



**ANNUAL REPORT  
FOR 2009**



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## **BOARD OF DIRECTORS**

<b>Jeff Rooney</b>	<b>Chairman</b>
<b>Michael Sangster</b>	<b>Vice Chairman</b>
<b>Tara Mercier</b>	<b>Treasurer</b>
<b>Maureen Eagle Aalders</b>	<b>Secretary</b>
<b>Ann Read</b>	<b>Director</b>
<b>Heather Lonergan</b>	<b>Director</b>
<b>Sandra Curwin</b>	<b>Director</b>
<b>Randall Tresidder</b>	<b>Director</b>
<b>Robert Cowan</b>	<b>Lay Rep</b>

## **STAFF**

<b>Joan Ross</b>	<b>Registrar</b>
<b>J Patrick King</b>	<b>Exec Dir</b>
<b>Kathryn Raymond</b>	<b>Legal Counsel</b>

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March 26, 2010

The Honourable Maureen MacDonald  
Minister of Health, Nova Scotia  
1690 Hollis St.  
4<sup>th</sup> Floor Joseph Howe Bldg.  
Halifax, NS

Dear Minister MacDonald

I have the honour to present the Annual Report of the Nova Scotia  
College of Physiotherapists (NSCP). It summarizes the activities of the NSCP for the  
year ending December 31, 2009.

Respectfully Submitted,

Jeffrey Rooney  
Chair NSCP Board of Directors

## Chair Report

**Jeff Rooney**

The members of NSCP Board are all volunteers....all have full time jobs, families, etc. The problem with any board made up of all volunteers is that there are lots of great ideas but no action. This creates an inefficient and ineffective Board. That is why we need employees - to 'action' the great ideas. It has been my experience that most employees work for money. Something that the Board did not have one year ago.

Let's back up one year. During my first meeting with the College I learned that the College was running further and further into debt, the volume of work required to run the College was too much for one person working part time, the website was out of date – anyone visiting for the first time might have thought that Mike Ritchie must have been PT of the year for 4 straight years, and the College was not able to complete tasks that are mandated thru government legislation – namely peer assessments.

The first task was to hire an Executive Director. This process was started by the previous Board and was completed this year. Pat King started in July and has done some exceptional work for the College in 8-9 months. Pat came to us with 25 years experience working with the Pharmacy Association of Nova Scotia. He brought many years of management experience and expertise to the Board. He has been a tremendous help. While Pat has focused on the administration, financial and communication aspects of the Board, this has allowed Joan to focus on her areas of strength - the regulatory aspects of the Board including quality practice and practice standards. Joan also has an in depth knowledge of the Act and due to her many years of dedication to the College, she knows the reason behind why the legislation came to be the way it is. The Board is very thankful for both of our employees.

The next big projects all happened at once and it was a crazy few months.

- Virtual office saved \$17 000!
- Registration system – much smoother system!
- Website – WOW!

Much has happened. Much has been improved. Things are by no means perfect yet, but we are moving in the right direction.

The Board has identified areas to work on during the upcoming year, 2010.

- Quality Practice – this is vitally important as it is mandated in the legislation. The privilege of being self regulated is an honour and we as a profession need to ensure that we are performing quality practice reviews regularly.
- Communication – continue to improve communication between the College and its members, the College and the public, the Board and the committees, the Board and its employees, and the even between Board members.
- Organizational Structure – there are clear roles for everyone and that the lines of communication are effective, as well as have a succession plan in place
- 4 Core Areas of Business for the College – visit the website to get details

To close, the Nova Scotia College of Physiotherapists could not succeed without the strength of its Board members and Committee volunteers. On behalf of the NSCP membership I want to thank each and every member of the Board and committees. Yes, NSCP is in a much better position now than it was a year ago. There are still improvements to be made and we, as the Board, will continue to work towards those improvements. I look forward to the upcoming year!

