 Council Meetings a. Dates b. External Chair	Open Session	3:10 p.m. (10 mins)	S. Cassman *Registrar & CEO*	Information	
22. Other Business	Open Session	3:20 p.m. (5 mins)	S. Cassman *Registrar & CEO*	Information	
23. Survey Link	Open Session	3:25 p.m. (5 mins)	D. Worrad *Chair*	Information	
24. Adjournment	Open Session	3:30 p.m.	D. Worrad *Chair*	Motion	

FOR INFORMATION

a) Conflict of Interest Disclosures
b) Grey Areas (Council Resources)

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

COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

CONSENT AGENDA

Council Meeting

Thursday, December 3, 2026

9:00 a.m. – 4:30 p.m.

Virtual - Teams Meeting

Item	Open/ In-Camera	Time	Speaker	Action	Page No.
1. Consent Agenda a) Minutes of Sept. 16, 2026 Council Meeting 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) Dr. Title Working Group Report j) Acupuncture Working Group k) Nominations Committee *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 agenda. This means that there is no discussion on the items, that are listed in the consent agenda. For item "i", only substantive decisions that the Executive Committee made on behalf of Council were included and ergo need to be ratified.* ***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.*	Open Session	9:20 a.m. (5 mins)	D. Worrad *Chair*	Motion	Page 2 Page 14 Page 15 Page 18 Page 20 Page 22 Page 23 Page 25 Page 26 Page 27 Page 28

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

COLLEGE OF TRADITIONAL CHINESE MEDICINE PRACTITIONERS AND ACUPUNCTURISTS OF ONTARIO

MEETING OF COUNCIL

MINUTES

September 16, 2026 from 9:03 a.m. to 2:56 p.m.
Via Teams

IN ATTENDANCE

External Chair
Deborah Worrad

Council

Joanne Pritchard-Sobhani	President/ Professional Member
Jin Qi (Jackie) Zeng	Vice-President / Professional Member
Ming Cha	Professional Member
Iftikhar Choudry	Public Member
Julia Chuang	Professional Member
Judy Cohen	Public Member (morning session only)
Maria Damiano	Public Member
Terry Hui	Professional Member
Fanny Ip	Professional Member
Christine Lang	Professional Member (as of 10:24 a.m.)
Heidi Machel	Public Member (out during in camera session)
Deborah Sinnatamby	Public Member
Yanzhi Xu	Professional Member (out as of 11:38 a.m.)

Regrets

Kimberley Bishop	Public Member

Staff

Sean Cassman	Registrar and CEO
Francesco Ortale	Director, IT, Finance and Corporate Services
Ryan Chu	Deputy Registrar and Director of Professional Conduct
Mohan Cappuccino	Manager of Registration and Examinations
Mary Kennedy	Manager of Quality Practice
Jennifer Nghiem	Policy Analyst
Laurie Krol	Executive Assistant
Temi Adewumi	Recorder

Guest
Fiona Zou Hilborn LLC (9:35 a.m. to 9:49 a.m.)

Observers
Vivian Pang (MOH)
Nathalie Xian Yan

Initial discussion was held on amending the agenda to accommodate members' schedules during the meeting. It was agreed to proceed with the agenda as presented, and to determine if quorum existed at the time each item was discussed.

1. WELCOME AND CALL TO ORDER

After calling the meeting to order at 9:03 a.m., Ms. Worrad welcomed participants to the September 16, 2026 Council meeting of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario.

Council members were referred to the excerpt of *Schedule 2 of the Health Professions Procedural Code*, *Schedule 1 to 3 of the By-Laws* and the *Decision-Making Tool*.

a. DECLARATIONS OF CONFLICT OF INTEREST AND REMINDER OF CONFIDENTIALITY

Ms. Worrad asked if any Council members had any conflicts of interest with regard to the matters being considered at the day's meeting. There were no conflicts declared.

b. BRIEFING ON MEETING PROCEDURE

Ms. Worrad outlined the meeting procedure for Council members.

2. ADOPTION OF THE AGENDA

The agenda of the September 16, 2026 meeting of Council was adopted as presented.

> **MOTION:** F. Ip - J. Cohen
> *THAT the Agenda of the September 16, 2026, Meeting of the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario be adopted as presented.*
>
> CARRIED

3. CONSENT AGENDA

a) Draft Minutes of June 10, 2026 Council Meeting
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) Dr. Title Working Group Report
j) Acupuncture Working Group Report
k) Nominations Committee Report

Ms. Worrad explained the procedure for approving the consent agenda.

> **MOTION:** H. Machel - Y. Xu
> *THAT the Consent Agenda of the September 16, 2026 Meeting of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario, be approved as presented.*
>
> CARRIED

4. PRESIDENT'S REMARKS

The President welcomed all Council members, staff, observers and guests to the meeting.

Appreciation was extended to Ms. Zeng and Ms. Lang, whose terms on Council have concluded. Their work on Council as well as various committees was commended.

- An overview was provided of the College's activities which included approval of the audited financial report, work on the website and the annual report. The Quality Assurance Committee is presenting revisions to the Standards and the Registration Committee is presenting changes to the Language Fluency Policy.

- Activities from CARB include hiring of an interim Executive Director, and work on the competency profile project with updates to the competencies. The October Pan-Canadian exam will proceed as usual.

- CARB is also seeking new subject matter experts for item writing and standard setting in each province. Council members were encouraged to volunteer or recommend volunteers.

- The Executive Committee has also reviewed the new Council competencies. A draft is expected for review.

- Mr. Cassman was thanked for his work as President of CARB, and Mr. Ortale and staff for their work on the finances.

- The Ontario Fairness Commissioner has confirmed that the College is compliant with OFC requirements and is classified as low risk. This means that the College's registration practices are reasonable and fair.

Appreciation was expressed to all Council members, staff and volunteers for their commitment in advancing the College's strategic initiatives, increasing public confidence, and responding to legislative changes.

5. REGISTRAR's REPORT

Mr. Cassman acknowledged Ms. Zeng and Ms. Lang.

Updates were provided on from the five-year strategic plan, covering the CPMF, school program approval, Doctor Title, QA and the OFC.

Mr. Cassman also outlined various interactions with stakeholders which include visits from delegations, as well as invitations from other regulators, associations and school events.

Of note:
- The College was included in the Domestic Violence Death Review Committee's report from the Office of the Chief Coroner. This report provided recommendations on how to educate members to identify and address intimate partner violence, with a focus on access to firearms. Members have been invited to an attend a webinar on September 26, 2026.

- Work will continue on the competency profile at CARB. Significant changes to the exams are expected, mostly to improve the psychometric defensibility of the exams.

- Governance modernization: A new Queen's Park Day will be incorporated into strategic planning for government relations.

6. PRESENTATION OF THE 2024-25 FISCAL YEAR AUDITED FINANCIAL REPORT

Ms. Fiona Zou, Hilborn LLC, joined the meeting at 9:35 a.m.

Ms. Zou presented the 2024/2025 fiscal year end audited report and highlighted key changes since the report was provided to the Executive Committee at its August meeting.

An overview was provided of the Statement of Financial Position, as well as the Statement of Operations.

Highlights include:

- An increase in cash generated from the current year's operations, with a decrease in accounts receivable compared to the prior year. This is due to the increased provision for long outstanding uncollected cost awards.

- An overview was provided of the decrease in capital assets, accounts payable and accrual liability in comparison to the previous years.

- An explanation was provided of funds payable to the Ministry of Health. This is also included in Note 4.

- Other highlights include an increase in membership dues, due to membership growth, as well as an overall decrease in expenses.

Ms. Zou left the meeting at 9:49 a.m.

7. APPROVAL OF AUDITED 2025-26 FISCAL YEAR FINANCIAL PACKAGE

a) Approval of Audit Report

Council approved the Audit report.

> **MOTION:** T. Hui - I. Choudry
> *THAT the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario approve the Audited Financial Report presented to Council by Hilborn LLP.*
>
> CARRIED

b) Appointment of Auditors 2026-2027

Hilborn LLP was appointed as auditors for 2026-2027.

> **MOTION:** F. Ip - T. Hui
> *THAT the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario approve the appointment of Hilborn LLP to be the Auditors for the College for the 2026-2027 Fiscal Year.*
>
> CARRIED

8. FINANCE – 1ST QUARTER STATEMENT OF OPERATIONS FOR FISCAL YEAR 2026-27

Mr. Ortale presented the College's first quarter financial statement for the 2026/2027 fiscal year. This covers revenue collected and expenses incurred until June 30, 2026.

Cash: The College's cash position, as of June 30, 2026, is slightly above $10 million.

Revenue

- The College has collected $4.4 million, which represents 88.26% of the projected revenue.

- Renewal is on target at 99.7%, with 3,200 members renewing, and 233 inactive.

- New registration is at approximately 71% of the projection, representing approximately 110 candidates across individual, corporation, student registration. This has contributed to an increase in administration fees at 62% for various applications.

- The Pan-Canadian exam for R.Ac and R.TCMP is at 200 candidates (146 R. Ac + 54 R.TCMP), and is at 49.92% of the projection, including application fees.

- The Safety program and Jurisprudence courses are at 32%, representing an average of 90 people per program (95 Safety test candidates, 86 Jurisprudence test candidates).

- Other income is on target at 34.56% and comprises $61,000 in banking interest, with $19,000 received from cost orders.

Expenses

- Overall, expenses are at 21.09%. All other components are below budget or on target. However, not all invoices for services rendered in this quarter have been received, especially for IT.

- Council and Committees*:* Overall, this item is at 16.13%, and below the projection. Most components are under budget. The Discipline Committee is at 26.51%, and could be considered on target with a slight variance.

- Other committees are below target, with their common expenses for per diems or transcription. This is low in terms of allocation. There have been no changes to meetings, but there have been significant savings in legal expenses at meetings.

- Professional services: This item is at 22.39%, while legal fees are at 26.47%, mainly

due to incidences of unauthorized practice. Government relations is at 27.3%, due to an increase in the firm's fees.

- Special programs and projects are below budget at 26.15%. The Pan Canadian exam is at 44.72%, consistent with revenue collected, minus the application fee.

  All other components are below budget, or no expense had been recorded at the time of the statement. The Doctor Title initiative and Acupuncture Working Group's expenses were not recorded at the time of the statement.

- Administrative expenses are on target at 23%.

- IT costs are below budget at 16%. However, not all invoices for services in April and June have been received.

- Operating is below budget at 21.15%. General operating costs are on target at 24.44%.

