

**NOVA SCOTIA COLLEGE OF PHYSIOTHERAPISTS**  
 Board of Directors Meeting, January 24, 2013  
 IWK Health Centre, Halifax, NS  
 MINUTES

**Present:** Jeff Rooney, Chair; Michael Sangster; Ann Read; Randall Tresidder ; Wayne Carlton; Angela Peckford; Todd Lewin; Barbara Kelly; Stephanie Francis; Joan Ross, Registrar; Patrick King, Executive Director.

**Regrets with cause:** Sandra Curwin;

Guest: Hannah Dobie

Topic	Discussion	Action	Status / Comments
<b>1. Call to Order::</b>	Jeff Rooney welcomed everyone to the meeting.	<b>The Chair called the meeting to order at 6:10 pm</b>	<b>Completed</b>
<b>2. Review of Agenda:</b>	The agenda for the meeting was reviewed.	<b>MOTION: It was moved and seconded that the Agenda be accepted as circulated.</b>	<b>Agenda Approved</b>
<b>3 (a) Review of Minutes:</b>	The Chair requested a motion to approve the December 6, 2012 minutes of the NSCP Board of Directors.	<b>MOTION: It was moved and seconded that the minutes of the Board meeting as amended be approved.</b>	<b>Motion Carried</b>
<b>3 (b) Business Arising from the Minutes:</b>	None		
<b>4. Registrar Report:</b>	See attached Report.	<b>MOTION: It was moved and seconded that the Registrar's Report be approved.</b>	<b>Motion Carried</b>

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Registrar's report, con't		<b>MOTION: It was moved and seconded that the Member Roster be approved as provided.</b>	Motion Carried
5. Executive Directors Report	See attached Report.	<b>MOTION: It was moved and seconded that the Executive Director's Report be approved.</b>	Motion Carried
6. Treasurer's Report	The Treasurer reviewed the December 31, 2012 NSCP Financial Statements.	<b>MOTION: It was moved and seconded that the financial statements be accepted as circulated.</b>	Motion Carried
<b>7. Committee Reports:</b>			
a) <b>Investigations Committee:</b>	Barbara Kelly reported that the Committee was working on two complaints. In addition it was noted by the Investigations Committee that two of the most recent cases involved poor Charting of patients records as a consequence Barb has agreed to review the Chart Audit Check List as used by the assessors involved in the On-Site Clinical Reviews to determine if the tool stresses good charting especially around Treatment records.		
b) <b>Alliance:</b>	Ann reported that the Alliance has not met since our last meeting..		

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<p><b>c) Practice Standards:</b></p> <p><b>d) NSPAG:</b></p> <p><b>e) Peer Assessment:</b></p> <p><b>f) Nominating Committee:</b></p>	<p>Mr. Lewin, reported that the committee had met since the last Board meeting, and that one Standard was ready for posting to the website and that as a result of the review of two other documents two Advisories were ready for distribution to the membership: :</p> <p>1) The Practice Standard: Use of Title . Mr. Lewin asked that it be posted to the website for member input.</p> <p>2) Advisories: i) Calibration ( with one small change "one year or " manufacturers....)and ii) Termination of Treatment. Mr. Lewin asked that both advisories be distributed via email to the membership.</p> <p>Randy reviewed the minutes of the NSPAG meeting held Tuesday Dec 11, 2012. Minutes Attached.</p> <p>Has not met since the last meeting.</p> <p>No report required at this time.</p>	<p><b>MOTION: It was moved and seconded that Use of Title be posted to the NSCP Web for member input, and that advisories i) Calibration and ii) Termination of Treatment be distributed to the membership via email.</b></p>	<p><b>Motion Carried</b></p>
<p><b>8. New Business:</b></p> <p><b>9. Discussion:</b></p>	<p>Mr. King reminded the Board members that if they plan on attending the NSCP/NSPA AGM that they need to register on line. It was agreed that the NSCP AGM would occur within the first 30 minutes of the 90 assigned to the NSCP and that the balance of the time would be used by the Registrar to overview the many legislative changes that have occurred in the last two years. Also Mr. King asked those Board Members who need to submit reports for the Annual Report do so by February 1, 2013 such that he can have them reviewed by an editor. It was also suggested that each Committee report be preceded by that Committees responsibilities.</p>		

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<b>10. Correspondence:</b>	Letter from the Superintendent of Insurance, for Nova Scotia providing an update on the Automobile Insurance Diagnostic and Treatment Regulations which will become effective April 1, 2013.		
<b>11. Conflict of Interest Declaration</b>		<b>None</b>	
<b>12. Adjournment:</b>		<b>Meeting Adjourned</b>	
<b>Next Meeting:</b>	Next Board meeting February 21, 2013 at the IWK.		

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 Chair – Jeff Rooney

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 Recorder – J Patrick King – Ex Dir