



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Meeting of the College Council
2020.01**

Date: Thursday, March 12, 2020
Time: 9:00AM – 4:00PM
Location: 110 Eglinton Ave West, Suite 300
Toronto, Ontario



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

COUNCIL MEETING AGENDA

2020.01

March 12, 2020

9:00 AM to 4:00 PM

Agenda Item	Topic	Action	Page #	Strategic Direction*
.00	CALL TO ORDER			
.01	APPROVAL OF AGENDA & MINUTES			
.01a	Review & Approval of Agenda	Decision	2	
.01b	Declarations of Conflicts of Interests	Discussion	--	M8
.01c	Review & Approval of Minutes - Council Meeting 2019.04 December 13, 2019	Decision	4	
.01d	Review & Approval of IN CAMERA Minutes – Council Meeting 2019.04 December 13, 2019	Decision	--	
.01e	Review of Action List	Discussion	11	
.02	CONSENT AGENDA ITEMS	Information		
.02a	Registrar's & Executive Director's Report		12	
.02b	Staff Presentations		17	
.02c	Committee Reports	--	--	
	(1) Discipline Committee		18	
	(2) Quality Assurance Committee		20	
	(3) Client Relations Committee		24	
	(4) Fitness to Practice Committee		25	
	(5) Finance & Audit Committee Report		26	
.02d	Barbara Wand Seminar Report		30	
.03	POLICY ISSUES			
.03a	Prescription Privileges	Decision	33	M6
.03b	Revised Guidelines for Retraining for Supervised Practice Members	Decision	39	M1
.04	BUSINESS ISSUES			
.04a	Registration Committee Quarterly Report	Information	49	--
.04b	Inquiries, Complaints and Reports Committee Quarterly Report	Information	51	--
.04c	Proposed Budget 2020-2021	Decision	54	M9
.04d	Registrar's Performance Review: IN CAMERA ¹	Decision	--	--
.04e	Notice: Executive Committee Elections/Council Appointments	Information	59	M9
.04f	President's & Executive Committee Report	Oral Report	--	--
.05	STRATEGIC ISSUES			
.05a	Strategic Direction Implementation: Chart Update	Discussion	64	All

¹ Materials Not Included in Public Package – Personnel Matter

Agenda Item	Topic	Action	Page #	Strategic Direction*
.06	OTHER BUSINESS			
06a	Next Council Meeting: <ul style="list-style-type: none"> June 12, 2020 	Information	--	--
.06b	Proposed Council Meeting: <ul style="list-style-type: none"> September 24 – 25, 2020 	Decision	--	--
.07	ADJOURNMENT			

*Reminder: The College of Psychologists of Ontario is a scent-free environment.
Thank you for your cooperation.*

*In accomplishing our Mission, the College promotes excellence in the practice of psychology by:

- M1 - *Enforcing standards fairly and effectively through: Developing, establishing and maintaining standards of qualifications for individuals seeking registration,*
- M2 - *Enforcing standards fairly and effectively through: Developing, establishing and maintaining standards of practice and professional ethics for all members,*
- M3 - *Enforcing standards fairly and effectively through: Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members;*
- M4 - *Communicating clearly and effectively with stakeholders, particularly applicants, members and the public;*
- M5 - *Supporting and assisting members to meet high standards;*
- M6 - *Responding to changing needs in new and emerging practice areas;*
- M7 - *Collaborating in shaping the regulatory environment;*
- M8 - *Acting in a responsibly transparent manner; and,*
- M9 - *Advancing the Council's governance practices.*



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**COUNCIL MEETING
2019.04
December 13, 2019**

Present:

Michael Grand, Ph.D., C.Psych., President
Janice Currie, Ph.D., C.Psych., Vice-President
Judy Cohen, Public Member
Christine DiZazzo, M.Ps., C.Psych.Assoc.
Graeme Goebelle, Public Member
Emad Hussain, Public Member
Joyce Isbitsky, Ph.D., C.Psych.
Marjory Phillips, Ph.D., C.Psych.

Marilyn Keyes, Ph.D., C.Psych.
William Middleton, Public Member
Denise Milovan, Ph.D., C.Psych.
Patricia Minnes, Ph.D., C.Psych.
Melanie Morrow, M.A., C.Psych.Assoc.
Philip Ricciardi, Ph.D., C.Psych.
Wanda Towers, Ph.D., C.Psych.

Regrets:

Cory Richman, Public Member

Staff:

Rick Morris, Ph.D., C.Psych., Registrar & Executive Director
Barry Gang, MBA, Dip.C.S., C.Psych.Assoc., Deputy Registrar / Director, Professional Affairs
Lesia Mackanyn, Director, Registration
Stephanie Morton, Manager, Corporate Services
Caitlin O'Kelly, Administrative Assistant: Office of the Registrar, Recorder

2019.04.00 Call to Order

The President called the meeting to order at 9:07AM.

2019.04.01 Approval of the Agenda and Minutes

.01a Approval of Agenda

The following changes were made to the agenda:

Added: ACRPO and OPA Updates to item .04e

It was MOVED Middleton

That the agenda be approved as amended.

CARRIED

.01b Declarations of Conflicts of Interests

There were no declarations of conflicts made.

.01c Minutes Council Meeting 2019.03 on September 27, 2019

The following amendments were made:

Lines 172 – 173:

From: "It was reasoned that because Doctoral training is more rigorous it results in more competent practitioners."

47 To: "It was reasoned by some that because Doctoral training is more rigorous it results in more
48 competent practitioners."
49

50 **It was MOVED Goebelle**

51 **That the minutes from the Council Meeting 2019.03 of September 27, 2019 be approved as amended.**
52 **CARRIED**

53
54 **.01d IN CAMERA Minutes Council Meeting 2019.03 on September 27, 2019**

55
56 **It was MOVED Cohen**

57 **That the IN CAMERA minutes from the Council Meeting 2019.03 of September 27, 2019 be approved as**
58 **presented.** **CARRIED**

59
60 **.01e Review of Action List**

61 The Council reviewed the Action List from the minutes of the previous meeting and noted items that were
62 completed, outstanding or on the agenda at this meeting.
63

64 **2019.04.02 Consent Agenda**

65
66 The consent agenda was received.
67

68 **2019.04.03 Policy Issues**

69
70 **.03a Change to Jurisprudence and Ethics Examination (JEE) Pass Point**

71 An audit was conducted of the Jurisprudence and Ethics Examination Committee (JEEC) in 2013. The audit
72 evaluated the Committee's policies, procedures, practices and documentation and reviewed the
73 processes related to the development, administration and scoring of the Examination itself.
74

75 At the recent meeting of the JEEC, it was noted that one of the auditor's recommendations remained
76 outstanding; the recommendation to change the current practice of using the full data set of scores from
77 any given exam to develop the pass point to using only the scores of Ontario trained first-time test takers.
78 In making the recommendation, the auditor explained that the standard for passing the examination
79 should be the performance of candidates trained in Ontario who pass the exam on their first attempt.
80 Given that the purpose of the examination is to assess the level of knowledge that candidates require to
81 practice in this province, Ontario trained candidates represent the most valid picture of what that
82 knowledge base should be.
83

84 The Executive reviewed and approved this recommendation at their November 2019 meeting.
85

86 The Council discussed queried if the Office of the Fairness Commissioner (OFC) might have concerns that
87 the College was making it more difficult for internationally trained individuals to become registered. The
88 Registrar explained that the College should be able to defend this position as it is made in the interest of
89 public protection, that is, those individuals wishing to provide service in Ontario should have the same
90 level of knowledge of the legislation, standards and ethical codes as those trained in Ontario.
91

92 The Council discussed if language was a barrier for international candidates. Fluency in either French or
 93 English is one of the requirements of registration. The Council inquired if there was a way to compare data
 94 from the language proficiency tests and the performance of international candidates on the exam. It was
 95 explained that this could be difficult as the language requirements have only been in place for the last few
 96 years, and that there are many international candidates who are exempt from taking a language
 97 proficiency test as they have met other language requirements, such as being taught in English or French.
 98 As such, there is little data. The Registrar suggested passing this feedback to the Jurisprudence and Ethics
 99 Examination Committee.

100

101 **Action Item Registrar**

102 To ask the JEEC whether there is sufficient data to compare language proficiency scores to the
 103 performance of international candidates on the JEE.

104

105 **It was MOVED Milovan**

106 **That the passing mark reference group for the Jurisprudence and Ethics Examination (JEE) be changed**
 107 **from “all test takers” to “Ontario trained first-time test takers”.** **CARRIED**

108

109 **Action Item Registrar**

110 To update the passing mark reference group for the Jurisprudence and Ethics Examination (JEE) to be
 111 changed from “all test takers” to “Ontario trained first-time test takers”

112

113 **.03b Changes to the College’s Guidelines for Completing the Declaration of Competence**

114 The Registrar provided the Council with a Briefing Note outlining the Registration Committee’s
 115 recommended changes to the College’s *Guidelines for Completing the Declaration of Competence*
 116 pertaining to areas of practice or populations declared. The Registration Committee’s review of the
 117 *Guidelines* was initiated due to concerns regarding the amount of retraining that some applicants were
 118 being required to complete during the registration process. In completing the Declaration of Competence,
 119 some applicants were selecting areas of practice and/or client groups that were not based upon on their
 120 academic background and training, which resulted in extensive retraining requirements. In reviewing such
 121 situations, the Committee agreed that the Guidelines need to be clearer in advising applicants of what is
 122 acceptable/not acceptable to declare based on their academic background and training.

123

124 The Executive reviewed and approved this recommendation at their November 2019 meeting. The Council
 125 was provided with a copy of the *Guidelines* with tracked changes and discussed the recommendations.

126

127 Dr. Minnes and Dr. Phillips discussed the Registration Committee’s process in developing these
 128 recommendations. Council inquired if the language used still left the door open to some exceptions. Dr.
 129 Minnes explained that it is the intention with the *Guidelines* to make it clear that it would not be
 130 appropriate for an applicant to take on additional retraining during their supervised practice year. If
 131 however, a candidate felt disadvantaged by this the optional is always available for them to write to the
 132 Committee which will consider cases on an individual basis. It would be up to the applicant to demonstrate
 133 why they should be granted an exception.

134

135

136

137

138 The Council discussed and agreed to make the following additional amendments to the Registration
139 Guidelines presented:

140
141 From: In all cases, it is not appropriate to use the period of authorized supervised practice to
142 undertake training in a new area of practice in which the applicant has not received formal
143 academic training.

144 To: It is not acceptable to use the period of authorized supervised practice to undertake training
145 in a new area of practice in which the applicant has not received formal academic training.

146
147 From: In all cases, it is not appropriate to use the period of authorized supervised practice to
148 undertake training with a new client group with whom the candidate has not received formal
149 academic training.

150 To: It is not acceptable to use the period of authorized supervised practice to undertake training
151 with a new client group with whom the candidate has not received formal academic training.

152
153 From: In all cases, it is not appropriate for the candidate to request the addition of a practice
154 area(s) or client group(s) in which the candidate has not received formal academic training.

155 To: It is not acceptable for the candidate to request the addition of a practice area(s) or client
156 group(s) in which the candidate has not received formal academic training.

157
158 And to switch the order of the first two bullet points under the “How to Complete the Declaration of
159 Competence” section.

160
161 **It was MOVED Phillips**
162 **That the modifications to the *Guidelines for Completing the Declaration of Competence* pertaining to**
163 **areas of practice or populations declared and a candidate’s academic background and training be**
164 **approved as amended. CARRIED**

165
166 **Action Item Staff**
167 To make amendments to the *Guidelines for Completing the Declaration of Competence*.

168
169 **.03c Registration Regulation Change re: Closure of Psychological Associate Class**

170 The Registrar reported that he has been in touch with the Ministry of Health to make them aware of the
171 Councils decisions, and to find out the best process for moving forward. The Registrar and President will
172 be meeting with the Ministry early in the new year.

173
174 **.03d Regulation of Health Professions in British Columbia**

175 On April 11, 2019, the Inquiry into the performance of the College of Dental Surgeons of British Columbia
176 and the Health Professions Act written by Mr. Harry Cayton was released. In May 2019, Ms. Rebecca
177 Durcan of Steinecke Maciura LeBlanc prepared a brief overview entitled *The Cayton Report: The Wolf*
178 *Finally Arrives*. This was distributed to Council in June 2019. On November 27, 2019, a British Columbia
179 All-Party Steering Committee, formed to respond to the Cayton Report, released its consultation report
180 entitled *Modernizing the provincial health profession regulatory framework: A paper for consultation*. A
181 copy was circulated to the Council. The Registrar provided the Council with a Briefing Note highlighting a
182 summary of recommendations from the consultation paper.

183

184 Council discussed the proposed changes occurring in British Columbia. It was noted that some of the
 185 proposed governance recommendations are items that have been proposed by other Colleges here in
 186 Ontario.
 187

188 **2019.04.04 Business Issues**

189 **.04a Registration Committee Quarterly Report**

190 The Council reviewed the second quarter report from the Registration Committee.
 191
 192

193 **.04b Inquiries, Complaints and Reports Committee Quarterly Report**

194 The Council reviewed the second quarter report from the Inquiries, Complaints and Reports Committee.
 195 The Council discussed the category of complaints labeled “Not Related to Psychological Services”. It was
 196 explained that this would include health inquiries, or concerns about a member that is not about their
 197 practice.
 198

199 The Registrar reported that Mr. David Porter from McCarthy Tetrault, has been appointed to the Ontario
 200 Court of Justice. The Council requested the Registrar send a letter of congratulations.
 201

202 **Action Item Registrar**

203 To write to David Porter to express the Council’s congratulations.
 204

205 **.04c Integrated Risk Management Report**

206 The Council reviewed the Integrated Risk Management Report. The Registrar informed the Council on the
 207 number of risks that are open and closed. Council discussed the different categories and the Registrar
 208 gave examples of the types of risks that could be in each.
 209

210 **.04d Directors of Clinical Training Report**

211 Dr. Patricia Minnes and Dr. Marjory Phillips gave an oral report to the Council on the meeting of the
 212 Directors of Clinical Training and Internship Directors that occurred on November 22, 2019. The joint
 213 meeting had 30 in attendance and the following topics were discussed:

- 214 • Discussion on Self-Care
- 215 • Updates from Council
- 216 • Updates from Registration
- 217 • Survey around Boundary Issues
- 218 • Practicum placements
- 219 • Accreditation

220 **.04e ASPPB/ACPRO/OPA Activities**

221 President reported on the activities of the Association of State and Provincial Psychology Boards (ASPPB),
 222 Association of Canadian Psychology Regulatory Organizations (ACPRO) and the Ontario Psychological
 223 Association (OPA).
 224

225 The President and Deputy Registrar attended a meeting of ASPPB in October 2019. Council received a
 226 copy of the minutes from this meeting. ASPPB continues to request that jurisdictions implement the
 227 EPPP2. Many jurisdictions, such as Ontario, are waiting for more validity to become available. Also
 228

229 discussed at the meeting were concerns among many regulators of movement toward deregulation in
 230 many American jurisdictions.

231
 232 The President and Registrar attended an ACPRO meeting in November 2019. The Registrar spoke about
 233 ACPRO's project to develop an online application process for internationally educated individuals seeking
 234 registration. More information on this project can be found in the Registrar's Report to Council in the
 235 Materials package.