- Subscriptions are at 63.84% .The expenses pertain to CARB renewal, and are paid in the first quarter.

- Mr. Ortale provided further elaboration on the government funds received in 2025, showing Q1 from 2025. Explanation was provided that $14,000 of the $20,000 fund were spent in 2025. The College has been in contact with the Ministry to return the funds. Until then, the funds will remain in accounts payable.

9. APPROVAL OF ANNUAL REPORT FOR FISCAL YEAR 2025-26

Mr. Cassman presented the Annual report, noting that the document is still to be finalized, pending feedback from Council and staff.

Council members approved the report as presented.

> **MOTION:** F. Ip - T. Hui
> *THAT the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario approve the Annual Report for the Fiscal Year 2025-26 as presented.*
>
> CARRIED

Ms. Lang joined the meeting at 10:24 a.m.

10. APPROVAL OF LANGUAGE FLUENCY POLICY

Mr. Cappuccino provided an outline of changes to the Language Fluency policy, as recommended by the Registration Committee.

Reasonable fluency is a registration requirement, set out in regulation. It can be waived if an applicant agrees to conditions via a written language plan.

Discussion ensued on the ranking of language tasks, use of the language toggle and the need for the written language plan to protect the public and candidates.

> **MOTION:** J. Cohen - M. Damiano
> *THAT the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario approve the Language Fluency Policy as presented.*
>
> CARRIED

11. ELECTION UPDATE

Mr. Cassman provided an update on the Council elections.

To fill the two available seats, two nominations were received in District 1, from Ms. Pritchard-Sobhani and Mr. Hanbo Hu. Mr. Hu's experience is that of item writing and has also acted as a supervisor for members.

One nomination was received for District 2, from Ms. Melody Hon, a former non-Council member, filling the one seat available.

There were no nominees for the vacant seat in District 3. 17 members attended the pre-orientation sessions. As District 3 was holding a by-election for a one-year term, it was suggested that members would prefer a full term.

All nominees were confirmed by the Nominations Committee and will be acclaimed to their terms in October. There will not be any elections due to the acclamation.

12. STANDARDS REVIEW – MINOR REVISIONS

In preparation for the learning hub project, Ms. Kennedy provided an overview of the Standards with minor revisions.

The Standards are: Advertising, Communication, Consent, Diagnosis, Treatment, Legislation standards, Ethics, and Maintaining Professional Boundaries.

Revisions include reformatting to ensure consistency, including professional misconduct provisions and updating links.

Once approved, the QAC will re-introduce the Standards to the profession.

Council members commended the new format, noting the consistency and professionalism. A suggestion was made that the formatted changes could be sent out for consultation.

Staff were directed to explore the best means to roll out the changes to the membership and report back to Council.

> **MOTION:** M. Damiano - H. Machel
> *THAT the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario approve the minor revision of the Standards Review as presented.*
>
> CARRIED

13. STANDARDS REVIEW – REVISIONS REQUIRING CONSULTATION

Ms. Kennedy presented the revisions to Standards that are targeted for consultation. The recommendations were derived from issues the QAC had observed when reviewing peer and practice reviews, and for which members may need more direction.

i) Standard for Fees and Billing: receipt requirements

QAC members recommended removal of the requirement to keep the patient's address on the receipt, due to concerns about lack of privacy in case of loss.

Most regulators do not require an address on receipts. Members may still choose to include the address if it is required by insurance companies.

While there was overall agreement for this revision, Council members noted the benefits of addresses, such as identifying patients with similar last and first names, and to comply with insurance companies' requirements.

It was also noted that a patient number could also serve as an identifier, or that receipts could be emailed to patients, depending on billing methods.

ii) Standard for Infection Control: biohazard waste, principle 3

The QAC is recommending that the definition of biohazard be changed to give the member the ability to determine if their waste requires a biohazard container. Members should also have a system in place that meets that IPAAC, Public Health or World Health

Organization requirements.

Research has been conducted with other regulators, and a review of assessments and advice from subject matter experts shows that most practices do not need the container for acupuncture or herbal treatments. The containers are only necessary with treatments such as wet cupping or bloodletting.

While Council members agreed with the recommendation, the QAC was advised to identify the types of treatments that require a container. It was also clarified that practitioners are still required to maintain a sharps container.

iii) Standard for Record-keeping: Translation timelines for patient records

The QAC is recommending that the definition of “timely manner” be changed to not less than 24 hours in order to maintain consistent records.

Reasons for this change include that members undergoing a peer and practice assessment usually ensure their records meet the requirements in time for the assessment. The records are needed in case of referral, emergencies, or another practitioner taking over care.

It was also noted that records are kept in written or computer based format. Members with written language plans would require a system to ensure translation takes place.

The other item in the recommendation refers to Google Translate or other software being used for translations, with checks put in place. Members would also be provided with education to ensure they have the capacity to put those processes in place.

Discussion ensued on the controversial nature of this requirement. Council members raised concerns about the difficulties of meeting this requirement in 24 hours, and the lack of ICRC referral due to lack of records. Concern was also expressed about discrimination and opening members up to referrals for professional misconduct.

Council was reminded that medical records are a required legal document, which are maintained, not just in case they are requested, but also to protect the member.

While 24 hours is in dispute, there should be a set timeline to remove non-specific language.

Instead of consultation, Council directed that a survey be sent to members to determine a timeframe for translations of records into English or French. The survey results will be reviewed by the QAC to further discuss the requirement.

> **MOTION:** J. Pritchard-Sobhani - F. Ip
> *THAT the Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario approve the revisions for Standards for Fees and*

Billing and Infection Control for consultation as presented.

CARRIED

14. SAFETY AND JURISPRUDENCE HANDBOOK REVIEW PROCESS

Ms. Kennedy presented the QAC's project plan to update the handbooks.

The QAC met in August to review the manuals and present any suggested changes. The manuals have also been reviewed by Public Health and assessors.

Before commencing with this project, the Committee would also like to ensure that anchor documents such as the Standards or guidelines are up to date in order to align with the handbooks.

The Committee in November will review recommendations or obtain suggestions from provincial bodies. The report will then be presented to Council at its December meeting. A legal review will also be obtained.

The goal is to ensure that the changes align with the Standards, and to ensure that updates in practice and subject matter expertise are included.

Council members commended the project plan, noting the need for updated manuals.

15. IN-CAMERA SESSION

The discussion held within the in-camera session is recorded separately.

16. RISK MANAGEMENT REPORT

Mr. Cassman reported that there have not been any substantive changes to the College's risk assessment in this quarter.

17. OTHER BUSINESS

There was no other business.

18. JUNE 10, 2026 MEETING EVALUATION REVIEW

Four responses were received, and Council members were encouraged to complete the survey in order to improve meeting processes.

19. NEXT MEETING DATES & MEETING EFFECTIVENESS SURVEY LINK

The next Council meeting will be held on December 2, 2026 (orientation and training) and December 3, 2026.

Further information will be provided about a possible in-person December Council meeting at the College office.

20. ADJOURNMENT

The meeting was adjourned at 2:56 p.m.

MOTION: I. Choudry - T. Hui
THAT the meeting of Council of the College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario of September 16, 2026, be adjourned until the next meeting or at the call of the President.

CARRIED

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

FOR: Information

SUBJECT: Executive Committee Report

Executive Committee Members

Joanne Pritchard-Sobhani	Professional Member/President
Jin Qi (Jackie) Zeng	Professional Member/Vice-President
Kimberley Bishop	Public Member
Deborah Sinnatamby	Public Member
Ming Cha	Professional Member

Since the last quarterly report, the Executive Committee met on November 4, 2026.

FOR INFORMATION

1) **Finance Update Q2**
The Financial Statement for the 2nd quarter was presented to the Executive Committee by the College. The Committee had the opportunity to ask questions regarding several aspects of the report.

2) **Government Relations**
Staff provided an update on the government relations strategy for the upcoming calendar year to support the College's regulatory initiatives.

3) **Registrar's Update**
The Registrar provided the EC with an update on the CNAR conference some staff attended in October. The Registrar also alerted the EC to how the OSAP pauses may impact the College.

4) **Performance Review**
The EC conducted the Registrar's annual performance review.

This report is current as of November 18, 2026, in anticipation of the Council meeting scheduled for December 3, 2026.

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

FOR: Information

SUBJECT: Registration Committee Report

Registration Committee Members

Terry Hui (Chair)	Professional Member
Heidi Machel	Public Member
Judy Cohen	Public Member
Kimberley Bishop	Public Member
Akari Yokokawa (Non-Council)	Professional Member
Brendan Cheung (Non-Council)	Professional Member
Fanny Ip	Professional Member
Joanne Pritchard-Sobhani	Professional Member
Ming C. Cha	Professional Member
Yanzhi Xu	Professional Member

Since the last quarterly report, the Registration Committee met on the following dates:

- October 15 – Panel 1 meeting

The meeting was held via Microsoft Teams.

FOR INFORMATION

1. PAN-CANADIAN EXAMINATIONS

Fall 2026 Pan Canadian Examinations

The Fall examinations were held on the following dates:

- Traditional Chinese Medicine Practitioners examination - October 26 and 27, 2026
- Acupuncturists examination - October 29 and 30, 2026

The College received a total of 344 applications for the Fall 2026 administration. Of these, 289 candidates from Ontario participated in the examinations, including 215 candidates for the Acupuncturists examination and 74 candidates for Practitioners examination.

Spring 2027 Pan Canadian Examination

- The Spring examinations are scheduled for the following dates:
  - TCM Practitioners examination – April 26 and April 27, 2027
  - Acupuncturists examination – April 29 and 30, 2027

- The application period for the Spring 2027 Pan-Canadian Examinations will open on December 1, 2026, and close on January 15, 2027. Updated information will be available on the College's website prior to the application period opening.

2. QUARTERLY REGISTRATION STATISTICS FOR MOH

The Q2 report required by the Ministry of Health, which includes data about application processing times, is being prepared for submission in December. The College's processing times consistently fall well within the timeframes required in the regulations.

3. POLICY UPDATES

Revisions to the College's Language Fluency policy were approved by Council on September 16, 2026, and will come into effect on December 1, 2026. The College's website has been updated to include a transitional version of the policy outlining both the current and revised requirements. Ontario educators were also advised of the upcoming changes to the policy.

