



College of Occupational Therapists of Ontario
Ordre des ergothérapeutes de l'Ontario

Annual Report

2018





Our Mission, Vision and Values

Our Mission

The College of Occupational Therapists of Ontario is the regulatory body that protects the public and instills confidence and trust by ensuring occupational therapists are competent, ethical and accountable.

Our Vision

Leaders in collaborative quality regulation.

Our Values and Commitments

Partnering for quality

We work together to ensure quality occupational therapy services across the province.

Maintaining trust and confidence

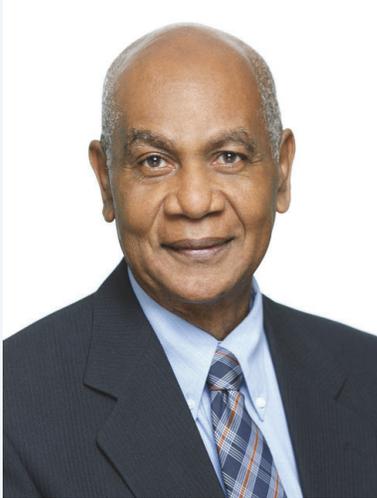
We are fair, open and responsive. We are proactive.
We hold ourselves accountable for our decisions and actions.

Treating everyone with dignity and respect

We listen. We consider the uniqueness of each situation.
We respond respectfully and sensitively.

The College of Occupational Therapists of Ontario

The **President's** Message



Health care regulation is a partnership between the profession and the public. There are representatives of both on the governing Council and committees.

I'm proud to be the first public member elected President of the College of Occupational Therapists of Ontario. My election is another signal of the Council's commitment to ensuring we serve the public interest first and foremost.

Throughout my career, I have worked in several aspects of health care, as a registered respiratory therapist, a program director, a hospital administrator, a Director of the School of Health Services Management at Ryerson University, and as a board member of the Central West Local Health Integration Network.

I have viewed health care from several perspectives. It's vital that the people served by any health care organization have faith in its operations and commitment. That hinges partly on the degree to which people feel that those in leadership have a strong interest in openness, fairness, and public accountability.

That's certainly true in the case of this College. Throughout this annual report, you'll see how we not only represent the public, but also actively engage the public through consultations, outreach, and other opportunities.

For instance, the Citizen Advisory Group, formed in collaboration with several other Colleges, is exploring topics like professional standards, the complaints process, strategic priorities and more. It's yet another way for the public's thoughts and opinions about health regulation to help shape our work.

Health regulators work for the public. Our job at this College is to ensure you receive safe, quality care from OTs. On behalf of Council, I am pleased to report that this year's achievements show we're doing just that.

Winston Isaac
President

The College of Occupational Therapists of Ontario

The Registrar's Message



As health care professionals, occupational therapists develop comprehensive plans of action to help clients achieve their goals. The College has done the same with our Strategic Plan, which took effect on June 1, 2017.

The past year marked year one of the three-year plan. We are working towards a new vision: Leaders in collaborative quality regulation. To get there, we have three areas of focus:

1. Confidence in occupational therapy regulation
2. Quality practice by occupational therapists
3. System impact through collaboration

In the past year, the College made great strides towards its vision. This annual report summarizes our progress on all fronts. All of the decisions we made and actions we took aim to further protect the public, and enhance trust in a well-regulated profession.

This is only the start. The accomplishments of 2017-2018 give us a strong foundation to build upon. In years two and three of the Strategic Plan, we will maintain our momentum with clear priorities and ambitious targets.

I want to thank all our College staff, volunteers and partners for their commitment to working together to ensure quality occupational therapy services across the province.

Elinor Larney
Registrar

2017-2020 Strategic Priorities

1 Confidence in Occupational Therapy Regulation

2 Quality Practice by Occupational Therapists

3 System Impact Through Collaboration

Year in Review

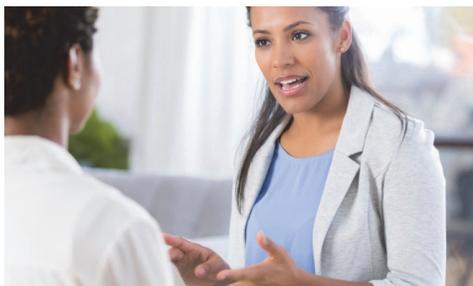
1 Confidence in occupational therapy regulation

Protecting Patients Act, 2017

On May 1, 2018, the *Regulated Health Professions Act, 1991* (RHPA) was amended to give force to certain provisions under the *Protecting Patients Act, 2017*. Public protection is our job and implementing changes driven by this legislation was a top priority.

An important part of the College's work to meet its public safety mandate involved reviewing and strengthening standards for preventing sexual abuse of clients. The College ensured these standards are consistent with provincial legislation and emphasized our zero tolerance policy. We also increased information on the College's public register of members and reinforced the need for reporting by OTs if they believe another regulated health professional has sexually abused a client.

