

*Regulating Psychologists and Psychological Associates*

**QUALITY ASSURANCE REGULATION  
CONSULTATION ON PROPOSED AMENDMENTS**

The Quality Assurance Regulation (Ontario Regulation 209/94 amended to 535/99) under the Psychology Act, 1991 authorizing the College's Quality Assurance Program, came into force in October 1998. Since that time, all members have participated through the biannual completion of the *Self Assessment Guide and Professional Development Plan (SAG)* and about 35 members have been randomly selected for participation in the *Peer Assisted Review (PAR)*. Updates regarding the Quality Assurance program and specifically members' responses to the *SAG* and *PAR* were recently the subject of articles in the July 2002 and September 2002 issues of the Bulletin, respectively.

The Quality Assurance Committee has reviewed the College's Quality Assurance Regulation in light of the experience gained over the past four years in administering the Quality Assurance program and has determined that some amendments are required.

A critical step in the regulation amendment process is consultation with members. As part of this, the Quality Assurance Committee is asking for your input on the proposed changes through this Bulletin article. In addition, the College is planning a number of 'roadshow' presentations to be conducted in a variety of locations in the late winter and early spring. This will give members a further opportunity to discuss the proposals and provide their comments.

Below is an annotated copy of the proposed regulation noting the changes being suggested. The existing regulation is presented in the left-hand column with the proposed changes noted in *Italics*. A description of, or rationale for, the changes is presented in the right-hand column.

There are three changes of significance to which the Quality Assurance Committee would like to draw your attention.

**Section 9 - Peer Assisted Review**

Currently, the regulation permits the Quality Assurance Committee to randomly select members, from the entire membership, for a *Peer Assisted Review*. This randomly selected *PAR* has been in place for the past four years. The response of both members reviewed and the members acting as reviewers has been quite positive, as reported in the recent Bulletin article, and this process will continue.

The regulation amendment proposes a second selection method for the *PAR*. The Quality Assurance Committee believes there may be subgroups of members who potentially are at higher risk for concern based on criteria such as area of practice, client population served or other demographic data such as location of practice, years since registration or age, etc. The proposed change, as described in 9(2)(b), would

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permit the Committee to randomly select members for a *Peer Assisted Review* based on established criteria. That is, a member who works in a particular practice area for example, could be randomly selected for a *Peer Assisted Review* from among all the members who are in a similar practice area subgroup. As yet, criteria that might suggest potential for higher risk have not been established. These will need to be developed based on literature reviews and other appropriate information.

It is important to note that selection for a *PAR* is strictly random, whether the selection is from among the entire membership or a particular subgroup of members, and does not imply or suggest a concern with an individual member's practice.

### Section 11- Directed Practice Assessment

The Regulated Health Professions Act, 1991 and the accompanying Health Professions Procedural Code currently permit other College Committees, such as the Complaints Committee, to refer a member to the Quality Assurance Committee. This may be done when there is a concern that is believed to be best addressed through Quality Assurance. These are situations when remediation or practice enhancement would seem be the most appropriate outcome for a concern that has been raised regarding a member's practice. The proposed amendment to the regulation, as described in Section 11, would provide explicit authority for the Quality Assurance Committee to receive referrals from the Registrar, or the Executive, Complaints, Discipline, or Fitness to Practice Committees, and clearly establish the process to be undertaken.

It is important to note the distinction between a *Peer Assisted Review* and the *Directed Practice Assessment*. The *Peer Assisted Review* is conducted with a member who has been randomly selected, while *Directed Practice Assessment* could be occasioned by a referral to the Quality Assurance Committee as a result of a member's ongoing involvement with one of the other College Committees or processes.

A second route by which a member could find himself involved in a *Directed Practice Assessment* is as a result of the member's non-compliance with other components of the Quality Assurance program, specifically Self Assessment or Continuing Mandatory Education. While the majority of members do complete their *Self Assessment Guide and Professional Development Plan* and submit the Declaration of Completion, there are some who do not, even after being given the opportunity to do so through three reminders. The

Quality Assurance Committee feels it has a responsibility to intervene with members who are unwilling to comply with the same requirements as their fellow psychological practitioners.

In addition to describing the way in which one might become involved in the *Directed Practice Assessment*, Section 11(2) also outlines the process to be undertaken as well as the way in which the member will have input into the process and any recommendations resulting from it.

### Section 14 – Mandatory Continuing Education

The amendment pertaining to Mandatory Continuing Education introduces the concept of the accumulation of a minimum number of hours of professional development, over a specific period of time. The proposed changes would also permit the expansion of the scope of the mandatory continuing education component of the Quality Assurance program. Currently, the regulation specifies that the focus of continuing education will be on professional issues, such as ethics, standards of conduct, practice guidelines and legislation. The proposal would expand this to include education in a member's area of practice as well.

In introducing the concept of a minimum number of hours of education over a specified period of time, the Quality Assurance Committee is not considering the introduction of continuing education credits. Rather, the requirement would be for each member to engage in a minimum number of hours of professional development; the nature of which would be left up to each member. The Quality Assurance Committee has identified three broad areas of continuing education and some suggested activities within each.

