



The e-Bulletin

THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO
Regulating Psychologists and Psychological Associates

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The Council engaged in a training day the day before the March 2018 Council meeting. The topic in the morning was Occupational Regulation: Defining "Acting in the Public Interest" in 2018 presented by Ms. Jan Robinson, Registrar and Chief Executive Officer of the College of Veterinarians of Ontario.

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Changes and Amendments to Legislation Relevant to Members

There are important changes to two pieces of legislation which the College wishes to bring to the attention of members. The *Child and Family Services Act, 1990 (CFSA)* has been repealed and replaced with the *Child, Youth and Family Services Act, 2017 (CYFSA)* and amendments to the *Regulated Health Professions Act, 1991* have been proclaimed.

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Health Records: Succession Planning for Health Information Custodians

Appropriate maintenance, security and arrangements for access to personal health information allows clients, former clients and others who may be authorized to access a health record the ability to obtain important information they may require. Ensuring that such records are securely maintained and accessible may be the responsibility of the institution or agency a member is employed by, or in the case of those in private practice, the member who has collected the information

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Consultation - Proposed Amendments to By-law 25: The Register and Related Matters

Amendments to the *RHPA* made in May 2017 necessitate changes to the College's By-Law 25. A consultation has therefore been circulated with feedback requested by Monday, June 18, 2018.

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Barbara Wand Seminar in Professional Ethics, Standards and Conduct June 14, 2018 - London

Registration is now open for the Barbara Wand Seminar being held in London on June 14 from 1pm to 4pm . This is again being offered at no charge to members and graduate psychology students. [Register Here.](#)

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Elections to Council 2018

Elections to Council were held on March 30, 2018. The College would like to congratulate Janice Currie, Ph.D.,C.Psych - District 5 (GTA East), Denise Milovan, Ph.D.,C.Psych - District 6 (GTA West) and Melanie Morrow, M.A., C.Psych.Assoc. (Psychological Associate Non-voting).

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Council Highlights

Highlights from the Council meeting held on March 9, 2018 are now available.

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Membership Renewal Reminder

Membership renewal is now open. Members are asked to [log into their account](#) and complete the online **Practice Update Form** as well as submit fees by June 1 to avoid a late fee. The help desk is available from 9 to 5 each day at 416-961-8817 ext 237 or 221.

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Quality Assurance Self-Assessment Guide (SAG) 2018 Continuing Professional Development Program (CPD)

The [2018 Self-Assessment Guide](#) is now available. Members with even registration numbers and members holding Supervised Practice and Interim Autonomous Practice Certificates are asked to complete this form and submit the online Declaration of Completion by June 30, 2018

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Inquiries, Complaints and Reports Committee Activities

The ICRC met on December 15, 2017, January 19, 2018 and February 20, 2018.

VIEW ICRC REPORT

Council Meeting Materials Available for Download

The College posts the materials which support the items for discussion at the quarterly Council meetings. These materials are available one week prior to the meeting and are maintained, along with the approved minutes, in the Resources section of the [website](#).

Changes to the Register

Since January 2018, there have been many changes to the College Register as new Certificates of Registration were issued or members retired or resigned.

VIEW CHANGES TO THE REGISTER

Upcoming Council Meetings

June 22, 2018
September 21, 2018
December 14, 2018

We welcome observers. Materials will be posted to the website one week in advance. Please advise the College of your wish to attend by calling 416-961-8817 or emailing cpo@cpo.on.ca

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President's Message

The Council engaged in training the day before the March 2018 Council meeting. The topic in the morning was Occupational Regulation: Defining "Acting in the Public Interest" in 2018 presented by Ms. Jan Robinson, Registrar and Chief Executive Officer of the College of Veterinarians of Ontario. Ms. Robinson promoted dialogue on the current and unique pressures on regulation and how these pressures shape the way regulators, including our Council, does its business now and in the future. The talk was greatly appreciated as it challenged the Council to consider how it can demonstrate that it is trustworthy and responsible in working for the public interest. In the afternoon, Dr. Rick Morris, Registrar & Executive Director of the College, presented information about the March 2013 Council motion that has been labelled 'Shaping the Future'. This motion pertained to the closure of Masters level registration, and registering all current Psychological Associates as Psychologists. It was noted that only two of the current Council members were on Council when this motion was made. Given that this topic continues to be discussed by Council, the information was timely and helpful as it was important that all Council members be familiar with the issues.

The Council was pleased to welcome Mr. Emad Hussain, a Public Member, recently appointed by the Ministry of Health and Long-Term Care. While this was Mr. Hussain's first Council meeting, he had already worked with some Council members as he had been involved with the Discipline Committee and a panel of the ICRC.

The Council agenda for the March meeting included discussion and decisions about various governance issues. Council approved the draft budget and a proposal to develop and implement a comprehensive communication plan for the College. As well, Council finalized the Registrar's Annual Performance Review at an in camera session. Council moved to make changes to the *Rules of Procedure* for the Discipline Committee such that reprimands will now be issued publicly, which is consistent with other regulatory Colleges. Council also voted to engage the membership in a consultation regarding the section of *By-Law 25: The Register and Related Matters* having to do with the posting of reprimands on the public register. I encourage members to consider the consultation and provide feedback to the College by June 18, 2018 so it can be included in the Council discussions at its next meeting.

The Council was provided with updates about current and ongoing aspects of College work. A significant matter concerns the Examination for Professional Practice of Psychology (EPPP), the general knowledge examination that the College uses as part of the registration process. This exam is being expanded to include a second, competency part, which will impact both the College and new applicants. Council was provided with information as to how the College will evaluate the impact of this change and in order to make recommendations going forward. As the changes to the EPPP are anticipated to come into effect in January 2020, this issue will certainly return to the Council in future meetings.

Council continued the practice of reserving time in the afternoon to engage in generative discussions. The Council considered and discussed the possibility of adopting a *Code of Conduct*. Following the discussion, the Council asked the Registrar to prepare a draft *Code* for consideration at the next Council meeting.

