



# CASLPM

THE COLLEGE OF AUDIOLOGISTS AND  
SPEECH-LANGUAGE PATHOLOGISTS  
OF MANITOBA

## **The College of Audiologists and Speech – Language Pathologists of Manitoba**

### **ANNUAL REPORT 2016**







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## **NOTE TO READERS**

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# INTRODUCTION

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This Annual Report is provided to the Honourable Kelvin Goertzen, Minister of Health, Seniors and Active Living, in accordance with *the Regulated Health Professions Act (RHPA)*, Section 142.

The report outlines the structure of the College, its Council and Committees. The most recently confirmed edition of the College By – Laws is provided, and amendments made in the reporting year are indicated. Reports of registration, applications, complaints, are presented and regulatory programs of the College are described.

A separate section includes the 2016 Financial Statements of the College of Audiologists and Speech – Language Pathologists of Manitoba, unaudited, as prepared by Mr. Dean Jenkyns, Jenkyns Smith Chartered Professional Accountants LLP.

## ABOUT THE COLLEGE

The Manitoba government has granted audiologists and speech – language pathologists the privilege and responsibility of self – regulation. The regulatory body is known as the College of Audiologists and Speech – Language Pathologists of Manitoba (the College).

The purpose of regulation is to ensure that professionals practice in a safe, competent, ethical manner. Regulation is the compilation of all activities which contribute to achieving this function.

Persons who practise audiology or speech – language pathology in the province of Manitoba are regulated under *The Regulated Health Professions Act*, the *Practice of Audiology and Practice of Speech – Language Pathology Regulation*, and the *College of Audiologists and Speech – Language Pathologists of Manitoba General Regulation*, and must abide by the Code of Ethics and various practice directions, as approved by Council.

## MISSION STATEMENT

The College of Audiologists and Speech – Language Pathologists of Manitoba protects and serves the public by regulating and ensuring competent, safe, ethical practice of audiologists and speech – language pathologists in Manitoba.

## CORE FUNCTIONS

The College protects, serves, and regulates through:

- Conducting the affairs of the College in a transparent, objective, impartial and fair manner
- Setting standards for practice
- Registering qualified audiologists and speech – language pathologists who wish to practice their professions in Manitoba
- Ensuring the continuing competence of its registrants
- Receiving complaints, conducting investigations and appeals, and taking appropriate disciplinary action

## MANDATE OF THE COLLEGE

As stated in the RHPA, Section 10(2), the College has the following mandate:

- a. To regulate the practice of audiology and the practice of speech – language pathology and govern its members in accordance with *the Regulated Health Professions Act*, the *Practice of Audiology and Practice of Speech – Language Pathology Regulation*, the *College of Audiologists and Speech – Language Pathologists of Manitoba General Regulation*, and the CASLPM By – Laws;
- b. To develop, establish and maintain standards of academic or technical achievement and qualification required for registration as a member and monitor compliance with and enforce those standards;
- c. To develop, establish and maintain standards of practice to enhance the quality of practice by members and monitor compliance with and enforce those standards;
- d. To develop, establish and maintain a continuing competency program for members to promote high standards of knowledge and skill;
- e. To promote the ability of members to respond to changes in practice environments, advances in technology and other emerging issues;
- f. To work in consultation with the Minister towards achieving access for the people of Manitoba to adequate numbers of qualified and competent audiologists and speech – language pathologists;
- g. To develop, establish, and maintain programs that provide information about audiology and speech – language pathology and that assist persons in exercising their rights under the RHPA and the Regulations, By – Laws, and Code of Ethics of the College;
- h. To promote and enhance the College’s relations with its members, other colleges, key stakeholders, and the public;
- i. To promote inter – professional collaboration with other colleges;
- j. To administer the College’s affairs and perform its duties and carry out its powers in accordance with the RHPA, and the Regulations and By – Laws of the College.



# 2016 THE YEAR IN REVIEW

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The College worked to increase awareness of several aspects of its regulatory framework and assist registrants to understand and comply.