Formal CE Activities: participation in formally organized courses, workshops, seminars, symposia, and post-graduate or post-doctoral institutes or developing and conducting an approved CE course; authoring a professional or scientific paper, book or chapter of a book relevant to psychology; or editing or reviewing a book or psychological journal.

Peer/Professional Involvement: journal clubs, colloquia, invited speaker sessions, in-house seminars, professional development luncheons, case conferences designed for teaching/training or programs offered at professional or scientific meetings of local, regional, provincial or national organizations relevant to psychology; providing and receiving supervision; participation on College committees.

Individual Learning Activities: audio-visual instructional programs or 'distance education' courses; audio/videotape series relating to professional issues e.g., Barbara Wand Seminar, OPA Workshops, etc, or reading professional literature, College Bulletins, book reviews, etc.

Currently the Quality Assurance Committee is suggesting that:

- overall time spent on continuing education activities should equate to at least 5% of professional working time or a minimum of two hours per week; and,
- 30% of continuing education be in the area of ethics, standards and jurisprudence and 70% be related to knowledge and skills in each member's area of practice.

### **Your Feedback is Important**

The Quality Assurance Committee would appreciate any comments or suggestions you may have regarding the proposed changes to the Quality Assurance Regulation. These can be summarized as:

- Section 9 - random selection of members for *Peer Assisted Review* from among subgroups identified as potentially at higher risk for concern;
- Section 11 – *Directed Practice Assessment* of members referred as a result of involvement in other College processes;
- Section 14 – expansion of scope of mandatory continuing education to include areas of practice and the need to accumulate a minimum number of hours of education in both ethics and jurisprudence and areas of practice.

If you wish to send your comments by e-mail, please do so to [qareg@cpo.on.ca](mailto:qareg@cpo.on.ca). To enable your comments to be considered at the next meeting of the Quality Assurance Committee, your responses by February 17, 2003 would be appreciated.

Rick Morris, Ph.D., C.Psych.

Deputy Registrar/Director, Professional Affairs

## **WATCH FOR DETAILS**

**Following the Quality Assurance Committee's consideration of members' feedback to the information presented above, the Committee is planning a number of "roadshows" as a second stage in the member consultation of the proposed Regulation amendments. These roadshows will present the proposed amendments, as modified by the consideration of members' written feedback, and provide members the opportunity to discuss and comment on the proposals. Plans are underway to hold 'roadshows' in Ottawa, Kingston, Hamilton, London, Windsor, Waterloo, and the North. Watch for the announcement of the presentation in your area and plan to attend.**



## QUALITY ASSURANCE REGULATION WITH PROPOSED AMENDMENTS

[Proposed Amendments are shown in *italics*]

### GENERAL

6. In this Part,

“assessor” means an assessor appointed under section 81 of the Health Professions Procedural Code;

“Committee” means the Quality Assurance Committee;

**No changes to this section**

“practice enhancement program” means an educational program designed specifically to reduce or eliminate an identified deficiency in a member’s ability to practise psychology. O. Reg. 534/98, s. 1.

7. (1) The Committee shall administer the Quality Assurance Program, which includes the following components:

1. Self-assessment.
2. Peer-assisted review.
3. *Directed practice assessment.*
4. Practice enhancement.
5. Mandatory continuing education.
6. Psychological assessment and counselling.

**Insert “3. *Directed practice assessment*” and renumber**

(2) Any powers of the Committee under this Part may be exercised by a panel of the Committee appointed under subsection (3).

(3) A panel shall have three members who shall be appointed by the chair of the Committee; two of the members shall be Committee members and the other member shall be a member of the Council appointed by the Lieutenant Governor in Council. O. Reg. 534/98, s. 1.

### SELF-ASSESSMENT

8. (1) The purposes of the self-assessment program are to assist members,

**No changes to this section**

- (a) to identify the extent to which their practices meet current standards;
- (b) to identify opportunities to improve their knowledge, skills and judgment; and



(c) to plan a program of professional development.

(2) A member shall participate in the self-assessment program by completing, on request, the form provided by the College for that purpose.

(3) The member shall keep all completed self-assessment forms as well as records of any continuing education and professional development activities undertaken as a result of self assessment or otherwise as required by the College.

(4) On the Committee's request, the member shall forward the material referred to in subsection (3) to the College. O. Reg. 534/98, s. 1.

### PEER-ASSISTED REVIEW

9. (1) Each year the College shall select at random names of members required to undergo a peer-assisted review of his or her practice for the purpose of assessing whether the member's knowledge, skills and judgment are satisfactory to provide psychological services.

(2) *A member is required to undergo a peer-assisted review if,*

(a) *the member's name is selected randomly from the entire membership; or*

(b) *the member is randomly selected, from a subset of the membership, based on criteria identifying high risk areas of practice, client populations, or other demographic data that may be developed by the College from time to time and published by the College and distributed to members.*

(3) The Committee shall appoint an assessor or assessors to carry out a peer-assisted review; the assessor or assessors shall prepare a written report on the assessment and provide a copy of it to the Committee and to the member, who may make written submissions on it to the Committee.