Jeff Rooney, Chair

## REGISTRAR'S REPORT

Joan Ross

This has been a challenging and exciting year of change for the College. We have created a virtual office and split the Executive Director /Registrar position into two separate roles. We are fortunate to have Patrick King fill the role of Executive Director and I am now the Registrar. This arrangement has been very successful and will enable us to follow our mandate and move forward with our vision in a more organized and structured framework. *"You have to recognize when the right place and the right time fuse and take advantage of that opportunity. You can't sit back and wait"* Ellen Metcalf. The Board had the foresight to seize the opportunity and the membership will benefit. We are embracing the opportunity to be able to use portfolio reviews and peer assessments to help steer our member education and regulatory changes as we move ahead.

I continue to be active on the Health Professions Regulator Network here in NS (NSHPRN) where we have roundtable interdisciplinary discussions on legislative changes impacting self regulation. Department of Health is a frequent partner at the table. This year we struck a committee that worked on a document outlining opportunities to enhance self regulation through collaborative practice. We also met as a group with EMS and Dept. Of Health on Pandemic/Emergency planning, looking at scopes of practice and available skill sets. I sit as an invited guest at the NS Physiotherapy Advisory Group (NSPAG) meetings. Nationally, I am on the Governance and Nomination committee and the Registrars work group for the Alliance of Physiotherapy Regulators. The Registrars work group is presently sharing information around the new Fair Access to Registration legislation and considering a national Patient's Charter of Rights. We are reviewing the Electronic Health Records document and awaiting the latest legal opinions before we make any revisions.

In closing, I would like to extend my sincere thanks to the Board members who volunteer and work on your behalf. Winston Churchill once said *"we make a living by what we get, we make a life by what we give"* We could not be self regulating without a committed Board. This Board has been active and progressive; a pleasure to work for. I would also like to thank Patrick King for the knowledge, experience and sense of humour he has brought to our organization. We will all benefit from his presence in the College office.

Respectfully submitted  
Joan Ross

# REGISTRAR REPORT

Joan Ross

Data reported as of December 31, 2009.

In 2009 we saw a small increase in the membership over last year. This is consistent with the past couple of years. In general our rate of increase has slowed from 2% to 1% of our membership each year. It is interesting however to note that resignations were down from previous years. About 25% of our membership is between the ages of 51-65 and 35% are between 25-35 years of age. We are in a stable position from a human resource perspective, although there is a need for more physiotherapists in the rural areas. The concentration of members seems to remain in the urban and close surrounding area with new clinics opening to create jobs and enable physiotherapist to stay there. This sometimes presents the wrong impression of a physiotherapist shortage in the province, as we rank in the top three provinces nationally on a physiotherapist per capita basis.

## Member Statistics

**Table 1 Education**

Diploma in Physiotherapy	Baccalaureate in Physiotherapy	Masters in Physiotherapy	Doctorate in Physiotherapy Related Studies
56	479	61	3

**Table 2**

Gender	2009	2008	2007	2006	2005	2004	2003
Male	125	120	123	102	91	89	88
Female	474	479	472	448	446	436	427

## Place of Graduation

**Table 3**

Nova Scotia	Canadian - Other	Country -Other
443	123	33

**Table 4**

New Registrants	2009	2008	2007	2006	2005	2004
<b>Total of new registrants</b>	<b>35</b>	<b>29</b>	<b>45</b>	<b>35</b>	<b>34</b>	<b>37</b>
New registrants educated in own province	26	16	20	19	20	24
New registrants educated in other provinces	7	6	9	14	11	10
New registrants non Canadian-educated	2	1	3	0	1	1
Re-registrants	-	6	13	2	2	2

## PHYSIOTHERAPIST RESOURCE STATISTICS

Data as reported December 31, 2009

<u>Registration Type</u>	<b>2009</b>	<b>2008</b>	<b>2007</b>
Full	564	521	520
Defined	10	40	48
Temporary	6	9	
<u>Other Registrants</u>			
Out of Province	12	10	9
Inactive	10	6	7
Non-Practicing	6	13	18
<b>Total</b>	<b>608</b>	<b>599</b>	<b>595</b>
<u>Resigned</u>	18	22	42
<u>Location By DHA</u>			
1	40	31	30
2	27	25	25
3	46	35	36
4	26	19	19
5	14	13	13
6	19	16	18
7	18	19	17
8	59	51	51
9	359	361	359