4. REGISTRATION COMMITTEE PANEL UPDATES (From September 1, 2026, to November 16, 2026)

	Decisions made by the Registration Committee				
	Approved	**Approved with TCLs**	**Request for More Info**	**Rejected**	**Total**
Refresher Course Proposal	-	-	-	-	0
General Class application	-	2	-	-	2
Student Class application	-	-	-	-	0
Transfer from Inactive Class	-	-	-	-	0
Title variation	-	-	-	-	0
Totals	-	2	-	-	2

The Registration Committee Panel reviewed 2 cases at its October 15, 2026 meeting.

5. MEMBERSHIP STATISTICS

Registration by District

	District 1	**District 2**	**District 3**	**District 4**	**District 5**	**Practicing outside ON/Unknown**	**Total**
General	241	205	1866	624	95	98	3129
Inactive	17	6	117	20	6	70	236
Student	3	1	5	2	2	0	13
Total Members	261	212	1988	646	103	168	3378

Registration Updates

	26-Feb-25	04-Jun-25	19-Nov-25	2-Mar-26	21-May-26	1-Sep-26	16-Nov-26
General R. Ac	1472	1456	1549	1577	1546	1598	1643
General R. TCMP	1443	1410	1456	1477	1447	1465	1487
Student R. Ac	2	2	6	5	8	9	11
Student R. TCMP	2	3	2	3	5	3	2
Inactive R. Ac	88	95	96	95	114	114	115
Inactive R. TCMP	88	100	102	101	121	121	120
Current Members	**3095**	**3066**	**3211**	**3258**	**3241**	**3310**	**3378**
Resigned	715	800	809	826	914	918	922
Revoked	85	85	85	85	85	85	86
Suspended	212	243	239	238	279	276	274

Changes since previous report

	27-Feb-25 to 04-Jun-25	5-Jun-25 to 19-Nov-25	20-Nov-25 to 2-Mar-26	3-Mar-26 to 21-May-26	22-May-26 to 1-Sep-26	2-Sep-26 to 16-Nov-26
Current members	-29	145	47	-17	69	68
Resignations	85	9	17	88	4	4
Revocation	0	0	0	0	0	1
Suspensions	31	-4	-1	41	-3	-2

Members practising with terms, conditions and limitations: 251

Jurisprudence Course Tests (From September 2, 2026 to November 16, 2026)

Passed	Failed	Total
66	2	68

Safety Program Tests (From September 2, 2026 to November 16, 2026)

Passed	Failed	Total
62	4	66

This report is current to November 16, 2026, unless otherwise noted, in anticipation of the Council meeting scheduled for December 3, 2026.

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

FOR: Information

SUBJECT: Inquiries, Complaints and Reports Committee Report

Inquiries, Complaints and Reports Committee Members

Jin Qi (Jackie) Zeng	Professional Member, Chair
Julia Chuang	Professional Member
Fanny Ip	Professional Member
Christine Lang	Professional Member
Yanzhi Xu	Professional Member
Meiying Chen	Non-Council Professional Member
Matthew Colavecchia	Non-Council Professional Member
Noel Wright	Non-Council Professional Member
Xianmin Yu	Non-Council Professional Member
Kimberley Bishop	Public Member
Iftikhar Choudry	Public Member
Judy Cohen	Public Member
Deborah Sinnatamby	Public Member

The Inquiries, Complaints and Reports Committee (the "ICRC") is divided into three 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 has met four times on September 3, 14, 28, October 23, and November 17, 2026.

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	
5	1	Advertising	2		Advertising
	1	Billing and Fees		1	Billing and Fees
		Communication			Communication
	4	Competence / Patient Care		1	Competence / Patient Care
		Fraud			Fraud
	3	Professional Conduct & Behaviour		1	Professional Conduct & Behaviour
	1	Record Keeping		1	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		
3	2	Take no action	8	2	Take no action
		Advice		4	Advice
		Written Caution			Written Caution
		Oral Caution		1	Oral Caution
		SCERP		1	SCERP
	1	Refer to Discipline		1	Refer to Discipline
		Undertaking/Withdraw			Undertaking/Withdraw

Complaint cases before the Health Professions Appeal and Review Board

New Cases	Pending Cases
2	2

Pending Cases

Complaints	Registrar Report Investigations	Incapacity Inquiries	Total # Cases
14	17		31

This report is current as of November 18, 2026, in anticipation of the Council meeting scheduled for December 3, 2026.

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

FOR: Information

SUBJECT: Quality Assurance Committee Report

Quality Assurance Committee Members

Christine Lang (Chair)	Professional Member
Ming C. Cha	Professional Member
Jin Qi Zeng	Professional Member
Terry Hui	Professional Member
Kimberley Bishop	Public Member
Iftikhar Choudry	Public Member
Judy Cohen	Public Member
Heidi Machel	Public Member
Ariel Kim-Schofield	Non-Council Professional Member
Meiying Chen	Non-Council Professional Member
Evelyn Cho	Non-Council Professional Member

The Quality Assurance Committee (QAC) met on October 8, 2026. The next meeting is scheduled for November 19, 2026.

FOR INFORMATION

1. Quality Practice Programs

Peer and Practice Assessment (PPA) Update

Completion of the previous PPA program: All random selected PPAs under the previous program have been completed, including those for members who had deferrals or were returning to compliance. QAC will meet in December to review the final assessments.

Pilot of the new PPA: The Quality Practice team has developed draft tools for the pilot of the new tiered PPA, which focuses on record keeping for 2026–2027. Subject matter experts will meet on Thursday, November 19, 2026, to validate the tools.

Members selected: 300 members have been randomly selected to undergo the assessment. Webinars to explain the process and expectations will begin in December 2026, and drop-in webinars for members being assessed will be offered in January 2027. Members complete the first tier of the assessment by March 31, 2027.

All members: The wider membership will also complete the Record Keeping Self-Assessment Tool. This will help the College confirm that members as a whole are meeting the Standard for Record Keeping. Webinars will be offered to support members in completing it.

Welcome to the Profession: New Member Orientation

The Quality Practice team has drafted the slide deck for Welcome to the Profession, a new orientation for members. Live sessions are planned for Quarter 2. The sessions aim to:

- bring together, in one place, what members need to know in their first year, from titles and scope of practice to records, renewal, practice hours, Quality Assurance and reporting obligations;
- explain self-regulation and what is expected of each member, so that gaps are addressed early;
- start a positive relationship with the College, as a source of support and guidance; and
- support public protection, as members who understand their obligations from the start are better placed to practise safely and ethically.

The sessions will be offered to members in their first year of registration, and to all new members going forward. The orientation will also become part of the Learning Hub for self-directed learning.

Learning Hub

The Quality Practice team has been actively working on the Learning Hub: preparing learning materials and working with consultants on the draft site outline and design. The Learning Hub will bring together the College's practice documents and learning resources for members, applicants and the public.

Consultation

Consultation is open on updates to the Standards of Practice, draft policies and related documents. The consultation closes on November 20, 2026.

Review of Practice Documents

October 8, 2026: The QAC met to review the Jurisprudence Course Handbook and the Safety Program Handbook in preparation for circulation, and to review Standards and guidelines.

November 19, 2026: The QAC will meet to review the feedback received on the Jurisprudence Course Handbook and the Safety Program Handbook; finalize the draft Record Keeping Guideline and Templates, to recommend to Council for member consultation through the PPA program; review the first drafts of the Advertising Guideline and the Infection Prevention and Control (IPAC) Guideline; and review QA policy revisions to support the PPA pilot.

This report is current to November 17, 2026, in anticipation of the Council meeting scheduled for December 3, 2026

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

FOR: Information

SUBJECT: Patient Relations Committee Report

Patient Relations Committee Members

Kimberley Bishop	Chair, Public Member
Ming Cha	Professional Member
Iftikhar Choudry	Public Member
Deborah Sinnatamby	Public Member
Heidi Machel	Public Member
Nisha Thadani	Non-Council Professional Member
Akari Yokokawa	Non-Council Professional Member

This report updates Council on the activities of the Patient Relations Committee (PRC) since the last quarterly report.

FOR INFORMATION

The PRC has not met since the last quarterly report. As previously reported, the PRC decided to meet on an as-needed basis. For example, the Committee will meet when an application for funding for therapy and counselling is submitted and requires its review. No applications for funding have been received since the last reported.

This report is current as of November 17th, 2026, in anticipation of the Council meeting scheduled for December 3rd, 2026.

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

FOR: Information

SUBJECT: Discipline Committee Report

Discipline Committee Members

Judy Cohen	Public Member, Chair
Ming Cha	Professional Member
Julia Chuang	Professional Member
Terry Hui	Professional Member
Fanny Ip	Professional Member
Christine Lang	Professional Member
Joanne Pritchard-Sobhani	Professional Member
Yanzhi Xu	Professional Member
Jin Qi (Jackie) Zeng	Professional Member
Matthew Colavecchia	Non-Council Professional Member
Akari Yokokawa	Non-Council Professional Member
Xianmin Yu	Non-Council Professional Member
Xiao Ling (Rachel) Zhang	Non-Council Professional Member
Kimberley Bishop	Public Member
Iftikhar Choudry	Public Member
Maria Damiano	Public Member
Heidi Machel	Public Member
Deborah Sinnatamby	Public Member

The Discipline Committee released two decisions and one order in this quarter.

- Decision and Reasons: Jong Chul Kim
- Decision and Reasons for Penalty: Nathalie Xian Yi Yan
- Order: Jong Chul Kim

As of November 20, 2026, there are **three** open cases which have been referred to the Discipline Committee by the Inquiries, Complaints and Reports Committee (ICRC).

	Member Name	Status
1	Huai Kui Xu	The Notice of Hearing was served on the Member on August 19, 2026. Request for PHC from parties pending.
2	Jun Wang	The Notice of Hearing was served on the Member on November 13, 2026. Request for PHC from parties pending.
3	Wing Yiu Chan	The Notice of Hearing was served on the Member on November 19, 2026. Request for PHC from parties pending.

There is one discipline decision currently under appeal.

- Mohmed Shoeb M. Chikhlikar

This report is current as of November 20, 2026, in anticipation of the Council meeting scheduled for December 3, 2026.

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

FOR: Information

SUBJECT: Fitness to Practise Committee Report

Fitness to Practise Committee Members

Iftikhar Choudry	Public Member, Chair
Ming Cha	Professional Member
Julia Chuang	Professional Member
Terry Hui	Professional Member
Fanny Ip	Professional Member
Christine Lang	Professional Member
Joanne Pritchard-Sobhani	Professional Member
Yanzhi Xu	Professional Member
Jin Qi (Jackie) Zeng	Professional Member
Kimberley Bishop	Public Member
Judy Cohen	Public Member
Maria Damiano	Public Member
Heidi Machel	Public Member
Deborah Sinnatamby	Public Member

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

The Fitness to Practise Committee did not meet since the last quarterly report.