I would like to congratulate Dr. Janice Currie and Ms. Melanie Morrow on their recent election as new members to Council, as well as Dr. Denise Milovan who will be returning for another term. Leaving the College Council are Dr. Ruth Berman, Mr. Glenn Webster and Ms. Ethel Teitelbaum who we thank for their many years of dedicated service on our Council. Lastly, I would like to congratulate Dr. Dorothy Cotton, Professional Member of Council from District 3 on receiving the Order of Ontario for her work advocating for mental health services within police services.

Lynette Eulette Ph.D., C. Psych.
President

Changes and Amendments to Legislation Relevant to Members

There are important changes to two pieces of legislation which the College wishes to bring to the attention of members.

Child, Youth and Family Services Act, 2017

On April 30, 2018 the *Child and Family Services Act, 1990 (CFSA)* was repealed and replaced by the [Child, Youth and Family Services Act, 2017 \(CYFSA\)](#). This legislation introduces some new elements, but also contains many of the same provisions as the *CFSA*.

Reporting Children and Youth in Need of Protection

A [summary of the changes in the new legislation](#) with respect to the protection and support of children and youth in Ontario was prepared by the Ministry of Children and Youth Services.

Of importance to all members are the mandatory child abuse reporting requirements. These requirements, as set out in the new legislation, are very similar to those previously contained in the *Child and Family Services Act, 1990*. Section 125 of the new *Child, Youth and Family Services Act, 2017* sets out the mandatory reporting requirements if one has reasonable grounds to suspect that a child is in need of protection or has suffered abuse, as listed. The new legislation requires that a report must be made “immediately”; a change from the previous requirement to ‘report forthwith’.

Consistent with recent changes to the *CFSA*, the new legislation continues the ability of a practitioner to make a report to a Children’s Aid Society if there are reasonable grounds to suspect that a child who is 16 or 17 is in need of protection. Reporting such concerns regarding a 16 or 17-year-old youth is permissible, not mandatory, and left to the judgement of the practitioner. Members should review section 125 of the *CYFSA* to ensure an understanding of their ongoing responsibilities.

Amendments to the Regulated Health Professions Act, 1991

On May 1, 2018, a number of amendments to the [Regulated Health Professions Act, 1991 \(RHPA\)](#) and the *Health Professions Procedural Code (Code)* being schedule 2 of the *RHPA* were proclaimed. Some of these amendments direct, through legislation, the actions of the College’s Discipline Committee with respect to findings and penalty in some matters.

Definition of Patient or Client with Regards to Sexual Abuse

For the purposes of “sexual abuse” of a patient or client, an individual will be considered to be a patient/client for one year following termination of services. [Code 1(6)(a)]

If a panel of the Discipline Committee finds that a member has sexually abused a client/patient, the *RHPA* sets out minimum mandatory penalties which the panel must impose. To date, these mandatory penalties have been required if the abuse occurred while the individual was a client/patient; that is, pre-termination of services. The amendment extends the period for which these mandatory penalties must be imposed to *one year, following termination*. If a practitioner is found to have sexually abused an individual within one year of termination of services, the legislation requires that the mandatory penalties for abusing a client/patient

must be imposed. Note, this definition of client/patient is only for the purposes of the sexual abuse sections of the legislation.

Expansion of Offences Resulting in Mandatory Revocation

A conviction for some offences under the [Criminal Code \(Canada\)](#) would require a panel of the Discipline Committee to issue a mandatory revocation penalty.

Section 51 (5.2) (a) of the *Code* requires a panel of the Discipline Committee to impose mandatory penalties, including revocation of a member's certificate of registration, in certain matters. [O. Reg. 262/18: Prescribed Offences](#) amends this section of the *Code* to include convictions of certain *Criminal Code (Canada)* offences for which the panel must revoke a member's registration. These are primary offences of a sexual nature and a list of the relevant sections can be found in the regulation.

Additional Information about Members Now Required to be Posted on the College Website

1. *The College website must now contain a summary of all [Criminal Code \(Canada\)](#) or the [Controlled Drugs and Substances Act \(Canada\)](#) convictions as well as charges pending and any bail conditions.*

Section 23 of the *Code* prescribes the information about members that must be contained on the College register and that which must be available to the public. [O. Reg. 261/18: Information Prescribed under Subsection 23\(2\) of the Health Professions Procedural Code](#) will amend this section and require the College to add the following to the public register:

- a. If there has been a finding of guilt against a member under the *Criminal Code (Canada)* or the *Controlled Drugs and Substances Act (Canada)*. This must include a brief summary of the finding and of the sentence; and, if the finding is under appeal, a notation of appeal until it is disposed of;
 - b. Any existing conditions of release following a charge for an offence or a subsequent finding of guilt and pending appeal under the *Criminal Code (Canada)* or the *Controlled Drugs and Substances Act (Canada)*; and,
 - c. Any outstanding charges under the *Criminal Code (Canada)* or the *Controlled Drugs and Substances Act (Canada)* including the fact, content, date and place of the charge.
2. *The College website must now contain information regarding registration/licensure in other jurisdictions as well as disciplinary findings by other regulators.*

O.Reg. 261/18 requires the College to post, on the public register, a notation of registration or licensure to practice another profession in Ontario, or a profession in any jurisdiction. As well, the public register must note if a member has been the subject of a disciplinary finding or a finding of professional misconduct or incompetence by another regulatory or licensing authority in any jurisdiction. This note must include the date and fact of the finding; the jurisdiction in which the finding was made; and, the existence and status of any appeal.

Prior to these amendments, the College did not post criminal charges, bail conditions or convictions or information related to a member's registration in other jurisdictions. Under the new legislation proclaimed on May 1, 2018, this will now be a requirement for all regulatory health Colleges.

Health Records: Succession Planning for Health Information Custodians

Appropriate maintenance, security and arrangements for access to personal health information allows clients, former clients and others who may be authorized to access a health record the ability to obtain important information they may require. Ensuring that such records are securely maintained and accessible may be the responsibility of the institution or agency a member is employed by, or in the case of those in private practice, the member who has collected the information.

In private practice health care settings, wherever the [Personal Health Information Protection Act, 2004 \(PHIPA\)](#) applies, a member is considered to be a Health Information Custodian (HIC). As noted below, sections 3 (11) and 3(12) of PHIPA set out the responsibilities of a HIC, in the event that the HIC either wishes to relinquish, or can no longer carry out, his or her duties.