236
 237 The President, Registrar and Deputy Registrar met with the OPA in December 2019. Topics discussed
 238 included; member health programs, supervision and prescription privileges.

239
 240 **.04f Creative Brief re: College Visual Identity – IN CAMERA**

241
 242 **It was MOVED Goebelle**
 243 **That the Council go IN CAMERA to discuss the Creative Brief re: College Visual Identity. CARRIED**

244
 245 At the end of the **IN CAMERA** meeting,

246
 247 **It was MOVED Hussain**
 248 **That the IN CAMERA meeting be ended and the open meeting of the Council be resumed. CARRIED**

249
 250 It was reported that while IN CAMERA, the Council approved the newly designed logo and rebranding
 251 concepts.

252 253 **2019.04.05 Strategic Issues**

254
 255 **.05a Strategic Direction Implementation Update**
 256 The Registrar provided the Council with the updated *Strategic Direction Implementation Table*. Items
 257 added since the Council Meeting of September 27, 2019 were shown in **Blue**.

258 259 **2019.04.06 Other Business**

260
 261 **.06a Set Election Date**
 262 The Council confirmed that Elections in District 4 (East) and District 7 (Psychological Associates) will be
 263 held on March 31, 2020.

264
 265 **It was MOVED Minnes**
 266 **That the Elections to Council in Districts 4 (East) and 7 (Psychological Associates) be held on March 31,**
 267 **2020. CARRIED**

268
 269 **.06b Next Council Meeting**

- 270 ○ Thursday, March 12, 2019
- 271 ○ Friday, June 12, 2019

272
 273
 274

275 **2019.04.07 Adjournment**

276
277 There being no further business,

278
279 **It was MOVED Goebelle**
280 **That the Council Meeting be adjourned.**

CARRIED

281
282 The Council Meeting was adjourned at 2:21pm

283
284
285 _____
286 Michael Grand, Ph.D., C.Psych., President

287
288
289 _____
290 Janice Currie, Ph.D., C.Psych., Vice-President

291 **Minutes approved at the Council Meeting on March 12, 2020**

DRAFT



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Action List

College Council 2019.04 – December 13, 2019

Item:	Responsibility:	Action:	Status:
2019.01.03d	Client Relations Committee	Establish parameters for how the Funding for Therapy restrictive fund will be used	In Process
2019.02.03a	Council	To review the process for allowing temporary practice in Ontario in 1 year, this will ensure that if there are any unintended consequences they can be addressed. (June 2020)	To be Completed June 2020
2019.03.03c	College	To pursue amendments to O.Reg 74/15 - Registration under the <i>Psychology Act, 1991</i> to discontinue Master's level registration and at that time, grant the title Psychologist to all existing Psychological Associates	In Process
2019.04.03a	Registrar	To ask the JEEC whether there is sufficient data to compare language proficiency scores to the performance of international candidates on the JEE	To be Completed April 2020
2019.04.03a	Registrar	To update the passing mark reference group for the Jurisprudence and Ethics Examination (JEE) to be changed from "all test takers" to "Ontario trained first-time test takers"	Completed
2019.04.03b	Staff	To make amendments to the Guidelines for Completing the Declaration of Competence	Completed
2019.04.04b	Registrar	To write to Justice David Porter expressing the Council's congratulations on being appointed to the Ontario Court of Justice	Completed



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

**Registrar & Executive Director's Report to Council
March 2020**

Regulation of Applied Behavioural Analysis (ABA)

The Ministry of Health and the Ministry of Children, Community and Social Services have completed a major stakeholder consultation on the regulation of applied behaviour analysis. During the month of February, the Ministries conducted 10 consultation webinars with Regulatory Colleges, Professional Associations, Post-Secondary Institutions, Advocacy Organizations, Service Providers and Employers, and other Ministry partners such as Education, Corrections, Training and Colleges and Universities, and Long-Term Care. Through the consultation, the Ministries are inquiring about areas such as: members of other Colleges who provide ABA services; practice settings as well as the training and experience of behavioural clinicians; titles currently in use; current modes of oversight; and, expected standards of practice and codes of ethics. Interested stakeholders have been asked to complete a consultation survey which was to be submitted by March 6, 2020. This information will be collated and analyzed to inform the regulatory process. Further work by the College to implement the regulation of ABA is awaiting the results of the consultation.

Federation Name Change

Over the past year, the Federation of Health Regulatory Colleges of Ontario (FHRCO) has been reviewing its structure, role and functioning. As part of this, consideration was given to the name of the organization and the desire to ensure it easily and concisely conveyed its constituency to the public. As a result of this review, the name was officially changed, as of January 15, 2020, to the Health Profession Regulators of Ontario (HPRO) [<https://www.regulatedhealthprofessions.on.ca/>].

Public Members

The College has received notice that both Mr. Graham Goebelle and Mr. William Middleton have been re-appointed as public members to the College Council for three year terms. As many are aware, Ms. Judy Cohen's appointment will end on March 22, 2020; and she will certainly be missed. At this time the College has five public members; the minimum for Council to remain constituted. Without a new appointment to replace Ms. Cohen, the College will become unconstituted on March 22. The College has been in touch with the Public Appointments Secretariat's to inform them of this situation and request additional appointments.

Canadian Institute for Health Information (CIHI)

CIHI annually collects data from regulated health profession Colleges/Boards regarding the number of current registrants. They have recently released a report entitled [Canada's Health Care Providers, 2014 to 2018](#). This report provides province/territory by province/territory charts showing the number of health care practitioners by type of provider, number per 100,000 population and percentage female from 2014 to 2018. In addition it provides a summary chart for the total for provinces/territories for 2018. This report is provided for Council's information.

Attachments

- Ms. Judy Cohen – Thank you letter from the Minister of Health
- Mr. Graeme Goebelle – OIC Reappointment to March 27, 2023
- Mr. William Middleton – OIC Reappointment to April 17, 2023

Contact for Questions

Dr. Rick Morris, Registrar & Executive Director

Ministry of Health

Office of the Deputy Premier
and Minister of Health

777 Bay Street, 5th Floor
Toronto ON M7A 1N3
Telephone: 416 327-4300
Facsimile: 416 326-1571
www.ontario.ca/health

Ministère de la Santé

Bureau du vice-premier ministre
et du ministre de la Santé

777, rue Bay, 5^e étage
Toronto ON M7A 1N3
Téléphone: 416 327-4300
Télécopieur: 416 326-1571
www.ontario.ca/sante



DEC 20 2019

Ms. Judy Cohen

Dear Ms. Cohen:

I would like to take this opportunity to thank you for the time and effort you have given while serving on the Council of the College of Psychologists of Ontario.

Your current appointment will come to an end on March 22, 2020. Your commitment as a member of the council has been invaluable and the work you have done has left a lasting impact on all Ontarians. I truly appreciate your contribution and I hope you have found your tenure both challenging and rewarding.

Please accept my best wishes. I hope that you will continue to offer your time and talent in serving the people of Ontario.

Sincerely,

A handwritten signature in blue ink that reads "Christine Elliott".

Christine Elliott
Deputy Premier and Minister of Health

c: Registrar

Ministry of Health

Office of the Deputy Premier
and Minister of Health

777 Bay Street, 5th Floor
Toronto ON M7A 1N3
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Ministère de la Santé

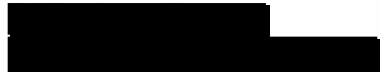
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FEB 28 2020

Mr. Graeme Goebelle



Dear Mr. Goebelle:

Congratulations on your reappointment to the Council of the College of Psychologists of Ontario. Your experience has been a tremendous asset and I am looking forward to your continued service beginning March 28, 2020 until March 27, 2023.

I am very pleased that you have again taken on this important responsibility to serve the people of Ontario. We expect that you will continue to be committed to the principles and values of public service and that you will perform your duty with integrity.

I have enclosed a copy of the Order in Council which was approved on January 17, 2020.

Again, please accept my congratulations. I am confident you will continue to find this experience both interesting and rewarding.

Sincerely,

A handwritten signature in cursive script that reads "Christine Elliott".

Christine Elliott
Deputy Premier and Minister of Health

Enclosure

c: Registrar
The Honourable Ted Arnott

Ministry of Health

Office of the Deputy Premier
and Minister of Health

777 Bay Street, 5th Floor
Toronto ON M7A 1N3
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Ministère de la Santé

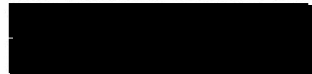
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et du ministre de la Santé

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FEB 28 2020

Mr. William Middleton



Dear Mr. Middleton:

Congratulations on your reappointment to the Council of the College of Psychologists of Ontario. Your experience has been a tremendous asset and I am looking forward to your continued service beginning April 18, 2020 until April 17, 2023.

I am very pleased that you have again taken on this important responsibility to serve the people of Ontario. We expect that you will continue to be committed to the principles and values of public service and that you will perform your duty with integrity.

I have enclosed a copy of the Order in Council which was approved on January 31, 2020.

Again, please accept my congratulations. I am confident you will continue to find this experience both interesting and rewarding.

Sincerely,

A handwritten signature in cursive script that reads "Christine Elliott".

Christine Elliott
Deputy Premier and Minister of Health

Enclosure

c: Registrar
The Honourable Merrilee Fullerton, MPP



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Staff Presentations Report to Council

January 1, 2020 – March 15, 2020

Dr. Rick Morris, Registrar & Executive Director

- January 16, 2020 *Tricky Issues*, Ottawa Mentorship Group, Royal Ottawa Mental Health Centre, Ottawa
- January 17, 2020 *Case Conference Presentation*, University of Ottawa, Ottawa
- January 17, 2020 *Issues in Professional Practice*, Ottawa Area Interns, Ottawa
- January 24, 2020 *College Update*, Association of Chief Psychologists with Ontario School Boards, Toronto
- February 20, 2020 *Professional Issues Discussion*; Educational Rounds, CAM-H, Toronto
- February 26, 2020 *Ethical Issues in Profession Practice* - Baycrest Centre for Geriatric Care, Toronto
- March 4, 2020 *Profession Issues Discussion* - Baycrest Centre for Geriatric Care, Toronto
- March 10, 2020 *Professional Issues* - Ontario Structured Psychotherapy Program, CMHA York and South Simcoe, Toronto



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Discipline Committee Report to Council

Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Janice Currie (Chair)	Council	Nina Josefowitz	College
Rixi Abrahamsohn	College	Marilyn Keyes	Council
Clarissa Bush	College	Maggie Mamen	College
Judy Cohen	Public Member	William Middleton	Public Member
Christine DiZazzo	Council	Denise Milovan	Council
Lynette Eulette	College	Patricia Minnes	Council
Robert Gauthier	College	Melanie Morrow	College
Graeme Goebelle	Public Member	Mary Ann Mountain	College
Michael Grand	Council	Marjory Phillips	Council
Jan Heney	College	Donna Reist	College
Anthony Hopley	College	Philip Ricciardi	Council
Emad Hussain	Public Member	Cory Richman	Public Member
Joyce Isbitsky	Council	Wanda Towers	College

Referrals

There were no referrals to Discipline in the third quarter.

Hearings

One hearing was held by a Panel of the Discipline Committee in the third quarter:

1. Dr. Ian Manion: https://members.cpo.on.ca/public_register/show/1002

A hearing was held in this matter on December 3, 2019. A Panel of the Discipline Committee made findings of professional misconduct against Dr. Manion in that he failed to maintain the Standards of Professional Conduct, effective September 1, 2005 (revised March 27, 2009) and engaged in conduct or performed an act, in the course of practising the profession, that, having regard to all the circumstances, would reasonably be regarded by members as unprofessional.

The Panel imposed an Order, which included a reprimand and suspension of Dr. Manion's certificate of registration for a period of twelve months, the last four months of which will be suspended on condition that Dr. Manion attends and completes the PROBE course with an unconditional pass, and attends the PROBE Plus course and obtains a pass.

Ongoing matters

There is one outstanding matter before the Discipline Committee:

1. Dr. Oren Amitay: https://members.cpo.on.ca/public_register/show/20987

A referral was made to the Discipline Committee on July 18, 2019. At issue are allegations of professional misconduct in that Dr. Amitay failed to maintain the standards of the profession and

engaged in conduct or performed an act, in the course of practising the profession that would reasonably be regarded by members as unprofessional. The pre-hearing conference for this matter is scheduled for May 7, 2020.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'J. Currie', with a long horizontal flourish extending to the right.

Janice Currie, Ph.D., C.Psych.
Discipline Committee Chair
February 27, 2020



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Quality Assurance Committee Report to Council

Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Judy Cohen (Chair)	Public Member	Michael Minden (Vice-Chair)	College
Marilyn Keyes	Council	Patricia Minnes	Council
Maria Kostakos	College	Cory Richman	Public Member
David Howard	College		

Staff:

Barry Gang, Deputy Registrar, Director Professional Affairs
Julie Hahn, Practice Advisor
Madeleine Lee, Administrative Assistant

The Committee held a Plenary Session on January 7, 2020 as well as panel meetings on January 17, February 13 and February 27, 2020.

Plenary Session of January 7, 2020

1. Visiting Practitioners (IAP)

Council recently passed a motion to issue a *Certificate of Registration Authorizing Interim Autonomous Practice* to a psychological practitioner registered in other Canadian Jurisdictions or those holding a CPQ from ASPPB who wish to provide temporary psychological services to clients moving to Ontario. An IAP Certificate would only be granted for the purpose of seeing an existing client where services have been provided in the individual's home jurisdiction; the client was relocating to Ontario on a temporary basis; and, it would be ill advised for that individual to need to transfer to a service provider in Ontario. The IAP Certificate issued for this purpose would expire after one year.

Under its statutory obligation, the Quality Assurance Committee must ensure that *"every member shall participate in continuing education and professional development activities in the manner approved by the committee for the purpose of maintaining and enhancing the member's knowledge, skill, and judgment."*

The Committee considered what would be expected and appropriate for these temporary members. The Committee was provided with documentation regarding Self-Assessment and CPD requirements of other Canadian Psychology Regulators which was helpful in the discussion.

It was decided to:

- Require applicants to provide a declaration that they are in compliance with the mandatory CPD requirements in their own home jurisdictions;
- Require proof from the regulator in their home jurisdiction indicating that they have met the requirements, if these members are selected for auditing; and,

- Require completion of the Self-Assessment Guide (SAG) if they come from a jurisdiction in which self-assessment is not a mandatory requirement.

2. Review of the Quality Assurance Committee Audit Report

A Quality Assurance Committee Compliance Audit was conducted by Mr. Dan Faulkner. Mr. Faulkner is the Managing Director at Lakeview Regulatory Consultants Inc. He is an experienced leader in the health care and regulatory sectors and his previous roles include Deputy Registrar and Interim CEO/Registrar with the College of Physicians and Surgeons of Ontario. The audit was conducted during the fall of 2019. The Auditor's report dated November 27, 2019 was received and considered by the Quality Assurance Committee at its meeting on January 7, 2020.

Mr. Faulkner reported that:

It is my opinion that CPO has developed and is operating a rigorous and complete quality assurance program. The careful development and integration of the component parts is a significant contribution to the members' awareness and understanding of the current and changing professional and practice expectations.