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

FOR: Information

SUBJECT: Doctor Title Working Group Report

Doctor Title Working Group Members

Joanne Pritchard-Sobhani	Professional Member / Chair
Kimberley Bishop	Public Member
Ming C. Cha	Professional Member
Iftikhar Choudry	Public Member
Judy Cohen	Public Member
Terry Hui	Professional Member
Xianmin Yu	Non-Council Professional Member

Since the last quarterly report, the Doctor Title Working Group met on November 9, 2026.

FOR INFORMATION

1. Committee Meeting

The Committee met on November 9, 2026, for a presentation from the GR firm on the results of the market research conducted to support the Doctor Title Proposal. Staff also provided an update on discussions with subject matter experts about participation in a scope of practice project.

This report is current as of November 18, 2026, in anticipation of the Council meeting scheduled for December 3, 2026.

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

FOR: Information

SUBJECT: Acupuncture Standard Ad Hoc Committee Report

Acupuncture Ad Hoc Committee Members

Meiying Chen	Professional Member
Shuli Chen	Professional Member
Ming Cha	Professional Member
Julia Chuang	Professional Member
Maria Damiano	Public Member (as of June 10, 2026)
Jin Qi (Jackie) Zeng	Professional Member / Chair
Deborah Sinnatamby	Public Member

Since the last quarterly report, the Acupuncture Standard Ad Hoc Committee met on September 23, and November 20, 2026.

FOR INFORMATION

1. Draft Standard

The Committee met in September to finalize the fourth, and expected last, Principle of the standard. Staff have now completed a rough first draft of the standard which will be presented to the Committee on November 20th for a discussion. Staff will continue working on the standard based on feedback from the Committee.

At the November 20th meeting, the Committee will also discuss related guidance for acupuncture treatments provided from home clinics.

This report is current to November 18, 2026, in anticipation of the Council meeting scheduled December 3, 2026.

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

FOR: Information

SUBJECT: Nomination Committee Report

Nomination Committee Members

Terry Hui	Professional Member
Ming Cha	Professional Member
Iftikhar Choudry	Public Member / Chair
Deborah Sinnatamby	Public Member
Judy Cohen	Public Member

Since the last quarterly report, the Nominations Committee met on November 12, 2026.

FOR INFORMATION

1. 2026 Election Update

Following the recent elections for District 1 and District 2, the Nomination Committee met in November to provide feedback on the process and procedures. Assessment documents will be amended and will be brought back to the committee for additional review and feedback before the next election year.

This report is current as of November 18, 2026, in anticipation of the Council meeting scheduled for December 3, 2026.

Meeting Date:	December 3, 2026
Issue:	Registrar's Report – CPMF Update
Reported By:	Sean Cassman
Action:	Information

Issue

The Ministry of Health has informed Colleges that the CPMF will be reintroduced in 2027. Information on changes to the reporting tool been made are available.

Public Interest Rationale

The CPMF has been implemented by the Ministry of Health to ensure colleges are regulating in the public interest according to Ministry standards. The College will be required to make changes to meet these standards.

Background

The CPMF is a reporting tool that all health regulators in Ontario must submit to Ministry of Health staff each year. This tool is used by the Ministry to confirm that we are meeting our mandate and expectations as a College, and to better understand regulatory best practices. The CPMF includes two parts. Part A asks about working practices of the regulator (governance practices, policies and procedures, etc.), and Part B which asks for data.

Colleges had provided feedback to the Ministry asking that the reporting tool be reworked and simplified. The Ministry took that feedback and announced in the fall of 2025 that CPMF reporting would be put on hold while the tool is redone.

Colleges have now been informed that a new tool is ready to be introduced, and reporting will continue in 2027. While a final version has not be released yet, staff can provide an update on some expected changes. Please note these are not final until the final reporting tool is released. Colleges have also been told that we will be asked to report on the missed reporting year (2025) along with the current reporting year (2026).

Staggered Reporting Groups

The new report will ask all Colleges to report on Part B (data) every year. However, for Part A (regulatory practices), Colleges have been divided into two groups. These groups will report on Part A every second year. Based on current information, the College is in the second group and will start reporting on Part A in 2028. Unless this changes in the final version, the College will have the following reporting schedule:

- March 31, 2027 – the College submits only Part B (years 2025 and 2026)
- March 31, 2028 – the College submits Part A (years 2025, 2026, and 2027) and Part B (2027).
- March 31, 2029 – the College submits only Part B (2028)
- March 31, 2030 – the College submits Part A (2028 and 2029) and Part B (2029)

Next Steps

Staff will complete the required CMPF Part for the March 31, 2027 deadline.

Meeting Date:	December 3, 2026
Issue:	Council Election Update
Reported By:	Sean Cassman
Action:	Information

Issue
Staff to provide an update on the 2026 elections.

Public Interest Rationale
Council elections help ensure that Council is constituted with the appropriate number of Council members, which allows the College to perform its statutory functions. Professional Council members, making decisions in the public interest, help the College achieve its mandate of public protection.

Background
The 2026 Council elections have concluded. Voting was not necessary for this election period, as Council positions were filled for District 1 and District 2. Below is a summary of the results.

District 1
Joanne Pritchard-Sobhani (will be starting her third consecutive term on Council) and Hanbo Hou (will be starting his first term on Council) have been acclaimed in District No. 1, for a three-year term.

District 2
Melody Hon has been acclaimed in District No. 2 for a three-year term. This is Ms. Hon's first term on Council, although she has previously served as a non-Council Committee member on the Inquiries, Complaints, and Reports Committee (ICRC) and Registration Committee.

The new Council members have completed an initial training/onboarding session.

Congratulations to all successful candidates!

UNAUDITED College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario

Statement of Operations

Q2 April - September 2026

		Q2 Actuals 2026-2027	Annual Budget 2026-2027	Actual to Budget %	Budget Remaining (balance of Year)
GL Code	Revenue				
4101000	Registration Fees	$ 225,200.00	$ 203,925.00	110.43%	$ (21,275.00)
4102000	Renewal Fees	$ 3,847,075.00	$ 3,859,500.00	99.68%	$ 12,425.00
4200000	Administration Fees	$ 77,625.00	$ 76,850.00	101.01%	$ (775.00)
4300000	Pan Can Examination Fees	$ 675,358.00	$ 598,900.00	112.77%	$ (76,458.00)
4500000	Safety Program and Jurisprudence Course	$ 37,400.00	$ 57,000.00	65.61%	$ 19,600.00
4600000	Other Income	$ 144,298.61	$ 231,000.00	62.47%	$ 86,701.39
	Total Income	**$ 5,006,956.61**	**$ 5,027,175.00**	**99.60%**	**$ 20,218.39**
GL Code	Expenses				
	Council & Committees	**$ 466,442.37**	**$ 1,115,750.00**	**41.81%**	**$ 649,307.63**
6100000	Council	$ 12,046.88	$ 93,500.00	12.88%	$ 81,453.12
6201000	Executive Committee	$ 1,909.86	$ 27,000.00	7.07%	$ 25,090.14
6202000	Registration Committee and Panel	$ 8,975.00	$ 59,500.00	15.08%	$ 50,525.00
6203000	ICRC Committee	$ 209,240.55	$ 361,000.00	57.96%	$ 151,759.45
6204000	Quality Assurance Committee	$ 21,112.15	$ 170,500.00	12.38%	$ 149,387.85
6205000	Patient Relations Committee	$ 4,580.00	$ 41,000.00	11.17%	$ 36,420.00
6206000	Discipline Committee	$ 208,577.93	$ 359,000.00	58.10%	$ 150,422.07
6207000	Fitness to Practice Committee	$ -	$ 4,250.00	0.00%	$ 4,250.00
6300000	**Professional Services**	**$ 118,250.20**	**$ 253,800.00**	**46.59%**	**$ 135,549.80**
6301000	Legal Fees	$ 41,695.12	$ 73,000.00	57.12%	$ 31,304.88
6302000	Accounting Fee	$ 8,217.20	$ 36,000.00	22.83%	$ 27,782.80
6303000	Expert Consultation	$ -	$ 16,000.00	0.00%	$ 16,000.00
6304000	Government Relations	$ 68,337.88	$ 128,800.00	53.06%	$ 60,462.12
6400000	**Special Programs/Projects**	**$ 282,323.52**	**$ 862,900.00**	**32.72%**	**$ 580,576.48**
6401000	Pan-Canadian Examinations	$ 207,462.00	$ 463,900.00	44.72%	$ 256,438.00
6402000	Doctor Title	$ 20,806.22	$ 169,000.00	12.31%	$ 148,193.78
6403000	Strategic Initiatives	$ -	$ 80,000.00	0.00%	$ 80,000.00
6404000	Program Approval	$ 27,850.78	$ 75,000.00	37.13%	$ 47,149.22
6405000	Safety and Jurisprudence Course	$ 25,659.52	$ 54,500.00	47.08%	$ 28,840.48
6407000	Acupuncture Working Group	$ 545.00	$ 20,500.00	2.66%	$ 19,955.00
6500000	**Administrative Expenses**	**$ 997,198.54**	**$ 2,157,000.00**	**46.23%**	**$ 1,159,801.46**
6500000	Salaries and Benefits	$ 980,531.90	$ 2,107,000.00	46.54%	$ 1,126,468.10
6502000	Casual Labour	$ 16,666.64	$ 50,000.00	33.33%	$ 47,587.45
6600000	**Information Technology**	**$ 156,719.93**	**$ 587,750.00**	**26.66%**	**$ 431,030.07**
6602000	Equipment Expenses	$ 2,412.55	$ 12,300.00	19.61%	$ 9,887.45
6603000	Software Maintenance & CRM Development	$ 88,752.76	$ 435,800.00	20.37%	$ 347,047.24
6604000	Support Contracts	$ 32,010.54	$ 69,450.00	46.09%	$ 37,439.46
6605000	Online Services	$ 28,635.36	$ 57,900.00	49.46%	$ 29,264.64
6606000	Network Security	$ 4,908.72	$ 12,300.00	39.91%	$ 7,391.28
6700000	**Operating Expenses**	**$ 204,992.08**	**$ 572,000.00**	**35.84%**	**$ 367,007.92**
6701000	General Operating Costs	$ 142,105.25	$ 314,000.00	45.26%	$ 171,894.75
6702000	Payment Gateway for CC Transactions	$ 28,962.40	$ 180,000.00	16.09%	$ 151,037.60
6703000	Subscriptions and Conferences	$ 31,209.10	$ 48,000.00	65.02%	$ 16,790.90
6704000	Communications and Publications	$ 2,715.33	$ 30,000.00	9.05%	$ 27,284.67
45	**Total Expenses**	**$ 2,225,926.64**	**$ 5,549,200.00**	**40.11%**	
46	**Net Income**	**$ 2,781,029.97**	**$ (522,025.00)**		

Meeting Date:	December 3, 2026
Issue:	CRM and Website Project Update
Reported By:	Sean Cassman
Action:	Motion

Issue

College staff to provide an update on the CRM project.