The issue of sexual abuse prevention was highlighted in other ways. Through the Quality Assurance (QA) program, the College helps OTs reflect on their practice and meet professional standards. QA includes an annual Prescribed Regulatory Education Program (PREP). When selecting a PREP topic, the QA Committee considers the learning needs of OTs, recent complaints and decisions, legislative changes, and revised College standards. Based on these factors, the Committee decided upon professional boundaries and sexual abuse prevention as the 2018 PREP topic.



Sharing Perspectives

Another dimension of confidence in regulation is the degree to which the College's input to government priorities and legislative initiatives is valued. We contributed to key issues related to legislation, regulation and OT practice, which included input to provincial ministries on topics like psychotherapy, fitness to drive and accessible parking.

Year in Review

1 Confidence in occupational therapy regulation

Accessible Information

To help OTs with their overall accountability, the College redesigned the online member portal to enable self-reporting. With this update, OTs can more easily share information about developments that could have an impact on their suitability to practice.

The College also improved access to information through our redesigned public register, with changes to help the public and employers access all publicly available information about OTs and easily identify OTs who are not entitled to practice and those with concerns or conditions.

Building Understanding

One way to build confidence in regulation is by helping people understand the role and value of the College. Consultations provide an opportunity to share our work and the process for making and applying rules that govern the profession. We held eight open consultations over the year. Feedback led to significant revisions and enhanced the quality of the outcomes. **These opportunities to connect are part of our commitment to transparency and accountability.**

We developed a series of five **videos to build the public's understanding about the role of the College and its work to oversee safe practice in the interest of public protection.** The videos are available on the College's [YouTube](#) channel. We also expanded the use of social media ([Twitter](#), [LinkedIn](#), [Facebook](#)) to complement other College communications and increase public awareness of the work of the College.

This year, the College delivered key messages to the profession and future OTs via our website, [e-newsletters](#), webinars, videos, and the pilot [COTO on Topic](#) podcast. We also delivered education – covering topics from registration to professional boundaries to scope of practice – to all Ontario occupational therapy university programs.



Ontario Health Regulators

Communication efforts included collaboration on a website that connects the public to trusted information about regulated health professions in the province: OntarioHealthRegulators.ca

In taking part, the College supported the site's three-part goal of helping the public to: **1)** learn about their rights when seeing a health care professional; **2)** find these professionals and see important information about their registration and discipline history; and **3)** get assistance from a regulator if they have concerns or complaints about a health care professional.

Year in Review

"These steps are part of our **commitment** to ensuring safe, ethical practice."

1 Confidence in occupational therapy regulation

Process Improvement

Process review, evaluation and improvement are ongoing at the College and demonstrated by changes throughout our programs.

The College completed its first full year of a revised application process for OTs, with required vulnerable sector screening. There **must be nothing in an OT's previous conduct that will affect their ability to practice occupational therapy safely and ethically.** To ensure that relevant information is collected and shared across jurisdictions, the College also developed new documents for regulatory history and letters of standing. These steps are part of our commitment to ensuring safe, ethical practice.



We also reviewed compliance with professional liability insurance obligations and took action to address non-compliance. The College **requirement for OTs to carry appropriate insurance is a public protection measure as it provides a method of recourse for clients should that be required.** All OTs, regardless of area of practice or practice status, must have insurance that meets College requirements and OTs must report any changes to their insurance information within 30 days of a change occurring.

Accountability was evident too in the College's update of its risk assessment framework, which guides how the Inquiries, Complaints and Reports Committee looks at an OT's conduct or practice. The framework reflects current legislation and supports consistency and transparency of decision-making.



"OTs are **accountable** for safe, ethical and competent practice –

the College is accountable for ensuring **standards and resources** support such practice."

2 Quality practice by occupational therapists

Competent Professionals

New quality assurance (QA) requirements were designed to provide more meaningful professional development, increase engagement, and enhance professional competence.

To help OTs meet the quality expectations for their professional practice, the College launched the MyQA site. Within this site, OTs can easily view their past QA work and current status, and complete their QA requirements. QA is a key part of an OT's **commitment to learn, reflect on their roles and responsibilities, measure their knowledge and performance, and pursue continuous improvement.**

A new policy on compliance for completion of mandatory QA requirements demonstrates commitment and professional accountability.



Practice Resources

To reflect evolving practice, the College reviewed and revised 11 practice resources. They covered topics like medical assistance in dying, telepractice and supervising students. We also created an interim guide on an OT's discretionary reporting of fitness to drive, with promotion via a webinar with the Ministry of Transportation.

Along with standards and policies, the College issued an advisory, [The Occupational Therapist's Role in Naloxone Administration, 2017](#), to provide clarification of expectations for OTs who may encounter individuals experiencing an opioid overdose.

Changes to improve practice don't happen in isolation. The College sought feedback from OTs, with consultation on the standards around use of title, supervision of occupational therapist assistants, the prevention of sexual abuse, and psychotherapy.