The audit report included some advice and recommendations to the Committee. In response to these, the Committee will take action to enhance the collection, use and integration of data that is emerging from the Quality Assurance Program in order to both inform risk-based regulation, as well as to inform communications with members. This will include the development of voluntary surveys for those involved in the Quality Assurance Programs and the information obtained will be provided in a manner that provides maximum transparency. As well, in response to the report recommendations, the Committee has also drawn a more formal distinction between Committee appointed Assessors and Peer Assisted Review (PAR) member nominated Reviewers.

3. Consideration of Revising the Self-Assessment Guide to Place Greater Emphasis on Substantive Competence

The Committee decided to revise the SAG to place greater emphasis on professional competence, in addition to the currently useful information pertaining to professional ethics, and to develop a section to assist members in addressing 'self-care'.

4. Review of Early Continuing Professional Development Audit Findings

The Committee has begun to audit the CPD participation of members with odd registration numbers. The first cohort of members responding to the request for their CPD documentation resulted in some submissions where members described various reasons for non-compliance: personal illness; hospitalization; family illness; maternity leave; inactive status; nearing retirement; elder family responsibilities, etc.

The Committee does not have the authority to excuse a member from completing and submitting their CPD. If a member does not submit a CPD Declaration by the final deadline, the member is required to provide their CPD materials for review by the Committee and pay a \$100 fee for failure to complete this mandatory requirement. In each situation, the Committee adjusted its response to be sensitive to the member's situation. In most cases, it directed staff to gather further information in order to determine whether to take action with respect to non-compliance with the CPD requirements.

5. The “One Size Fit All” Model for QA

The Committee considered whether all members’ practices should be subject to the same QA requirements or whether significant differences in practice areas and practice models require different approaches. It decided to continue this discussion at a future time.

QUALITY ASSURANCE COMMITTEE ACTIVITY SUMMARY

Third Quarter

(December 1, 2019- February 28, 2020)

PEER ASSISTED REVIEWS

Overview

Carried over from previous year	28
Failure to comply with SAG requirements - Fall 2019	14
Random selection - Fall 2019	5
Stratified Random selection – Fall 2019	37
Referred for 2nd Assessment	1
Total reviews planned for 2019 - 2020	85

Quarterly Statistics

	Q3	YTD
Exemptions granted*	2	(7)
Deferrals granted**	1	(10)
Failure to comply with SAG – Referral to ICRC	0	(4)
Reviews completed - reviewed by QA Committee	12	(24)
Total Active Reviews Outstanding		40

Completed and pending QAC review	7
Peer reviews confirmed and scheduled	19
Peer reviews pending scheduling	14
Total Active Reviews	40

* e.g., change to Retired or Inactive certificate, resignation

** e.g., significant illness, bereavement, temporary relocation to another jurisdiction

In 16 of the 24 Peer Assisted Reviews completed this year, the Committee concluded that the members reviewed had met the Standards of the profession in all domains reviewed. In one case, the Committee decided to require the member to undergo a second review. In another case the Committee is gathering further information from the member. In five cases members were provided with recommendations. These included: ways in which they could fulfill their CPD requirements (3); the need to be more goal oriented in their treatment planning (1); and improvements in their record keeping practices (2).

CPD AUDITS

Overview

Random Selection	27
Failure to Declare Completion of Requirements	27
Total Audits Planned for 2019-2020	54

Quarterly Statistics-Audits Conducted	Q3	YTD
Take No Further Action	12	24
Remedial Feedback***	2	10
Undertakings****	2	2
Failure to comply with Audit (Referral to ICRC)	1	5
Failure to meet CPD requirements, in absence of exceptional circumstances (Referral to ICRC)	1	1
Refer to Assessor, under s. 81 of <i>Code</i> , to obtain information about apparent difficulties in participating adequately in program	2	2
Decision pending further information	2	2
Audit Deferred	1	1
Total Audits Reviewed	23	47
Audits Outstanding for 2019-2020		7

*** e.g., information suggested minimum criteria had been met, although inadequate documentation to verify this was provided; previous CPD goals insufficiently specific to assist in determining whether CPD activities relevant to self- assessed gaps in knowledge or skill

**** e.g., lack of sufficient information available to reach conclusion about whether or not member had met requirements

Judy Cohen
Quality Assurance Chair
March 3, 2020



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Client Relations Committee Report to Council

Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Ester Cole (Chair)	College	Christine DiZazzo	Council
Rosemary Barnes	College	Emad Hussain	Public Member
Kofi-len Belfon	College	William Middleton	Public Member
Janice Currie	Council		

The Client Relations Committee held no meetings during the third quarter. The next meeting is scheduled for April 20, 2020.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Fitness to Practice Committee Report to Council

Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Christine DiZazzo (Chair) Council
Philip Ricciardi Council
Duncan Day College

Graeme Gobelle Public Member
Sandra Jackson College

The Fitness to Practice Committee held no meetings during the third quarter.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Finance and Audit Report to Council

Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Michael Grand (Chair)	Council	Alana Holmes	College
Denise Milovan	Council	Graeme Goebelle	Public Member
Cory Richman	Public Member		

The Finance and Audit Committee met by teleconference on January 27, 2020. The Committee reviewed the Unaudited Financial Statements, the Variance Report, and the Investment Report, all to November 30, 2019, the end of the second quarter.

In considering the *Statement of Revenue & Expenses*, the FAC reviewed the *Variance Report* which explained items that deviated from budget by the level of materiality set by Council; items which exceed the expected budget by \$5,000 or are underspent by \$10,000. The Committee was satisfied with the information presented to explain the variances and voted to receive the reports presented.

The memorandum from the Registrar & Executive Director confirming the remittances to the Canada Revenue Agency and the Ontario Employer Health Tax for the period September 1, 2019 to November 30, 2019 was received.

Based on the documents reviewed at this meeting, it is the view of the Committee that the College continues to operate on a sound financial basis.

2020-2021 Budget

The FAC reviewed the proposed budget for 2020-2021. (See item 2020.01.04c) The FAC recommended approval of the budget as submitted.

Attachments

1. Statement of Revenue and Expenses to November 30, 2019
2. Balance Sheet to November 30, 2019 (unaudited)

Respectfully submitted,
Michael Grand, Ph.D., C.Psych., Chair

THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
STATEMENT OF REVENUE & EXPENSES
 June through November 2019

	Annual Budget	Budget	YTD Actual	YTD \$ Variance	2019-2020 % YTD	Expected % YTD	% Variance YTD	Year End to 31 May-20
REVENUE	3,553,400.00	1,776,700.00	1,778,535.98	1,835.98	50%	50%	0%	3,589,400.00
COST OF SALES	314,950.00	157,475.00	148,595.03	-8,879.97	47%	50%	-3%	343,250.00
GROSS MARGIN	3,238,450.00	1,619,225.00	1,629,940.95	10,715.95	50%	50%	0%	3,246,150.00
EXPENDITURES								
Governance	99,075.00	48,788.00	64,828.51	16,040.51	65%	49%	16%	104,863.00
Registration	92,500.00	46,250.00	66,846.89	20,596.89	72%	50%	22%	110,000.00
Client Relations, Communications & Education	28,600.00	14,300.00	11,566.28	-2,733.72	40%	50%	-10%	29,600.00
Quality assurance	46,950.00	23,475.00	9,875.89	-13,599.11	21%	50%	-29%	33,875.00
Investigations and resolutions	149,200.00	74,600.00	54,145.20	-20,454.80	36%	50%	-14%	126,130.00
Hearings	337,400.00	168,700.00	103,625.52	-65,074.48	31%	50%	-19%	315,700.00
Liaison (Professional Organizations)	38,300.00	19,150.00	17,140.28	-2,009.72	45%	50%	-5%	37,013.00
Administration	2,573,900.00	1,286,950.00	1,285,055.98	-1,894.02	50%	50%	0%	2,661,475.00
Total Expenditures	3,365,925.00	1,682,213.00	1,613,084.55	-69,128.45	48%	50%	-2%	3,418,656.00
EXCESS OF REVENUE OVER EXPENDITURES	-127,475.00	-62,988.00	16,856.40	79,844.40	-13%	50%	-63%	-172,506.00

The College of Psychologists of Ontario
Balance Sheet Prev Year Comparison
As of November 30, 2019

	Nov 30, 19	Nov 30, 18	\$ Change
ASSETS			
Current Assets			
Chequing/Savings			
10000 · Petty Cash	200.00	200.00	0.00
10100 · Bank	367,207.94	355,692.56	11,515.38
10250 · Cash Equivalents	1,191,710.99	824,122.32	367,588.67
Total Chequing/Savings	1,559,118.93	1,180,014.88	379,104.05
Accounts Receivable			
10400 · Accounts Receivable - Control	-26,615.81	57,979.97	-84,595.78
Total Accounts Receivable	-26,615.81	57,979.97	-84,595.78
Other Current Assets			
10300 · Short Term Investments	5,767,201.80	6,170,857.52	-403,655.72
10410 · Accounts Receivable - Other	0.00	0.00	0.00
10550 · Interest Receivable	1,267.93	2,691.93	-1,424.00
10600 · Prepaid Expenses	44,425.72	23,282.37	21,143.35
Total Other Current Assets	5,812,895.45	6,196,831.82	-383,936.37
Total Current Assets	7,345,398.57	7,434,826.67	-89,428.10
Fixed Assets			
12000 · Furniture & Equipment			
12010 · Furniture & Equipment - Cost	54,210.55	54,210.55	0.00
13000 · Accum Amort Furniture & Equip	-51,765.24	-48,779.42	-2,985.82
Total 12000 · Furniture & Equipment	2,445.31	5,431.13	-2,985.82
12100 · Computer Equipment			
12110 · Computer Equipment - Cost	112,226.46	72,719.88	39,506.58
13100 · Accum Amort Computer Equipment	-84,990.85	-69,880.48	-15,110.37
Total 12100 · Computer Equipment	27,235.61	2,839.40	24,396.21
12200 · Leasehold Improvements			
12210 · Leasehold Improvements - Cost	201,445.38	201,445.38	0.00
13200 · Accum Amort Leaseholds	-159,594.30	-146,314.20	-13,280.10
Total 12200 · Leasehold Improvements	41,851.08	55,131.18	-13,280.10
12300 · Website Development			
12310 · Website Development - Cost	190,944.88	190,945.36	-0.48
13300 · Accum Amort Website Devt	-190,944.88	-176,639.28	-14,305.60
Total 12300 · Website Development	0.00	14,306.08	-14,306.08
Total Fixed Assets	71,532.00	77,707.79	-6,175.79
Other Assets			
10302 · Long Term Investment	43,640.96	43,411.52	229.44
Total Other Assets	43,640.96	43,411.52	229.44
TOTAL ASSETS	7,460,571.53	7,555,945.98	-95,374.45

	Nov 30, 19	Nov 30, 18	\$ Change
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
21000 · Accounts Payable - Control	65,223.89	53,554.74	11,669.15
Total Accounts Payable	65,223.89	53,554.74	11,669.15
Other Current Liabilities			
21100 · Accounts Payable - Other	233,116.01	176,898.91	56,217.10
22000 · Employee Tax Deductions Payable	22,613.49	20,382.17	2,231.32
23000 · Prepaid Fees	1,550,120.78	1,589,355.51	-39,234.73
24000 · Peer Mentorship - Clearing	-6,737.62	0.00	-6,737.62
Total Other Current Liabilities	1,799,112.66	1,786,636.59	12,476.07
Total Current Liabilities	1,864,336.55	1,840,191.33	24,145.22
Total Liabilities	1,864,336.55	1,840,191.33	24,145.22
Equity			
31000 · Retained Earnings	1,405,567.89	1,457,355.79	-51,787.90
31100 · Investigtns&Hearing ReserveFund	850,000.00	850,000.00	0.00
31200 · Contingency Reserve Fund	1,000,000.00	1,000,000.00	0.00
31300 · Fee Stabilization Reserve Fund	1,000,000.44	1,000,000.44	0.00
31400 · Website&DatabaseDevtReserveFund	243,810.25	243,810.25	0.00
31500 · Premises Reserve Fund	1,000,000.00	1,000,000.00	0.00
31600 · FairRegn Practices Reserve Fund	80,000.00	80,000.00	0.00
Net Income	16,856.40	84,588.17	-67,731.77
Total Equity	5,596,234.98	5,715,754.65	-119,519.67
TOTAL LIABILITIES & EQUITY	7,460,571.53	7,555,945.98	-95,374.45



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Barbara Wand Seminar in Ethics, Standards and Conduct

December 11, 2019

Toronto, Ontario

Evidence-Based Practice in Psychology

Dr. John Hunsley, C.Psych.

Tricky Issues in Professional Practice

Dr. Rick Morris, C.Psych.

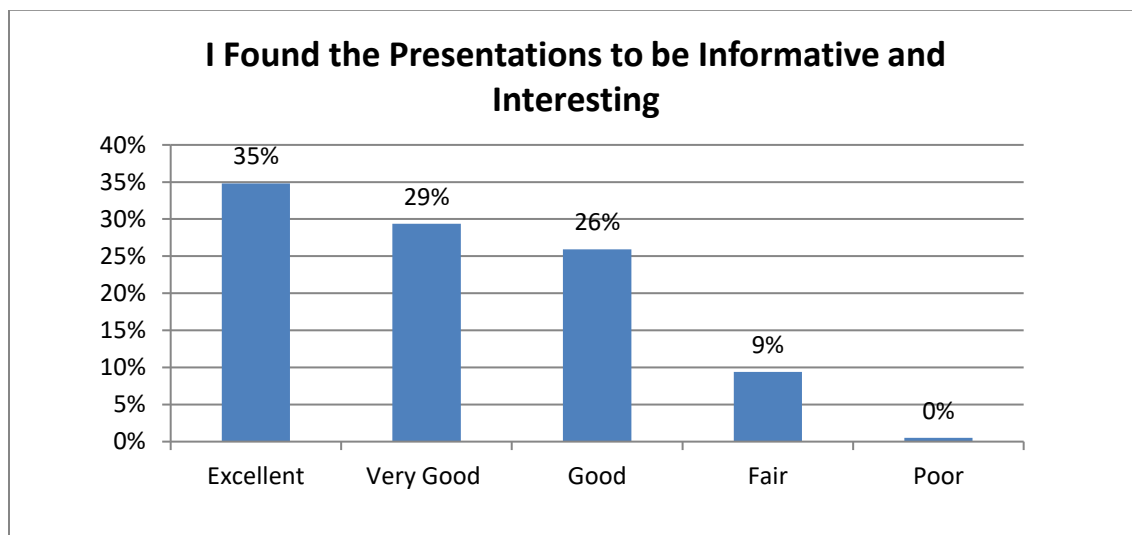
The Barbara Wand Seminar in Professional Ethics, Standards and Conduct took place on Wednesday, December 11, 2019 in the Muzzo Alumni Hall at the University of Toronto. Once again, the Seminar was offered to members as a live webinar. We are pleased that this event continues to enjoy robust registration. The majority of participants were members of the College but as in the past, we were joined by a number of graduate students and non-members.

Of the participants, 165 individuals registered to attend in-person and there were 994 webinar viewing sites at which many webinar registrants watched in groups. Webinar groups ranged in size from 2 or 3 to as large as 60, for a total of approximately 2,174 webinar participants.