Duration

(11) Subject to subsection (12), a health information custodian does not cease to be a health information custodian with respect to a record of personal health information until complete custody and control of the record, where applicable, passes to another person who is legally authorized to hold the record. 2004, c. 3, Sched. A, s. 3 (11).

Death of custodian

(12) If a health information custodian dies, the following person shall be deemed to be the health information custodian with respect to records of personal health information held by the deceased custodian until custody and control of the records, where applicable, passes to another person who is legally authorized to hold the records:

- 1. The estate trustee of the deceased custodian.*
- 2. The person who has assumed responsibility for the administration of the deceased custodian's estate, if the estate does not have an estate trustee. 2004, c. 3, Sched. A, s. 3 (12).*

Section 42(1) of PHIPA also sets out the process for transferring the information to a successor:

Disclosure to successor

42 (1) A health information custodian may disclose personal health information about an individual to a potential successor of the custodian, for the purpose of allowing the potential successor to assess and evaluate the operations of the custodian, if the potential successor first enters into an agreement with the custodian to keep the information confidential and secure and not to retain any of the information longer than is necessary for the purpose of the assessment or evaluation. 2004, c. 3, Sched. A, s. 42 (1).

Transfer to successor

(2) A health information custodian may transfer records of personal health information about an individual to the custodian's successor if the custodian makes reasonable efforts to give notice to the individual before transferring the records or, if that is not reasonably possible, as soon as possible after transferring the records. 2004, c. 3, Sched. A, s. 42 (2).

Transfer to archives

(3) Subject to the agreement of the person who is to receive the transfer, a health information custodian may transfer records of personal health information about an individual to,

(a) the Archives of Ontario; or

(b) in the prescribed circumstances, a prescribed person whose functions include the collection and preservation of records of historical or archival importance, if the disclosure is made for the purpose of that function. 2004, c. 3, Sched. A, s. 42 (3).

Members who do not make appropriate arrangements in advance for the transfer of records to a successor leave their estate trustees in the unfortunate position of having to take on the role of a HIC, as required by *PHIPA*. This is often a spouse, partner or other loved one who is unfamiliar with the requirements of *PHIPA* and the importance of securely maintaining client confidentiality and records.

In most cases, *PHIPA* sets out the responsibilities of a HIC. Some members' practices however, may be governed by different privacy legislation. Members should ensure they understand their legal obligations, and those of any other individuals that may be affected by their unexpected disability or death.

As outlined below, section 9 of the College's [Standards of Professional Conduct, 2017](#) sets out the requirement to designate a replacement Health Information Custodian, as follows:

9.8 Client Records of Members Who Cease to Provide Psychological Services

9.8.1 In Private Practice Settings

1) *A member who plans to, or ceases to, provide psychological services must:*

(a) *take ongoing responsibility for the maintenance and security of client records or arrange for the security and maintenance of client records. In making such arrangements, members must make best efforts to ensure that the designate is a member of the College;*

(b) *ensure that former clients have access to the client record for the prescribed retention period; and,*

(c) *inform the College of these arrangements prior to ceasing to provide psychological services or at the earliest reasonable opportunity.*

2) *A member in private practice must arrange for the security and maintenance of private practice client records in the event of the member's incapacity or death. The member must inform the College of these arrangements. Members must make best efforts to ensure that the designate is a member of the College.*

For the purposes of (1) and (2) above, if the member is unable to designate a member as custodian of the records, then the member must make best efforts to designate another regulated health professional and if unable to that, then a person who is familiar with the requirements of the applicable legislation.

The College maintains a record of the individuals whom members have designated as a successor HIC, as well as that person's contact information. There is an opportunity every year, in completing the Practice Update Form, for members to ensure that succession planning is up to date. This is also an opportune time to ensure that the individual who has been named as a successor continues to be willing to assume these responsibilities. Unfortunately, from time to time, a member who has been designated as a

successor HIC has reported that he or she had not committed to having taken on this responsibility, or had not understood what this entailed and does not wish to assume responsibility for the records. This leaves the estate trustee with the responsibility for the records.

The College requires that members take care to ensure that their records are securely maintained and accessible for the required retention period and strongly suggests that they save future estate trustees from having to make decisions regarding the secure storage and access to records, especially as this may occur at a time of bereavement.

On a practical level, members should also ensure that successor HICs have the information they need to assume their responsibilities including the location of the files and of any keys or passwords required to access the records.

The Office of the Information and Privacy Commissioner of Ontario has published the following documents to help guide Health Information Custodians in their succession planning:

- [*How to Avoid Abandoned Records: Guidelines on the Treatment of Personal Health Information, in the Event of a Change in Practice.*](#)
- [*Your doctor is retiring? What you should know about your medical records.*](#)

Consultation - Amendments to By-law 25: The Register and Related Matters

At the meeting of the Council of the College of Psychologists held on March 9, 2018, a motion was passed to circulate proposed amendments to By-law 25: The Register and Related Matters. According to the Health Professions Procedural Code being schedule 2 of the *Regulated Health Professions Act, 1991 (RHPA)*, amendments to this By-law must be circulated to members 60 days before it is approved by Council. If you wish to comment on the proposals, we would appreciate hearing from you by Monday, June 18, 2018 so your feedback can be included in the Council discussions at its next meeting.

Amendments to the *RHPA* made in May 2017 necessitate changes to the College's Register By-law. A review of the By-law suggested that several sections are no longer necessary as the matters are now captured in the legislative amendments. In addition, the Council is proposing some changes and edits related to transparency initiatives, other items that have been brought to the College's attention, as well as some housekeeping changes to be addressed while the By-law is being amended.

The most substantive amendment relates to the posting of full reprimands issued by the Discipline Committee. It is currently the practice of many other health regulatory Colleges to post the entire reprimand rather than just a synopsis, as expressly required by legislation. The College Discipline Committee is of the opinion that the full reprimand, not only a summary, should consistently be posted on the public register as this is the most transparent approach. The Committee noted that only posting a summary could give rise to concerns regarding the decisions made as to which parts of the reprimand were posted and which were withheld.

A copy of By-law 25: The Register and Related Matters showing the amendments with an accompanying explanation of the proposals is below. Additions are shown as underlined in blue with deletions marked as ~~strikeouts in red~~.