### Age Ranges 2009

25 - 35	210	20 - 30	103	40 - 45	112
36 - 45	189	31 - 40	209	46 - 50	67
46 - 55	144	41 - 50	156	51 - 55	77
56 - 65	91	51 - 60	122	56 - 60	45
		61 - 70	22	61 - 65	18



## Executive Director Report

J Patrick King

It has been an interesting eight months since I started with the College and as is to be expected it included a steep learning curve as well. My first challenge other than closing the office, rebuilding the website, insuring the re-registration process wasn't a nightmare and understanding the way it happens in a College involved understanding the raison-d'être for the NSCP. I describe the reason for being as the NSCP's four core business areas, and they are:

**1) Registration and Licensing** - establishing and administering fair and thorough registration processes ensuring individuals licensed to practice have the appropriate knowledge, skills and attitudes. (The Executive Director now staffs this responsibility)

**2) Quality Assurance** - undertaking Quality Assurance programs and processes that ensure not only quality physiotherapy practice and public safety, but also accountability for the NSCP itself. For example: ensuring physiotherapists maintain their competence, ensuring service locations meet expected operational standards and ensuring that we, the NSCP, continually meet our regulatory obligations. (The Registrar now staffs this responsibility)

**3) Legislation and Practice Standards** - establishing, maintaining and enforcing appropriate regulations, standards, policies, guidelines, and ethical codes that will achieve optimal patient care and health outcomes. (The Executive Director now staffs this responsibility)

**4) Professional Accountability** - Manage a fair and reasonable Complaints and Investigation process for the public of Nova Scotia and NSCP members. (The Registrar now staffs this responsibility)

Our core business areas are managed by the Board, three (3) standing Committees and the staff.

It is also interesting to note that our core business areas encompass a set of goals that the Board needs to continually focus its efforts on; below I have listed some of these goals, by no means is the list exhaustive, but it attempts to illustrate how we work towards accomplishing our core business areas by striving to accomplish these goals.

### **Our Strategic Goals:**

An Optimal scope of practice for physiotherapists

Quality Assurance programs for physiotherapists, physiotherapy practice and NSCP governance

Effective and relevant legislation, regulations, standards, policies and codes

Robust professional accountability system

Efficient use of technology

Optimal collaboration

Effective communication

Maintenance of current core and administrative activities in a sustainable manner

I see that in 2009 your Board once again directed its efforts towards these goals, the enhanced website and more frequent on line Updates improves communication, a virtual office and moving to accrual accounting maintains current core and administrative activities in a sustainable way, and the improved on line registration system means efficient use of technology as does the website and the member data base. Our move to increased Portfolio reviews and onsite clinical assessments attests to our interest in Quality Assurance programs, while the work of our Investigations committee and Standards committees protects the public of Nova Scotia. Yes, it has been a good year.

## Treasurer Report

Tara Mercier

I am pleased to provide the Nova Scotia College of Physiotherapist's Financial Statements for the period January 1, 2009 to December 31, 2009.

### **Operations:**

Effective January 1, 2009 the College moved from a Cash bases to an Accrual Accounting bases, which will allow for a better alignment of the financial plan (Budget) with income and expense for the Budget period. This is apparent to the reader of the Comparative Statement of Net Income because the 2009 Membership fees are reported as only \$15,490. NSCP collects the bulk of it fees in November/December of the preceding year; so in effect the 2009 Membership fees were recorded as income in 2008 because it was "cash" received in 2008 even though it was meant for 2009. So we can report the 2009 Membership fees at approximately \$180,000. You will see later that the \$180,000 was moved in 2008 to Retained Earnings on the Balance Sheet so as to complete the accounting process and therefore could not be recorded in 2009 as Membership income.