(4) After considering the report and the member's submissions, if any, and after giving the member an opportunity to confer with the Committee, the Committee may decide to take no further action or,

(a) to give the member an opportunity to correct deficiencies in his or her practice identified by the Committee;

(b) subject to section 10, to require the member to participate in a practice enhancement program; or

(c) to appoint an assessor or assessors to conduct a further review and prepare a supplementary report.

(5) If the Committee decides to act under clause (4)(c), subsections (3) and (4) apply to the further review.

(6) The Committee shall not have more than one further review conducted. O. Reg. 534/98, s. 1.

**New (2) added to allow for addition of 2(b). 2(a) is unchanged but was part of (1) in the original**

**No changes to these sections, numbering adjusted as a result of insertion of new (2)**

**REVIEW**

10. (1) If the Committee finds, on the basis of a peer-assisted review conducted under section 9, that a member's knowledge, skills or judgment is unsatisfactory, it may take action under section 12 or 13 but not before this section has been complied with.

**No changes to content of this section. Numbering adjusted.**

(2) The chair of the Committee shall appoint three members of the College to review the matter, one of whom shall be a nominee of the member whose practice was the subject of the peer-assisted review.

(3) The chair shall not appoint for the purposes of a review under this section any member who acted as an assessor under section 9 or is otherwise directly involved in the assessment.

(4) The member shall be given all of the information that is to be considered by the members reviewing the matter, an opportunity to confer with them at a meeting and at least 30 days notice of the date of the meeting.

(5) After the meeting, if any, the members reviewing the matter shall recommend to the Committee that it not take action or that it take action under section 12 or 13.

(6) The member shall be given notice of the recommendation under subsection (5) and the reasons for it, any information relied upon in the making of the recommendation, and an opportunity to submit written submissions to the Committee and to confer with the Committee at a meeting of which the member shall be given at least 15 days notice.

(7) After consideration of any written submissions or after a meeting, if any, the Committee may decide not to take any action or to take action under section 12 or 13. O. Reg. 534/98, s. 1.

***DIRECTED PRACTICE ASSESSMENT***

*11.(1) A member may be required to undergo a directed practice assessment to evaluate knowledge, skills and judgement if,*

**New section describing Directed Practice Assessment to allow for referral to QA from Committees, and to deal with non-compliance with Self Assessment and/or Mandatory Continuing Education**

*(a) the member is referred by the Registrar, the Complaints Committee, the Discipline Committee, the Executive Committee or the Fitness to Practice Committee; or*

*(b) the Committee finds that the member has not complied with 8(2), 8(4) or 14 or the Committee finds on review of materials submitted under sections 8 or 14 that the member's knowledge, skills or judgement may be deficient.*

*(2) After considering the information or materials through referral in subsection 11.(1) and submissions requested from the member, if any, and after giving the member an opportunity to confer with the Committee, the Committee may decide to take no further action or,*

**Committee to review materials and take no action, give member opportunity to correct deficiencies on his or her own or appoint assessor(s) to conduct review**

*(a) to give the member an opportunity to correct deficiencies in his or her practice identified by the Committee; or,*

*(b) to appoint an assessor or assessors to carry out a directed practice assessment;*

*(3) The chair shall not appoint as an assessor for the purposes of a directed practice assessment under this section any member who is directly involved in the referral for the assessment.*

*(4) The assessor or assessors shall prepare a written report on the assessment, including recommendations if any, and provide a copy of the written report to the Committee and to the member.*

**Report to be prepared and given to member and Committee**



(5) *The member shall be given an opportunity to submit written submissions to the Committee and to confer with the Committee at a meeting of which the member shall be given at least 15 days notice.*

**Member may provide written comments or meet with Committee**

(6) *After consideration of any written submissions or after a meeting, if any, the Committee may decide not to take any action or to take action under section 12 or 13. O. Reg. 534/98, s. 1.*

**Committee to decide whether or not to take further action**

## PRACTICE ENHANCEMENT

**12.** (1) The Committee may require a member to participate in and complete a practice enhancement program if the Committee believes that the member's knowledge, skills or judgment, or the member's ability to integrate such knowledge, skill or judgment, is deficient to the extent that his or her ability to provide psychological services is seriously affected, but that the deficiency is remediable.

**No changes to content of this section**

(2) The Committee may appoint an assessor or assessors to report on the results of a practice enhancement program required under subsection (1).

**Numbering adjusted as a result of insertions**

(3) For practice enhancements required under section 10, subsections 9 (3), (4), (5) and (6) apply to assessments carried out in subsection (2). O. Reg. 534/98, s. 1.