Controlled Act of Psychotherapy

Psychotherapy is a "controlled act", meaning it can only be performed by certain health care professionals with particular qualifications. It's the first controlled act for OTs. The College drafted regulations on psychotherapy, outlining expectations for OTs. A document and a YouTube video aimed to provide additional clarity.

" [The Citizen Advisory Group's] thoughts and experiences are invaluable and provide another way to involve **the public** in shaping the College's work."

3 System impact through collaboration

Public Input

A critical partner in collaboration is the public. Through a multi-College partnership, the College sought input and perspective through the [Citizen Advisory Group \(CAG\)](#). The CAG is comprised of members of the public from across the province who come together and provide their perspectives on a range of topics including professional standards, the complaints process, strategic priorities and more. Their **thoughts and experiences are invaluable and provide another way to involve the public in shaping the College's work.**



Updates to the College's values started with the public perspective, in consultation with the CAG. Input shaped direction and an outcome we're proud to share. The values reinforce our essential commitments: partnering for quality; maintaining trust and confidence; and treating everyone with dignity and respect. Most importantly, the values reflect Council's commitment to public protection.

Regulatory Partners

Collaboration takes on many forms. As a regulatory leader, the College is a key player in the Association of Canadian Occupational Therapy Regulatory Organizations (our Registrar is President). **With our national occupational therapy partners – educators, associations and regulators - we embarked on a project to develop a common set of competencies to be used through the Canadian system.** The first step was to come together and develop a proposal for federal government funding of the initiative.

One of the desired **outcomes of collaboration is quality practice.** Towards that end, the College took a lead role on the Federation of Health Regulatory Colleges of Ontario (the College Registrar is also on this body's Executive). College participation also includes serving on FHRCO's Discipline Orientation Committee, the Consent and Capacity Working Group, and the working group related to the consistent interpretation and application of the *Protecting Patients Act, 2017*.

Patient Relations



On May 1, 2018, the ***Regulated Health Professions Act, 1991*** (RHPA) was amended to give force to certain provisions introduced under the ***Protecting Patients Act, 2017***.

The Ministry of Health and Long-Term Care (MOHLTC) also introduced new regulations that affect occupational therapists (OTs) and their practice including: the definition of patient (client) in the context of sexual abuse; and access to funding for therapy and counselling in sexual abuse matters.

Throughout the year, the Patient Relations Committee worked to review and implement legislative changes.

When addressing the issue of sexual abuse of patients or clients by regulated health professionals, the **definition of who is considered a patient and the criteria that defines a patient-clinician relationship is of critical importance.**

The Committee discussed the definition of patient and recommended further review.

The Citizen Advisory Group (CAG) was consulted for their input and perspective regarding the definition of patient (client) and the client-occupational therapist relationship.

The CAG provided valued input that shaped revisions to existing policies and positions, which were then put forward to Council.

In addition, the Committee:

- Reviewed and revised the Sexual Abuse Counselling Fund Policy to **ensure alignment with the legislation that makes funding available once a complaint or report is made to the College alleging sexual abuse** by an occupational therapist.
- Revised the [College Standards for the Prevention of Sexual Abuse](#) to reflect legislative changes. Changes were consulted upon and subsequently approved by Council.
- Provided input to the development of key messages for the College's mandatory quality assurance program, which in 2018 focused on professional boundaries and the prevention of sexual abuse.

There were no client applications for funding to the Patient Relations Committee in the 2017-2018 fiscal year.

Practice

The **Practice Resource Service** addresses inquiries and helps the public, clients, caregivers, OTs, employers, and others understand the expectations of occupational therapists in Ontario. **Sharing the correct information supports the delivery of safe, ethical and effective occupational therapy services.** Anyone can contact the College with a question or concern.



We're Here For You

Contact the Practice Resource Service at practice@coto.org or 416.214.1177/1.800.890.6570 x240. **Service is free and confidential.**



1,500 inquiries in 2018

1,165 in 2017

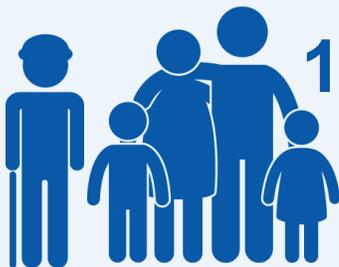
930 in 2016

Who's using the Practice Resource Service?



OTs

83%



12% Public, clients, family members and others

4% Employers

1% Students

TOP 5

Issues the Public Called About



1 Scope of practice

What can I expect? Can an OT do this?



2 Finding an OT



3 Access to records and privacy



4 Rights as a client



5 Topics outside College mandate

TOP 5

Issues OTs Called About



1 Record keeping



2 Consent



3 Scope of practice



4 Professional boundaries/ conflict of interest



5 Use of title

Practice

Outreach and Education



Practice and Registration teams delivered education to **all five Ontario occupational therapy university programs** on topics ranging from registration to professional boundaries to scope of practice.

11

Practice documents reviewed and revised



Practice Resource Service data informs the development of resources that reflect evolving practice and advance safe, competent and ethical practice by occupational therapists.