The College Council will be discussing these amendments at the June 2018 meeting. If you wish to provide any comments we would appreciate hearing from you by Monday, June 18, 2018.

Please submit your feedback to: registerbylawconsultation@cpo.on.ca

To ensure transparency and encourage engagement from College members, members of the public and other stakeholders, the feedback received will be posted on the website as part of the Council Materials for the June 2018 meeting. The College will make reasonable efforts to remove personal identifiers and information that may identify a third party prior to posting but will not review submissions for grammar, spelling or accuracy.

Rick Morris, Ph.D., C.Psych.
Registrar and Executive Director

BY-LAW 25: THE REGISTER AND RELATED MATTERS

[Approved by Council December 2003; amended March 2007, March 27, 2009, September 25, 2009, March 21, 2014]

This by-law is made under the authority of the *Regulated Health Professions Act, 1991* as amended, and the *Psychology Act, 1991* as amended.

By-law Wording	Rationale for Change
<p>25.1 (1) A member’s name in the register shall be the member’s name as provided in the recorded evidence used to support the member’s initial registration.</p> <p>(2) The Registrar shall direct that a name other than as provided in subsection (1) be entered in the register if such a request is made by the member and the Registrar is satisfied that the member has validly changed his or her name and that the use of the name is not for an improper purpose.</p> <p>25.2 (1) Unless otherwise approved by the Registrar, a member’s business address in the register shall be the address of the location in Ontario where the public may contact the member.</p> <p>(2) A member’s business telephone number in the register shall be the telephone number of the location in Ontario where the member principally engages in psychological practice or, if the member does not practise in Ontario, the telephone number of the location designated in subsection (1).</p>	<ul style="list-style-type: none"> • No Changes to this section
<p>25.3 In addition to the information required under subsection 23(2) of the Health Professions Procedural Code, being schedule 2 to the <i>Regulated Health Professions Act, 1991</i>, the register of the College shall contain the following information with respect to each member:</p> <ol style="list-style-type: none"> 1. The member’s name and any changes to the member’s name which have been made in the register since he or she first became registered with the College; 2. The member’s registration number; 3. The member’s gender and date of birth; 4. The date when the member’s certificate of registration was first issued by the College; 5. If the person ceased to be a member as a result of his or her resignation or death, the date upon which the person ceased to be a member; 6. The highest degree in psychology held by the member and on which registration is based; 7. The name of the educational institution from which the member received his or her highest degree in psychology upon which registration was based, and the year in 	<ul style="list-style-type: none"> • Added for accuracy

which the degree was obtained;

8. The classes of certificates of registration held by the member, the date on which each was issued and, if applicable, the termination or expiration date of each;
9. The member's authorized Area(s) of Practice and [authorized](#) Client Groups served;
10. The address and telephone number of each location in Ontario where the member engages in psychological practice;
11. The member's home address and home telephone number;
12. The member's preferred mailing address for communication by the College;
13. The member's preferred e-mail address for communication by the College;
14. An optional e-mail address for use by the public;
15. If the member is a shareholder, officer or director of a health profession corporation which holds a certificate of authorization issued by the College, the name of the health profession corporation and what position or title, if any the member holds with that corporation;
16. [The full name of every direct supervisee, who is not a member of the College;](#)

17. In the case of a member holding a Certificate of Registration Authorizing Supervised Practice, the names of the member's supervisors, [current or past](#);
18. The name(s) and contact information of the individual(s) who will have custody of the member's client records in the event of a member's incapacity or death, [or if the member is no longer practicing in Ontario](#). This information will only be made available to the public in the actual event of a member's incapacity or death [or in the case of a member no longer practicing in Ontario, if that information has been provided to the College](#).
19. [The registration status of a member with every health regulatory body, inside and outside of Ontario;](#)
20. If an allegation of professional misconduct or incompetence has been referred to the Discipline Committee in respect of the member and is outstanding,
 - ~~(a) a notation of that fact and whether the allegations are for professional misconduct or incompetence,~~
 - ~~(b) the Notice of Hearing,~~
 - (a) the date of the hearing if the hearing date has been set or the next scheduled date for the continuation of the hearing if the hearing has commenced, and,
 - (b) if the hearing has been adjourned *indefinitely*, a notation of that fact;
21. If the question of the member's capacity has been referred to the Fitness to Practice Committee and not yet decided, a notation of that fact;
22. ~~If the person ceased to be a member as a result of his or her resignation after a referral to the Discipline Committee, a brief summary of the allegations against~~

- 9. Added to clarify that client groups as well as Area(s) of Practice must be authorized

- 16. Provides additional transparency for the public with respect to non-members who provide services under supervision. This is consistent with current requirement (17) for posting names of Supervised Practice supervisors

- 17. Addition to permit posting of the names of all supervisors

- 18. Addition of providing contact information in the case where the member leaves Ontario

- 19. Approved by Council in September 2016 for circulation. Currently, being considered by government as a legislative requirement

- 20. (a) (b) Reference to posting of allegations and notice of hearing is no longer needed as now required by *RHPA*

- 22. Reference to posting of a summary of the allegations against a member who resigned in the

~~the member, and the fact that the resignation occurred in the face of such allegations, or such other notations as may be agreed to by the member and the Registrar;~~