## Medical Assistance in Dying

- The College issued a preliminary statement to provide resources to registrants
- A Practice Direction: End of Life Care is in draft stage, and should be available for consultation in 2017.
- The College began hosting a series of educational webinars to increase registrants' capacity to provide end of life health care service.

## Health Professions Corporations

- Governance documents (By – Law, policy, and application forms) were approved by Council to provide a process for registrants to apply for a Health Profession Corporation Permit, as set out in the RHPA.

## Advanced Competency Certification Renewal

2016 saw the end of a three – year cycle for registrants who were “grand parented” in to the Advanced Competency Certification program under the transition clause when the College first came into force. Registrants renewed or canceled their certifications according to their current practice.

## On-Line Profile Content

Registrant on – line profiles were thoroughly reviewed; those whose content did not meet minimum requirements were identified and provided guidance to comply.

## Collaboration

The College works in collaboration with other regulatory colleges through the MB Alliance of Health Regulatory Colleges and the Canadian Alliance of Audiology and Speech – Language Pathology Regulators to harmonize and improve processes of application and registration, quality assurance, public awareness campaigns, and registrant supports.

As a member of the Canadian Alliance of Audiology and Speech – Language Pathology Regulators (CAASPR), the College is working to complete the National Competency – Based Entry – to – Practice Assessment Project. All regulated jurisdictions in Canada will inform and align their regulatory practices according to this national process.

As a key component of this Project, in 2016, CAASPR initiated a process to revise and validate the existing competency profiles for audiology (Aud) and speech – language pathology (SLP). A consulting firm was retained to conduct a comprehensive practice analysis approach involving:

- a review of the existing profiles and related documents and consultations with the subject matter working groups to revise the competency profiles; and
- a validation of the competency profiles with audiology and speech – language pathology professionals in eight jurisdictions (BC, AB, SK, MB, ON, PQ, NB, NL) using an online survey.

The resulting competency frameworks for both professions will be used by regulators across Canada to:

- set registration requirements;
- inform quality assurance programs and set continuing competence requirements;
- process complaints;
- assist in decisions in disciplinary proceedings.

The nation – wide competency frameworks will clearly articulate and reflect current essential competencies for the professions of audiology and speech – language pathology. The frameworks will inform and guide initial professional preparation and professional development across the career. This project will be completed in 2017.

## **GOVERNANCE MATTERS**

The College held elections in 2016. Following the call for nominations, one acclamation and one appointment were made to populate the slate of elected Council Members. Colita MacTavish, audiologist, and Shelley Day, speech – language pathologist, came on Council, replacing out – going Council members Maxine Flaman and Barb Froman, respectively.

Meghan Waters, public representative on Council, resigned her seat in the fall 2016. The College is waiting an appointment from government to fill this seat on Council.

Council continued its efforts to develop and approve the required documentation which provides the infrastructure to support the governance of the College in a clear, accountable, and transparent manner.

Council approved policy which supports confidentiality and accountability, and provides council and committee members with the proper mechanisms to declare conflict of interest, and disclose affiliations.

Council made amendments to the College By – Laws to align the applicable Articles with policy.

## **REGISTRANT SUPPORTS**

The College continuously seeks to support its registrants in their efforts to uphold their obligations of registration. In so doing, the College:

- Hosted an Educational Conference
- Hosted the first in a series of educational webinars
- Added sections to website

Installment Payment Plan

Frequently Asked Questions

Practicing under Incorporation / Health Profession Corporations

- Improved access to receipts for registration and practice fees on-line

Notable changes within the office were two staff positions:

Caroline Wilson joined the staff in a 0.5 FTE position in July. Caroline is the Director of Professionalism with the College. In that role, she addresses questions and interprets regulatory provisions for registrants, develops draft regulatory documents, analyzes regulatory policy and

practice, and develops education material to assist registrants in understanding and complying with regulatory provisions.

Leitta Taylor joined the staff in October, and has taken on the role of Administrative Assistant. Leitta has mastered many of the software platforms and applications which support office administration. As the College moves through the annual cycle of operations in the office, Leitta is becoming familiar with the various reporting and data management requirements that the College maintains.