On the expense side, during 2009 the Board implemented several cost savings measures to ease some of the financial burden and reduce operating costs. These measures included the creation of a virtual office which saved the College approximately \$16,000 in rent, the Board also agreed to waive honorariums, and a strict adherence to budget was observed. As a consequence of these measures operating expenses were \$179,785 or about the same as income. In essence in 2009 the NSCP broke even.

### **Investment Portfolio:**

Year 2009 did treat investors more kindly, though it will take probably another year for the College to surpass its Mutual Funds Investment peak of \$88,815.39 in early 2008. Though we recorded a decrease in the portfolio's value to \$69,964.11 at year end 2008; I am pleased to inform you that the Funds ended the 2009 year at \$82,369.31 an increase of \$12,425.20.

The College also held at year end 2008 some \$23,507.87 in GIC's with the Bank of Montreal. These GIC's matured in 2009 and were reinvested. Our total investment portfolio at year end 2009 is valued at \$107,071.00.

### **Summary;**

The 2009 financial year for the NSCP was a greater improvement over other years; and with our move to accrual accounting it will be easier for all to understand the College's finances and its financial management. It is financial management that the College Board and its Finance Committee are now dealing with; and the start was the 2010 member fee increase. So all-in-all 2009 is highlighted by a balanced budget, a greater ability to monitor current expenditures against current income and a more proactive approach to financial management.

Respectfully Submitted

Tara Mercier,  
Treasurer

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## FINANCIAL REPORT

To the members of the Nova Scotia College of Physiotherapists;

I have completed a review of the financial records of the Nova Scotia College of Physiotherapists for the 12 month period ended December 31,2009.

Based on the information provided, I believe the financial statements accurately reflect the financial position of the College as of December 31, 2009.

Michael Canavan  
Halifax, NS  
March 2010

Nova Scotia College of Physiotherapists			
Comparative Statement of Net Income			
For 12 Months Ended December 31, 2008 / 2009			
	2009		2008
<b>REVENUE :</b>			
Membership Dues (note 2)	\$15,490		\$179,866
Less : Processing Fees	-\$3,119		-\$4,629
	\$12,371		\$175,237
Investment Income	\$13,165		-\$17,741
Other	\$3,375		\$12,580
<b>Total Revenue</b>	<b>\$28,911</b>		<b>\$170,076</b>
<b>EXPENSES:</b>			
<b>Administration</b>			
- Executive Director Search	\$1,431		\$0
- Office Expense	\$11,173		\$17,771
- Office Staff	\$65,828		\$56,905
- Postage and Courier	\$2,080		\$2,875
- Printing and Copying	\$0		\$7,328
- Telecommunications	\$5,125		\$3,498
- Other	\$2,039		\$1,535
Annual General Meeting	\$1,265		\$2,619
Board Expenses	\$0		\$4,488
CAPRB Alliance Dues	\$8,254		\$8,254
<b>Committees</b>			
- CIC	\$0		\$200
Capital Asset Depreciation	\$22,513		\$21,686
<b>Gifts and Awards</b>			
- Book Prize	\$200		\$200
- Post Graduate Award	\$850		\$3,800
Interest on Debt	\$21,501		\$23,233
Meetings	\$4,551		\$0
<b>Professional Fees</b>			
- Accounting	\$300		\$300
- Board Honoraria	\$930		\$4,340
- Legal (Legislative)	\$1,907		\$4,664
- Legal (General)	\$5,212		\$4,527
Software Hosting Fees	\$6,950		\$0
Write-off Equipment (note 7)	\$14,520		\$0
<b>Total Expenses</b>	<b>\$176,628</b>		<b>\$168,223</b>
<b>Net Income (Loss)</b>	<b>-\$147,718</b>		<b>\$1,853</b>