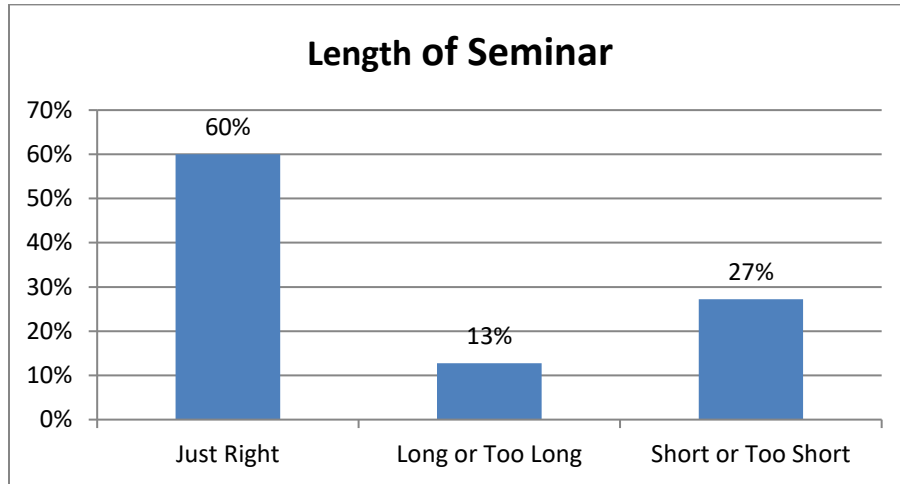
The Barbara Wand Seminar was offered at no charge to members and graduate psychology students in keeping with the College's wish to support and encourage continuing education.

The College was pleased to, once again, offer live captioning of the webcast and was also able to respond to several requests for transcripts. The link to the captioned archive recording is posted to the College website. To date there have been 151 views of the recorded Seminar.

The evaluation of the Seminar was completed on-line with 411 (19%) of the participants responding. When asked whether they found the presentations to be "Informative and Interesting", 64% of respondents reported that the Seminar was *Excellent* or *Very Good*.

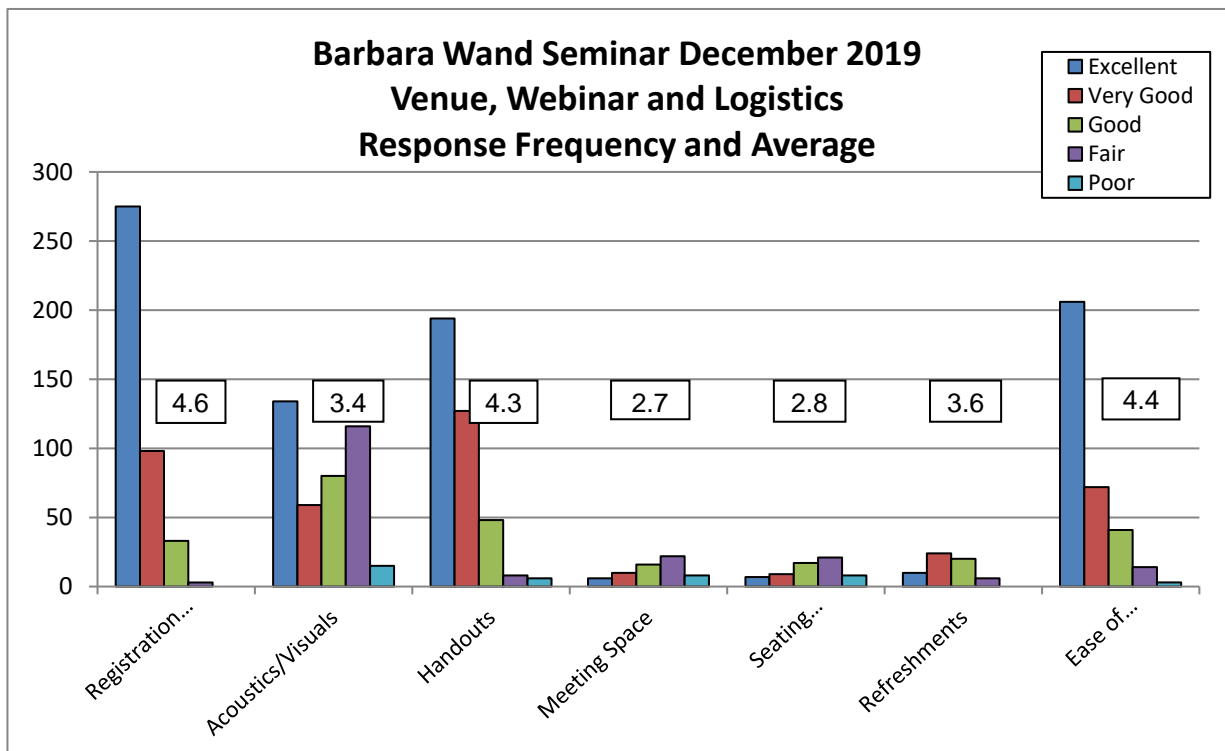


When asked about the length of the Seminar, 60% of respondents indicated that they found it to be *Just Right*, although 27% of respondents found it to be *Short or Too Short*.



As well as completing the five-point scale questions in the survey, many respondents provided additional comments about the Seminar. Most of these were positive and related to the quality of the speakers and relevance of the topic to members’ practices. As in the past, there were many requests for more time to be dedicated to “Tricky Issues”.

The majority of members rated the registration process, handouts and webinar logistics as *Very Good* or *Excellent*. The event experienced some technical issues which resulted in a delayed start and an abbreviated session for Dr. Morris. The ratings also reflect some dissatisfaction with the room and seating arrangement.



In 2016, the College Council decided to offer the Barbara Wand Seminar twice a year for a half day, with one of the two events being held outside of Toronto. This has made it possible for a greater number of people to attend. The next Seminar will be held in London, Ontario on May 4, 2020. Further information regarding both in-person and webinar participation will be provided to members as soon as details have been confirmed.

Respectfully submitted,
Barry Gang, MBA, Dip.C.S., C.Psych.Assoc.
Deputy Registrar & Director, Professional Affairs
March 13, 2020



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Briefing Note – March 2020 Council Meeting

Prescription Privileges – Request from the Ontario Psychological Association

Strategic Direction Reflection

Responding to changing needs in new and emerging practice areas

Motion - Recommendation from Executive Committee

That the Council confirm to the Ontario Psychological Association the College's willingness to undertake the regulatory responsibilities involved should the profession be granted prescription privileges.

Moved By TBD

Public Interest Rationale

The College mandate is to serve and protect the public interest and to ensure the safe and effective delivery of all services provided by members of the profession. In keeping with this role, it would be incumbent upon the College to develop the appropriate regulatory mechanisms to ensure that only qualified practitioners are authorized to prescribe, within their practice, and that this is done in a safe and effective manner.

Background

The Ontario Psychological Association (OPA) is undertaking discussions with the Ministry of Health (MOH) with respect to seeking legislative authority for qualified psychologists to prescribe medications as part of the treatment regimen for their clients. This topic has been on the OPA agenda for many years. In August 2012, the College provided a letter to the OPA indicating that it would "take the regulatory steps necessary to ensure competent performance of this authorized act and the protection of the public". A copy of the 2012 College letter is attached as is the response from OPA and a subsequent College reply.

In a teleconference meeting with the OPA President, the College President, the Registrar and Deputy Registrar, the College was asked if it would confirm this earlier position with an updated letter. The OPA President indicated this would be important as their discussions with the MOH move ahead. While recognizing the need for formal Council approval, the OPA President was told that the College would probably be in a position to provide a similar statement. This statement would not be one of support or lack of support for the idea but rather a commitment to undertake the necessary regulatory responsibilities should the government approve this expansion in scope of practice.

In discussing this matter at its recent meeting, the Executive Committee considered it in two parts. Firstly, the Executive was unanimously in favour of confirming the College's willingness to undertake the regulatory responsibilities involved should the profession be granted prescription privileges and is recommending this to Council. The Executive suggested that a letter directly to the Ministry, if OPA was asked to seek a College position, may be more appropriate than a letter to OPA.

Following this discussion, the idea was raised as to whether the College can and should provide stronger support for this endeavour. That is, not only a willingness to undertake regulatory responsibility but also provide a statement indicating that, as a matter of public interest, the College would support the request for the addition of 'prescription privileges' to the College's authorized controlled acts. There was some conversation that this increase in scope would be in the public interest primarily related to access to timely service. It was suggested that this controlled act would permit some members to be better serve their clients in that qualified psychological providers could combine psychotherapy and prescribing. Instead of having to refer to a client's physician for this, both initially and in an ongoing fashion. The Executive recognized that this could be an important public interest matter but felt that it would be important to research this issue and provide information to Council upon which it could make an evidence-based decision.

At this time, Council is only being asked to consider the first matter; to confirm the College's willingness to undertake the regulatory responsibilities involved should the profession be granted prescription privileges. A draft letter, created to reflect this confirmation, is attached.

Attachments

1. Letter to the Ontario Psychological Association - August 3, 2012
2. Response received from the Ontario Psychological Association – September 4, 2012
3. Reply to the Ontario Psychological Association – October 2, 2012
4. Draft 2020 regarding confirmation of willingness to undertake regulatory responsibility

Contact for Questions

Rick Morris, Registrar & Executive Director

THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO

110 Eglinton Avenue West, Suite 500, Toronto, Ontario M4R 1A3, Canada • Tel: (416) 961-8817/(800) 489-8388 • Fax: (416) 961-2635
Email: cpo@cpo.on.ca • Website: www.cpo.on.ca



August 3, 2012

Connie Kushnir, Ph.D., C.Psych., President
Ontario Psychological Association
21 St. Clair Avenue East, Suite 403
Toronto, ON M4T 1L8

Dear Dr. Kushnir:

Re: Controlled Act of Prescribing a Drug as defined in the *Drug and Pharmacies Regulation Act*

Dr. Diana Velikonja, Chair of the OPA Prescription Privileges Committee has advised the College Registrar, Dr. Catherine Yarrow of the initiatives undertaken by the OPA with respect to seeking legislative authority for qualified psychologists to prescribe medications as part of the treatment regimen for their clients.

The Registrar has apprised the College Executive Committee of these initiatives and the essence of the OPA proposal. Should the Board of Directors of the Ontario Psychological Association endorse the recommendations of the OPA Prescription Privileges Committee, the Executive Committee of the College is prepared to take this proposal to the Council of the College for direction.

It is anticipated that the College would develop regulatory mechanisms to ensure competence in the performance of this controlled act should the Ontario government be prepared to grant this authority to the profession. These mechanisms would include establishing standards for education, training and continuing professional development to ensure competence to perform this controlled act and standards of practice to ensure safe and ethical practice. The College would also anticipate pursuing legislative and regulatory changes to provide the College with appropriate authority to regulate performance of this proposed new controlled act by qualified members of the College.

Please feel free to contact me should you wish to discuss this further.

Sincerely,

Milan Pomichalek, Ph.D., C.Psych.
President

M. Pomichalek, Ph.D., C.Psych.,
President
R. Gauthier, M.Ed., C.Psych.Assoc.,
Vice President

R. Berman, Ph.D., C.Psych.
P. Farvolden, Ph.D., C.Psych.
A. L. Goldstein, Ph.D., C.Psych.
A. Harrison, Ph.D., C.Psych.

M. Khan, Ph.D., C.Psych.
J. Ledingham, Ph.D., C.Psych.
L. Mercier, Ph.D., C.Psych.
G. Webster, M.Ed., C.Psych.Assoc., *non-voting*

J. Cohen
V. Lacroix
I. McFarlane
P. McKegney
C. Rampersad
E. Teitelbaum

C. Yarrow, MBA, Ph.D., C.Psych., *Registrar / Executive Director*
Rick Morris, Ph.D., C.Psych., *Deputy Registrar /
Director, Professional Affairs*

Ontario Psychological Association



OFFICERS

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Margaret Weiser, Ph.D., C.Psych
Past President

Doug Saunders, Ph.D., C.Psych.
Financial Officer

ADMINISTRATIVE STAFF

John Service, Ph.D.
Executive Director

Carla Mardonet
Administrative Officer

Anna DiDonato
Membership Services Coordinator

September 4, 2012

Dr. M. Pomichalek
President, College of Psychologists of Ontario
110 Eglinton Avenue West, Suite 500
Toronto ON M4R 1A3

Dear Dr. Pomichalek,

Thank-you for your letter of August 3, 2012, regarding OPA's Prescription Privileges Committee seeking legislative authority for qualified psychologists to prescribe medications. As you know, the Task Force has asked the OPA Board to formally endorse the recommendations of the committee and we will be discussing this issue at the Board meeting of September 21, 2012. We will inform you of the results of that vote.

Thank-you for outlining the steps that the College would take should the vote be in favour of the Task Force recommendations. OPA appreciates the collegial relationship with the College as it benefits the people of Ontario.

Sincerely,

Dr. Connie Kushnir, C.Psych.
OPA, President

21 St. Clair Avenue East
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THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO

110 Eglinton Avenue West, Suite 500, Toronto, Ontario M4R 1A3 • Tel: (416) 961-8817 • (800) 489-8388 • Fax (416) 961-2635
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October 2, 2012

Connie Kushnir, Ph.D., C.Psych.
President
Ontario Psychological Association
21 St. Clair Avenue East, Suite 403
Toronto, Ontario M4Y 1L8

Dear Dr. Kushnir:

Thank you for your correspondence of October 1, 2012 advising of the OPA Board's decision to seek legislative authority for qualified psychologists to prescribe medications.

On September 21, 2012, the College Council considered the role of the regulatory body should the Minister consider extending to members of the College the authorized act of prescribing medication. The Council confirmed that in such a situation the College would take the regulatory steps necessary to ensure competent performance of this authorized act and the protection of the public.

Thank you for advising the College of this association initiative and for your commitment to keeping the College informed as you proceed.

Sincerely,

Milan Pomichalek, Ph.D., C.Psych.
President

M. Pomichalek, Ph.D., C.Psych., <i>President</i>	R. Berman, Ph.D., C.Psych. P. Farvolden, Ph.D., C.Psych. A. L. Goldstein, Ph.D., C.Psych. A. Harrison, Ph.D., C.Psych.	M. Khan, Ph.D., C.Psych. J. Ledingham, Ph.D., C.Psych. L. Mercier, Ph.D., C.Psych. G. Webster, M.Ed., C.Psych.Assoc., <i>non-voting</i>	J. Cohen V. Lacroix I. McFarlane P. McKeegney E. Teitelbaum	C. Yarrow, MBA, Ph.D., C.Psych., <i>Registrar / Executive Director</i> Rick Morris, Ph.D., C.Psych., <i>Deputy Registrar/ Director, Professional Affairs</i>
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[DATE]

[RECIPIENT]

Re: Prescription Privileges

The College understands that the Ontario Psychological Association (OPA) is undertaking discussions with the Ministry of Health with respect to seeking legislative authority for qualified psychologists to prescribe medications as part of the treatment regimen for their clients. This letter is being written to confirm the College position with respect to this, as previously noted in a letter of August 2012 to the OPA President at the time, Dr. Connie Kushnir. At that time, the College indicated that it would “take the regulatory steps necessary to ensure competent performance of this authorized act and the protection of the public”.