The College Council and staff are committed to carrying out the duties required to ensure that professionals who practice audiology and speech – language pathology meet the statutory obligations and maintain the privilege of self – regulation.

# PRESIDENT'S MESSAGE

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**Roland Street**

**President, College of Audiologists and Speech – Language Pathologists of Manitoba**

**Term of Office: December 2016 to present**

I would like to start by reminding everyone of the MISSION of the College. The MISSION states:

The College of Audiologists and Speech – Language Pathologists of Manitoba protects and serves the public by regulating and ensuring competent, safe, ethical practice of audiologists and speech – language pathologists in Manitoba.

As you may know, the College is a non – profit organization, as are all regulatory colleges. As such, there are basic necessities required to operate:

- An office, with furniture, equipment, and staff
- Services, such as internet, phone, insurance, IT support, website
- Facilities such as software programs, to manage data, program development, and website, just to name a few.

In addition to general operations, the College must uphold its legislated functions and responsibilities. This is true of every regulatory college. The government of Manitoba has awarded audiologists and speech – language pathologists the privilege to regulate their professions. In return for the privilege to self – regulate, the professions must ensure safe, quality, ethical care is provided to the public through the proper regulation of the professions. Therefore, the College is committed to carry out regulatory functions that include:

1. Registration of professionals who wish to practice in Manitoba
2. Continuing Competency programing
3. Receiving complaints from clients and managing them appropriately.

This is a very summary of the basic functions required of the College.

It is the responsibility of Council to address all of these issues, support the governance of the College, and uphold the public interest. In all of its decisions, Council remains accountable to the public.

When making decisions, Council also considers the limited resources and revenue that it has at its disposal. It is a balancing act. On the one hand, Council must ensure that the College is properly resourced to meet its responsibilities to uphold the public interest; at the same time, Council works very hard to manage its financial plan and keep registrant fees reasonable.

I can assure you that each time Council approves a financial plan, it carefully considers all matters, including the impact of fee increases on registrants. I can also assure you that the fees for registration and practice in Manitoba are very much in line with other regulators in Manitoba, and across Canada.

In closing, I would like to say that it is an honour it is to serve the College as a government – appointed member of Council. I would like to thank Council, committees, and staff for their support and the work they have done to ensure the public interest is served and protected.

# COLLEGE STRUCTURE

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The College of Audiologists and Speech – Language Pathologists of Manitoba is delegated authority under *The Regulated Health Professions Act* (RHPA). It is the first College to be established under the RHPA. In time, all single – statute health professions legislation will be repealed and all regulated health professions will come into force under the RHPA.

## COUNCIL COMPOSITION

The functions of the College are achieved under the direction of Council. Council sets policy and governs the College in the public interest.

Council is made up of 9 members:

- Two audiologists, elected from those registered with the College and eligible for election, one from District One, and one from District Two
- Four speech – language pathologists, elected from those registered with the College and eligible for election, three from District One, and one from District Two
- Three public representatives, appointed by the Minister of Health

Council members attend four Council meetings each year and serve on statutory and standing Committees of the College.

## COUNCIL

The College held elections in 2016. Following the Call for Nominations, one acclamation and one appointment were made to populate the slate of elected Council Members. Colita MacTavish, audiologist, and Shelley Day, speech – language pathologist, came on Council, replacing out – going Council members Maxine Flaman and Barb Froman, respectively.

Meghan Waters, public representative on Council, resigned her seat in the fall 2016. The College is waiting an appointment from government to fill this seat on Council.

At its meeting in December 2016, Council elected the officers of the College for the 2017 Term. The Executive Committee is comprised of:

Mr. Roland Street	President	Public Representative	4 – year term
Ms. Caitlin Buchel	Vice – President	SLP	3 – year term
Ms. Mandy Watson	Executive Committee member	Audiologist	3 – year term

Council members:

Mr. Jamie Moses		Public Representative	4 – year term
Vacant		Public Representative	4 – year term
Ms. Colita MacTavish	District 2 (rural)	Audiologist	3 – year term
Ms. Leslie Goerzen	District 2 (rural)	SLP	3 – year term

Ms. Shelley Day	District 1 (urban)	SLP	3 – year term
Ms. Lindsey Lorteau	District 1 (urban)	SLP	3 – year term

The College will hold its next elections in the fall 2017.