**No change to content (specifies the process for the review following a required practice enhancement resulting from a Peer Assisted Review)**

(4) *For practice enhancements required under section 11, subsections 11 (2a), (3), (4), (5) and (6) apply to assessments carried out in subsection (2).*

**Specifies the process for the review following a required practice enhancement resulting from a Directed Practice Assessment**

## IMPOSITION OF TERMS AND CONDITIONS

**13.** (1) The Committee may direct the Registrar to impose terms, conditions or limitations, for a specified period not exceeding six months, on the certificate of registration of a member if,

**No changes to content. Numbering adjusted as a result of insertions**

(a) the Committee believes, on the basis of a peer-assisted review *or a directed practice assessment*, that a deficiency, as described in subsection 12 (1), is likely to expose the member's clients to harm or injury and is not likely to be remediated by a practice enhancement program;

**Addition "or a directed practice assessment"**

(b) the member has failed to participate in a practice enhancement program required by the Committee; or

(c) the member has not satisfactorily completed a practice enhancement program required by the Committee.

(2) The Committee may direct the Registrar to reimpose the terms, conditions or limitations for a further period not exceeding six months unless,



- (a) a supplementary review of the member’s knowledge, skills and judgment has demonstrated remediation of the deficiency in the ability to practise psychology; and,
- (b) the member has satisfactorily completed the practice enhancement program required by the Committee.

(3) If the Committee is of the opinion that the deficiency or condition is not remediable, it may make a disclosure to the Executive Committee under subsection 83 (3) of the Health Professions Procedural Code.

(4) The Committee may direct the Registrar to remove any terms, conditions or limitations before the end of the specified period if the Committee is satisfied that the member’s practice is no longer deficient as described under subsection 12 (1). O. Reg. 534/98, s. 1.

### MANDATORY CONTINUING EDUCATION

*14. (1) As required by the College, a member shall participate in mandatory continuing education set out in guidelines published by the College and distributed to members. The guidelines shall set out the types of continuing education and professional activities recognized by the College. The guidelines will indicate the minimum amount of time that a member must engage in continuing education, annually.*

**New wording to reflect the idea of continuing education and the requirement to accumulate a minimum number of hours over some period of time**

*[(1) If required by the College, members shall participate in mandatory continuing education programs on professional issues, such as ethics, standards of conduct, practice guidelines and legislation, provided by, or under the direction of, the College.]*

**Original section (1), as noted in brackets, to be deleted**

(2) The College shall distribute information on the requirements of the mandatory continuing education programs approved by Council to the members on a timely basis. O. Reg. 534/98, s. 1.

### PSYCHOLOGICAL ASSESSMENT AND COUNSELLING

*15. The Committee shall require a member to undergo a psychological assessment or other assessment specified by the Committee if a matter respecting the member is referred to the Committee under subsection 26 (3) or section 79.1 of the Health Professions Procedural Code. O. Reg. 534/98, s. 1.*

**No changes in content to this section. Numbering adjusted**

*16. (1) The Committee may specify a measure, such as education, therapy or counselling, for a member if,*

**No changes in content to this section. Numbering adjusted**

- (a) the member has undergone an assessment under section 15;
- (b) the assessment has demonstrated an emotional, behavioural, attitudinal or personality deficiency or condition on the part of the member; and
- (c) the Committee is of the opinion that the deficiency or condition may be remediable.

(2) The member shall undertake and complete any measure specified by the Committee under subsection (1).

(3) If the Committee is of the opinion that the deficiency or condition is not remediable, it may make a disclosure to the Executive Committee under subsection 83 (3) of the Health Professions Procedural Code. O. Reg. 534/98, s. 1.





**17.** (1) The Committee may direct the Registrar to impose terms, conditions or limitations, for a specified period not exceeding six months, on the certificate of registration of a member if,

**No changes in content to this section. Numbering adjusted**

- (a) the member refuses to undergo an assessment under section 15; or
  - (b) the Committee has specified measures under section 16 which the member refuses to undertake or which the member has not yet completed.
- (2) No direction shall be given to the Registrar under subsection (1) unless,
- (a) the member has been given notice of the Committee's intention to give the direction;
  - (b) the member has been given, at least 30 days before the Committee gives the direction, a copy of all reports and other documents that were considered or that will be considered by the Committee in connection with the giving of the direction; and
  - (c) the member has been given 30 days from the day the notice and the documents were provided under this section within which the member may, at his or her option,
    - (i) make written submissions to the Committee, or
    - (ii) confer with the Committee.

(3) The Committee may direct the Registrar to remove any terms conditions or limitations before the end of the specified period if the Committee is satisfied that the terms, conditions or limitations are no longer needed. O. Reg. 534/98, s. 1.

**18.** (1) The Committee shall not take action under section 15 or 16 unless,

**No changes in content to this section. Numbering adjusted**

- (a) the member admits to the behaviour or remarks of a sexual nature toward a client which the member is said to have exhibited or made;
- (b) the Complaints Committee, the Executive Committee or the Health Professions Board referring the matter to the Committee considers the behaviour or remarks to be of a sexual nature within the meaning of clause 1 (3) of the Health Professions Procedural Code;
- (c) there is no pending allegation of sexual abuse against the member before the Discipline Committee and no finding of sexual abuse has been made against the member by the Discipline Committee;
- (d) there is no pending review by the Health Professions Board of the referral to the Committee and no disposition by the Health Professions Board inconsistent with the referral to the Committee; and
- (e) the member and the client are provided with an opportunity to confer with the Committee.