This matter was discussed by both the College Executive and Council. It was agreed that, should the Ontario government expand the scope of practice of members of the College to include prescribing privileges, the College is prepared develop the necessary regulatory mechanisms. These would include establishing clearly defined standards for education and training for members wishing to include prescribing within their practice. The College would establish appropriate standards of conduct specific to this area to ensure safe and ethical practice and would undertake the adjudication of inquiries, complaints or reports related to this activity. In addition, the College would develop ongoing quality assurance and continuing professional development requirements.

The College anticipates needing to pursue the necessary legislative and regulatory changes to obtain the appropriate authority to regulate the performance of this proposed new activity by qualified members of the profession.

Please feel free to contact me should you wish to discuss this further.

Sincerely,

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



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Briefing Note – Council Meeting March 2020

Revised Guidelines for Retraining for Supervised Practice Members

Strategic Direction Reflection

Developing, establishing and maintaining standards of qualifications for individuals seeking registration

Motion

To approve the recommendations of the Registration Committee regarding changes to the *Guidelines for Retraining for Supervised Practice Members*.

Background

In May 2019, the Registration Committee began its review of the current *Guidelines for Retraining for Supervised Practice Members (Guidelines)* including the *Training Manual* which provides instructions to candidates. The Registration Committee completed this work at its recent January 2020 Plenary Session.

The review of these *Guidelines* was initiated in conjunction with the Registration Committee's revisions to the *Guidelines for Completing the Declaration of Competence* which were approved by Council in December 2019. The review was undertaken to address the Registration Committee's concerns regarding variability in quality of some training plans and to assist candidates and their supervisors to understand the College's expectations for preparing acceptable training plans.

Public Interest Rationale

In keeping with the College's role of establishing standards of qualifications for individuals seeking registration, the Registration Committee must ensure that candidates have the necessary training to demonstrate competence for autonomous practice as a psychologist or psychological associate in their intended area of practice.

Amendments

Several changes were made to the *Guidelines* and related documentation to make the document less wordy and clearer. A few more substantive changes were also made and are outlined below.

The substantive changes in the *Guidelines* are:

- Reflecting the need to achieve competence, the term "Training" rather than "Retraining" is seen as more appropriate.
- Candidates requiring training in any of the four foundational knowledge areas¹, which typically are acquired in undergraduate study, must complete this training through a university course. That is, candidates cannot satisfy this training requirement by completing a course equivalent of supervised readings.

¹ Biological bases of behavior, Social bases of behavior, Cognitive-affective bases of behavior, and Psychology of the Individual.

The Registration Committee believes that a formal course is preferable to supervised readings in all cases, and courses in foundational knowledge areas are readily available to candidates at various Canadian universities.

- For graduate level training requirements, the College expects training will be completed through formal coursework. Only in exceptional cases, where completion of a course is not possible, will the Registration Committee consider a coursework equivalent of supervised readings.

These substantive changes are highlighted in the attached copy of the revised *Guidelines for Training for Supervised Practice Members*.

The substantive changes in the *Training Manual* instructions to candidates are:

- Advising candidates that training in any of the four foundational knowledge areas must be completed through a university course, as noted in the Guidelines.
- For training completed through a course equivalent of supervised readings, the *Training Manual* now specifies a minimum hourly requirement for meetings to discuss the readings between the candidate and the training plan supervisor. Candidates are also advised that the meetings with their supervisor must be documented in the supervisor's evaluation form, which is submitted following completion of the training plan.

These substantive changes are highlighted in the attached excerpt from the *Training Manual*.

Attachments

1. *Guidelines for Training for Supervised Practice Members* [with changes highlighted]
2. Excerpt from *Training Manual* [with changes highlighted]

Contact for Questions

Lesia Mackanyn, Director, Registration

Guidelines for Training Plans for Supervised Practice Members

Section 5.(1) 6. and Section 16.(1) 7. of Regulation 74/15 indicate as a non-exemptible registration requirement that an applicant must have completed all further professional training or experience that, in the opinion of a panel of the Registration Committee, is required to ensure competence for autonomous practice as a psychologist or psychological associate in their intended area(s) of practice.

Applications of supervised members (or eligible candidates) who are missing required components in the area for which they have declared competence to practice, will be referred to the Registration Committee for a review of their education and training in relation to their proposed area of practice.

In their review, the Registration Committee will identify any knowledge gaps where further education is required, by comparing the psychology coursework already completed with the knowledge requirements outlined in the College's *Registration Guidelines: Supervised Practice*. The Registration Committee will determine the extent to which the supervised member must augment their knowledge and skills and will require them to submit a training plan proposal.

In developing a training plan proposal, the supervised member must ensure that they undertake the study, training, and supervision needed to yield the prerequisite knowledge and skills for their intended practice. Definitions of the various practice areas outlining the knowledge and skills required for practice can be found in the *Appendix* section of the *Registration Guidelines: Supervised Practice*.

The supervised member's training plan proposal is reviewed by the Registration Committee and approval is given, or revisions are required.

Obtaining the Registration Committee's approval to attend an Oral Examination will be contingent upon the Committee receiving documentation to verify the satisfactory completion of the approved training plan.

Components of a Training Plan

A training plan entails coursework and supervised practice designed to provide the required knowledge and skills:

Knowledge

Gaps in Required Foundational Knowledge/Undergraduate Courses

Supervised members who are required to complete undergraduate training must do so through completion of a university course.

Supervised members who propose to complete a university course must provide documentation of the course to be undertaken in order to demonstrate how it addresses the identified knowledge gap. Documentation should include: the course outline, the course reading list, the name and credentials of the course instructor, and the evaluation method.

Distance education courses in psychology may be acceptable if offered by a university recognized by the Association of Universities and Colleges of Canada, or in the case of the United States, by an institution of higher education accredited by a nationally recognized regional accrediting body. Evaluation of the suitability of a distance education course will be on a case-by-case basis.

51

52 Gaps in Required Graduate Courses

53 **It is expected, and preferable, that the supervised member will enrol in a university course.**
54 **Graduate courses offered in CPA/APA accredited programs and Ontario universities are**
55 **preferred. In exceptional cases where this is not possible, the Registration Committee will**
56 **consider a proposal to complete a course equivalent of supervised readings.**

57

58 Supervised members who propose to complete a course must provide documentation of the
59 course to be undertaken in order to demonstrate how it addresses the identified knowledge gap.
60 Documentation should include: the course outline, the course reading list, the name and
61 credentials of the course instructor, and the evaluation method.

62

63 Distance education courses in psychology may be acceptable to the College if offered by a
64 university recognized by the Association of Universities and Colleges of Canada, or in the case
65 of the United States, by an institution of higher education accredited by a nationally recognized
66 regional accrediting body. Evaluation of the suitability of a distance education course will be on
67 a case-by-case basis.

68

69 If the supervised member wishes to have the Registration Committee consider a request for a
70 course equivalent of supervised readings, the proposal must include a list of readings that makes
71 clear how the readings address the identified knowledge gaps. In developing the proposal, the
72 supervised member should consult with a program director or course instructor of a university
73 graduate course in that subject. The proposed readings must: include a balance of current theory,
74 empirical research, and practice; provide exposure to a range of perspectives and techniques;
75 and incorporate contemporary, primary source material as well as textbooks and edited volumes.
76 The proposed readings must also be supervised and evaluated by an autonomous practice
77 member of the College (who may be the Primary or Alternate Supervisor) with expertise in the
78 area. **The supervisor must assist the supervised member in developing the proposal and**
79 **must meet regularly with the supervised member for the purposes of discussion and**
80 **guidance.** Acceptable evaluation procedures include a review paper prepared by the supervised
81 member, or an oral examination conducted by the supervisor and one other member. The
82 supervisor(s) must submit a formal evaluation report to the Registration Committee following the
83 completion of the training plan.

84

85 **Skills**

86 It is expected that the supervisor(s) will provide guidance as the knowledge acquired through
87 either coursework or supervised readings is being integrated into the supervised member's
88 supervised practice. There is a section in the *Supervisor's Work Appraisal Form* for supervisor(s)
89 to record this progress.

90

91 **Length of Time to Complete Training Plan**

92 Supervised practice members who are undertaking a training plan typically take longer than the
93 minimum 12-month period of authorized supervised practice. Fifteen hundred (1500) hours of
94 authorized supervised practice is the minimum requirement for supervised members already
95 trained in the practice area. Completion of a training plan requires longer and more intensive
96 supervision than this as any training plan hours are in addition to the minimum requirement of
97 1500 hours of authorized supervised practice.

98

99 Certificates authorizing supervised practice are not issued for a period of greater than two years.
100 No exceptions can be granted for this, even when a training plan is required. For this reason, if

101 the supervised practice member is notified by the Registration Committee that a training plan is
102 required, it is important to have this training plan proposal submitted promptly so that it can receive
103 Registration Committee approval early in the registration process.

PREPARING TO SUBMIT A TRAINING PLAN PROPOSAL

STEP 1: Review Response Letter from the Registration Committee

Your specific training plan requirements will be listed in the response letter you receive from the Registration Committee (the Committee). The Committee typically assigns 3 types of training plan requirements: 1) an undergraduate course, 2) a graduate course, or 3) a partial graduate course.

Below are some examples of how training plan requirements are typically listed in the Committee's response letters:

Undergraduate Course:

An undergraduate course in the subject of social bases of behaviour.

Graduate Course:

A graduate course in the subject of psychopathology relevant for the practice of clinical psychology with adults;

or

A graduate course combining the subjects of psychological assessment and psychological intervention relevant for the practice of counselling psychology with families.

Partial Graduate Course:

A partial graduate course equivalent of supervised readings in the subject of psychopathology relevant for the practice of clinical psychology with adults.

If you find that your training plan requirements do not correspond with any of the formats listed above, you may contact a College registration staff member for assistance.

STEP 2: Download the Training Plan Proposal Form

A blank *Training Plan Proposal Form* may be downloaded directly from the College's website at the following link: <http://tiny.cc/retrainingform>. You must use this form when submitting your proposal to the Committee.

STEP 3: Propose a Training Method

If you are required to complete an undergraduate course, this must be through the completion of a formal university course.

If you are required to complete a graduate course, you must propose to complete either 1) a university course or in exceptional cases where it is not possible to complete a university course 2) a course equivalent of supervised readings.

- 1) If you propose to complete a university course, *prior* to submitting your proposal, ensure that you are indeed eligible to enroll in the course and, if you hold a certificate authorizing Supervised Practice, that the course will be completed well in advance of your estimated Oral Examination date. **In all cases, you must include a copy of the official course outline, the course reading list, the name and credentials of the course instructor, and the evaluation method along with your proposal in order to assist the Committee in determining whether the course is appropriate.**

- 51 2) If you propose to complete a graduate course equivalent of supervised readings, **you and**
52 **your proposed supervisor must be prepared to put forth a significant effort in**
53 **developing an appropriate list of readings and a rigorous supervision plan.** The
54 Committee will review your proposal in accordance with the standards described in this
55 Manual. Should the Committee find that your proposal is not appropriate; it will not be
56 approved and will be returned to you for revision and re-submission.

57
58 **Graduate course equivalents must include the following minimum number of readings:**

- 59
60 1) Graduate course equivalent: 1-2 graduate text(s) and at least 20 recently published peer
61 reviewed psychology journal articles;
62 2) Partial graduate course equivalent: 1-2 graduate text(s) and at least 10 recently published
63 peer reviewed psychology journal articles.
64

65 **STEP 4: Select Your Supervisor(s)**

66
67 If you propose to complete a graduate course equivalent, you must propose a supervisor who will
68 assist you in selecting your readings, as well as supervise and evaluate your training plan. **Your**
69 **supervisor must commit to meeting regularly, normally on a weekly basis, with you for the**
70 **duration of your plan to discuss your readings.**

71
72 An appropriate supervisor must be an autonomous practice member of the College, who is
73 authorized in the practice area(s) and client group(s) related to your training plan requirement and
74 who has expertise in the area.
75

76 **Supervision meetings with your training plan supervisor(s) must total at least:**

- 77
78 • **12 hours (e.g., 1 hour per week for 12 weeks) for a graduate course equivalent;**
79 • **6 hours (e.g., 1 hour per week for 6 weeks) for a partial graduate course equivalent.**
80

81 **Supervision meetings must be documented in the *Supervisor's Training Plan Evaluation***
82 ***Form* submitted by your supervisor(s) to the Committee following completion of your**
83 **Training Plan.**

84 85 **STEP 5: Select an Evaluation Method**

86
87 If you propose to complete a graduate course equivalent of supervised readings, you must also
88 indicate how the knowledge you will acquire from the readings will be evaluated. You may choose
89 from two available options 1) a written review paper or 2) an oral examination.
90

91 If you chose an oral examination as your method of evaluation, you must also name a second
92 supervisor who will assist your supervisor in conducting and evaluating your oral examination.
93 This second supervisor is not required to supervise your readings, and they must be an
94 autonomous practice member of the College and be authorized in the practice area(s) and client
95 group(s) related to your training plan requirements.
96
97

STEP 6: Select Text(s) and Journal Articles

98
99

100 If you propose to complete a graduate course equivalent of supervised readings, you must
101 develop your list of readings under the guidance of your chosen supervisor. You should also
102 consult with a program director or course instructor of a university graduate course in the required
103 subject.

104 To begin, choose a broad-based text, *or* if you've chosen a very specific text, ensure that you also
105 include a broad-based text appropriate to the subject of your training plan requirement. A list of
106 suggested texts in various subjects is available in the *Appendix* section of this Manual.

107

108 Once you have selected a text(s), proceed to choose recently published (within the last 10 years)
109 peer reviewed psychology journal articles appropriate to the subject and area(s) of your training
110 plan requirement. **If you require a training plan in more than one subject, do not list the
111 same journal article more than once across subject areas.** You may, if you wish, include some
112 seminal or classic journal articles in your reading list; however, such articles will not be counted
113 towards the minimum number of journal articles required in your proposal (see STEP 3. for the
114 minimum number of journal articles required).

115

116 **You and your supervisor should review and discuss the rationale for why you have
117 selected these particular texts and journal articles:**

118

- 119 • **Do your readings match the subject that you are required to complete a training plan
120 for?**
- 121 • **Do your readings cover a range of appropriate topics (i.e., include a balance of current
122 theory, empirical research, and practice; provide exposure to a range of perspectives
123 and techniques)?**
- 124 • **Have you included the correct number of readings and do they incorporate
125 contemporary, primary source material as well as textbooks and edited volumes?**

126

STEP 7: Complete the Training Plan Proposal Form

127

128 Complete the *Training Plan Proposal Form* by carefully reading all the instructions on the form
129 and by completing all required fields.

130

131 It is important that you read through all 'drop-down' fields that are available and that you select
132 the appropriate one. Do not type in your own text unless you are certain that the training that you
133 are required to complete is not listed among the options. For example, if you are completing a
134 training plan in the subject of psychological intervention for the practice of clinical psychology with
135 couples, please do not type "*Couples Therapy*". In this instance, you would select "*Psychological
136 Intervention*" and you will have an opportunity to specify the practice area and client group in
137 Section B3 of the form.