## COMMITTEE STRUCTURE

The College has three Statutory Committees:

1. Complaints Investigation Committee
2. Inquiry Committee
3. Continuing Competency Committee

The function and duties these committees are as follows:

The Complaints Investigation Committee shall:

- a. Perform such functions as are assigned to it in the Act. These include investigating and providing a fair review of all complaints received in accordance with the Act; attempting to resolve complaints informally where it considers it appropriate, and making decisions in accordance with the Act;
- b. Recommend to Council proposals for changes to the legislation, including regulations to applicable statutes, and by - laws , as well as programs to support the complaints process;
- c. Submit an annual report to the Council. The report will include information on numbers of complaints resolved informally, on decisions, on adherence to policies and procedures, and timely provision of decisions and documentation.

The Inquiry Committee shall:

- a. Perform such functions as are assigned to it in the Act. These include holding hearings on matters referred to it by the Complaints Investigation Committee, providing a fair process and making decisions about the conduct of investigated members;
- b. Recommend to Council proposals for changes to the legislation, including regulations to applicable statutes, and by – laws, as well as programs to support the discipline process;
- c. Submit an annual report to Council. The report will include information on development of, and adherence to, policies and procedures, numbers of decisions and timely provision of decisions and documentation.

The Continuing Competence Committee shall:

- a. Perform such functions as are assigned to it in the Regulations. These include administering the Continuing Competence Program in accordance with the Regulation and identifying continuing competence measures which promote continuing competence and continuing quality improvement among members;

- b. Recommend to Council proposals for changes to the legislation, including regulations to applicable statutes, and by - laws, as well as programs to support the continuing competence process;
- c. Submit an annual report to the Council. The report will include information on continuing competence program activities, decisions reached as well as information on the development of standards regarding practice and ethics and related program proposals.

The College has three Standing Committees:

- 1. Executive Committee
- 2. Audiology Practice Advisory Committee
- 3. Speech – Language Pathology Practice Advisory Committee

The function and duties these committees are as follows:

Executive Committee shall:

- a. Perform such functions as are assigned to it by Council and co-ordinate the work of Council and assist in its decision-making by reviewing and providing comments to Council on all recommendations and proposals from committees and working groups.
- b. Subject to the RHPA, Regulations and the By - Laws of the College, Council delegates to the Executive Committee the power and authority to manage and direct the affairs of the Council of the College with respect to any matter that, in the Committee's opinion, requires immediate attention. This excludes the power to revoke, amend, or pass by – laws and such other powers as are specifically reserved to the Council in the RHPA, this By – Law or any other by – law of the College. As part of its commitment to retaining the wholeness of its decision-making, the Council will do all in its power to avoid the need for the Executive Committee to act in this capacity.
- c. Appoint members of statutory and standing committees in accordance with these By - Laws;
- d. Recommend to Council proposals for changes to the legislation, including regulations to applicable statutes and by - laws;
- e. Submit an annual report to Council.

The Audiology Practice Advisory Committee shall provide advice to Council on matters affecting Audiologists and the practice of audiology.

In doing so it:

- a. At the request of Council and in a format approved by Council, develops and monitors College regulations, by – laws, standards of practice and practice directions and position statements that relate to Audiologists with respect to:
  - i. Clinical Matters
  - ii. Professional practice issues
  - iii. Business practice issues
  - iv. Interdisciplinary issues

- b. Develops policies and positions for consideration of Council on external matters such as provincial legislation that impact on the practice of audiology;
- c. As part of the strategic planning process, undertakes an annual review of issues and matters affecting Audiologists and the practice of audiology and reports to Council on these issues and recommends policies and initiatives to address them as appropriate;
- d. Assesses the information and support needs of Audiologists and makes recommendations to Council.
- e. Develops communication and education programs for College members, the public, other professions and the government, related to the objects of the College;
- f. Provides advice and input on any other issues referred to the Committee by the Executive Committee or by Council.