(2) A member's admission to behaviour or remarks for the purpose of clause (1) (a) and the results of an action taken under section 15 or 16 shall not be used as evidence that the member has committed an act of professional misconduct. O. Reg. 534/98, s. 1.



# President's Report

Dear Colleagues:

I would like to take this opportunity to remind members that there will be elections for three seats on Council this coming year; the two seats representing the Greater Toronto Area (GTA East and GTA West) and the ex-officio Psychological Associate seat. Personally, I have found being on Council interesting and rewarding and would like to encourage members to consider running. If you are not personally interested in being on Council, encourage a colleague!

At the last Council meeting, Council approved, for consultation with the membership, the proposed amendments to the Registration Regulation that have been developed to permit full compliance with the Mutual Recognition Agreement (MRA). While these changes were initiated to comply with the MRA and to enhance mobility of members of the psychology profession between provinces, they will have an effect on the entry to practice standards for the whole profession. The proposed regulation change was unanimously endorsed by all of Council, including professional members of both titles and public members.

The College also had very productive meetings with both the Ontario Psychological Association and the Ontario Association of Psychological Associates regarding the proposed regulation changes. I look forward to continued dialogue with both associations on this and other issues.

I am hopeful that the proposed changes to the Registration Regulation will bring greater clarity and transparency to our registration process, and to the necessary educational requirements for the practice of psychology. Shortly, you will be receiving a comprehensive information package in the mail. This is part of the formal consultation process that is a necessary component of any regulation change. I hope you will take the time to review the proposed regulation amendments and provide you feedback to the College - So watch your mail!!

I would like to wish everyone a happy and healthy New Year and a year of peace for the world.

Nina Josefowitz, Ph.D., C.Psych.  
President



## Quality Assurance Self Assessment Guide and Professional Development Plan Reminder Fee Amendment to the *By-Law 18: Fees*

This amendment to *By-Law 18: Fees* is being circulated to the members of the College as per Section 94.(2) of the Health Professions Procedural Code.

### Proposed Amendment

In order to cover the administrative and actual costs of sending a small number of members a third reminder, by registered mail, regarding their overdue *Declaration of Completion*, the Council has approved a recommendation of the Quality Assurance Committee to levy a \$25.00 fee for this third reminder. Council will be considering this addition to *By-Law 18: Fees* for approval at its meeting of March 14 – 15, 2003. If you wish to comment on the proposed amendment, please provide your written or electronic submission to the College by Feb. 14, 2003. You may address your communication to the attention of Dr. Rick Morris (rmorris@cpo.on.ca).

### Background and Rationale

The great majority of College members submit the Declaration of Completion of the *Self Assessment Guide and Professional Development Plan* in a timely manner and well within the established time periods. A small number of members require written reminders. The process developed by the Quality Assurance Committee is to send three written reminders asking members to submit the *Declaration* or to contact the College to discuss any extenuating circumstance that might be causing a problem in completing the form. Following the second reminder, a very small number *Declarations* remain outstanding. These last few members are sent a third reminder letter, by registered mail. This letter requests they submit their full *Self Assessment Guide and Professional Development Plan* and informs them that failure to do so is a violation of the Standards of Professional Conduct, Principle 1.6, and could result in the matter being referred to the College's Executive Committee.

The Quality Assurance Committee recommended to Council that a \$25.00 fee be charged to those members requiring a registered third reminder letter, to cover both the administrative and actual costs associated with this. The Committee felt that the entire membership should not bear the costs associated with this, but rather that it be borne by those members who have failed to respond

to the initial deadline and the two earlier reminders.

When approved, *By-Law 18: Fees* will be amended by the addition of the following:

### Quality Assurance Program Fees

- 18.7 A reminder fee of \$25.00 shall be paid by any member who is sent a third reminder letter notifying them of their failure to complete the mandatory Declaration of Completion related to the *Self Assessment Guide and Professional Development Plan*.

### WATCH FOR CONSULTATION LETTER

#### Proposed Amendments to the Registration Regulation

At its recent meeting, the Council of the College approved, in principle, proposed amendments to the Registration Regulation which would change the graduate psychology training requirements for registration in Ontario.

The proposed changes are required in order for the College to comply with the Mutual Recognition Agreement (MRA), a provincial/territorial agreement among the Canadian regulators in psychology, to facilitate the movement of qualified psychologists and psychological associates from one part of the country to another.

The College is preparing an annotated version of the Regulation, highlighting the proposed amendments, with a discussion of the rationale for these changes. This will be distributed to members shortly.

Please watch for this consultation request and take the opportunity to provide your comments to the College regarding this very important issue.