138

139 You may also find it helpful to review the sample of a completed training plan proposal form
140 available on the College's website at the following link: <http://tiny.cc/retrainingsample>.

141

142 If you propose to complete a graduate course equivalent of supervised readings, your supervisor
143 must indicate on the proposal form that they have reviewed and approve of your proposed reading
144 list.

145

146

147 **You must list your readings in APA citation format; this includes listing the journal articles**
148 **in alphabetical order. In all cases, the Training Plan Proposal Form must be typed; a hand-**
149 **written form will not be accepted.**

150

151 **STEP 8: Submit Your Proposal Form**

152

153 Once you have completed the *Training Plan Proposal Form*, you must submit it to the College for
154 review and approval by the Registration Committee. Submissions to the Committee must be
155 received by the College at least 10 days in advance of a Committee meeting date in order to be
156 considered. Meeting dates are posted on the College's website. You may also contact the
157 College's registration staff directly to enquire about the next Committee meeting date if you are
158 unsure.

159

160 You may submit your proposal by regular mail, by e-mail, or by fax.

161

162 **By regular mail:**

163

164 Attn: Registration Committee
165 The College of Psychologists of Ontario
166 110 Eglinton Avenue West, Suite 500
167 Toronto, ON, M4R 1A3

168

169 **By e-mail: cpo@cpo.on.ca**

170

171 **By fax:** to the Attention of the Registration Committee at 416-961-2635

172

173 Following the Committee's meeting, you can expect to receive a letter notifying you of the result
174 of their review and advising you of the next steps. It's recommended that you wait to begin your
175 training plan until you have received the response letter from the Committee confirming that your
176 proposal has been approved.

177

178 Should the Committee find that your proposal is not acceptable; their response letter will specify
179 the reasons and will advise you about revising and re-submitting your proposal.

180

181 If you have questions regarding the Committee's review of your training plan proposal, you may
182 contact the College's registration staff for assistance.

183

184 **STEP 9: Confirm Successful Completion of Your Training Plan**

185

186 Once you have successfully completed your Committee approved training plan, you must submit
187 proof of completion to the Committee for approval. This proof of completion must be received at
188 least 10 days prior to their meeting date.

189

190 For supervised practice members planning to attend an Oral Examination, the proof of completion
191 must be submitted to the Committee meeting that takes place before the Oral Examinations, at
192 the latest. If you are unsure about the deadline to submit proof of completion of your training plan,
193 you can contact the College's registration staff for assistance.

194

195 If you have completed a university course, you must arrange to have the university submit the
196 academic transcript directly to the College; **OR**

197

198 If you have completed a graduate course equivalent of supervised readings, you must arrange to
199 have your supervisor(s) complete the *Supervisor's Training Plan Evaluation Form*. This form is
200 available at the following link: <http://tiny.cc/evaluationform> .
201



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Registration Committee Report to Council

Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Marjory Phillips (co-Chair)	Council	Jane Ledingham	College
Patricia Minnes (co-Chair)	Council	Phillip Ricciardi	Council
Mark Coates	College	Cory Richman	Public Member
Emad Hussain	Public Member	Sheila Tervit	College
Paula Klim-Conforti	College	Wanda Towers	Council

Staff Support:

Lesia Mackanyn	Director, Registration
Myra Veluz	Senior Registration Assistant
Shannon Elliott	Registration Assistant
Deneika Greco	Registration Assistant
Amineh Sherazee	Administrative Assistant: Registration

Meetings of the Registration Committee:

January 30, 2020: Panel B

The Registrar referred a total of 41 cases to Panel B.

These cases included:

- 4 cases involving academic credential reviews (1 doctoral, 3 masters);
- 28 cases involving retraining for supervised practice members or eligible candidates (15 doctoral, 13 masters);
- 3 cases involving Examination outcomes (3 Oral Exam);
- 6 cases involving requests for change of area of practice from autonomous practice members.

January 31, 2020: Panel A

The Registrar referred a total of 52 cases to Panel A.

These cases included:

- 4 cases involving academic credential reviews (1 doctoral, 3 masters);
- 33 cases involving retraining for supervised practice members or eligible candidates (18 doctoral, 15 masters);
- 5 cases involving Examination outcomes (4 Oral Exam, 1 EPPP);
- 1 case involving removal of a condition for an autonomous practice member;
- 9 cases involving a request for change of area of practice from autonomous practice members.

January 2020: Plenary Session

The Committee completed its work on revisions to the *Guidelines for Retraining for Supervised Practice Members* (and related forms used for proposing and evaluating retraining plans).

The Committee identified the need to revise the *College's Supervision Resource Manual* so that it aligns with the *College's Standards of Professional Conduct, 2017* and reflects best practices in supervision. It was determined that this project could be completed BY a sub-committee made up of subject matter experts, with Registration Committee oversight. Further planning and discussion will take place at the next Plenary Session in March 2020.

Committee members discussed the value of reviewing the Oral Examination process to identify any recommendations for change, in the context of public protection and due diligence. Committee members discussed the scope of the review, timeline and suggestions for next steps for the process.

The Committee reviewed a recent decision from the Health Professions Appeal and Review Board (HPARB) in which their decision to refuse registration to an applicant whose graduate program did not meet the resident graduate study and training requirement specified Regulation 74/15, Registration, was upheld.

Marjory Phillips, Ph.D., C.Psych.
Co-Chair, Registration Committee

Patricia Minnes, Ph.D., C.Psych.
Co-Chair, Registration Committee

Glossary of Terms

- **Academic Credential Reviews:** Cases where after an initial review, the Registrar has referred an application for supervised practice to the Registration Committee for a further review to determine whether the applicant has an acceptable master's or doctoral degree.
- **Change of Area of Practice:** Autonomous practice members who wish to be authorized to practice in a new area and/or with a new client group.
- **Examination Outcomes:** Reviews of outcomes of oral or written examinations.
- **Reciprocity Applications:** Reviews of cases where an applicant has applied from a jurisdiction in which the College has entered into a written reciprocity agreement.
- **Removal or modification of limitation and/or condition:** Autonomous practice members who wish to have a registration related limitation and/or condition removed (or modified) from their certificate of practice.
- **Retraining:** Applies to supervised practice members and eligible candidates. If after an initial review, it appears that a candidate is missing required components in the area for which they have declared competence to practise, the Registrar will refer the candidate's application to the Registration Committee for a review of their education and training. The Committee will determine whether the candidate must augment her/his knowledge and skills via a retraining plan.
- **Return from Inactive to Autonomous:** Members who have held an Inactive Certificate of Registration for longer than 2 years and who wish to return to a Certificate of Registration Authorizing Autonomous Practice.



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

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

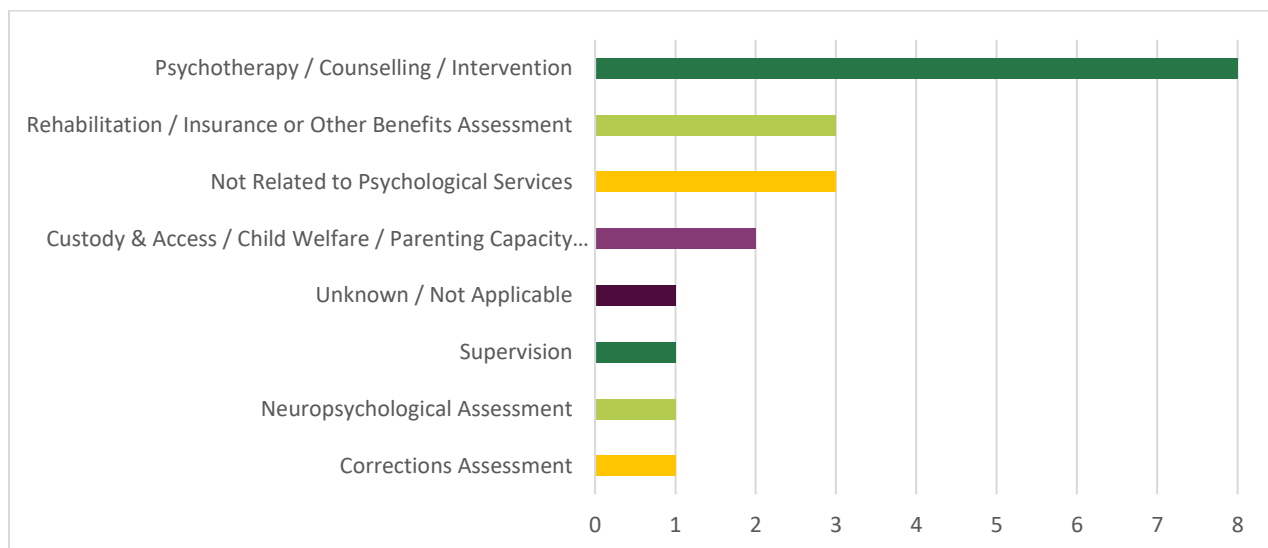
Third Quarter, December 1, 2019 – February 29, 2020

Committee Members:

Elizabeth Levin (Chair)	College	Marilyn Keyes	Council
Diane Addie	College	William Middleton	Public Member
Gilles Boulais	College	Denise Milovan	Council
Jason Brown	College	Melanie Morrow	College
Judy Cohen	Public Member	Susan Moraes	College
Michael Grand	Council	Rana Pishva	College
Graeme Goebelle	Public Member	Fred Schmidt	College
Allyson Harrison	College	Laura Spiller	College
Joyce Isbitsky	Council	Natasha Whitfield	College

New Complaints and Reports

In the third quarter, the College received 20 new complaints. No new Health Inquiries or Registrar's Investigations were opened. The nature of service in relation to these matters are as follows:

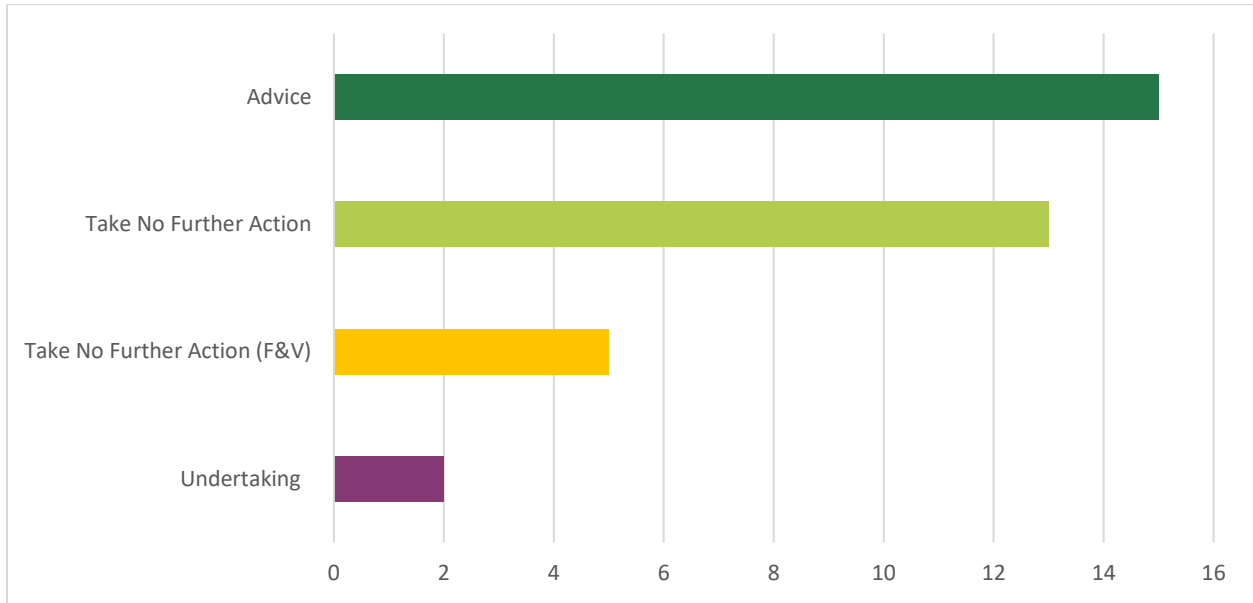


ICRC Meetings

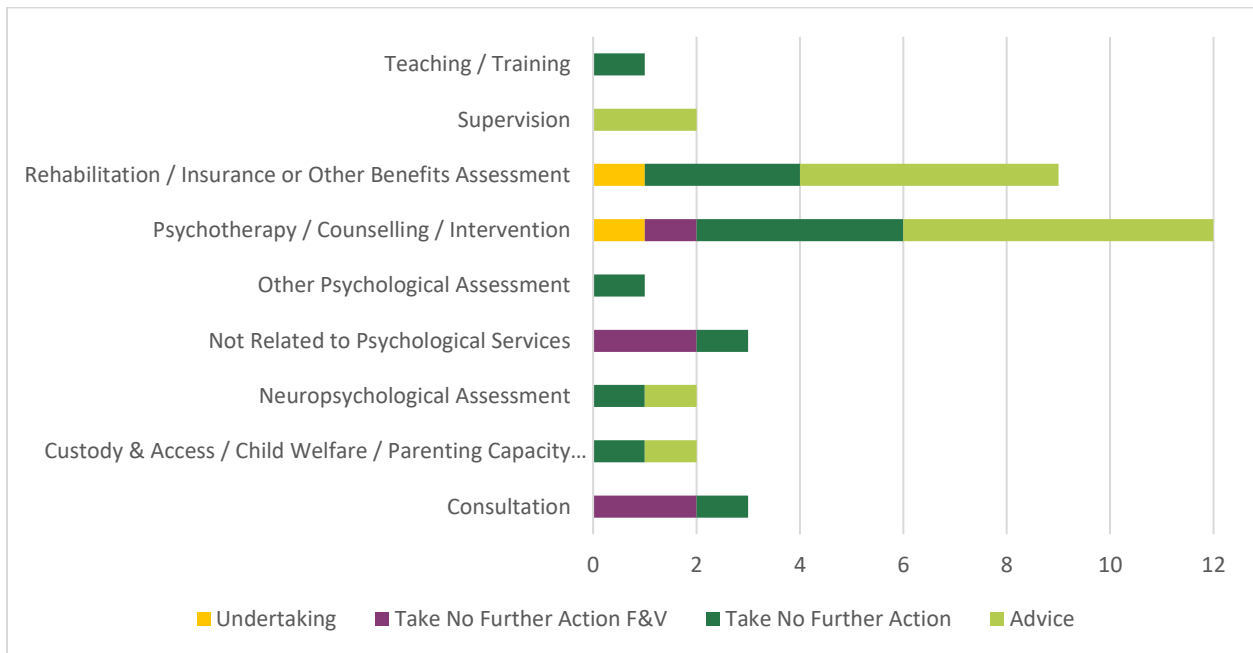
The ICRC met four times in the third quarter (December 12, 2019, December 18, 2019, January 16, 2020 and February 19, 2020) to consider a total of 35 cases. There was also a panel meeting on January 23, 2020 to consider 3 inter-related matters and 12 teleconferences were held to consider 16 cases in the third quarter. Oral cautions were delivered at the December 12, 2019 and December 18, 2019 ICRC meetings.