The Speech-Language Pathology Practice Advisory Committee shall provide advice to Council on matters affecting Speech-Language Pathologists and the practice of speech-language pathology.

In doing so it:

- a. At the request of Council and in a format approved by Council, develops and monitors College regulations, by – laws, standards of practice and practice directions and position statements that relate to Speech-Language Pathologists with respect to:
  - i. Clinical Matters
  - ii. Professional practice issues
  - iii. Business practice issues
  - iv. Interdisciplinary issues
- b. Develops policies and positions for consideration of Council on external matters such as provincial legislation that impact on the practice of speech-language pathology;
- c. As part of the strategic planning process, undertakes an annual review of issues and matters affecting Speech-Language Pathologists and the practice of speech-language pathology and reports to Council on these issues and recommends policies and initiatives to address them as appropriate;
- d. Assesses the information and support needs of Speech-Language Pathologists and makes recommendations to Council;
- e. Develops communication and education programs for College members, the public, other professions and the government, related to the objects of the College;
- f. Provides advice and input on any other issues referred to the Committee by the Executive Committee or by Council.



# COLLEGE BY – LAWS

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As per the RHPA, Section 222(6), the College By – Laws are confirmed annually by the registrants of the College.

Most recently, the College By – Laws were confirmed by the registrants of the College attending the Annual General Meeting, 18<sup>th</sup> May 2016. The By – Laws, as confirmed at that time, are provided in Appendix I.

# REGISTRATION SUMMARY

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## Registration Statistics

The College of Audiologists and Speech – Language Pathologists of Manitoba maintains a Regulated Register and a Regulated Associate Register for each profession, in accordance with the RHPA.

Registration Statistics as of 31<sup>st</sup> December 2016

<b>REGULATED REGISTER</b>				
	Audiologists		Speech – Language Pathologists	
Registration Category	Certificate of Practice	Number Registered	Certificate of Practice	Number Registered
Full Regulated	68	68	349	349
Provisional Regulated	3	3	12	12
Non – Practising	Not Eligible	2	Not Eligible	6
<b>Sub Total</b>		<b>73</b>		<b>367</b>
<b>REGULATED ASSOCIATE REGISTER</b> Not Eligible for a Certificate of Practice				
Registration Category	Audiologists		Speech – Language Pathologists	
Inactive / Retired		<b>3</b>		<b>12</b>

<b>Combined Registers by Profession</b>			
	Audiologists		Speech – Language Pathologists
<b>Sub Total</b>		<b>76</b>	<b>379</b>
<b>Total Number of Registrants</b>			<b>455</b>

## Advanced Competency Certifications

<b>Advanced Competency Certificates: Speech – Language Pathology</b>	<b>Number Certified</b>
1. Fiberoptic Endoscopic Evaluation and Management of Voice Disorders	4
2. Fiberoptic Endoscopic Evaluation and Management of Swallowing Disorders	9
3. Voice Restoration through the use of Voice Prostheses	3
4. Swallowing and voice restoration through the use of tracheotomy tubes or speaking valves	19
5. Videofluoroscopic Assessment of Adult Swallowing Disorders	33
6. Videofluoroscopic Assessment of Pediatric Swallowing Disorders	0

<b>Advance Competency Certificates: Audiology</b>	<b>Number Certified</b>
1. Vestibular Assessment and Management	0
2. Cochlear Implant Management	4

## Applications for Registration 2016

Application Type / Entry Route	Profession		Disposition
	Audiology	Speech – Language Pathology	
Practicing Professional Eligible to apply under Labour Mobility	1	4	5 Full Regulated Registrations granted 5 Certificates of Practice granted 0 Application carried over
Practicing Professional Outside the MRA or Internationally Educated	1	1	0 Provisional Regulated Registration granted 0 Full Regulated Registrations granted 0 Certificates of Practice granted 2 Application carried over
New Graduate Accredited Canadian Program	3	1	4 Provisional Regulated Registrations granted 4 Certificates of Practice granted
New Graduate International Program	0	7	7 Provisional Regulated Registrations granted 7 Certificates of Practice Granted
TOTAL Applications in 2016 By Profession	4	13	

Six speech – language pathologists were granted Full Regulated registration in 2016.  
One audiologist was granted Full Regulated registration in 2016.