## **BARBARA WAND SEMINAR IN PROFESSIONAL ETHICS, STANDARDS AND CONDUCT**

**Friday, May 9, 2003  
Mount Sinai Hospital, 19<sup>th</sup> Floor Auditorium  
University Avenue, Toronto**

The Barbara Wand Seminar in Professional Ethics, Standards and Conduct is moving to a new day and location. This year the Seminar will be held on a Friday in early May in the auditorium at Mount Sinai Hospital. New this year, a light lunch will be included in the usual low registration fee.

The planning Committee is considering a number of topics of interest to all practitioners including:

- Recent changes and updates in legislation relevant to psychological practice: RHPA, Privacy of Personal Information, Conflict of Interest
  - Practicing Psychology On-Line
  - Confidentiality and Record Keeping
  - Issues in Supervision
  - Quality Assurance
  - Frequently Asked Questions on Mobility and the MRA; Professional Incorporation
- And the ever-popular "Tricky Issues with Dr. Rick Morris"

**Upcoming  
COUNCIL MEETING**

**MARCH 14-15, 2003**

**PLEASE NOTIFY THE COLLEGE IF YOU ARE PLANNING TO ATTEND**



## NOTICE OF ELECTION TO COUNCIL, 2003

The following information is for all members in Electoral Districts 5 and 6 and all Psychological Associate members.

**Elections:**                      **District 5 - GTA East**  
   **District 6 - GTA West**  
   **Psychological Associate: ex-officio**

**Date:**     A date of **Monday, March 31, 2003** has been set for election to Council.

Elections will be held for Electoral Districts 5 (GTA East), 6 (GTA West) and the Psychological Associate ex-officio seat.

**District 5 – GTA East**     This district is composed of the addresses within the Municipality of Toronto that have postal codes beginning with M1, M2, M3, and M4, and the municipalities of Vaughan, Richmond Hill, Markham, Pickering, Ajax, Whitby and Oshawa.

**District 6 – GTA West**     This district is composed of addresses within the Municipality of Toronto, which have postal codes beginning with M5, M6, M7, M8, and M9 and the municipalities of Mississauga and Brampton.

**Psychological Associate: ex-officio**

**Eligibility:** A psychologist or psychological associate must be engaged in the practice of psychology in the electoral district for which he or she is nominated, or, if the member is not engaged in the practice of psychology in the electoral district, is resident in the electoral district for which he or she is nominated.

Psychological Associates who have previously chosen to vote for the Psychological Associate seat in District 7 are not eligible to nominate and vote in Districts 5 and 6.

All Psychological Associates are eligible to nominate and vote for the Psychological Associate ex-officio seat.

A psychologist or psychological associate must not be in default of payment of any fees; the certificate of registration must not have been revoked or suspended in the six years preceding the date of election or subject to a term, condition or limitation, as a result of a disciplinary action, within two years leading up to election.

*What's Up...*

*Election to Council has  
been set for March 31,  
2003*

**District 5 - GTA East**  
**District 6 - GTA West**  
**Psychological Associate: ex-officio**

*Nominations are due by  
January 30, 2003*



**Nominations:** A nomination form is attached. A psychologist or psychological associate may be a candidate for election in only one electoral district in which he or she is an eligible voter. A nomination for electoral districts 5 and 6 must be signed by at least five members (psychologists or psychological associates) who support the nomination and are eligible to vote in that electoral district. The nomination form for the psychological associate ex-officio must be signed by three nominators who support the nomination.

**Deadline for nominations:** Nominations are due by 5 p.m., Thursday, January 30, 2003. Further nominations will be received until 30 days before the election. Monday, March 3, 2003 is the last day for receiving nominations for the election. Those needing additional nomination forms may download it from the College web site, photocopy them or contact the College office.

**Withdrawal of nomination:** A candidate may withdraw his or her nomination by giving notice to the Registrar in writing, not less than 30 days before the election. The last day for withdrawal is Monday, March 3, 2003.

**Mailing lists:** On written request to the College, a candidate may obtain a mailing list (or address labels), at cost, of members in the electoral district, for use in the electoral process.

## Procedures

**Distribution of ballots:** No later than 15 days before the election, a final list of candidates in the electoral district, a ballot, the candidates' biographies and statements and an explanation of the voting procedures will be sent out.

**Voting procedures:** Each member eligible to vote in a given district will receive a pre-addressed envelope in which to seal the completed ballot. **The name and address of the voting member must be recorded in the appropriate space on the outside of the envelope** so that the scrutineers may verify the voter's name and address against the voters' list. The envelope containing the ballot with your vote must be postmarked no later than Monday, March 31, 2003.

The College will distribute the ballots to members in each electoral district, receive the sealed envelopes containing the completed ballots, confirm the voters against the voters' list, count and record the votes, and report the results of the election to the Registrar. The voting will be confidential and the College will arrange for a neutral third party to oversee the counting of ballots. Candidates may, at their own expense, choose to send a representative to observe the counting process.

## Other Information

**Responsibilities:** Council members are appointed to the seven statutory committees (executive, registration, complaints, discipline, fitness to practise, quality assurance, and client relations) and can expect to serve on at least two such committees. Council members can become members of other standing committees, as well as various ad hoc committees established.