General Questions and Inquiries



2,086 general inquiries in 2018

↑ 37% increase from 2017



1.800.890.6570

Call the College: Press 0 or email info@coto.org and you'll connect with our Information and Resource Associate.



Safe Driving

In advance of July 1, 2018 changes to the *Highway Traffic Act*, an Interim Guide to Discretionary Reporting of Fitness to Drive created and launched via webinar with the Ministry of Transportation.

Record-breaking **500+ attendees** participated in the webinar.



Opioid Crisis

OTs work in a wide range of practice settings and may encounter people at risk of an overdose.

In August 2017, the College released an [advisory statement](#) to clarify the expectations for OTs who may encounter an individual experiencing an opioid overdose and be required to administer naloxone overdose medication.



Cases and Q&As

New practice resources address current issues and are available online. To date, 98% of respondents to our online polls have indicated the [cases](#) are helpful.

Registration

This year, the Registration Committee enhanced the College’s ability to carry out its mandate of public protection by:

- Updating the registration policy Criminal Record Screening of Applicants and Members to allow the Registrar to require an applicant undergo a criminal record screen other than a **Vulnerable Sector (VS) Check** when the applicant is not able to obtain the results of a VS Check because they have not resided, or do not currently reside, in Canada.
- Developing **new provisional registration supervision documents** to clarify expectations and accountabilities of supervisors and improve the quality of supervision of provisional occupational therapists.
- Approving changes to the policy Currency – Initial Applicants to permit the College to consider an internationally educated applicant’s currency hours at the date of application to the **Substantial Equivalency Assessment System (SEAS)**, rather than the date of application to the College. These changes recognize the duration of the process and ensure fairness to applicants.
- Revising the Regulatory History Form to ensure the College is collecting the most relevant information about an applicant who was registered with another regulatory organization.
- Revising the College’s Letters of Professional Standing to ensure the College is disclosing the most relevant information about members and former members to other regulatory organizations.
- Affirming the College’s commitment to respecting human rights by amending the gender question on the application to ‘gender to which you identify’ and adding the option ‘prefer to self-describe’ as a response.
- Reviewing 10 applications referred to the Committee by the Registrar.



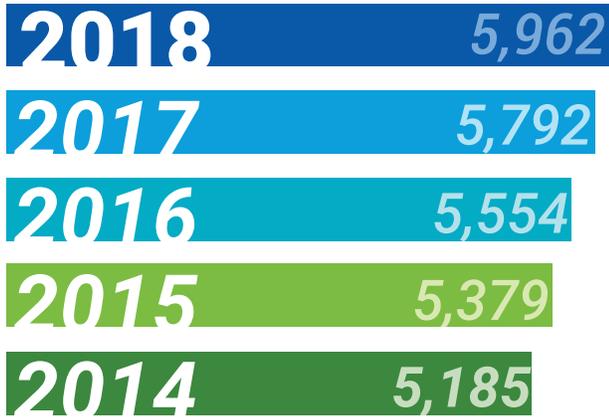
Total Decisions	8
<i>Outcomes</i>	
Issue certificate of registration	3
Issue certificate of registration after additional training	1
Issue certificate of registration with terms, conditions and limitations (TCLs)	1
Issue certificate of registration with undertaking and TCLs	1
Issue certificate with undertaking	2
Deny certificate of registration	1
Deferred	2
<i>Appeals</i>	
Health Professions Appeal and Review Board	1*

*Pending

The College entered into a new examination administration agreement with the Canadian Association of Occupational Therapists (CAOT) for delivery of the National Occupational Therapy Certification Examination. The new **agreement enhances collaboration between the organizations, clarifies expectations and responsibilities, and increases College oversight** of the exam.

Practice

Registrants by the Numbers



15% ↑ membership increase over past 5 years (2014-2018)

Certificates of Registration Issued In 2017/2018

493  certificates issued

Where were our new registrants educated?

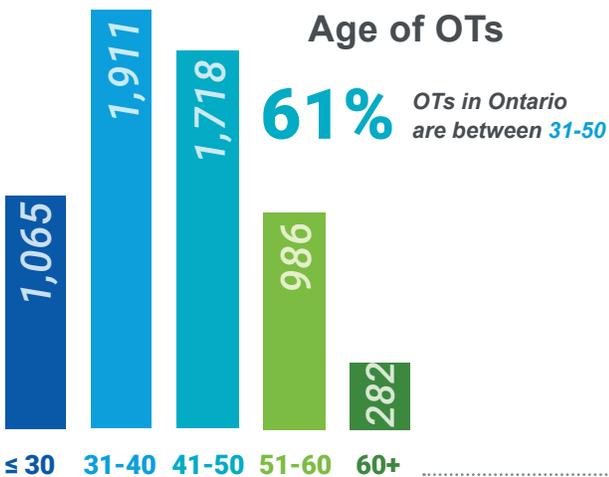
- 82% Educated in Ontario
- 11% Outside of Ontario in Canada
- 7% Outside of Canada

 **258** new registrants who graduated in 2017/2018

Where were our recently graduated registrants educated?