Public Interest Rational

The College CRM is an essential database that, along with the integrated online portal, enables the College to effectively carry out our regulatory functions. Without a functional and supported database, the College would be unable to meet our mandate for public protection.

Background

CRM

The consultants assisting the College with the database itself has made steady progress since the last update on this project in June. On December 8, 2026, College staff will be meeting with the consultants to review a demo of core functionality. This includes payment functionality, new applicant registry, and the member portal. While this is a big step, staff expect that these functions will need to be built out more to meet expectations. There are also additional core functions to be completed before the CRM can go live (additional registration functions, complaints and conduct functions, QA functions). Overall staff are pleased with the progress so far.

Website

College staff have been working with a graphic designer to redesign the College's website to go along with the new CRM. In August, the Executive Committee provided feedback on a design for the new home page. Staff have taken that feedback to the graphic designer, who is now building out the rest of the webpages for the website.

Next Steps

The timeline for the project has not changed. Staff are still expecting the core functions of the CRM to be completed in the first or second quarter of the 2027 fiscal year, which would allow for the 2028 renewal to be completed using the new CRM and website.

COUNCIL

Meeting Date:	December 3, 2026
Issue:	Standards Review – Consultation Review and Recommendations
Reported By:	Mary Kennedy, Manager, Quality Practice
Action:	For Discussion and Decision

Issue

This note reports the results of the consultation on two proposed revisions to the Standards of Practice, summarizes what respondents told us, and sets out points for Council to consider before making Decision.

Public Interest Rationale

Section 3 of the Health Professions Procedural Code states that it is an object of the College to develop, establish and maintain programs and standards of practice to assure the quality of the practice of the profession. The College must regularly review standards and make changes where necessary as part of our public interest mandate. Standards set out the minimum expectations in practice for all members of the profession.

Background

At the previous Council meeting, Council reviewed and approved changes to two standards of practice that required consultation. Following that meeting, the College consulted on the two proposed revisions:

	Proposed revision	What it would change
1	Principle 3, Standard for Infection Control: biohazardous waste	Moves biohazardous waste management from a blanket requirement to a **risk-based assessment**: each member assesses the waste their practice actually produces and arranges compliant disposal where needed
2	Principle 3, Standard for Fees and Billing: receipts	Removes the requirement to include the **patient's address and telephone number** on receipts. Members may still include them, for example when a patient or insurer needs them

The consultation was posted on the College website, sent to all members and other stakeholders, followed by a reminder, and closed on November 27, 2026. The survey was also open to professional associations and schools, patients and the public, and other health professionals.

Who responded

Respondents	Number	Per cent of responses
Registered TCM Practitioners and/or Acupuncturists	330	98.8%

Respondents	Number	Per cent of responses
Representatives of a professional association or school	2	0.6%
Patients or members of the public	1	0.3%
Other: public member	1	0.3%
Total	**334**	**100%**

Results

	Strongly support	Generally support, with suggestions	Do not support	Total support
1. Biohazardous waste (risk-based approach)	294 (88.0%)	19 (5.7%)	21 (6.3%)	**313 (93.7%)**
2. Receipts (address and telephone optional)	299 (89.5%)	21 (6.3%)	14 (4.2%)	**320 (95.8%)**

Percentages are of all 334 responses. Every response that did not support a revision came from a member. The association, school, public and other respondents all supported both revisions. 45 respondents added comments: 24 on the first revision and 35 on the second.

What we heard

1. Biohazardous waste: risk-based approach

- **Support for the change.** Respondents said it reflects the waste most TCM and acupuncture practices actually produce, and avoids unnecessary cost for practices that produce little or no biohazardous waste.
- **Clear definitions and examples** (9 comments). Members asked what counts as biohazardous waste in a TCM practice, especially cotton balls and gauze with small amounts of blood, and asked for a short checklist.
- **Sharps requirements** (9 comments). Members asked the College to make clear that sharps containers and professional disposal of used needles remain mandatory.
- **Consistent application** (4 comments). Two members were concerned the wording could be read differently by different people (one pointed to another college's infection control standard as a model). Two asked how to document their waste assessment for practice assessments.
- **Keep the current requirement** (2 comments). Two members felt biohazardous waste containers should stay mandatory in practices that provide acupuncture, and could be optional for herbal-only practices.

- **Practical disposal** (2 comments). Some pharmacies will not accept non-sharps items in sharps containers; one municipality provides labelled bins for clinics.

2. Receipts: patient address and telephone number

- **Patient privacy.** Many respondents supported the change to reduce the personal information printed on receipts, including members who treat patients in their homes or whose patients have asked why their address was needed.
- **Insurer requirements** (about 10 comments). Members said some insurers still ask for the patient's address or telephone number, and asked the College to provide guidance on receipts for insurance claims or to inform insurers of the change.
- **Identifying patients and preventing fraud** (6 comments). Members raised patients with the same name and cases of receipt fraud. Suggestions included keeping the address but not the telephone number, adding the date of birth, or using a patient file number.
- **Practice software** (2 comments). Members asked whether clinic software can print receipts with or without these details for different patients.
- **Patient choice** (1 comment). One member suggested keeping the requirement and documenting when a patient declines.
- One association respondent noted that the change would be in line with other regulatory colleges.

Considerations

- **Both revisions have strong support**: 93.7% for the first and 95.8% for the second.
- **Most suggestions call for guidance, not changes to the wording.** For biohazardous waste: definitions and examples, a statement that sharps requirements are unchanged, and how to document the waste assessment. This could be included in the Infection Prevention and Control Guideline and the Learning Hub. For receipts: guidance on what to include when a patient submits an insurance claim.
- **Communicating the change.** Members asked the College to tell insurers about the receipt change. The Committee may wish to consider how the change is communicated to members, patients and insurers. The College can share the update, but insurers set their own claim requirements, which fall outside the College's purview. Some insurers may still ask for more information on receipts, such as the patient's address or telephone number. Members can include these details when a patient or insurer needs them.
- **The response rate (9.7%) is the share of all members.** The results show the views of those who chose to respond.

Next Steps

It is recommended that Council:

1. Approve the revision to Principle 3 of the Standard for Infection Control as proposed, or with changes.
2. Approve the revision to Principle 3 of the Standard for Fees and Billing as proposed, or with changes.
3. Direct staff to prepare guidance on biohazardous waste and on receipts for insurance claims, to be published with the revised Standards.

Notes on the data

- The survey export held 502 rows. **The last 165 rows repeated the first 165 responses exactly**, so they were removed.
- **Three respondents submitted twice** with the same answers (same email address). Each is counted once.
- Two responses have identical comments on both questions. They are counted separately because they cannot be confirmed as the same person.
- One respondent chose "do not support" for the receipts revision but commented in strong support. The response is reported as submitted.
- In the attachment, names, organization names and email addresses are removed. Comments are shown as submitted, except that one software brand name is replaced with [clinic software].

Attachments:

Agenda Item: Response to Consultation Principle 1 Record Keeping
Agenda Item Response to Consultation Biohazard Waste

COUNCIL

Meeting Date:	December 3, 2026
Issue:	Update on Peer and Practice Assessment Program
Reported By:	Mary Kennedy, Manager, Quality Practice
Action:	For Information

Issue

This note updates Council on how the tiered Peer and Practice Assessment (PPA) is being implemented. Council and the Quality Assurance Committee (QAC) have already approved the tiered program and its roll-out. **No new decision is needed.** Because the review of the supporting Quality Assurance (QA) policies has moved to March, staff have adjusted the timing and size of the pilot so that it can begin in January within the current policies.

Background

At the December 2025 Council meeting, Council approved a change to the PPA process to increase the number of members reached by the QA program, and use a risk-based focus on the use of resources. This included:

- A tiered PPA process with three tiers. **Tier 1, Self and Peer Assessment:** the member assesses their own practice, and a peer assessor reviews it and gives feedback. **Tier 2, Focused Practice Assessment:** a closer review, such as a structured interview, case discussion or group support. **Tier 3, On-Site Practice Assessment.**

College staff are preparing to implement the new process for the next cohort of randomly selected members. As an update, Council should be aware of:

- The tools for the 2026-2027 pilot have been drafted and were reviewed by subject matter experts on November 19, 2026.
- The QAC was not able to review the revised QA policies at its November meeting. The revised **PPA General Requirements Policy** and **Self-Assessment and Professional Development General Requirements Policy** will come to Council in **March 2027**.
- The current policies still require members to complete a self-assessment and to take part in the PPA, but the PPA General Requirements Policy (2020) does not fully match the pilot as planned. It allows selection of **0.5% to 3% of the General class** (about 100 members), where the pilot planned for 300. It sets the assessment at the member's primary practice location, where the pilot is online. It also lists what members submit.

While the QA policies are being amended at the Committee level, College staff will conduct a limited roll-out of the new PPA process in the new year, that fits within current policies.

Adjusted roll-out

The pilot will start with a smaller first group within the current policies, followed by a larger group once the revised policies are approved. Starting small will also help identify and resolve issues early.

When	What
December 2026	Letters to Cohort 1 and an information webinar
January to March 31, 2027	**Cohort 1:** about 100 members selected at random, within the current 3% limit. Tier 1 only, on **record keeping and consent**. Drop-in sessions, and screening as submissions come in
March 2027 Council	Early pilot results, and the revised QA policies for approval
April 2027	The 2027-2028 self-assessment for all members on **record keeping and consent, including sensitive areas.** **Webinars**
January to March 31, 2028	**Cohort 2:** 300 members, all tiers, under the approved policies. Ends with the professional development cycle on March 31, 2028
2028-2029	**Infection prevention and control**, once the changes to the Safety Program Handbook and the IPC Guideline are approved and published, at the start of the new professional development cycle

Why record keeping and consent together

The original plan was one topic each year: record keeping, then infection prevention and control. Consent is documented in the patient record, so the two topics fit naturally together and do not need to run separately. The current Record Keeping Self-Assessment Tool already checks consent in each record. Combining them also means more members are assessed on both topics before infection prevention and control begins in 2028-2029.