ICRC Dispositions

The ICRC disposed of 35 cases during the third quarter, as follows:

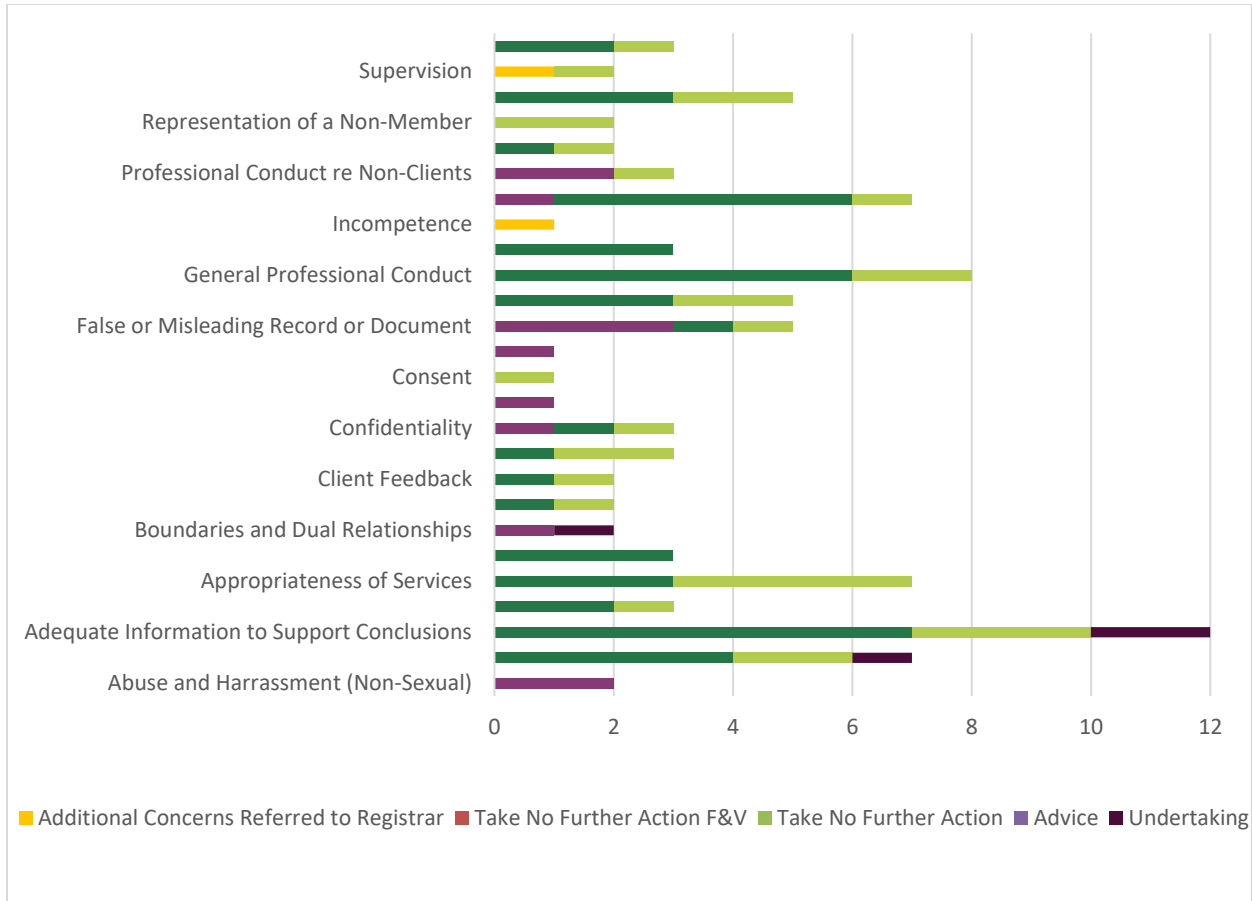


The dispositions of these 35 cases, as they relate to nature of service, are as follows:



Disposition of Allegations

In the third quarter, the 35 cases disposed of included the consideration of 95 allegations. The ICRC took some remedial action with respect to 34, or 36%, of these allegations.



Health Professions Appeal and Review Board (“HPARB”)

In the third quarter, four HPARB reviews of ICRC decisions were requested. One HPARB decision was received, which confirmed the ICRC decision.

Respectfully submitted,

Elizabeth Levin, Ph.D., C.Psych.
 Chair: *Inquiries, Complaints and Reports Committee*
 March 3, 2020



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Briefing Note – March 2020 Council Meeting

Proposed Budget: June 1, 2020 to May 31, 2021

Strategic Direction Reflection

Advancing the Council's Governance Practices

Motion for Consideration - Recommendation from Executive Committee

That the Budget 2020-2021 be approved.

Background

The process for creating the annual budget is very lengthy beginning six months (December 2019) in advance of the start of the new fiscal year. Utilizing the information available regarding the current year's financial performance, that is to November 30th, projections to year-end are developed. These numbers are used by the Senior Leadership Team to create budgets for their areas of responsibility; considering any changes anticipated in the coming year. The Registrar & Executive Director reviews these submissions, queries any substantive changes, and amalgamates these into an overall College budget. This budget, with the following notes, was presented to the Finance and Audit Committee in January and to the Executive Committee in February. After discussing the various areas of Revenue and Expenditures, both Committees approved the budget as presented.

Attached is the proposed College budget for the fiscal year June 1, 2020 to May 31, 2021. This spreadsheet presents the following information, from left to right:

- Actual spending for each of the past five years including the year just ended on May 31, 2019;
- Current 2019 - 2020 budget;
- Projected Revenue and Expenditures to year-end (May 31, 2020) based on 6 months of actual information available to November 30, 2019 (**green = underspending; red = overspending**);
- Proposed budget for 2020 - 2021;
- Change in the proposed budget to the year-end projection in dollars (**green = decreased spending; red = increased spending**); and,
- Percent change in the proposed budget to the year-end projection.

Proposed Budget Summary

The proposed budget for 2020 - 2021 projects a deficit of \$361,227. This is higher than the approved current year's budgeted deficit (\$127,475) as well as the year-end projection (\$179,521). The proposed budget provides for the continued services offered by the College in fulfilling its mandate as well as several improvements or enhancements.

In constructing the budget, it is recognized that there are many areas of College work that are not fully predictable. It is possible to predict fixed costs such as Rent, Insurance and Association membership fees and, with reasonable accuracy, events such as the Barbara Wand Seminar or other areas in which there is considerable experience upon which to base the budget. Other expenses are much more variable. Committee Travel, Accommodation and Meals (T.A.M.) for example, is difficult to predict as Committee composition and the number of out-of-town Committee members is not determined until after the June Council meeting by which time the budget has been approved and is operational. In

addition, costs associated with legal advice for Investigation, Discipline and Registration; Discipline panel and facility costs; need for ICRC experts; and funding for therapy expenses are fully dependent on the nature of the matters occurring during the year. As will be noted in more detail, the anticipated leasehold improvements, including furniture and computer equipment purchases, are considered in the budget.

Below is a description of the main features of each budget area noting the reasons for any changes from the current year's budget.

Revenue

The primary source of revenue for the College is member *Registration Fees*; this includes autonomous practice, supervised practice, inactive, and retired. Together with *Application Fees* this accounts for approximately 90% of the College Revenue. The remaining 10% is received primarily from *Incorporation Applications and Renewal Fees, Examination Fees and Net Investment Income*.

The budget anticipates an increase in anticipated revenue as compared with the current budget and the projected income for this year. This change is due to anticipated increase in revenue in most areas.

Cost of Sales

This area represents the expenses to be incurred in administering the Registration process and offering the Barbara Wand Seminar. The proposed budget anticipates an increase in these costs over the current year's budget but a small decrease over the year-end projection. This is due to anticipated increased costs in the development and administration of the Jurisprudence and Ethics Examination and in offering the Barbara Wand Seminar.

Governance

The budget for 2020 - 2021 is higher than the current year's budget but lower than the projected year-end. This is due to anticipated increase in Council and Executive meeting costs. The timing of payment for the Committee audits conducted in 2019 - 2020 resulted in a one-time higher year-end projection.

Registration

The proposed expenditures for this area are higher than in the current budget although lower than the projected year-end spending. These differences are accounted for by the increased need for legal services in the current year and the potential for both Health Professions Appeal and Review Board (HPARB) and Divisional Court proceedings in 2020 - 2021.

Expenses for Registration Committee meetings is dependent upon the location from which Committee members are drawn as this affects *Travel, Accommodations and Meals (T.A.M.)*. The budget reflects the status quo as the number of meetings is anticipated to remain unchanged from the current year.

Client Relations Committee

The overall budget for 2020 - 2021 is similar to that of the current year but more than this year's projected spending. There were no expenses in the *Prof. Services: Communications* line and going forward, this will be shown in *9. Administration* budget.

In considering the *Funding for Therapy and Counselling* budget, it is difficult to predict the amount that will be required to support this Program. Expenses are dependent upon the number of individuals for whom funding is approved. They are also reflected in the number of sessions attended with the

therapist or counsellor and the fee charged; both of which are outside of the College's control. The amount budgeted is based on the current year's experience and previous expenditures in this area.

The Client Relations budget also includes (*Social Events for Members*) the receptions for local members which precede the Executive Committee's two out-of-town meetings. The cost of these receptions has been consistent over the past few years which, based on previous experience, is approximately \$5,000.

Quality Assurance

The proposed budget for the Quality Assurance area has been increased by about \$3,600. This is reflected primarily in an increase in the number of Peer Assisted Reviews (PAR) anticipated to be conducted. The year-end projection represents a lower number of PARs to date than planned however, much activity is anticipated in the area in the spring.

An additional contract Administrative Assistant - Quality Assurance was hired in mid-year and the budget adds this position to the staff complement. This is reflected in the *Payroll* lines of 9. *Administration*. The implementation of the Continuing Professional Development (CPD) program and the monitoring associated with it, as well as the plans to increase the number of PAR's conducted has significantly increased the administrative support demands in Quality Assurance.

Investigations and Resolutions

The overall budget for this area remains the same as that of the current, 2019 – 2020, year. The increase noted, when compared with the projection to year-end, relates to current year savings, to date, for experts and non-staff investigators. As one cannot anticipate this will continue throughout next year, the budget is based on previous years' experience.

An additional Case Manager (Investigator) currently is employed on a contract basis which expires at year-end. The budget anticipates that this position will be added to the full-time staff complement.

Hearings

Overall, the budget for 2020 - 2021 remains the same as that of the current year. The lower current year's projected expenditures results from anticipated decreased legal costs; expenses which cannot be predicted to continue in the coming year.

Liaison

In recent years, the College's formal, budgeted liaison activities have been primarily with the Association of Canadian Psychology Regulatory Organizations (ACPRO) and the Association of State and Provincial Psychology Boards (ASPPB). The budget contains the College membership fees and the cost of the President attending two meetings a year of each of these organizations. In addition, the budget anticipates a second Executive Committee member attending one meeting of ASPPB; usually the mid-year (spring) meeting. The travel expenses for these meetings is difficult to predict as it depends on the location of the meetings. The College hosts twice yearly meetings of the Directors of Clinical Training and the Internship Directors. These costs are included here.

Administration

The proposed *Administration* budget is higher than both the current year's budget and the projected year-end spending. This is primarily reflected in office costs, website and database development and salaries and benefits.

Beginning January 1, 2020, the College entered into a new, 11 year lease and with it, a rental increase for the remainder of the year and into the 2020 - 2021 budget year. Renovations to the current office space was approved as part of the office planning, which also includes computer equipment upgrades and additional other furniture and equipment. In addition, in implementing recommendations from the Communications Modernization Project, changes and enhancements to the College website are reflected in the budget.

The largest part of the *Administration* budget is staff salaries and benefits. Provision has been made for annual staff salary reviews as well as an increase in the staff complement by two full-time positions; one Case Manager (Investigator) and one Administrative Assistant – Quality Assurance.

Over the past few years, the number of inquiries, complaints or reports has increased, and these matters have generally become more complex. As a result, investigations are lengthier, and decision writing, as well as the negotiation and monitoring of remediation more time consuming. The addition of a fifth investigator has, and will continue, to permit better distribution of staff caseloads, and the College's ability to more consistently meet legislative and internal timelines.

A contract Administrative Assistant - Quality Assurance was hired in mid-year and the proposed budget includes this as a permanent position. Over the past three to four years, there has been a substantial increase in member QA requirements and with this, increased administrative burden. The implementation of the Continuing Professional Development (CPD) program and the monitoring associated with it, as well as the plans to further increase the number of PAR's conducted has significantly increased the administrative support demands in Quality Assurance.

Attachment

- Proposed Budget 2020 - 2021

Contact for Questions

Rick Morris, Registrar & Executive Director

**The College of Psychologists of Ontario
Proposed Budget 2020 - 2021**

	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	PROJECTED	PROPOSED	\$	%
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	YEAR-END	BUDGET	CHANGE	CHANGE
							2019-2020	2020-2021		
REVENUE	2,723,250	3,336,866	3,380,747	3,386,949	3,520,579	3,553,400	3,589,400	3,646,250	56,850	2%
COST OF SALES	272,053	269,801	276,027	295,184	297,071	314,950	343,250	335,702	- 7,548	-2%
GROSS MARGIN	2,451,197	3,067,065	3,104,720	3,091,765	3,223,508	3,238,450	3,246,150	3,310,548	64,398	2%
EXPENDITURES:										
Governance	86,923	90,895	79,680	91,660	99,681	94,075	104,863	99,575	- 5,288	-5%
Registration	57,327	98,882	70,148	84,545	87,097	92,500	110,000	103,000	- 7,000	-6%
Client relations, communication and education	78,333	96,011	22,660	27,206	44,423	33,600	29,600	33,675	4,075	14%
Quality assurance	7,310	5,501	36,378	44,930	36,043	46,950	33,875	50,641	16,766	49%
Investigations and resolutions	122,493	83,368	114,477	125,290	120,275	149,200	126,130	149,200	23,070	18%
Hearings	175,297	163,390	147,970	494,894	343,021	337,400	315,700	337,400	21,700	7%
Liaison (Professional Organizations)	32,295	32,420	30,616	27,074	34,293	38,300	37,013	37,695	683	2%
Administration	2,313,928	2,282,686	2,380,611	2,452,894	2,507,130	2,573,900	2,668,490	2,860,589	192,099	7%
Total Expenditures	2,873,906	2,853,153	2,882,540	3,348,493	3,271,963	3,365,925	3,425,671	3,671,775	246,105	7%
REVENUE LESS EXPENSES	- 422,709	213,912	222,180	- 256,728	- 48,455	- 127,475	- 179,521	- 361,227	181,707	-101%



**THE COLLEGE OF PSYCHOLOGISTS OF ONTARIO
L'ORDRE DES PSYCHOLOGUES DE L'ONTARIO**

Briefing Note – March 2020 Council Meeting

Executive Committee Elections/Council Appointments

Strategic Direction Reflection

Advancing the Council's Governance practices

For Information

By-Law 4: Election of Members of Executive Committee (ss. 4.1, 4.2) contain provisions requiring that Council be advised of the upcoming election to the Executive Committee. *By-Law 5: Selection of Committee Chairs and Committee Members* (s. 5.3) requires that Council members be notified of the opportunity to indicate preferences for Committee involvement in the coming year. The By-laws are attached with the relevant sections highlighted.