- 90% Educated in Ontario
- 8% Outside of Ontario in Canada
- 2% Outside of Canada

Age of OTs



Where were our OTs educated?

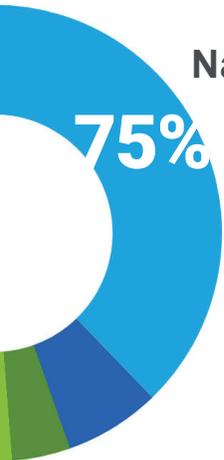


Top 5 Sources for International Graduates

- 1 United States
- 2 United Kingdom
- 3 India
- 4 Philippines
- 5 Hong Kong



Professional Snapshot



Nature of Practice

of registrants work in clinical practice

Clinical	4,489
Mixed	822
Non Clinical	487
Not Stated	164



50% OTs in Ontario work in physical health

Areas of Practice

Physical Health	2,959
Mental Health	636
Administration	431
Other	1,936



11%

work in mental health



7%

work in administration

32%

work in other areas

TOP 5 PRACTICE SETTINGS

Where are OTs working?



1 General or Rehabilitation Hospital



2 In the Community



3 Mental Health & Addiction Facility



4 Children's Treatment Centre

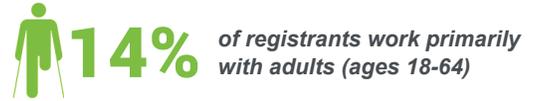
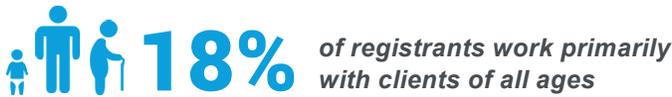


5 School System



Professional Snapshot

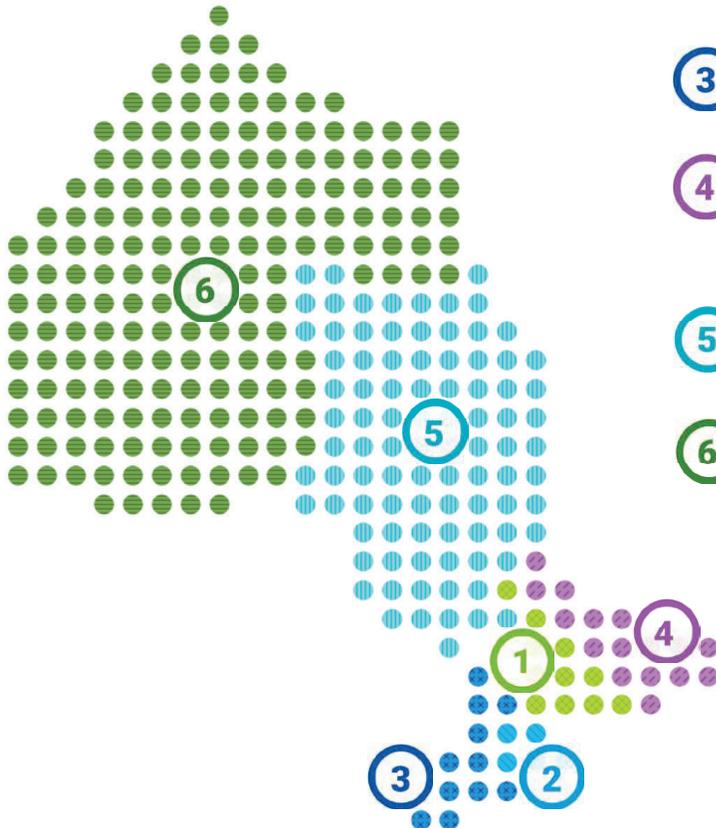
Who are OTs working with?



* 6% of registrants did not state their client age group or it was not applicable

Where are OTs in Ontario located?*

*according to College electoral districts



1	Central East District 1 includes Toronto, the counties of Haliburton, Northumberland, Peterborough, Simcoe and Kawartha Lakes, and the regions of Durham, Peel and York.	49%
2	Central West District 2 includes the counties of Brant, Dufferin and Wellington, and the regions of Haldimand, Norfolk, Halton, Hamilton, Niagara and Waterloo.	18%
3	South West District 3 includes the counties of Essex, Bruce, Grey, Chatham-Kent, Lambton, Elgin, Middlesex, Oxford, Huron and Perth.	12%
4	Eastern District 4 includes Ottawa, the counties of Prescott and Russell, Stormont, Dundas & Glengarry, Lennox & Addington, Leeds & Grenville, Hastings, Prince Edward, Frontenac, Renfrew and Lanark.	15%
5	North East District 5 includes Sudbury, Parry Sound, Timiskaming, Nipissing, Algoma, Cochrane, Manitoulin and Muskoka.	4%
6	North West District 6 includes Kenora, Rainy River and Thunder Bay.	2%

Top 5 Cities Where OTs are Employed

- 1 Toronto
- 2 Ottawa
- 3 London
- 4 Hamilton
- 5 Mississauga

Quality Assurance

Annual QA Requirements Compliance

Each year, **occupational therapists are required to participate in the College’s Quality Assurance program** by completing a Professional Development (PD) Plan and a Prescribed Regulatory Education Program (PREP). Every other year, OTs are also required to complete a Self-Assessment (SA).