***Nova Scotia College of Physiotherapists***

**Comparative Balance Sheet**

**December 31, 2008 / 2009**

	<b>2009</b>	<b>2008</b>
<b><i>CURRENT ASSETS :</i></b>		
Cash and Bank	\$196,611	\$154,901
Investments (note 2)	\$107,071	\$93,663
Accounts Receivable	\$5,347	\$0
Prepaid Expenses	\$86	\$0
	\$309,114	\$248,564
<b><i>LONG-TERM ASSETS :</i></b>		
Capital Assets (note 3)	\$142,022	\$181,688
Less : Accumulated Depreciation	(\$18,685)	(\$45,455)
	\$123,337	\$136,233
Deferred Finance Charges (note 4)	\$15,133	\$18,917
<b>Total Assets</b>	<b>\$447,585</b>	<b>\$403,713</b>
<b><i>CURRENT LIABILITIES :</i></b>		
Accounts Payable (note 5)	\$15,307	\$13,827
Loan Payable (note 6)	\$0	\$16,179
Deferred Revenue (note 2)	\$221,596	\$0
	\$236,903	\$30,006
<b><i>LONG-TERM LIABILITIES :</i></b>		
Accounts Payable (note 5)	\$56,468	\$71,775
	\$56,468	\$71,775
<b><i>EQUITY :</i></b>		
Retained Earnings, beginning of year	\$301,932	\$300,079
Net Income (Loss) for year	(\$147,718)	\$1,853
Retained Earnings, end of year	\$154,214	\$301,932
<b>Total Liabilities and Equity</b>	<b>\$447,585</b>	<b>\$403,713</b>
	13	

***Nova Scotia College of Physiotherapists***

**Investment Schedule**

**For Year Ended December 31, 2009**

<b>Certificate #</b>	<b>Date Purchased</b>	<b>Maturity Date</b>	<b>Interest Rate</b>	<b>Original Cost</b>	<b>Book Value</b>
<b><i>Bank of Montreal</i></b>					
Investment # 16	Feb. 27, '09	Feb. 27, '11	3.25 %	\$18,000.00	\$18,493.64
Investment # 11	Sept. 8, '09	Sept. 11, '12	1.60%	\$5,987.28	\$6,017.46
<b><i>CIBC Wood Gundy :</i></b>					
Transaction Account Balance				\$0.00	\$190.59
Mutual Funds				\$88,815.39	\$82,369.31
				\$112,802.67	\$107,071.00
Change in accrued investment income =		\$ 10,859.20			

***Nova Scotia College of Physiotherapists***  
**Notes to Financial Statements**  
**31-Dec-09**

**1. Purpose of the Organization**

The Nova Scotia College of Physiotherapists (NSCP) is a provincial organization which regulates the practice of physiotherapy and governs its members in accordance with the Physiotherapy Act and Regulations.

**2. Significant Accounting Policies**

*Investments*

Investments are recorded at cost with investment certificates adjusted for accrued interest and mutual funds for changes in market value.

*Capital Assets*

Purchased capital assets are recorded at cost. Leased capital assets are recorded at the principal value of the lease agreement. Amortization is provided for on a straight-line basis over the assets' estimated useful lives, which is 5, 5.5, and 10 years.

*Deferred Revenue*

NSCP has historically used a cash basis for reporting membership revenue. In 2009, this was changed to an accrual basis so membership dues received in Nov./Dec. 2009 have been recorded as deferred revenue for 2010.

*Accounts Payable*

When a debt instrument (such as a lease) is replaced with a new debt instrument, the costs of terminating the original financial liability are added to the carrying cost of the new financial liability and amortized over its expected life.

**3. Capital Assets**

	Cost		Accumulated Amortization		Net Book Value	
	<u>2009</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>	<u>2009</u>	<u>2008</u>
Furniture & Equipment	\$7,950	\$71,843	\$6,976	\$44,228	\$974	\$27,615
Furn. & Equip. - Leased	\$40,495	\$40,495	\$8,590	\$23,318	\$31,905	\$17,177
Website Software *	\$93,578	\$69,350	\$3,119	\$0	\$90,458	\$69,350
	<u>\$142,022</u>	<u>\$181,688</u>	<u>\$18,685</u>	<u>\$67,546</u>	<u>\$123,337</u>	<u>\$114,142</u>

\* Website software is amortized since it was put into use in November 2009

**4. Deferred Finance Charges**

The deferred finance charges are the difference between the carrying values of the printer/copiers held by NSCP on December 31, 2009 (refer to note 5) and the outstanding principal portion of the remaining lease payments. This amount was generated by the buyout of the Konica printer/copier acquired in 2005 in order to reduce the quarterly lease payments and reflects a discounted value of the interest charges on the terminated lease. These charges will be amortized on a straight-line basis over the remaining term of the new lease agreement (until December 2013).