Following the upcoming elections to Council, an e-mail notification regarding the above will be sent to all Council members.

Attachments

By-Law 4: Election of Members of Executive Committee

By-Law 5: Selection of Committee Chairs and Committee Members

Contact for Questions

Dr. Rick Morris, Registrar & Executive Director

BY-LAW 4: ELECTION OF MEMBERS OF EXECUTIVE COMMITTEE

[Approved by Council on June 11, 1994; amended on March 4, 1995, December 6, 2002, March 14, 2003, March 27, 2009, June 19, 2009]

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

- 4.1 At the meeting of Council preceding the annual election prescribed in the By-laws, the President will advise Council of the process for seeking election to the Executive Committee.
- 4.2 At least twenty-five (25) business days prior to the first meeting of Council following the annual election, Council members, including those newly elected, will indicate their intention to seek election for a position on the Executive Committee. One may indicate one's interest in being a candidate for one or more Executive Committee positions.
- 4.3 If one indicates interest in being a candidate for President, one may also indicate an interest in being a candidate for Vice-President and/or for Member of the College/Public Member should one be unsuccessful in the preceding election. If one wishes to run for election to one of these other positions, one shall make this intention known at the time that the original expression of interest is submitted.
- 4.4 If one indicates interest in being a candidate for Vice-President, one may also indicate an interest in being a candidate for Member of the College/Public Member should one be unsuccessful in the Vice- President election. If one wishes to run for election to this other position, one shall make this intention known at the time that the original expression of interest is submitted.
- 4.5 The list of candidates will be forwarded to all Council members, along with notification that further names will be accepted until fifteen (15) business days before the first meeting of Council following the annual election.
- 4.6 All candidates will provide the Registrar with a biographical statement and candidate statement not to exceed one page in length, no later than fifteen (15) business days before the first meeting of Council following the annual election.
- 4.7 Only, if there is no candidate for a position, members of Council may indicate their willingness to run at the first meeting of Council following the annual election.
- 4.8 At the first meeting of Council after the annual election as prescribed in the By-laws, the Council shall elect from among the members of Council an Executive Committee in accordance with the By-laws.
- 4.9 The Executive Committee members elected in accordance with 4.8 will hold office until the first meeting of Council after the annual elections the following year.
- 4.10 The Registrar shall be responsible for supervising and administering all elections of the College.
- 4.11 Prior to the balloting, each candidate for office will answer questions from other Council members for a maximum of ten (10) minutes.
- 4.12 The order for the elections to the Executive Committee will be: President, Vice-President, Member of the College, Public Member of Council. Unsuccessful candidates in an election, who have indicated their interest in candidacy for other Executive Committee positions as per 4.3 and 4.4, will be included in subsequent elections unless they choose to withdraw their name.

- 4.13 The election of the members of the Executive Committee shall be by secret ballot and, where more than two members of Council are running for any position, the member of Council who receives the lowest number of votes on each ballot shall be deleted from candidacy unless one member of Council receives a majority of the votes cast. This procedure shall be followed until one member of Council receives a majority of the votes cast.
- 4.14 The ballots will be counted by the Registrar and a member of Council not seeking election to office.
- 4.15 In the event of a tie vote, Council will be afforded the opportunity to question candidates for ten minutes, and then vote again. In the case of a second tie, the Registrar will flip a coin to decide the outcome of the election. The member of Council who has been assisting in counting the ballots will call the toss ("heads – candidate A; tails – candidate B") prior to the toss.
- 4.16 If the office of the President becomes vacant the Vice-President shall become the President for the unexpired term of the office and the office of Vice-President thereby becomes vacant.
- 4.17 A position of the Executive Committee becomes vacant if the holder of the office dies, resigns, ceases to be a member of Council or is disqualified from sitting on the Council by a vote of Council at a special meeting called for that purpose. In addition, the position of Vice-President may become vacant, in accordance with subsection 4.16.
- 4.18 The Council shall fill a vacancy in the office of Vice-President or any other Executive Committee position at a special meeting which the President shall call for that purpose as soon as feasible after the vacancy occurs.

BY-LAW 5: SELECTION OF COMMITTEE CHAIRS AND COMMITTEE MEMBERS

[Approved by Council on June 11, 1994; amended on March 4, 1995, December 2002, March 14, 2003, September 2007, March 27, 2009, September 2018]

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

- 5.1 The Council may by resolution establish committees additional to those established through Section 10 of the Health Professions Procedural Code being Schedule 2 under the *Regulated Health Professions Act, 1991* (Code).
- 5.2 At least two months prior to first meeting of Council following the annual election, College members will be notified of the opportunity to put their names forward for possible appointment to a Committee of the College. In addition to other information, College members, interested in appointment to a Committee are required to submit a statement of qualifications pertaining to the mandate of the Committees in which they wish to participate.
- 5.3 At the meeting of Council preceding the annual election prescribed in the Bylaws, the President will advise the Council of the process for Committee appointments and for indicating their Committee preference. At least one month prior to first meeting of Council following the annual election, all Council members will be notified of the opportunity to submit their preferences for appointment to committees of the College.
- 5.4 The Nominations and Leadership Development Committee will prepare a list of suggested appointees from the College membership to the committees of the College. This list will be provided to the Executive Committee at the first meeting of Council following the annual election.
- 5.5 Immediately after the first meeting of Council following the annual election, the Executive Committee shall appoint the Chairs and the members of the Committees identified in subsection 5.1 as well as those designated in section 10 of the Code.
- 5.6 Committee Chairs:
 - a. Each Committee will have a Chair and each Statutory Committee will have a Vice-Chair, one of whom is a Council member; with the exception of the Registration Committee which will have Co-Chairs sharing the duties outlined in this policy.
 - b. The Committee Chair reports to Council on behalf of the Committee.
 - i. The Vice-Chair will be elected or appointed by the Committee at the earliest opportunity.
 - ii. If the Chair of a Committee is not a Council member, the Vice-Chair will report to Council.
 - c. The duties of the Committee Chair, or of the Vice-Chair in the Chair's absence, include;
 - i. Chairing Committee meetings;
 - ii. Approving meeting agendas prepared by College staff;
 - iii. Determining whether Committee members have the resources and training to effectively perform the Committee's work;
 - iv. Working with the Committee and College staff to establish, monitor and execute Committee goals;
 - v. Providing effective leadership for the Committee and facilitating Committee Meetings;
 - vi. Liaising with Council and the Executive Committee on the affairs of the Committee; and,
 - vii. Any other duties determined or assigned by Council.
- 5.7 Committee appointments will be announced within five business days of the first meeting of Council following the annual election.
- 5.8 A majority of the members of a committee, other than a Committee prescribed in section 10 of

the Code, constitutes a quorum.

- 5.9 Where one or more vacancies occur in the membership of a Committee during the year, so long as the number is not fewer than the prescribed quorum, the Committee may continue to conduct its business.
- 5.10 The Executive Committee may and, if necessary for a committee to achieve its quorum, shall appoint members of the Council, or of the College where required, to fill any vacancies which occur in the membership of a committee to take effect immediately and to be reported to Council at its next meeting.
- 5.11 Every appointment to a committee automatically expires at the first meeting of Council following the annual elections unless otherwise prescribed in subsection 3(d) of By-law 21: *Committee Composition*; or any provision to the contrary in the Code, the By-laws or the policies of the College.
- 5.12 Both registration titles will be represented on all Statutory Committees.

COLLEGE OF PSYCHOLOGISTS OF ONTARIO
STRATEGIC DIRECTION 2017 - 2022
Updated March 2, 2020

Vision *[What we aspire to be]*

The College strives for excellence in self-regulation in service of the public interest.

Mission *[Why we exist]*

To regulate the practice of psychology in serving and protecting the public interest

Strategies *[How we accomplish our Mission]*

In accomplishing our Mission, the College promotes excellence in the practice of psychology by:

- Enforcing standards fairly and effectively through:
 - Developing, establishing and maintaining standards of qualifications for individuals seeking registration,
 - Developing, establishing and maintaining standards of practice and professional ethics for all members,
 - Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members;
- Communicating clearly and effectively with stakeholders, particularly applicants, members and the public;
- Supporting and assisting members to meet high standards;
- Responding to changing needs in new and emerging practice areas;
- Collaborating in shaping the regulatory environment;
- Acting in a responsibly transparent manner; and,
- Advancing the Council's governance practices.

Values *[What we uphold in all our activities]*

Fairness

The College approaches decisions in a just, reasonable and impartial manner.

Accountability

The College acts in an open, transparent and responsible manner and communicates about its processes.

Integrity

The College acts honestly, ethically, and responsibly.

Respect

The College treats members of the public, members of the College, prospective members and other stakeholders with respect.

Agenda Key	MISSION: To regulate the practice of psychology in serving and protecting the public interest by:	Current/Recent Examples	In Development/Proposed Examples
M1	<ul style="list-style-type: none"> • Enforcing standards fairly and effectively through: <ul style="list-style-type: none"> – Developing, establishing and maintaining standards of qualifications for individuals seeking registration, 	<ul style="list-style-type: none"> • Revised the manner for recording Oral Exam results when not all areas of practice/client groups are authorized (September 2016) • Issuance of IAP Certificate for temporary and limited practice by practitioners registered in other jurisdictions (June 2019) • Setting the JEE pass point to Ontario first time test takers. (December 2019) • Amendments to the Guidelines for Completing the Declaration of Competence (December 2019) 	<ul style="list-style-type: none"> • Pursue amendments to O.Reg 74/15 under the Psychology Act, 1991 to discontinue Master's level registration and at that time, grant the title Psychologist to all existing Psychological Associates. (September 2019)
M2	<ul style="list-style-type: none"> • Enforcing standards fairly and effectively through: <ul style="list-style-type: none"> – Developing, establishing and maintaining standards of practice and professional ethics for all members, 	<ul style="list-style-type: none"> • Review of Standards of Professional Conduct underway (Fall 2016) • Adopted the new <i>Standards of Professional Conduct</i>, to go into effect September 1, 2017 (March 2017) • Creation of the ICRC Risk Rubric (August 2017) 	
M3	<ul style="list-style-type: none"> • Enforcing standards fairly and effectively through: <ul style="list-style-type: none"> – Developing, establishing and maintaining standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among members 	<ul style="list-style-type: none"> • Quality Assurance Committee began auditing CPD forms. (Fall 2019) 	
M4	<ul style="list-style-type: none"> • Communicating clearly and effectively with stakeholders, particularly applicants, members and the public 	<ul style="list-style-type: none"> • Publication of <i>e-Bulletin</i> quarterly • Staff presentations to students and members (ongoing) • Strategic Direction 2017 – 2022 to members • Executive Committee Reception with London members (May 2017) • Executive Committee Reception with Guelph members (November 2017) • Proposed Policy II-3(iii) Appearance 	<ul style="list-style-type: none"> • College Communications Plan (March 2018) • New College Logo Approved (December 2019)

		<p>before a panel of the ICRC to be Cautioned (December 2017)</p> <ul style="list-style-type: none"> • Executive Committee Reception with Kingston Members (May 2018) • Use of Title Consultation (February 2019) • Executive Committee Reception with Thunder Bay members (May 2019) • Executive Committee Reception with Hamilton members (November 2019) 	
M5	<ul style="list-style-type: none"> • Supporting and assisting members to meet high standards 	<ul style="list-style-type: none"> • Practice advisor service (ongoing) • Barbara Wand Symposium (December 2016) • Revision of the Self-Assessment Guide (May 2017) • Continuing Professional Development Program Implementation • Examination and Corporation Fee Reductions (June 2017) • Practical Applications within new <i>Standards</i> will be continuously updated (June 2017) • Barbara Wand Symposium in Ottawa (June 2017) • Updated Policy II-3(ii) Release of the Member's Response to the Complainant (June 2017) • Frequently Ask Questions for the new Standards and CPD Program continuously updated (August 2017) • Barbara Wand Seminar (January 2018) • Barbara Wand Seminar (June 2018) • Peer Assisted Reviewer Training (November 2018) • French Language translations of new <i>Standards</i> completed (November 2018) • Barbara Wand Seminar (January 2019) • Guidelines for CPD published in <i>e-Bulletin</i> (January 2019) • Release of new materials for the 	

College of Psychologists of Ontario

Strategic Direction 2017 - 2022

Implementation

		<p>prevention of boundary violations and sexual abuse, including a discussion guide.</p> <ul style="list-style-type: none"> • Barbara Wand Seminar (June 2019) • Peer Assisted Reviewer Training (November 2019) • Barbara Wand Seminar (December 2019) 	
M6	<ul style="list-style-type: none"> • Responding to changing needs in new and emerging practice areas 	<ul style="list-style-type: none"> • New technological standard within the revised <i>Standards of Professional Conduct 2017</i> 	
M7	<ul style="list-style-type: none"> • Collaborating in shaping the regulatory environment 	<ul style="list-style-type: none"> • Participation in ASPPB, ACPRO, FHRCO • College participation in inter-College Psychotherapy Working Group • FHRCO Sexual Abuse Prevention Task Force Chaired by Deputy Registrar (2016-2017) • College participation in FHRCO discussions regarding Bill 87 (transparency and other changes to the RHPA) • College Council responded to the Standing Committee on Bill 87 (March 2017) • Submission to HPRAC, re: Psychotherapy (October 2017) • Submission to MOHLTC on regulation amendments in the Health Professions Procedural Code (March 2018) • Submission to Ontario Regulation Registry on Psychotherapy (June 2018) • Confirmation to Pursue Regulation of ABA (September 2019) 	<ul style="list-style-type: none"> • Discussions with the MOHLTC with regards to the regulation of ABA (November 2017) • Ongoing Discussions with MOH and MCCSS regarding regulation of ABA (Fall 2019)
M8	<ul style="list-style-type: none"> • Acting in a responsibly transparent manner 	<ul style="list-style-type: none"> • Posting of Council materials package before meetings on website (June 2016) • Council and Executive Meetings to begin with a Declaration of Conflicts of Interest 	<ul style="list-style-type: none"> •

College of Psychologists of Ontario	Strategic Direction 2017 - 2022	Implementation
		<ul style="list-style-type: none"> (June 2017) • Amendments to By-law 18: Fees (December 2017) • Amendments to By-law 25: The Register and related Matters (June 2018) • Amendments to By-law 5: Selection of Committee Chairs and Committee Members and By-law 21: Committee Composition (September 2018) • Consultation on By-Law 18: Fees (June 2019) • Mechanism for temporary practice in Ontario for existing clients by registrants from other jurisdictions • Amendments to By-Law 18: Fees (September 2019)
M9	<ul style="list-style-type: none"> • Advancing the Council’s governance practices 	<ul style="list-style-type: none"> • New Briefing Note format for Council materials • March 2017 Council Training Day • Revision to Role of the Executive Committee • Agenda to Reflect Strategic Direction of Item • Introduction of Board Self-Assessment process (June 2017) • Amendments to By-law 20: Elections to Council (December 2017) • Two Committee Audits Planned for 2017-2018 • HIROC Risk Management System (September 2017)

Notes: Some items could be entered in more than one place. When an item could belong to more than one area, it has been placed in the primary category.

The items shown in BLUE have been added by the Registrar since December 2019 as activities undertaken in service of the College’s Strategic Directions 2017 - 2022