How Cohort 1 will work

- Members **self-assess 10 of their own records**, improve their practice going forward, and complete a Learning Plan.
- Members submit the items the current policy lists. **Additional records are optional.**
- If the first submission shows gaps or does not match the member's self-assessment, the assessor may ask for more information. The letter will say this, so the same rule applies to everyone.
- Each member receives individual feedback. There are webinars and drop-in sessions,

Approach

The PPA verifies knowledge, skill and judgment, and **starts from the assumption that members are competent**. Members are selected at random, not because of a concern. The aim is to keep members engaged in learning, so the tone, support and feedback are designed with that in mind.

Risks and how they are being addressed

Risk	How it is being addressed
One record is a small sample. It cannot show patterns, and members may send their best record	Within the one-file limit, the College may choose which record, for example an initial visit from a date the College selects
Self-assessment accuracy. People tend to rate themselves higher than an assessor would, and some will not recognize their own gaps (diagnosis is a common example)	A short exercise rating sample records before members self-assess; an item asking members to show their diagnostic reasoning; and assessors comparing the member's rating with their own
Scope. A record review cannot judge whether a diagnosis is clinically correct	The review checks that diagnosis and reasoning are recorded and consistent. Clinical reasoning is better suited to a case discussion (Tier 2)
Consent beyond the record. A record shows that consent was documented, not how the conversation went or how draping was handled for sensitive areas	A few reflective questions on consent alongside the record review. The webinars will also support this, as education is key

Reporting to Council in March

The March report will include early results on: the completion rate; the gap between members' own ratings and assessors' ratings; time to complete; member feedback; and assessor time.

Next steps

1. Finalize the Cohort 1 tools, including the items on consent.
2. Send Cohort 1 letters and begin webinars.
3. The QAC reviews the revised policies for recommendation to Council in March 2027.

If the QAC recommends it, the Executive Committee could approve the revised policies before March. This is not proposed at this time. If Council is comfortable with this roll-out, the timeline above will stand.

For information

No decision is required. Council is asked to receive this update.

Meeting Date:	December 3, 2026
Issue:	Government Relations Request for Proposal
Reported By:	Sean Cassman
Action:	Information and Direction

Issue

The current Government Relations firm, Burson ("GR Firm"), has advised us that they will no longer be able to support the College in the new year due to staffing capacity issues. College staff are presenting a draft request for proposal (RFP) to retain a new government relations consultant.

Public Interest Rationale

Maintaining a strong relationship with the government is vital to the success of the College in fulfilling its mandate of public protection.

Background

When the College began working with it's current GR firm, they were a company called Hill and Knowlton (H+K). In 2024, H+K was purchased by a multinational company called Burson Global. At first, there were no noticeable changes to how H+K operated, but over the past year H+K has fully transitioned to Burson branding, and there have been some staff changes.

At the College's November Executive Committee meeting, the EC discussed the government relations strategy put forward by the GR firm for 2027. While supportive of the plan, the EC communicated to staff that they wished to see more details on deliverables, and to set up clear expectations for the 2027 GR activities. Staff conveyed this to the GR firm following the meeting. The GR firm also attended a Doctor Title Working Group meeting to discuss the Doctor Title Project, and these expectations were reiterated by working group members. The GR firm has since evaluated their ability to deliver on the expected work of the College, and have chosen not to renew our contract, which is ending on December 31, 2027. Burson has said they could extend for a short term to assist with a transition to a new firm if it is necessary. College staff believe that the increased demand from us did not fit what Burson was able to dedicate to our file. While staff enjoyed working with the Burson team, staff are also comfortable to move on to a new GR firm.

Considering the ongoing regulatory initiatives of the College, including the Doctor Title Proposal, staff are recommending that the College seek out a new GR firm as soon as possible. This would allow the College to continue its GR activities without disruption, including a public campaign to raise awareness on the College's public interest mandate and holding a Queen's Park Day in May. In particular, without a GR firm, the College is not able to hold a Queen's Park Day.

To facilitate this, staff have drafted an RFP to be sent out to known GR firms for consideration. To ensure a timely transition to the new firm, staff are recommending that the Executive Committee make a decision to approve a GR firm on behalf of Council in the new year. This decision can then be brough back to Council in March to be ratified. To assist the EC, some feedback from Council is sought:

- Section 3 of the RFP sets out the expected deliverables of the GR firm. While not an exhaustive list, it gives proponents an idea of what work they will be doing for us. Council is asked to confirm this generally meets their expectations.
- Considering the current budget allocates about $9000 a month before tax to GR, Council is asked to consider cost expectations.

Next Steps

Staff will issue the RFP and bring proposals to the Executive Committee for decision.

Encl: Draft Request for Proposal

Meeting Date:	December 3, 2026
Issue:	Risk Management Plan
Reported By:	Sean Cassman
Action:	Information

Issue

The College is in the process of updating Council on the current risk management plan, which includes a high-level look at the risks facing the College.

Public Interest Rationale

The College must be able to carry out its responsibilities set out in legislation. To avoid situations where we are prevented from doing that, a risk management plan is necessary to predict and mitigate risks.

Changes to Risk Register

No changes to the risk register have been made for this quarter. Updates to the risk review process are ongoing.

Encl.: Risk Register Summary

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

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

Risk Management Vision

The College 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. The College'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 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.	Joanne Pritchard-Sobhani
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.	Sean Cassman
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, Mary Kennedy, Mohan Cappuccino, Sean Cassman

Risk Management Process and Activities

The College 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

Likelihood (probability of occurring) / Consequence/ Impact		**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%)
	Level	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
1-4	L	Low Risk: May require consideration in any future changes to the work area or processes, or can be fixed immediately
5-9	M	Medium Risk: May require corrective action, planning and budgeting process

10-16	H	High Risk: Requires immediate corrective action
20-25	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 College considers two types of risk:

- Inherent risk – represents the current level risk that exists given the existing set of controls.
- Residual risk – represents the amount of risk that remains after additional controls are in place.

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.

Risk Register Summary

Risk		Risk Assessment		Risk Outlook	Notes
Category	**Risk Description**	**Previous Quarter**	**Current**		
Governance	Not reaching quorum to constitute a Committee or Council becoming unconstituted				Risk decreased
Governance	Council/Committees operating outside of mandate or becoming involved with operational matters				Risk decreased
Governance	Council/Committees not adhering to Code of Conduct, Conflict of interest, bylaws and other Council policies				Risk decreased
Governance	Retention of current Council and Committee members				Risk decreased
Loss of Confidence in CTCMPAO	Applicant/member disengagement				Risk decreased
Loss of Confidence in CTCMPAO	Perception of College as not being transparent and/or fair				Risk decreased
Loss of Confidence in CTCMPAO	Insufficient support to external stakeholders				
Financial	Insufficient financial resources impacting the ability of the College to meet its mandate				
Financial	Poor financial management resulting in the College meeting its strategic initiatives				
Financial	Risk of fraud and/or theft				
Information Management	Information and computer systems are compromised				
Information Management	Improper handling of digital data				
Information Management	Breach of confidentiality				
Information Management	Unintended destruction or loss of records				
Facility/Site Safety and Security	Permanent damage to equipment and/or furnishings				
Facility/Site Safety and Security	Computers, servers and other items of value are stolen				
Human Resources	Disruption in work due to unexpected employee absence and/or resignation				

Human Resources	Interpersonal conflicts				
Statutory Obligations (Patient Relations)	College is not taking appropriate measures to keep client/patients safe from sexual abuse				
Statutory Obligations (Registration)	Mitigating lack of oversight in TCM education				
Statutory Obligations (Registration)	College's registration process is not transparent, objective, impartial, and fair				
Statutory Obligations (QA)	QA Program is not effective for maintaining the continuing competency of members				
Statutory Obligations (All Departments)	Lack of tools helping members in understanding and meeting their statutory obligations				
Statutory Obligations (ICRC)	Complaints received are not resolved in a timely manner and/or backlog of Registrar's reports				
Statutory Obligations (ICRC/Discipline)	Fairness to member who receives a complaint or is going through discipline				
Statutory Obligations (CPMF)	Demonstrate to the Ministry that College is meeting statutory obligations in a clear and transparent way				
Exam	Exam security is breached				
Exam	Validity of the administration of the exam sitting is challenged				
Exam	Validity of examination is challenged				

Meeting Date:	December 3, 2026
Issue:	2027 Council Meetings
Reported By:	Sean Cassman
Action:	Information

Issue

The College's external chair, Deborah Worrad, will be retiring at the end of 2026. The College will be introducing a new external chair for the March 2027 meeting.

Public Interest Rationale

The external chair assists the Council in conducting meetings, ensuring efficient and effective discussions take place. It also allows all Council members to contribute to meetings equally. This helps the College fulfill its public interest mandate by ensuring topics are discussed thoroughly and all members have an opportunity to contribute.

Background

The College Council has used an external chair for most Council meetings conducted since proclamation in 2013. The additional expertise has led to efficient meetings and has helped Council navigate difficult discussions at times. The current external chair, Deborah Worrad, has notified the College that the December 3, 2026 Council meeting will be her last meeting with the College.

College staff have sought out a new external chair to begin working with Council at the March 2027 meeting.

2026 Potential Dates

Council Meetings		
	2025 Meeting Dates	**2026 Suggested Date**
	Wednesday, March 19th	Wednesday, March 18th
	Wednesday, June 11th	Wednesday, June 10th
	Wednesday, September 17th	Wednesday, September 16th
	Wed. & Thurs. December 3rd & 4th	Wed. & Thurs. December 2nd & 3rd
Executive Committee Meetings		
	Wednesday, February 19th	Wednesday, February 18th
	Wednesday, May 14th	Wednesday, May 13th
	Wednesday, August 13th	Wednesday, August 12th
	Wednesday, November 5th	Wednesday, November 4th
	Edits & Notes	
	*In-Person meeting TBD	

Deborah Sinnatamby

Conflict of Interest Information and Disclosure Statement

A Council member is obligated to put the interests of the College ahead of their own. The mandate of the College is to regulate the profession in the public interest – not the interest of the profession. All Council members must do so at all times. Further to this, Council members are required to avoid conflicts of interest whenever possible, and take steps to manage conflicts when one cannot be avoided. Conflicts of interest can be real, potential, or apparent, and may include you or one of your family members (i.e., parent, spouse, child).