Three audiologists were granted Provisional Regulated registration.  
Eight speech – language pathologists were granted Provisional Regulated registration.

Fifteen applicants who were granted registration in 2016 applied for and were granted Certificates of Practice.

Two applications were initiated in 2016 and remained in progress, as of 31<sup>st</sup> December 2016.

# COMPLAINTS INVESTIGATIONS, INQUIRY

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The College of Audiologists and Speech – Language Pathologists of Manitoba is committed to protecting the public interest and ensuring confidence in and respect of the health care services provided by registrants of the College.

In keeping with this commitment, the College supports audiologists and speech – language pathologists who are registered to maintain standards of practice and ethical conduct of the professions to provide high – quality health care services and holds them accountable for their practice and conduct.

The Complaints process is an important aspect of accountability to clients, employers, and the general public, by ensuring a means of voicing concerns regarding the practice of a registrant of the College.

The College responded to preliminary enquiries received by telephone and e-mail messages, regarding matters of concern with professional conduct and offered suggestions to each individual to communicate with the audiologist or speech – language pathologist, whichever the case may have been, and pursue a means of resolving the matter.

No formal written complaints were received in 2016; there were no cases referred to Complaints Investigations Committee, nor Inquiry Committee, and no formal disciplinary actions required.

# COLLEGE PROGRAMS

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## **Continuing Competency Program**

All Full Regulated, Provisional Regulated and Non- Practising Regulated Registrants of the College are required to meet the obligations of the Continuing Competency Program.

Participation in Continuing Competency Activities is one aspect of the Continuing Competency Program. Participation in a minimum of 45 hours of Continuing Competency Activities is required in a three – year cycle

The College is working in partnership with seven other regulatory colleges in Manitoba to develop jurisprudence learning modules. These will be formatted as eLearning modules; one new module will be introduced annually as a component of the obligations of the Continuing Competency Program. It is anticipated the first module will launch in 2018.

## **Advanced Competency Certification**

The CASLPM General Regulation, Part 4: Specialized Health Care Services and Reserved Acts, requires that certain specialized health care services may be performed by a registrant of the College only if that registrant holds an Advanced Competency Certificate authorizing the registrant to provide the specialized health care service.

There are two specialized health care services in the practice of audiology:

1. Vestibular Assessment and Management
2. Cochlear Implant Management

There are six specialized health care services in the practice of speech – language pathology:

1. Fiberoptic Endoscopic Evaluation and Management of Voice Disorders
2. Fiberoptic Endoscopic Evaluation and Management of Swallowing Disorder
3. Voice Restoration through the use of voice prostheses
4. Swallowing and voice restoration through the use of tracheotomy tubes or speaking valves
5. Videofluoroscopic Assessment of Adult Swallowing Disorders
6. Videofluoroscopic Assessment of Pediatric Swallowing Disorders

The number of registrants who hold Advanced Competency Certification is included in the Registration Summary in this report.

A registrant who holds an advanced competency certificate must complete at least four hours of competency activities specific to that advanced certification before the certificate's expiry or renewal date to maintain certification. These activities contribute to the overall total of 45 hours required.

## **Provisional Mentorship**

The Provisional Mentorship Program is a key component of quality assurance of the College of Audiologists and Speech – Language Pathologists of Manitoba. By meeting the requirements of the Provisional Mentorship Program, (completing a Self – Assessment Survey, identifying Learning Targets and completing a Learning Plan), a Provisional Regulated Registrant initiates the first steps of the on – going obligations to the Continuing Competency Program of the College. These initial steps become part of the current three – year cycle in the Continuing Competency Program. The Continuing Competency Program promotes self – awareness through self-assessment of current practice issues, informs ongoing learning, and contributes to continued quality assurance and improvement in practice across one’s career.