23. If, prior to January 1, 1994, the person ceased to be a member as a result of his or her resignation after a referral to Discipline, a brief summary of the allegations against the member, and the fact that the resignation occurred in the face of such allegations, or such other notations as may be agreed to by the member and the Registrar;
- ~~24. If the member has been required to attend before the Inquiries, Complaints and Reports Committee to be cautioned, a notation of that fact;~~
24. If a finding of professional misconduct, incompetence or incapacity has been made against a member by any other regulatory body, in or outside of Ontario, or in any other health profession,
 - (a) a notation of that fact,
 - (b) the date of the finding and the name of the governing body that made the finding,
 - (c) a brief summary of the facts on which the finding was based,
 - (d) the penalty, if any, and
 - (e) where the finding is under appeal, a notation of that fact, which notation shall be removed once the appeal is finally disposed of;
25. If an application for reinstatement has been referred to the Discipline Committee and is outstanding,
 - (a) a notation of that fact, and
 - (b) the date of the hearing if the hearing date has been set or the next scheduled date for the continuation of the hearing if the hearing has commenced;
26. The result, including a synopsis of the decision, of any reinstatement proceeding before the Discipline Committee.
27. The text of any reprimand delivered by a panel of the Discipline Committee, unless otherwise prohibited by law;
28. In respect of the elements of an Undertaking & Agreement entered into with the Inquiries, Complaints or Reports Committee or Discipline Committee, a notation of each of the elements that has been completed while the Undertaking & Agreement remains in effect, and, where applicable, a notation that the decision has been appealed;
29. In respect of a Specified Continuing Education or Remediation Program ordered by the Inquiries, Complaints and Reports Committee, a notation of each of the elements that has been completed, and, where applicable, a notation that the decision has been appealed;
30. In respect of a caution required by the Inquiries, Complaints and Reports Committee, the date the caution was issued and, where applicable, a notation that the decision has been appealed.

face of a referral to Discipline and the notation of this is no longer needed as now required by RHPA

- 24. Reference to posting of the fact of attendance before ICRC to be cautioned is no longer needed as now required by RHPA
- 27. Posting of full text of reprimand to ensure accuracy and transparency
- 28 - 30. Posting of the completion of elements of Cautions, Undertakings and SCERPs issued by the ICRC or Discipline Committees as well as notation if decision is under appeal. This provides transparency and clarity as well as fairness to member

<p>25.4 In addition to the information under subsection 23(2) of the Health Professions Procedural Code, being schedule 2 toof the <i>Regulated Health Professions Act, 1991</i>, the register shall contain, in respect of each health profession corporation to which a certificate of authorization has been issued by the College, the following information:</p> <ol style="list-style-type: none"> 1. The certificate of authorization number; 2. The mailing address of the health profession corporation if different from the member's business address; 3. The date upon which the certificate of authorization was first issued; 4. If the certificate of authorization has been revoked, a notation of the fact, the date when the revocation occurred and a brief summary of the reasons for the revocation; 5. If the certificate of authorization was revised or a new certificate of authorization was issued to the health profession corporation, a notation of that fact and the date when that occurred; 6. The name, as set out in the College register, of each of the officer and director of the health profession corporation and the title or office held by each; 7. The practice name(s) or business name(s), if any, used by the health profession corporation; 8. The address and telephone number of each location at which the health profession corporation carries on business; 9. A brief description of the business activities carried on by the health profession corporation. 	<ul style="list-style-type: none"> • Added for accuracy
<p>25.5 Subject to section 25.2 and 25.5.(1), all information contained in section 25.3, excluding information in paragraphs 2, 3, 11, 12, 13, 17, 20, 21, 23; and all information in section 25.4 shall be information available to the public from the register of the College under subsection 23(5) of the Health Professions Procedural Code, being Schedule 2 to of the <i>Regulated Health Professions Act, 1991</i>.</p> <ol style="list-style-type: none"> (a) At the discretion of the Registrar, information designated as public in the register may be provided to any person in printed, electronic or oral form. (b) The College will not provide a member's registration number but may verify the number upon request. (c) In the case of a member holding a Certificate of Registration Authorizing Supervised Practice, information respecting authorized Area(s) of Practice and authorized Client Populations Groups served will not be made available to the public. <p>(1) At the discretion of the Registrar, a member's previous name or names shall not be information available to the public from the register of the College.</p>	<ul style="list-style-type: none"> • Exclusions from posting revised as insertions and deletions changed numbering. • Added for accuracy • Added to reflect wording in Registration Regulation and consistency with 25.3.9.

<p>(2) Information which, but for the commencement of an appeal or other legal proceeding, would have been available to the public from the register of the College of subsection 23(5) of the Health Professions Procedural Code, being Schedule 2 to of the <i>Regulated Health Professions Act, 1991</i>, shall be available to the public from the register of the College as if no appeal or legal proceeding had been commenced.</p>	<ul style="list-style-type: none"> • Added for accuracy
<p>25.6 (1) A member shall immediately provide to the College, upon request, the following:</p> <ul style="list-style-type: none"> (a) information described in sections 25.3 and 25.4, and (b) any other information which the College may be required to collect at the request of the Minister, for the purpose of health human resources planning as per section 36.1 of the Health Professions Procedural Code, being Schedule 2 to of the <i>Regulated Health Professions Act, 1991</i>. <p>(2) A member shall notify the Registrar within thirty (30) days of a change in his/her name. If there has been a change in any of the other information required to be provided under subsection (1) the member shall notify the Registrar in writing of the change within thirty (30) days of the effective date of the change.</p>	<ul style="list-style-type: none"> • Added for accuracy

Election to Council 2018

The Election to Council was held on March 31, 2018 for positions in three districts: Electoral Districts 5 (GTA East), District 6 (GTA West) and Psychological Associate Non-Voting. The voter response rate was 77%.

The College wishes to congratulate:

Janice Currie, Ph.D., C.Psych.
District 5 (GTA East) - Elected

Denise Milovan, Ph.D., C.Psych.
District 6 (GTA West) - Acclaimed

Melanie Morrow, M.A., C.Psych.Assoc.
Psychological Associate Non-Voting - Acclaimed

To introduce these members of Council, reproduced below are the Biographical and Candidate Statements which they submitted as part of the election process.

Janice Currie, Ph.D., C.Psych. - District 5 (GTA East)

Biography:

I love the practice of Psychology and I have been involved in the field in a variety of settings and roles over the course of my career. Initially, I trained at the University of Toronto (Bachelor's degree) and obtained my Master's and Ph.D. at the University of Waterloo. I developed my passion for Clinical Neuropsychology and School Psychology during those years. I started my career at the Hospital for Sick Children on a postdoc, and then moved to what is now a part of the Toronto District School Board as a field Psychologist. Over the years, I have moved through both field and supervisory positions at the TDSB. I left there in 2008 and took on a brief role as Vice President of Counselling for Kid's Help Phone. Currently, I am back practicing as a Psychologist with the Durham Catholic District School Board. During my career, I have had the opportunity to represent the profession through my appointments to the Minister's Advisory Council for Special Education (Ministry of Education) and through serving as an elected representative on College Council. During my years on Council, I had the opportunity to participate on a number of Committees, such as the Executive Committee (I was Vice President of the College for one year), Discipline and Quality Assurance. Most recently, I have served on the Inquiries, Complaints and Reports Committee. As well, I have participated as a member of the examining teams for the College Oral Examinations. I have found these various opportunities to bring my interests and experience as a Psychologist, helping to shape policies at the College that ultimately affect the way we practice in this province, to be professionally gratifying. That is why I am eager to contribute more to the profession through my candidacy.