This form is intended to help Council members recognize any conflicts of interest they may have and allow the College to help them manage their conflicts appropriately. If a member fails to declare a conflict of interest, it can result in a breach of the bylaws, a breach of their fiduciary duties and, in extreme cases, legal liability.

To be clear, by disclosing this information you are not automatically declaring a conflict of interest. You are merely providing relevant information so that the staff of the College can assist you to comply with your fiduciary duties to the College. Therefore, it is important that you complete this form honestly and accurately. If members do not understand any question, they must seek clarification with College staff.

Members understand that the College may follow up with them and ask for further clarification. Members are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☑ NO

If yes, please explain:

_____

_____

1b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

_____

_____

2a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

_____

_____

2b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

_____

_____

3) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☑ NO

If yes, please explain:

_____

_____

4) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

_____

_____

5) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
    - Council member/Committee member;
    - Parent, spouse, child or sibling of a Council member;
    - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date
NONE			

Name	Past Affiliation	Role/Relationship	Ending Date

6) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
TD BANK	Employee in Business Banking division	05/01/2000

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7) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

☐ YES ☑ NO

If yes, please explain:

_____

_____

8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☑ YES ☐ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☑ YES ☐ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☑ YES ☐ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

☑ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☑ YES ☐ NO

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I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature _____ **Date** January 10, 2023

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Conflict of Interest Information and Disclosure Statement

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This form is intended to help Council members recognize any conflicts of interest they may have and allow the College to help them manage their conflicts appropriately. If a member fails to declare a conflict of interest, it can result in a breach of the bylaws, a breach of their fiduciary duties and, in extreme cases, legal liability.

To be clear, by disclosing this information you are not automatically declaring a conflict of interest. You are merely providing relevant information so that the staff of the College can assist you to comply with your fiduciary duties to the College. Therefore, it is important that you complete this form honestly and accurately. If members do not understand any question, they must seek clarification with College staff.

Members understand that the College may follow up with them and ask for further clarification. Members are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

__ YES X__ NO

If yes, please explain:

_____

_____

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

__ YES X__ NO

If yes, please explain:

_____

_____

2b) Have I held such a position in the past?

X__ YES __ NO

If yes, please explain:
I was the Member's Liaison for a TCM association for two years. This position ended in 2006

_____

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

__ YES X__ NO

If yes, please explain:

_____

_____

3b) Have I held such a position in the past?

__ YES X__ NO

If yes, please explain:

_____

_____

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

__ YES X__ NO

If yes, please explain:

_____

_____

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

__ YES X__ NO

If yes, please explain:

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_____

_____

6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
  - Council member/Committee member;
  - Parent, spouse, child or sibling of a Council member;
  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Fanny Ip	TCM practitioner and Acupuncturist	2002

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8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

X YES __ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

X YES __ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

X YES __ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

X YES __ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

X YES __ NO

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I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature Fanny Ip **Date** 19Nov2024

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

Iftikhar Choudry

Conflict of Interest Information and Disclosure Statement

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To be clear, by disclosing this information you are not automatically declaring a conflict of interest. You are merely providing relevant information so that the staff of the College can assist you to comply with your fiduciary duties to the College. Therefore, it is important that you complete this form honestly and accurately. If members do not understand any question, they must seek clarification with College staff.

Members understand that the College may follow up with them and ask for further clarification. Members are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☒ NO

If yes, please explain:

_____

_____

1b) Have I held such a position in the past?

☐ YES ☒ NO

If yes, please explain:

_____

2a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☒ NO

If yes, please explain:

2b) Have I held such a position in the past?

☐ YES ☒ NO

If yes, please explain:

3) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☒ NO

If yes, please explain:

4) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☒ NO

If yes, please explain:

5) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
  - Council member/Committee member;
  - Parent, spouse, child or sibling of a Council member;
  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

6) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Flooring outlet Store	OWNER	2010
WFG	Life Insurance Agent	2020

7) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

☐ YES ☒ NO

If yes, please explain:

_____

_____

8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☑ YES ☐ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☑ YES ☐ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☑ YES ☐ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

☑ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☑ YES ☐ NO

I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

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Signature Jennifer Chowdry **Date** 14th May 2022

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

Judy Cohen

Conflict of Interest Information and Disclosure Statement

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Members understand that the College may follow up with them and ask for further clarification. Members are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☑ NO

If yes, please explain:

_____

_____

1b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

_____

_____

2a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

_____

_____

2b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

_____

_____

3) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☑ NO

If yes, please explain:

_____

_____

4) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

_____

_____

5) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

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When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
    - Council member/Committee member;
    - Parent, spouse, child or sibling of a Council member;
    - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

6) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

7) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

☐ YES ☑ NO

If yes, please explain:

_____

_____

8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☑ YES ☐ NO

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☑ YES ☐ NO

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c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☑ YES ☐ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

☑ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☑ YES ☐ NO

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature Judy Cohen **Date** 11/25/2022

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

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

Joanne Pritchard-Sobhani

Conflict of Interest Information and Disclosure Statement

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Members understand that the College may follow up with them and ask for further clarification and that they are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the outset of the meeting.

1) Have I had any personal or financial interest in matters discussed at Council? (This includes, but is not limited to, the direct or indirect personal or financial interests of your family members i.e. parent, spouse, child or sibling.)

__ YES ✓ NO

If yes, please explain:

_____

_____

2) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

__ YES ✓ NO

If yes, please explain:

3) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association? Have I held such a position in the past?

__ YES ✓ NO

If yes, please explain:

4) Do I currently hold a responsible position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees? Have I held such a position in the past?

✓ YES __ NO

If yes, please explain:
CMAAC - Executive Liason Officer Resigned in 2008 with the appointment to the IC.

5) Have I used College property or information of any kind in a manner that may have advanced my own interests, directly or indirectly?

__ YES ✓ NO

If yes, please explain:

6) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

✓ YES __ NO

If yes, please explain:
Dr. Title Working Group

7) I hereby disclose that I, or one of my family members (parent, spouse, child or sibling), has the following current or recent affiliations, interests or relationships:

- When completing the form please include the name of person who may have the conflict, where the conflict is i.e. an association, employment etc., what is the role or relationship, the date started and check if you know it is a conflict, you are sure it is not a conflict but want everyone to be aware of the situation or if you are unsure.
- When completing Past Affiliation, please include the date the affiliation with the association ended.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

8) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Acupuncture + Traditional Chinese Medicine	Sole Owner	Jan. 1995

9) I understand that if I believe I may have a conflict of interest in any matter regarding my role as a Council or Committee member, and I am unsure as to whether I should disclose or declare a conflict of interest, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☑ YES ☐ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;
b. not take part in the discussion of, or vote on, any question in respect of the matter;
c. leave the portion of the meeting relating to the matter; and
d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

✓ YES ___ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has apparently not been declared, I have an obligation to raise that concern. Ideally, I will do so in advance of the meeting. However, if that cannot occur, or if the member does not believe that they have a concern, I commit to raising the concern with the President and/or at the meeting.

✓ YES ___ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting?

✓ YES ___ NO

I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me comply with my duty to avoid conflicts of interest and, if that is not possible, to declare a conflict of interest and not participate in any deliberation or decision making of the matter in question.

I confirm that I understand each question and if I did not fully understand the scope or intent of the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

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Signature Joanne Pritchard Sobhan **Date** Dec. 20, 2020

Kimberley Bishop

Conflict of Interest Information and Disclosure Statement

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1a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☑ NO

If yes, please explain:

_____

_____

1b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

_____

2a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

2b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

3) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☑ NO

If yes, please explain:

4) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

5) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

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2a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

2b) Have I held such a position in the past?

☐ YES ☑ NO

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Name	Current Affiliation	Role/Relationship	Starting Date
	N/A		

Name	Past Affiliation	Role/Relationship	Ending Date
	N/A		

6) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
	N/A	

55 Commerce Valley Drive West | Suite 705 | Thornhill, Ontario | L3T 7V9 | tel: 416.238.7359 | fax: 416.214.0879 | info@ctcmpao.on.ca

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☐ YES ☑ NO

If yes, please explain:

_____

_____

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☑ YES ☐ NO

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☑ YES ☐ NO

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I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature Kim Bishop **Date** May 4, 2022

55 Commerce Valley Drive West | Suite 705 | Thornhill, Ontario | L3T 7V9 | tel: 416.238.7359 | fax: 416.214.0879 | info@clcmpao.on.ca

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

Terry Hui

Conflict of Interest Information and Disclosure Statement

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1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

__ YES _X NO

If yes, please explain:
_____
_____

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

__ YES _X NO

If yes, please explain:

_____
_____

2b) Have I held such a position in the past?

__ YES _X_ NO

If yes, please explain:

_____
_____

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

__ YES _X_ NO

If yes, please explain:

_____
_____

3b) Have I held such a position in the past?

__ YES _X_ NO

If yes, please explain:

_____
_____

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

__ YES _X_ NO

If yes, please explain:

_____
_____

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

__ YES _X_ NO

If yes, please explain:

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

_____

_____

6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
  - Council member/Committee member;
  - Parent, spouse, child or sibling of a Council member;
  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date
NONE			

Name	Past Affiliation	Role/Relationship	Ending Date
NONE			

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Cosmos Integrative Health Centre Inc.	Founder and Director	April 2010

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8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

_X_ YES __ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

_X_ YES __ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

_x_ YES __ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

_X_ YES __ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

_X_ YES __ NO

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I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature  **Date** November 3rd, 2022

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

College of Traditional Chinese Medicine
Practitioners and Acupuncturists of Ontario

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

Name: Heidi Machel

Conflict of Interest Information and Disclosure Statement

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Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

☐ YES ☑ NO

If yes, please explain:

_____

_____

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☑ NO

If yes, please explain:

2b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

3b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☑ NO

If yes, please explain:

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

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6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

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For the purpose of the chart:

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  - Parent, spouse, child or sibling of a Council member;
  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
MP Kurt Holman	Constituency Assistant	5/28/25

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8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☑ YES ☐ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☑ YES ☐ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☑ YES ☐ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

☑ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☑ YES ☐ NO

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I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

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I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature _____ **Date** 6/16/25

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

Name: Ming Cha

Conflict of Interest Information and Disclosure Statement

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1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

√ YES __ NO

If yes, please explain:

I know the role of a council member is to protect public interest. I can use my previous experience as a council member to identify any potential conflict interest and declare it before a meeting.

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

__ YES √ NO

If yes, please explain:

_____

_____

2b) Have I held such a position in the past?