During the Provisional Mentorship Program, the role of the Mentor is to provide the Provisional Regulated Registrant with guidance and support in the process of self – reflection to assist the Provisional Regulated Registrant in professional growth and skill development and to assure that the Provisional Regulated Registrant develops a firm foundation for independent professional practice.

The mentoring assessment process is consistent with the quality assurance process planned across the career, and sets the stage for career – long learning.

# FINANCIAL REPORT

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The College of Audiologists and Speech – Language Pathologists of Manitoba engaged Mr. Dean Jenkyns, Jnekyns Smith Chartered Professional Accountants LLP, to conduct a review of the Statement of Financial Position of the College as at 31<sup>st</sup> December 2016, and the Statement of Operations, Changes in Net Assets and Cash Flow there in.

The review was made in accordance with Canadian generally accepted standards for review engagements for not – for – profit organizations.

The review did not constitute an audit, and no formal audited opinion was provided.

The complete Financial Statements of the College for the fiscal year ending 31<sup>st</sup> December 2016 are provided in Appendix III.



# APPENDIX I

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## **By – Laws**

The By – Laws of the College of Audiologists and Speech – Language Pathologists of Manitoba, as submitted with this report, represent those as confirmed by the registrants participating at the Annual General Meeting, 18<sup>th</sup> May 2016.



# APPENDIX II

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## By – Law Amendments in 2016

Since the last Annual General Meeting, May 2016, the Council approved amendments to the CASLPM By – Laws as follows:

### **ARTICLE 6.0 BUSINESS of the COLLEGE**

Provisions formerly under Article 8.0 were relocated to Article 6.0, namely College Communications: 6.16 through 6.18. The content of these provisions remains the same.

### **ARTICLE 8.0 FIDUCIARY OBLIGATIONS of COUNCIL MEMBERS and COMMITTEE MEMBERS**

Article 8.0 CONFLICT OF INTEREST has been repealed and replaced with Article 8.0 FIDUCIARY OBLIGATIONS OF COUNCIL MEMBERS AND COMMITTEE MEMBERS.

Article 8.0 sets out the fiduciary obligations and expectations of Council members and Committee members when taking on roles within the College governance framework.

Some content from Article 8.0, which was unrelated, was relocated to other articles to better organize the By – Laws, (see Article 6.0, 10.0).

Descriptions of process and practice were removed from by – law and set out in policy.

References to staff and others retained by the College were removed. Obligations of staff and others who are retained by the College are set out in contractual agreements.

### **ARTICLE 10.0 ENFORCEMENT PROCESS**

Provisions formerly under Article 8.0 were relocated to a new Article 10.0 Enforcement Process. The content of these provisions remains the same.

### **ARTICLE 11.0 through 20.0**

Articles following the newly created Article 10.0 have been renumbered accordingly. The content of these provisions, with the exception of Article 19.0, remains the same.

### **ARTICLE 19.0 BUSINESS ARRANGEMENTS**

The amendments to Article 19.0 provide a framework to manage initial application and renewal of Health Profession Corporation permits, the Health Profession Corporation Record, applicable fees, and notice of changes to a corporation.

**Additional Notes:**

1. SCHEDULE 2: FEES

Amendments to Miscellaneous Fees:

- i. added a fee for application or renewal of a Health Profession Corporation permit
- ii. deleted the administrative fee for Installment Payment Plan; it no longer applies.

2. The entire document has been formatted to be compatible with electronic storage.

# APPENDIX III

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## Financial Statements

The Financial Statements of the College of Audiologists and Speech – Language Pathologists of Manitoba, as submitted with this report, represent those prepared by Mr. Dean R. Jenkyns, Jenkyns Smith Chartered Professional Accountants LLP, for the fiscal year ending 31<sup>st</sup> December 2016.