Candidate's Statement:

First and foremost, I pride myself as a candidate with the highest of professional integrity and a passion for personal excellence in the practice of Psychology. I maintain a currency with the issues in the profession and want to be able to speak to them as a member of College Council. As those who know me can attest, I am an open listener who would strive to represent the ideas and views of the College members from District 5 in a responsible way. While I have thoughts about issues that affect me in my practice (e.g., the new and more prescriptive format for our biennial Self-Assessment), I want to know

what issues are impacting your practice, so I can address them on your behalf. So far, the issues brought to my attention by other members have included:

- A lack of clarity about the status of the changes to the title of Psychological Associate;
- Concern about the transparency of how members are selected for various College Committees;
- The impact of the new College of Psychotherapists on our psychotherapy practice;
- How the regulation of Applied Behaviour Analysts might affect our practice; and
- The need for better ways to inform and involve the membership in important legislative and practice changes in the profession (e.g., more frequent webinars, FAQs on important practice issues, an improved website for members use, etc.)

In choosing to run this year, I am aware that the current incumbent has served District 5 over the last several years. I believe I can and will offer the Council a fresh voice, with current experience in practice and new ideas to improve the responsiveness of the College, both to its members and also to the Ontario public which it serves.

Denise Milovan, Ph.D., C.Psych. - District 6 (GTA - West)

Biography

Dr. Milovan was awarded Master and Doctoral degrees in clinical psychology from Concordia University, Montreal, Canada. She completed several clinical internships in the Neurosurgery and Neuropsychology and Traumatic Brain Injury Rehabilitation Departments at the Montreal Neurological Institute and Hospital, Rehabilitation Institute of Montreal, and the Louis H. Lafontaine Hospital.

As a bilingual clinical neuropsychologist, Dr. Milovan is registered with the Order of Psychologists of Quebec and the College of Psychologists of Ontario, specializing in the practice of clinical neuropsychology and rehabilitation psychology with children, adolescents, adults, and seniors. She works closely with a variety of patients diagnosed with psychiatric and neurological conditions. She conducts neuropsychological assessments and delivers psychotherapy to adults diagnosed with acquired brain injuries. She also provides consultation and neurocognitive assessments for children and adolescents with learning and neuro-developmental disorders.

Dr. Milovan's research interests have focused on the development of and clinical applications of sensitive computerized tests to assess subtle cognitive and neurological dysfunction. In her current research-related activities, she has a keen interest in the use of behavioral and cognitive measures to assess drug preferences and risk for abuse in clinical trials of novel CNS-acting drugs. She has published numerous research articles in internationally recognized peer-reviewed journals and has presented at several scientific meetings and conferences.

Candidate's Statement

As a clinician in the public and private sectors, I am acutely aware of the need for psychologists to deliver the highest quality of professional services and make every effort to educate the public about mental health issues that impact not only the individuals seeking assistance, but also their families, society, and the government.

Melanie Morrow, M.A., C.Psych.Assoc. - Psychological Associate Non-Voting

Biography

H.B.A. Psychology Lakehead University 1990
Member of Canadian ADHD Research Alliance
M.A. Psychology Lakehead University 1992
Member of Northern Ontario Psychology
B.Ed. Lakehead University 1994
Internship Consortium
Affiliated with provincial FASD diagnostic team
Licensed as Psychological Associate 2010

- Clinical Psychology
- Neuropsychology

Work Experience

Employee Assistance Program (Thunder Bay and Kitchener/Waterloo)

- Diagnosis, consultation, clinical treatment

In-patient Mental Health Unit (McKellar General Hospital Thunder Bay)

- Diagnosis, brief treatment, discharge planning

Out-patient Community Mental Health Program (Thunder Bay)

- Wide variety of assessment and clinical services to adults, adolescents and children

Special Education Consultant (Halton Catholic District School Board)

- Diagnosis, identification of exceptional students, IEP planning, consultation

Early Intervention Psychosis Clinic (First Place Clinic and Regional Resource Centre Thunder Bay)

- Diagnosis, treatment planning and intervention with adults and adolescents experiencing first episode psychosis

Concurrent Disorders and Addictions (Thunder Bay-7 years and current position)

- Case management, out-patient and residential services
- Diagnosis, treatment planning, clinical services, consultation

Private Practice (Thunder Bay-current)

- Neuropsychological assessments, diagnosis, treatment planning, consultation
- Adults, adolescents and children

Candidate's Statement:

I believe that it is important for psychological associates to be represented within the College. We have some challenges that are unique to us and we need to be the ones to bring those issues forward. After many years of clinical work, in a wide variety of settings, I have the necessary perspective and experience to represent the interests of such a diverse group of clinicians. Many of my years as a clinician have been spent in the north and I believe I am in a position to inform others of the distinct challenges and opportunities relevant to the north.

Council Highlights – March 9, 2018

Policy Issues

Consultations

A consultation was approved for circulation: the proposed amendments to *By-law 25: The Register and Related Matters* have been distributed as well as posted to the [College Website](#).

Policy II-10(i) Jurisprudence and Ethics Examination Committee: Terms of Reference/Role

The revised *Jurisprudence and Ethics Examination Committee: Terms of Reference/Role* policy was approved and will be incorporated into the College's *Policies and Procedures Manual*. The amendment requires the Jurisprudence and Ethics Examination Committee undertake a review of the methodology of the examination at least every five years. A copy of the Briefing Note and policy reviewed by Council may be found in the [Council Materials](#) in the Resources section of the website.