	Registrants Required to Complete	Completed	Compliance
2017 Self-Assessment	3751	3751	100%
2017 PREP	5525	5467	99%
2017 PD Plan	5525	4145	77%**

***Note: Due to the launch of MyQA, access to the 2017 requirements remained open until June 7, 2018. Between May 31, 2018 – June 7, 2018 compliance with the 2017 PD Plan increased to 84%.*

MyQA Launch & New Compliance Policy

In June 2017, the College launched MyQA, an online quality assurance site. Using MyQA, occupational therapists complete QA requirements and view their requirement completion status.

Using MyQA, the College is able to efficiently monitor compliance with requirement completion in real time. In this way, MyQA supports both the occupational therapist and the College - to ensure requirements are complete and to identify OTs who did not complete their requirements and may require support or education.

The new [Compliance with Quality Assurance Program Requirements Policy](#), effective April 2018, clarifies expectations. The **policy represents an increased accountability for the College, the Committee and the occupational therapist to ensure competent occupational therapy practice** in the interest of public protection.

This year, the Committee:

- Guided development of the 2018 Prescribed Regulatory Education Program (PREP): **Professional Boundaries and the Prevention of Sexual Abuse**
- Approved general principles for development of the revised Competency Review and Evaluation (CRE) process
- Developed and approved implementation of the Compliance with Quality Assurance Program Requirements Policy
- Issued decisions on eight case files

Total Decisions	8
<i>Outcomes</i>	
Withdrawal of previously issued specified continuing education or remediation program (SCERP)	2
SCERP issued*	2
Take no further action	3
Disclosed the name of the occupational therapist to the Inquiries, Complaints and Reports Committee for professional misconduct	1

**Identified issues include: maintaining appropriate professional boundaries; managing consent processes; prioritizing client needs*

Inquiries, Complaints and Reports Committee (ICRC)



The Inquiries, Complaints and Reports Committee (ICRC) oversees investigations into an OT's conduct, competence or capacity including all complaints investigations, health inquiries and Registrar's investigations, which arise from information reported to the College, including mandatory reports.

All complaints received by the College are investigated.

Complaints

In 2017/2018, the College received 25 new complaints.

The ICRC issued decisions in 35 complaints cases in 2017/2018. The outcomes of these decisions are detailed in the chart.

106%  *increase in decisions issued*

Outcomes

Resolved Complaints

No Further Action (NFA)

Specified Continuing Education or Remediation Program

Advice/Guidance/Recommendation

Frivolous and Vexatious

Caution-in-person

Referred to Discipline

Complaint Withdrawn

Remedial Agreement (RA)

2016/2017

2017/2018

17

35

11

15

2

5

3

6

1

2

0

1

0

0

0

5

0

1

Appeals to the Health Professions Appeal and Review Board

The **Health Professions Appeal and Review Board (HPARB)** reviews decisions made by the ICRC in complaint matters. The HPARB determines if the investigation was adequate and the decision was reasonable. Seven reviews were conducted in 2017/2018. **All Committee decisions were upheld.**

Fiscal Year	Reviewable ICRC Decisions Issued	Review Requests by Complainant	Review Requests by OT	% of HPARB decisions upholding ICRC decision
2016/2017	17	6	0	100%
2017/2018	35	5	2	100%

Inquiries, Complaints and Reports Committee (ICRC)

Registrar's Investigations

The Office of the Registrar received reports resulting in **61 investigations** being opened in the 2017/2018 fiscal year. Information forming the basis of 13 Registrar's investigations came to the College's attention through **mandatory reports** received from OT employers. The Registrar administratively closed **14** Registrar's investigations during the 2017/2018 fiscal year.

Administrative Action Outcomes

Education letter sent to OT: 6

Matter administratively closed pending re-registration: 2

Closed with no further action: 6

The ICRC made seven decisions on reports arising out of Registrar's investigations in 2017/2018.

	2016/2017	2017/2018
Resolved Registrar's Investigations	21	20
Closed by the Office of the Registrar	6	14
No Further Action (NFA)	5	3
Advice/Guidance/Reccomendation	2	2
Specified Continuing Education or Remediation Program (SCERP)	1	1
SCERP and Caution	2	0
Remedial Agreement (RA)	1	1
Undertaking	1	0
Referred to Discipline	3	0

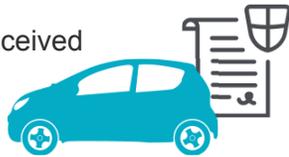


Administrative action is taken where the Registrar does not have "reasonable and probable" grounds to seek the ICRC's approval to appoint an investigator and/or where the public is adequately protected without a formal investigation being carried out.