**5. Accounts Payable**

The lease payable to East Coast Capital Inc. for (1) the costs of a Sharp printer/copier which was initially leased and subsequently purchased in order to terminate the lease, and (2) the costs of a Konica printer/copier which meets the conditions of a capital lease as per CICA 3065. It is repayable at the rate of \$5,672 per quarter including interest and will be fully paid in October 2013.

**6. Loan Payable**

The loan payable was to Alliance Funding Corporation for financing a portion of the costs of a software member registration system acquired from KLJ.. It was fully paid during 2009.

**7 Write-off Equipment**

NSCP wrote-off various pieces of capital equipment during 2009. The major item was a Sharp printer/copier with a book value of \$14,272.

## Finance Committee Report

Tara Mercier

**Purpose:** To assist the Board of the College in effectively supervising and monitoring the financial activities and investments of the College.

**Committee Members:** Tara Mercier, Treasurer; Jeff Rooney, President; Robert Cowan; Joan Ross, Registrar; Patrick King, Executive Director.

The primary focus of the Finance Committee in 2009 was to minimize and monitor all NSCP expenditures during fiscal 2009. To this end the committee reviewed pro forma statements for the college, as well as investment statements. The Committee also reviewed various activities of the College so as to determine if the expenditures were in keeping with the Objects of the College.

The committee reviewed the PGEF Committee and decided to recommend to the Board the discontinuation of Board funding for the PGEF. The Committee recommended that \$2,000 be added to the Peer Assessment Expense to support the Registrar conducting meetings with members throughout the province regarding the Peer Assessment Process.

During the year the Finance Committee developed a policy regarding the granting of funds to Board Members, or for that matter any Member of the College who request funding for a project/course/conference etc. The Finance Committee agreed on a Policy Guideline that states: “any funding provided to a member by the Board of Directors of the College for projects, courses, conferences etc; must be seen to benefit the ongoing operations and purpose of the College and as such said expense must be allocated to a line expense of the college.”

The Committee also recommended to the board that a Non-Profit Management Assurance policy be purchased for the Board and committees to protect them in the event of a legal action taken against them in carrying out their duties. The new policy took effect in December of 2009.

Respectfully Submitted;

Tara Mercier, Chair



## INVESTIGATION COMMITTEE

Cathy Byham

**Purpose:** To investigate complaints regarding a disciplinary matter concerning any member of the College.

**Committee Members (2009):** Cathy Byham (Chair), Jill Dollimount, Allan Dwyer (Lay Member), Kim Johnson (Lay Member), David Kachan, Deanna Landry, Heather Lonergan (Board Liaison), Linda MacLaggan.

**Meetings:** As needed to resolve complaints. There were 7 meetings in 2009.

### Complaints 2009

<u>Complaint</u>	<u>Origin</u>	<u>Resolution/Status</u>
Professional Misconduct (Poor quality of care, unprofessional comments and behavior)	Patient	Dismissed
Professional Misconduct <i>Complaints against two members by patient</i> (Failure to meet the standard of care performing acupuncture, failure to address patient's concerns regarding treatment plan)	Patient	Ongoing
<i>Unprofessional behavior arising during the Investigation</i> (Failure of one member to respond to the Investigation Committee)	Investigation Committee	Ongoing

There were two new complaints received in 2009, four complaints in 2008 and three in 2007.

The complaints received by the Committee over the last few years are varied, but many are the result of poor communication between patient and therapist.

The Committee members include three physiotherapists in private practice, two in hospital based practices and one who is retired. They have different areas of interest and types of practice. Our lay members include representatives of business and law. The Committee also has its own legal counsel, i.e. not the same counsel as the Board.