Policy II-4(i) – Discipline Committee: Terms of Reference/Role

The revised *Discipline Committee: Terms of Reference/Role* policy was approved and will be incorporated into the College's *Policies and Procedures Manual*. The revision permits the Chair of the Discipline Committee to serve as on a Discipline panel. A copy of the Briefing Note and policy reviewed by Council may be found in the [Council Materials](#) in the Resources section of the website.

Policy II-4(ii) – Discipline Committee: Rules of Procedure

The revised *Discipline Committee: Rules of Procedure* policy was approved and will be incorporated into the College's *Policies and Procedures Manual*. The amendments to this policy address examinations of witnesses before a hearing; the public issuance of reprimands ordered by a panel of the Discipline Committee; and, requests for records of a disciplinary hearing. A copy of the Briefing Note and policy reviewed by Council may be found in the [Council Materials](#) in the Resources section of the website.

Business Issues

Budget 2018-2019

Council approved the Annual Budget for the 2018-2019 fiscal year.

Communications Plan

Council approved the recommendation to pursue a project directed toward updating and improving the way in with the College communicated with the public, members, and other stakeholders. This will involve the development and implementation of a formal Communications Plan.

Election to Council

Following the recent Council elections, the College wishes to congratulate Janice Currie – District 5 (GTA EAST), Denise Milovan, Ph.D., C.Psych. – District 6 (GTA West) and Melanie Morrow, M.A., C.Psych.Assoc. – Psychological Associate (Non-Voting).

Other Business

The next meeting of Council will be held on June 22, 2018.

Inquiries, Complaints and Reports Committee (ICRC) Report to Council

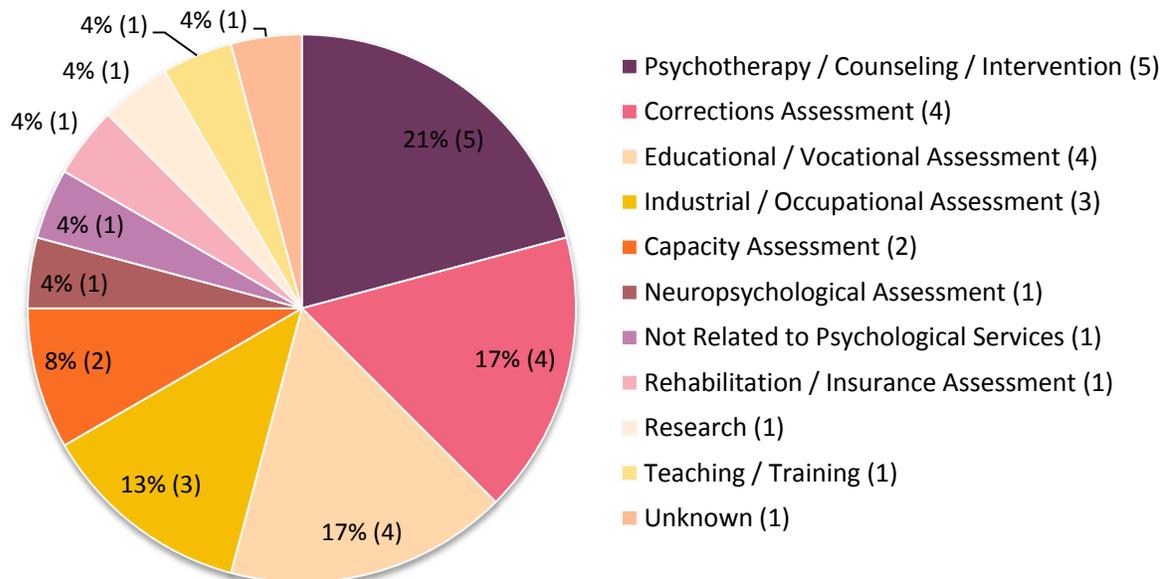
Third Quarter, December 1, 2017 – February 28, 2018

Committee Members:

Sara Hagstrom (Chair)	College	Lynette Eulette	Council
Diane Addie	College	Emad Hussain	Public Member
Ruth Berman	Council	Elizabeth Levin	Council
Gilles Boulais	College	Donna McNicol	Public Member
Jason Brown	College	Fred Schmidt	College
Judy Cohen	Public Member	David Smith	College
Dorothy Cotton	Council	Laura Spiller	College
D'Arcy Delamere	Public Member	Joanne Taylor	College

New Complaints and Reports

In the 3rd Quarter, the College received 23 new complaints and opened one new Registrar's Investigation, for a total of 24 new matters. The nature of service in relation to these matters is shown below:



ICRC Meetings

The ICRC met on December 15, 2017, January 19, 2018 and February 20, 2018, to consider a total of 15 cases. Ten teleconferences also were held to consider 11 cases, in addition to 2 standing teleconferences held on December 4, 2017 and February 7, 2018, to consider 4 cases.

The next ICRC meeting will take place on March 22, 2017 with 10 cases scheduled to be considered. A Plenary meeting is scheduled for April 20, 2018 for all ICRC members.

ICRC Dispositions

The ICRC disposed of 18 cases during the 3rd Quarter, as follows:

Disposition	Number of Occurrences in 18 Cases	Percentage (out of 18 Cases)
Take No Further Action	6	33%
Take No Further Action (F&V†)	2	11%
Advice	5	28%
Undertaking	5	28%
Caution	1	6%
SCERP‡	1	6%
Referral to Discipline	1	6%
Total*	21	117%

* Percentage and number values reflect an overlap in some case dispositions. Two cases were disposed of by way of Advice and Undertaking, and one case by way of Caution and SCERP.

† F&V: Frivolous, vexatious, made in bad faith, moot or otherwise an abuse of process, pursuant to s.26(4) of the Health Professions Procedural Code.