*Members in the electoral districts will receive candidate statements and biographies with their ballots.*

*Ballots are mailed to voters no later than 15 days before the election.*



**Term of Office:** The term of office for elected members is three years. During that time a member may be appointed to chair one or more committees.

**Time Commitment:** Council meetings are held at least quarterly and normally last for two full days (usually a Friday and Saturday). Committees may meet the day before the Council meeting or between Council meetings. Committees are likely to meet twice as often as the Council for at least one full day.

Dates for the 2003-2004 meetings have not yet been set. At the end of the first day of the June Council meeting, the Executive Committee will meet to appoint new Council members to Committees.

**Per diems and Expenses:** Current Council policy provides for a per diem of \$295 for Council and Committee meetings. Half-day meetings are pro-rated.

Expenses covered include necessary travel (economy fare or mileage); meals up to \$52 plus G.S.T. per day; and necessary taxi fare or parking expenses. If a meal, such as lunch, is provided during a full day meeting, then the amount allocated for lunch is deducted from available expense coverage.

**Note:** The complete Elections By-law is available on the College website or by contacting the College.

**Lynne Beal, Ph.D., C.Psych.  
Toronto, Ontario  
Minister of Veterans Affairs  
Commendation**

The College of Psychologists wishes to extend our sincerest congratulations to Dr. Lynne Beal as a recipient of the Minister of Veterans Affairs Commendation awarded to her in a ceremony in the Senate on November 7th, 2002.

The program distributed at the ceremony in the Senate noted Dr. Beal's contribution as follows: "A psychologist by training and daughter of a Dieppe prisoner of War, Dr. Beal undertook and funded an influential study of the occurrence of Post Traumatic Stress Disorder (PTSD) among the many Canadians who were captured and interned by German forces following the Dieppe Raid on August 19, 1942. Dr. Beal's study formed the basis of a brief which was subsequently presented to the Senate Committee on Veterans Affairs. Her representation on this subject over a period of three years, most notably to the Senate Committee, led to the recognition of PTSD as a pensionable condition for the Dieppe Veterans who suffered trauma at the hands of the enemy. Through her determination, hard work and dedicated advocacy, Dr. Beal successfully brought this condition to the fore so that it could be recognized in February 2000, as a pensionable condition under the Pension Act for not only Dieppe Veterans but for all Veterans."

We congratulate Dr. Beal on this distinguished achievement.



## Changes to the Register

The College would like to congratulate and welcome the new *Psychologist* and *Psychological Associate* members issued with Certificates Authorizing Autonomous Practice since October 2002. The College also wishes to welcome 1 new *Psychologist* member issued with Certificates Authorizing Interim Autonomous Practice.

### PSYCHOLOGISTS

Ralph Kachanoff

### PSYCHOLOGICAL ASSOCIATES

Ian Ernest McKenzie

### Interim Autonomous Certificates PSYCHOLOGISTS

Stephen L. Webne

The College would like to congratulate and welcome the **17 new *Psychologist*** members and the **8 new *Psychological Associate*** members issued with Certificates Authorizing Supervised Practice since October 2002.

### PSYCHOLOGISTS

Adrienne Eva Eastwood  
Andrea Smith  
Ben Chung-Hsing Kuo  
Christina Joan Ricciuti  
Danielle Ada Cataudella  
Jennifer Noelle Fogarty  
Joel Isser David Ginsburg  
Julie Anne Eichstedt  
Kenneth Yiu-Wing Kwan  
Kristine Ida Ericson  
Michelle Carolyn Duwyn  
Nancy Kocovski  
Pamela Jean Brown  
Pamela Marie Sadler  
Rosemary Antoinette Condillac  
Tisha Joy Ornstein  
Vibeke Neuweiler Vaerum

### PSYCHOLOGICAL ASSOCIATES

Michael Arnoldus Muller  
Gail Barbara Sweeney  
Meredith Eudora Temple  
Agnieszka Katarzyna Gajdzis  
Ann Mary Martell  
Bonnie Heather Davidson  
Cecily Diane Jennings  
Phillip Glen Wall

## Reinstatement

The following individuals have reinstated their membership with the College:

Neil Applebaum  
David J. Baxter  
Lynn Oldershaw  
Norman Park

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





## Thank you...

The College would like to thank the following individuals who assisted in conducting the oral examinations in December 2002.