Each complaint is thoroughly investigated and discussed and the decisions are always unanimous.

Cathy Byham, Chair  
Investigation Committee

## Peer Assessment Committee

Sally Shaw

Members David Braha, Gail Creaser, Carolyn Sanford, Michelle Karis and Sandra Curwin (Board representative).

The committee met four times in 09 with Gail and Sally meeting in December to review the last portfolios that needed revisions.

The major changes at the College administration level and relocation of offices resulted in the PAC being limited in what it could accomplish this year.

### Portfolios

We reviewed 50 portfolios in 08 and had planned to review another 50 in 09. At the beginning of the year we had several portfolios from the first batch that were incomplete. The committee only received the information necessary to complete the review in November 2009. We apologize to members re the tardiness in us getting back to you.

In summary all portfolios we received were reviewed and are now complete.

One member did not submit their portfolio.

The portfolio review was put on hold until the forms were available to members on the website and administrative support was available to us.

We have revised appendix 2 and 3 (the jurisprudence self review as the forms were confusing). We have added a self-chart audit and a workplace evaluation checklist, which are mandatory items for the portfolio.

The workplace evaluation checklist is also used for the onsite assessment so if members go over this form they can determine if their workplace meets the standards of the NSCP.

Notices have been sent out to another 50 members to submit their portfolios.

We have established timelines and this round will be reviewed by the committee on April 1<sup>st</sup>/10 and returned to the members by April 8<sup>th</sup>. Those whose portfolios were incomplete will have an additional month to resubmit to the Registrar.

The portfolios are first reviewed by a member of the committee and then reviewed by the committee as a whole.

### Onsite Assessment

None were done in 2009. The new regulations have still not been passed, so we are asking that the clinics selected in 2010 for the onsite assessment undergo this process on a volunteer basis.

This process however is ready to go. We will be using the following tools for assessment purposes, these are the as follows:

- Review of portfolios of individual therapists at each workplace.
- Workplace evaluation checklist
- Chart audits using the same form that is part of the portfolio.
- Interviewing patients, possibly using the patient satisfaction survey that we have developed.

We will be reviewing 10 clinics in 2010, 8 being in the HRM area and 2 within a 100km radius of HRM.

Sally Shaw, Chair  
Peer Assessment Committee

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## **Practice Standards Committee**

**Janice Webber**

Our committee has been able to finalize from draft form on the approval of the Board, the standards of Pelvic Floor Assessment and Treatment, Spinal Manipulation, and Acupuncture and Intramuscular Stimulation.

The committee is now working to update all the old standards and has begun with informed consent which is now in a draft form to be circulated to the membership. We have also begun looking at medical legal for our 2010 year.

Janice Webber, Chair

Practice Standards Committee

## POST-GRADUATE EDUCATION FUND:

Joan Walker

**Purpose:** To assist physiotherapists pursue further education related to their professional interests and the development of the profession. Such studies include continuing education courses, seminars and workshops, as well as focused conferences and may include individual academic courses. Normally at least \$3000 was available annually, awarded in two competitions a year. *There is an individual maximum application limit of \$500, at each competition. Separate applications must be made if funding is sought for more than one course.* The Committee may use its discretion in order to dispense the total funds. Forms can be obtained from NSCP office or the web site ([www.nsphysio.com](http://www.nsphysio.com)). **Seven hard** copies must be received by the deadline date, however applications can be submitted at any time during the year. All applications must be signed. Courses must be taken in the current calendar year or the one following, and expenses itemized *only* for the course for which funding is sought. In requesting hard copies only, the Committee hopes that members will recognize the extra work that would be placed on the sole office staff member if fax or electronic were accepted.

**Current Members:** Joan M Walker (chairperson), Tara Mercier (Board rep., from May '06), Kyla Brown, Jane Cameron, Audrey DeVeaux, Linda MacLaggan (private practice), Ann Gillham (lay representative).

**Meetings:** Only one competition was held, in November & that was solely due to a generous donation of \$5,000 by the Orthopaedic Division of Nova Scotia.