Inquiries, Complaints and Reports Committee (ICRC)

Emerging Trends from Complaint and Registrar's Investigations

The majority of complaints received concern OTs working in the **auto insurance sector**



58%

of complaints confirmed in 2017/2018 relate to OTs working in this sector



Complainants in motor vehicle accidents are most concerned about:

- **accuracy** of the OT's assessment report;
- OT **bias** in favour of the insurer; and,
- **privacy**.

Mandatory reports received from OT employers primarily raise concerns related to documentation by OTs, including the appropriate completion of associated record-keeping and billing responsibilities.



Online complaints and mandatory report forms were created to make it easier for the public, regulated health professionals, OTs and their employers to report concerns about OTs.



A new self-report section in the member profile area of the website was created:



- so OTs can better understand what information they need to self-report to the College,
- to help facilitate the timely reporting of this information,
- to enhance the College's ability to track and report this type of information.

* Fitness to Practise Committee

The **Fitness to Practise Committee** holds hearings to determine if an OT is physically or mentally incapacitated.

There were no Fitness to Practise hearings held at the College during the 2017/2018 fiscal year.

Discipline Committee

The Discipline Committee conducts hearings into allegations of professional misconduct or incompetence that are referred to it by the Inquiries, Complaints and Reports Committee.

During the 2017/2018 fiscal year, two discipline hearings were held at the College.

A summary of discipline findings is available on the applicable OT's profile on the College's public register, [Find an Occupational Therapist](#), and on the College website. For any decision made during or after the 2017/2018 fiscal year, the full Decision and Reasons of the Discipline Committee is available on www.canlii.org

The complete written reasons for any decision made prior to 2017/2018 are available on request to the College.

Discipline Summary: Brenda Hanna

On January 9, 2018, a panel of the Discipline Committee of the College of Occupational Therapists of Ontario ("the Panel") found that Ms. Brenda Hanna committed acts of professional misconduct by being found guilty of an offence that is relevant to her suitability to practise; contravening a standard of the profession; signing or issuing a document that contains a false or misleading statement; using a name other than her name as entered in the public register; engaging in disgraceful, dishonourable or unprofessional conduct; and, engaging in conduct that would be reasonably regarded by other OTs as conduct unbecoming an occupational therapist.

On January 9, 2018, as Ms. Hanna had entered into an undertaking with the College agreeing to resign and never reapply for registration, the Panel ordered and directed that:

- Ms. Hanna appear before the Panel to be reprimanded.

The Panel ordered Ms. Hanna to pay to the College costs in the amount of \$5,000.00.

Discipline Committee

Discipline Summary: Jalpa Bode

On December 18, 2017, a panel of the Discipline Committee of the College of Occupational Therapists of Ontario (“the Panel”) found that Ms. Jalpa Bode committed acts of professional misconduct by failing to co-operate with the Quality Assurance Committee; contravening a standard of the profession; failing to comply with an order of a panel of the College; failing to reply appropriately or within a reasonable time to a written inquiry from the College; engaging in disgraceful, dishonourable or unprofessional conduct; and, engaging in conduct that would be reasonably regarded by other OTs as conduct unbecoming an occupational therapist.

On December 18, 2017, the Panel ordered and directed that:

- Ms. Bode appear before the Panel to be reprimanded;
- the Registrar suspend Ms. Bode’s certificate of registration for six (6) weeks effective immediately;
- Ms. Bode, at her own expense, successfully complete a course on Professional Regulation/ Conduct within twelve months of its order;
- Ms. Bode, at her own expense, successfully complete all outstanding requirements of the revised SCERP issued by the Quality Assurance Committee which includes, amongst other things, the requirement for Ms. Bode to obtain a Practice Supervisor to observe her complete three assessments; and,
- Ms. Bode must respond to all correspondence from the College within 30 days from the date of receipt of the correspondence.

The Panel ordered Ms. Bode to pay to the College costs in the amount of \$750.00.

Summary Financial Statements

Report of the Independent Auditor on the Summary Financial Statements

To the Council of the College of Occupational Therapists of Ontario

The accompanying summary financial statements, which comprise the summary statement of financial position as at May 31, 2018, and the summary statement of operations for the year then ended, and related note, are derived from the audited financial statements of the College of Occupational Therapists of Ontario for the year ended May 31, 2018. We expressed an unmodified audit opinion on those financial statements in our report dated September 11, 2018.

The summary financial statements do not contain all the disclosures required by Canadian accounting standards for not-for-profit organizations. Reading the summary financial statements, therefore, is not a substitute for reading the audited financial statements of the College of Occupational Therapists of Ontario.

Management's Responsibility for the Summary Financial Statements

Management is responsible for the preparation of a summary of the audited financial statements on the basis described in the note to the summary financial statements.

Auditor's Responsibility

Our responsibility is to express an opinion on the summary financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, "Engagements to Report on Summary Financial Statements".