__ YES ✓ NO

If yes, please explain:

_____

_____

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

__ YES ✓ NO

If yes, please explain:

_____

_____

3b) Have I held such a position in the past?

__ YES ✓ NO

If yes, please explain:

_____

_____

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

✓ YES __ NO

If yes, please explain:

I can identify such situation and take action to prevent it happens.

_____

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

__ YES ✓ NO

If yes, please explain:

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_____

_____

6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

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  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date
Chun Guo	Wife	Wife	2008
Dennis Cha	Son	Son	1995

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Practice TCM	Practitioner	2000

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8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

✓ YES __ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

✓ YES __ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

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b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

✓ YES __ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

✓ YES __ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

✓ YES __ NO

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I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

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Signature Ming Cha _____ **Date** October 24, 2025 _____

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

Name: Julia Chuang

Conflict of Interest Information and Disclosure Statement

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1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

__ YES J.C NO

If yes, please explain:

_____

_____

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

__ YES J.C NO

If yes, please explain:

_____
_____

2b) Have I held such a position in the past?

__ YES  NO

If yes, please explain:

_____
_____

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

__ YES  NO

If yes, please explain:

_____
_____

3b) Have I held such a position in the past?

__ YES  NO

If yes, please explain:

_____
_____

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

__ YES  NO

If yes, please explain:

_____
_____

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

__ YES  NO

If yes, please explain:

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_____

_____

6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

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- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Julia Chuang	Independent Practice	2021

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.


YES __ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.


YES __ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

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d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.


YES __ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.


YES __ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.


YES __ NO

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Signature Julia Chuang Digitally signed by Julia Chuang Date: 2025.11.07 18:07:59 -05'00' _____ **Date**_____

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca

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

Name: Melody Hon

Conflict of Interest Information and Disclosure Statement

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☐ YES ☐ NO

If yes, please explain:

_____

_____

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☐ NO

If yes, please explain:

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_____

_____

2b) Have I held such a position in the past?

☐ YES ☐ NO

If yes, please explain:

_____

_____

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☐ NO

If yes, please explain:

_____

_____

3b) Have I held such a position in the past?

☐ YES ☐ NO

If yes, please explain:

_____

_____

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☐ NO

If yes, please explain:

_____

_____

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☐ NO

If yes, please explain:

_____

_____

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Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date
TCMAC association	Nov 2023	member	Nov 2024

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Honest TCM	owner/operator	July 2022

Honest TCM	owner/operator	July 2022
Honest TCM	owner/operator	July 2022
Honest TCM	owner/operator	July 2022

8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☐ YES ☐ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☐ YES ☐ NO

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c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☐ YES ☐ NO

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☐ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☐ YES ☐ NO

I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature _____ **Date** 26 Oct 2026

College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario

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

Name: Hanbo Hou

Conflict of Interest Information and Disclosure Statement

A Council member is obligated to put the interests of the College ahead of their own. The mandate of the College is to regulate the profession in the public interest – not the interest of the profession. All Council members must do so at all times. Further to this, Council members are required to avoid conflicts of interest whenever possible, and take steps to manage conflicts when one cannot be avoided. Conflicts of interest can be real, potential, or apparent, and may include you or one of your family members (i.e., parent, spouse, child).

This form is intended to help Council members recognize any conflicts of interest they may have and allow the College to help them manage their conflicts appropriately. If a member fails to declare a conflict of interest, it can result in a breach of the bylaws, a breach of their fiduciary duties and, in extreme cases, legal liability.

To be clear, by disclosing this information you are not automatically declaring a conflict of interest. You are merely providing relevant information so that the staff of the College can assist you to comply with your fiduciary duties to the College. Therefore, it is important that you complete this form honestly and accurately. If members do not understand any question, they must seek clarification with College staff.

Members understand that the College may follow up with them and ask for further clarification. Members are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

☐ YES ☑ NO

If yes, please explain:

_____

_____

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

☐ YES ☑ NO

If yes, please explain:

2b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

3b) Have I held such a position in the past?

☐ YES ☑ NO

If yes, please explain:

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☐ YES ☑ NO

If yes, please explain:

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☑ NO

If yes, please explain:

6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
  - Council member/Committee member;
  - Parent, spouse, child or sibling of a Council member;
  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Lotus Care Acupuncture & TCM clinic	Acupuncturist	2024

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8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☑ YES ☐ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☑ YES ☐ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☑ YES ☐ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

☑ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☑ YES ☐ NO

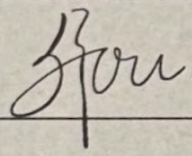
I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature 

Date Oct 20, 2026

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College of Traditional Chinese Medicine Practitioners and Acupuncturists of Ontario

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

Name: Maria Damiano

Conflict of Interest Information and Disclosure Statement

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Members understand that the College may follow up with them and ask for further clarification. Members are expected to provide any requested information in a prompt manner.

Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

☒ YES ☐ NO

If yes, please explain:
Given I perform Plaintiff side medical malpractice there may be a circumstance where I am approached about a College member. However, it has not occured in 23 years of practice

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

I would just recuse myself if necessary.

☐ YES ☒ NO

If yes, please explain:

2b) Have I held such a position in the past?

☐ YES ☒ NO

If yes, please explain:

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

☒ YES ☐ NO

If yes, please explain:
See answer to #1.

3b) Have I held such a position in the past?

☒ YES ☐ NO

If yes, please explain:
see answer to question #1

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

☒ YES ☐ NO

If yes, please explain:
Theoretically if a potential client came to me about a malpractice involving a College member. However I have never sued a member of CTCMPAO & in any event, would recuse myself.

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

☐ YES ☒ NO

If yes, please explain:

6) Please disclose any current or recent affiliations, interests or relationships that I, or one of my family members may have in the chart below. Please include any information that you think may be relevant.

When completing the form please include the name of person who may have the conflict, where the conflict is (i.e. an association, employment etc.), what is the role or relationship, and the date started.

When completing Past Affiliation, please include the date the affiliation with the association ended.

For the purpose of the chart:

- Current or recent affiliations, interests or relationships may be a conflict of interest if it directly or indirectly affects the personal or financial interests of a:
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  - Parent, spouse, child or sibling of a Council member;
  - Spouse of a parent, child or sibling of a member of Council or its Committees.
- The term "spouse" includes a common-law spouse and a same sex partner of the person.

Name	Current Affiliation	Role/Relationship	Starting Date
Harte Law Pc	Lawyer	Employer	Aug 2003
Ontario Trial Lawyers Assoc	Legal organization	Former President + Current Member	2004 to present

Plaintiff side legal organization whose members may sue CTCMPAO members

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Harte Law Pc	Lawyer	Aug 2003

8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

☒ YES ☐ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

☒ YES ☐ NO

10) I understand that when a conflict of interest exists or may exist, I must do the following:

a. prior to any consideration of the matter at the meeting, disclose the fact that I have a conflict of interest;

b. not take part in the discussion of, or vote on, any question in respect of the matter;

c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

☒ YES ☐ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

☒ YES ☐ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

☒ YES ☐ NO

I affirm that the information provided on this form is complete and accurate. I understand that the College will use this information to help me recognize any conflicts of interest I may have, and to manage the conflicts appropriately.

I confirm that I understand each question. If I did not fully understand the question, I sought out clarification from College staff.

I understand that despite completing this form, I am still required to disclose and declare any conflicts of interest at Council and committee meetings.

I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

I understand that failing to disclose or declare a conflict of interest is very serious and can damage the reputation of the College and my own reputation. I also understand that it can result in me being removed from Council or Committees.

Signature  **Date** May 13, 2026

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

Name: Yanzhi Yu

Conflict of Interest Information and Disclosure Statement

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Members understand that even after completing this form, they are still expected to carefully review all agenda items and carefully consider whether they have a real, potential or apparent conflict of interest. If so, they understand that it is their responsibility to declare such a conflict at the start of the meeting.

1) Am I aware of any situation or circumstance that is, or may appear to be, a conflict of interest regarding my role as a Council member?

__ YES ✓ NO

If yes, please explain:

I know the role of a council member is to protect public interest. I can use my previous experience as a council member to identify any potential conflict interest and declare it before a meeting.

2a) Do I currently hold a responsible position such as director, owner, board member, officer or employee of a TCM Professional Association?

__ YES ✓ NO

If yes, please explain:

_____

_____

2b) Have I held such a position in the past?

__ YES ✓ NO

If yes, please explain:

_____

_____

3a) Do I currently hold a position such as director, owner, board member, officer or employee of another organization where my duties may be seen by a reasonable person as influencing my judgment in a matter under consideration of the Council or its Committees?

__ YES ✓ NO

If yes, please explain:

_____

_____

3b) Have I held such a position in the past?

__ YES ✓ NO

If yes, please explain:

_____

_____

4) Am I aware of any situation where I could advance my own interests, directly or indirectly by using College property or information?

__ YES ✓ NO

If yes, please explain:

I can identify such situation and take action to prevent it happens.

_____

_____

5) Do I hold any other position, contract or appointment with the College while serving as a member of Council or its Committees?

__ YES ✓ NO

If yes, please explain:

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_____

_____

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Name	Current Affiliation	Role/Relationship	Starting Date
Chun Guo	Wife	Wife	2008
Dennis Cha	Son	Son	1995

Name	Past Affiliation	Role/Relationship	Ending Date

7) I hereby disclose that my primary sources of income are:

Name	Role/Position	Starting Date
Practice TCM	Practitioner	2000

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8) I understand that if I have a conflict of interest when reviewing the meeting package, I will consult with the President, Registrar, or legal counsel.

✓ YES __ NO

9) I understand that if I am unsure a conflict of interest exists, I will consult with the President, Registrar, or legal counsel. If doubt remains, I will disclose the possible conflict to the Council or Committee and accept their direction as to whether a conflict exists.

✓ YES __ NO

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c. leave the portion of the meeting relating to the matter; and

d. not attempt in any way to influence the voting or do anything that might be perceived as attempting to influence the decision of other members on the matter.

✓ YES __ NO

11) I understand that if I believe that another member of Council or a Committee has a conflict which has not been declared, I have an obligation to raise that concern. The concern should be raised before discussion of the item in question.

✓ YES __ NO

12) I understand that every declaration of conflict of interest must be recorded in the minutes of the meeting.

✓ YES __ NO

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I understand that if any of the information changes, I am required to immediately alert College staff so that this form can be updated.

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Signature _____ **Date** October 24, 2025

55 Commerce Valley Drive West | Suite 705 I Thornhill, Ontario I L3T 7V9 I tel: 416.238.7359 I fax: 416.214.0879 I info@ctcmpao.on.ca