**Applications:** There were 9 applications, 3 from outside of HRM.

**Funding:** Total expenses were \$15,386, with course fees of \$11,341. We awarded \$1,000. Awards were made to: A Beaton, T Brooks, G Gernam, JL E Freeman, H Hansen, L Lundquist, C Shupe, J Terrio & J Turnbull. Individual awards range: \$50 - 152.

**Topics:** All related to orthopaedics. Six were for Level 2-5 courses & exams, 1 Sahrman & 1 Clin Neurodynamics, 1 Mulligan courses.

The percentage of course fees funded was <9%. The committee continues to fund considerably less than members' expenses (<7%). Itemized tabulation of expenses (accommodation, fares, meals, etc), as well as the course fees, enables the committee to better demonstrate to the College, members' continuing education funding needs.

### **Issues:**

The sole competition in 2009 occurred with special funding. There will be 2 competitions in 2010, each for \$2,000. The 2010 competitions are possible solely because of the donation by the Orthopaedics Division, **as the College has announced termination of the PGEF.** The Committee regrets this decision as applications suggest funding sources for postgraduate education continue to diminish and disappear. The 2010 competitions will be restricted to courses in the field of orthopaedics/musculo-skeletal conditions.

Respectfully submitted,



Joan M Walker, PhD, PT (Chairperson)

## ALLIANCE REPORT

Ann Read

The Canadian Alliance of Physiotherapy Regulators (Alliance) strives to provide a cohesive voice on issues related to Physiotherapy regulation nationally and internationally.

In my second year as the Alliance representative for the NSCP I have attended meetings in Toronto ( May and November) , participated in meetings by teleconference, and also attended the International Summit of Direct Access and Advanced Scope of Practice in Physical Therapy in Oct. in Washington DC which the CPA and Alliance were sponsors in conjunction with the American Physical Therapy Association and World Confederation of Physical Therapy.

The following is a brief summary of the key business arising from these meetings:

- Collaboration with the National Physiotherapy Advisory Group (NPAG) continues, with the Alliance leading the Essential Competency Profile 2009 for Physiotherapy in Canada project (based on CanMed model). The document has been completed, and modifications made based on feedback A motion by the Alliance to adopt the document is expected in early 2010.
- Development of a “blueprint” for the physiotherapy profession similar to the pharmacy model has been identified as a priority activity for the Alliance. A fall forum has been suggested as a potential time to commence developing such a blueprint.
- Official Marks ( ie Physiotherapist, physiotherapeute, Physical Therapist) : Alliance will request CPA share their results from their communication survey in their national communication strategy. The Registrars committee will monitor registrant complaints and actions taken concerning official marks.
- The Alliance continues to pursue discussions with the Australian Physiotherapy Council focusing on the mobility of physiotherapists ( an International Bilateral Agreement ). A task force was appointed in Nov. to begin discussions with the Australian Physiotherapy Council.
- A modified definition of the purpose of the Physiotherapy Competency Exam ( PCE) has been approved that includes competence.

*The PCE tests essential competencies of physiotherapy practice – the essential knowledge, skills and abilities. It tests history-taking, physical examination, data interpretation, clinical problem solving, treatment techniques, ethics, safety, interviewing and communication. The examination covers the core clinical practice areas: neuromusculoskeletal, neurological, cardiopulmonary-vascular and multisystem.*

- Conclusions from the Washington Summit were that continued research, education, and practice developments as well as collaboration with other professions and policy makers is vital to physiotherapy achieving direct access, advanced scope of practice and expanded roles. Excellent opportunities exist to gain knowledge from the many successes in the UK, Australia, New Zealand and Ontario. Learning from their experiences on what were the “drivers” for the development of advanced scope of physical therapy practice, the consequences on practice and professional roles and responsibilities, and the resultant regulatory changes will be critical for the advancement of our profession.

I look forward to participating in future Alliance meetings, The opportunity to continue to learn and further develop my communication and leadership skills within a dynamic and diverse group is valued.

Ann Read  
Alliance Representative





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