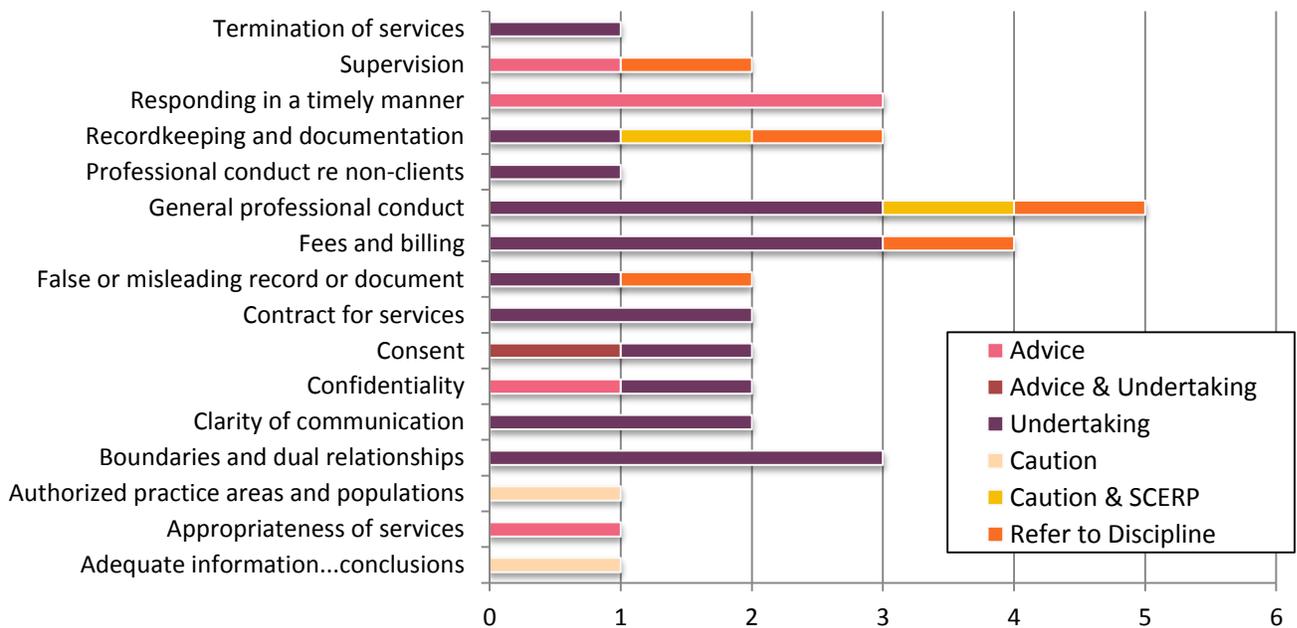
‡ SCERP: Specified Continuing Education and Remediation Program

Disposition of Allegations

In the 3rd Quarter, the 18 cases disposed of included the consideration of 66 allegations.

The most common allegations related to: general professional conduct (14); responding to a request in a timely manner (5); fees and billing (5); confidentiality (4); false or misleading record or document (4); objectivity and bias/appearance of bias (4); and recordkeeping and documentation (4).

The ICRC took some remedial action with respect to 35 of these allegations. The ICRC provided Advice with respect to 7 allegations, one of which also included an Undertaking. In addition, the ICRC sought Undertakings with respect to 19 allegations. Two allegations were disposed of by way of a Caution, with an additional 2 allegations disposed of by a Caution and SCERP. Five allegations were referred to the Discipline Committee. The substance of these allegations is illustrated below.



Health Professions Appeal and Review Board (HPARB)

In the 3rd Quarter, no ICRC decisions were appealed to HPARB. One HPARB appeal was concluded, and the College is following up on that matter with HPARB at this time.

Changes to the Register

Certificates of Registration

The College would like to congratulate the *Psychologist* and *Psychological Associate* members who have received Certificates of Registration since January, 2018.

Psychologists - Certificate of Registration Authorizing Autonomous Practice

Taslim Alani	Alicia Carissa Marchini
Jennifer-Mae Andrus	Amanda Michelle Medland
Karen Jamie Fraser Coe	Patricia Montembeault
Camille Daudelin-Peltier	Catherine Ouimet
Jacques Fournier	Caroline Anne Pagé
Fabienne Gagnon	Jason Willis Ernest Peebles
Monic Gallien	Kamala Pilgrim
Maya Hammer	Troy Phillip Rieck
Glen Alan Havenga	Lisa Paola Santa-Maria Barbagallo
Domenica Dora Hussini	Jaleh Shahin
Michelle Cooper Jean	Laura Michelle Turnbull
Ioanna-Ianthi Kokozaki	
Nikhil Sadashiv Koushik	
Lyn Allison Langlois	

Psychological Associates - Certificate of Registration Authorizing Autonomous Practice

Jennifer Lee Cardwell

Psychologists - Certificate of Registration Authorizing Interim Autonomous Practice

Jeffrey Paul Ansloos	Kyoko Hattori
Sara Margarida Antunes-Alves	Mayerling Gabriela Hurtado Gonzalez
Jessie Louise Bosse	James Murray Marland
Michelle Karen Collins	Pamela Quintana
Héloïse Catherine Drouin St-Onge	Saida Salha
Nicolas Julien Gabriel Gabbay	Dustin Scott Washburn
Dominique Gosselin	

Psychological Associates - Certificate of Registration Authorizing Interim Autonomous Practice

No new certificates were issued

Psychologists - Certificate of Registration Authorizing Supervised Practice

Simone Diane Billing
Renée Katherine Biss
Kristy Lynn Boughton
Naomi Reidun Carpenter
Jacqueline Chin
Wade Deamond
Natasha Eve Gosselin

Bharathy Bhaktarahally Kavallappa
Eva Muharib
Rose Mary Niles
Patsy T. Sutherland
Sonya Georgina Wanklyn
Sara Houshmand

Psychological Associates issued with certificate authorizing supervised practice

Kim Allison Foster Yardley
Laura McDougall McGill
Sabrina Geanne McHugh-Thomas

The College wishes to thank those members who generously provided their time and expertise to act as primary and alternate supervisors for new members issued Certificates Authorizing Autonomous Practice

Retired Certificate of Registration

Patricia Ann Bolla
Glenda Kathleen Gilliland
Alicia Margaret Hendley
Jean Paul E Laroche

Diane Eileen Nicholson
Anand N Prabhu
Daniel Serge Léon Roberts
Ronald James Skippon

Resigned

Henry Percival Edwards
Ruth Ann Gilliland

Kelly Ann Malcolmson
Julie Leslie Roberts

Deceased

The College has learned with regret of the death of the following members and extends condolences to the family, friends and professional colleagues of:

Beatrice Dorothy Lawrence
Danielle Nahon
Katharine Annesley Partridge
Joseph James Regan