**Rosemary Barnes, Ph.D., C.Psych.** Private Practice: Toronto

**Jean-Martin Bouchard, M.Ps., C.Psych.Assoc.** Algoma Family Services; Private Practice: Sault Ste. Marie

**Clarissa Bush, Ph.D., C.Psych.** Memory Disorder Clinic, SCO Health Centre, Training Director, Internship in Clinical Neuropsychology; Private Practice in capacity assessment: Ottawa

**Jennifer Connolly, Ph.D., C.Psych.** Associate Professor, Department of Psychology, York University: Toronto

**Dorothy Cotton, Ph.D., C.Psych.** Regional Treatment Centre (Ontario), Correctional Service of Canada; Adjunct Assistant Professor of Psychology and Psychiatry, Queen's University: Kingston

**Gilles DesMarais, Ph.D., C.Psych.** Ottawa-Carleton District School Board; Private Practice: Ottawa

**Marie-France Dionne, Ph.D., C.Psych.** Coordinator, Out-Patient Court Support Program, North York General Hospital: Toronto

**Stephen Dukoff, Ph.D., C.Psych.** Algonquin and Lakeshore Catholic District School Board; Kingston West Psychological Services: Kingston

**Diane Farr, Ph.D., C.Psych.** Chief Psychologist, Guelph Correctional Centre: Guelph

**Jack Ferrari, Ph.D., C.Psych.** Professional Practice Leader (Psychology), Chair, Program Evaluation Committee, St. Joseph's Regional Mental Health Centre: London

**Martha Minogue Fiorino,** Public Member of the College Council, Certified Conference Interpreter: Amherstburg

**Maggie Gibson, Ph.D., C.Psych.** Veterans Care Program, Parkwoods Hospital Site, St. Joseph's Regional Mental Health Centre: London

**Nina Josefowitz, Ph.D., C.Psych.** Private Practice, Adjunct Professor, University of Toronto: Toronto

**Connie Kushnir, Ph.D., C.Psych.** Child and Adolescent Ambulatory Health Service, North York General Hospital, Private Practice: Toronto

**Jean Paul Laroche, Ph.D., C.Psych.** Private Practice: North Bay

**Louise LaRose, Ph.D., C.Psych.** Supervising Psychologist, London District Catholic School Board; Private Practice: London

**Nancy Link, Ph.D., C.Psych.** Clinical Director, OISE/UT: Toronto

**Maggie Mamen, Ph.D., C.Psych.** Private Practice: Ottawa

**Mary Pat McAndrews, Ph.D., C.Psych.** Lead Psychologist Toronto Western Hospital, University Health Network; Scientist, Toronto Western Research Institute: Toronto

**Sam Mikail, Ph.D., C.Psych.** Clinical Director, The Southdown Institute: Aurora

**Jane Mortson,** Public Member of the College Council, Retired Teacher: North Bay

**Ron Myhr, Ph.D., C.Psych.,** Managing Consultant, SHL Canada: Toronto

**Normand Perrault, Ph.D., C.Psych.** Conseil des écoles catholiques de langue Française du centre-est (CECLFCE): Gloucester

**Patricia Pettit, M.A., C.Psych.Assoc.** Thames Valley District School Board: London

**George Phillips, Ph.D., C.Psych.** Westbridge Associates: London

**Jean Saint-Cyr, Ph.D., C.Psych.** University Health Network, Toronto Western Hospital; Professor, Department of Surgery and Department of Psychology, University of Toronto; Private Practice: Toronto

**Claire Lowry Sullivan, Ph.D., C.Psych.** Professional Leader, Grand River Hospital; Adjunct Associate Professor, Department of Psychology, University of Waterloo: Kitchener

**David Teplin, Psy.D., C.Psych.** Oak Ridges Medical; York Region Sleep Disorders Centre; Ontario Addiction Treatment Centre: Richmond Hill

**Lynn Wells, Ph.D., C.Psych.** Private Practice: Toronto



## Mission

To serve and protect the public interest: by promoting excellence in the profession, by ensuring that psychological services are safe and effective, and by advocating for accessibility to psychological services.

The Bulletin is a publication of the College of Psychologists of Ontario

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The Bulletin is published quarterly. Subscriptions for members of the College are included in their registration fee. Others may subscribe at \$20 per year, or \$5.00 per single issue. The College will also try to fill requests for back issues of the Bulletin at the same price.

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Les articles dans ce numéro de The Bulletin sont disponibles en français.



**ELECTION NOMINATION FORM**  
**Electoral Districts 5 and 6**  
**Psychological Associate: ex-officio**  
**March 31, 2003**

Please type or print clearly, using black ink

We the undersigned members of the College of Psychologists of Ontario:

1. eligible to vote in Electoral District \_\_\_\_\_ nominate \_\_\_\_\_ as a candidate for election in Electoral District \_\_\_\_\_ (**five** nominators required)  
or
2. are psychological associates and nominate \_\_\_\_\_ as a candidate for election as the ex-officio psychological associate (**three** nominators required)

to the Council of the College on March 31, 2003.

Nominee's Registration Number: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_

E-mail: \_\_\_\_\_ @ \_\_\_\_\_

I, \_\_\_\_\_, am willing to stand for election, and if elected, to assume all duties of the member of Council for the position to which I am elected.

Nominee's Signature: \_\_\_\_\_.

NOMINATOR'S NAME	DISTRICT	REGISTRATION #	SIGNATURE
1.			
2.			
3.			
4.			
5.			

**Please return this form by 5:00 p.m., January 30, 2003, to:**  
**The College of Psychologists of Ontario**