Opinion

In our opinion, the summary financial statements derived from the audited financial statements of the College of Occupational Therapists of Ontario for the year ended May 31, 2018 are a fair summary of those financial statements, on the basis described in the note to the summary financial statements.



Hilborn LLP

Chartered Professional Accountants

Licensed Public Accountants

Toronto, Ontario

September 11, 2018

Summary Financial Statements

COLLEGE OF OCCUPATIONAL THERAPISTS OF ONTARIO

Summary Statement of Financial Position

May 31	2018 \$	2017 \$
ASSETS		
Current assets		
Cash	5,235,193	4,590,201
Investments	670,912	371,070
Prepaid expenses	42,685	23,354
	5,948,790	4,984,625
Investments	2,110,334	2,403,575
Capital assets	154,865	221,879
	2,265,199	2,625,454
	8,213,989	7,610,079
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	875,199	841,026
Deferred registration fees	3,870,024	3,690,926
	4,745,223	4,531,952
Deferred lease incentives	16,423	19,503
	4,761,646	4,551,455
NET ASSETS		
Invested in capital assets	154,865	221,879
Internally restricted for hearings	350,000	350,000
Internally restricted for premises	500,000	500,000
Internally restricted for sexual abuse therapy and counselling	18,000	18,000
Internally restricted for contingencies	1,590,000	1,390,000
Internally restricted for fee stabilization	-	292,000
Unrestricted	839,478	286,745
	3,452,343	3,058,624
	8,213,989	7,610,079

Summary Financial Statements

COLLEGE OF OCCUPATIONAL THERAPISTS OF ONTARIO

Summary Statement of Operations

Year ended May 31	2018 \$	2017 \$
Revenues		
Registration and application fees	4,094,780	3,941,702
Investment and other income	40,613	66,732
	4,135,393	4,008,434
Expenses		
Salaries and benefits	2,293,060	2,043,957
Quality assurance	98,710	124,926
Investigations and resolutions	(30,664)	254,632
Communications	137,403	87,717
Council	149,323	192,652
Occupancy cost	270,559	261,230
Depreciation	76,240	74,613
All other operating expenses	747,043	723,338
	3,741,674	3,763,065
Excess of revenues over expenses for year	393,719	245,369

Note to Summary Financial Statements

May 31, 2018

1. Basis of presentation

These summary financial statements have been prepared from the audited financial statements of the College of Occupational Therapists of Ontario (the "College") for the year ended May 31, 2018, on a basis that is consistent, in all material respects, with the audited financial statements of the College except that the information presented in respect of operations has been condensed, changes in net assets and cash flows has not been presented and information disclosed in the notes to the financial statements has been reduced.

Complete audited financial statements are available to members upon request from the College.



Front: Julie Chiba Branson, Laurie Macdonald, Annette McKinnon, Kurisummoottil Joseph, Jane Cox, Paula Szeto, Donna Barker, Abdul Wahid, Jeannine Girard-Pearlman, Jennifer Henderson
 Back: Winston Isaac, Peter Shenfield, Shannon Gouchie, Ernie Lauzon, Julie Entwistle, Serena Shastri-Estrada, Mary Egan, Patrick Hurteau

College Council

Council Members

- Donna Barker**, Professional Academic Member
- Julie Chiba Branson**, Professional Member, District 1 - Central East
- Jane Cox**, President, Professional Member, District 3 - South West, *Term ended March 29, 2018*
- Mary Egan**, Professional Academic Member
- Julie Entwistle**, Vice President, Professional Member, District 2 - Central West
- Jeannine Girard-Pearlman**, Member at Large, Education, Member at Large, Finance, Public Member
- Shannon Gouchie**, Vice President, Professional Member, District 5 - North East, *Term ended March 29, 2018*
- Jennifer Henderson**, Member at Large, Education, Professional Member, District 2 - Central West
- Patrick Hurteau**, Professional Member, District 4 - Eastern
- Winston Isaac**, President, Member at Large, Finance, Public Member
- Kurisummoottil Joseph**, Public Member
- Ernie Lauzon**, Public Member
- Laurie Macdonald**, Professional Member, District 6 - North West, *Term ended March 29, 2018*
- Heather McFarlane**, Professional Member, District 5 - North East, *Term began March 29, 2018*
- Annette McKinnon**, Public Member
- Stephanie Schurr**, Professional Member, District 6 - North West, *Term began March 29, 2018*
- Teri Shackleton**, Professional Member, District 3 - South West, *Term began March 29, 2018*
- Serena Shastri-Estrada**, Professional Member, District 1 - Central East
- Peter Shenfield**, Public Member, *Term began March 21, 2018*
- Paula Szeto**, Professional Member, District 1 - Central East
- Abdul Wahid**, Public Member, *Term ended May 17, 2018*



It is with deep sadness that we note the unexpected passing of Paula Szeto on September 5, 2018. As a dedicated member of College Council for many years, Paula's energy, insight, and commitment to client-centred care had a tremendous impact on the work of the College. She will be greatly missed.



College Committee Members

Hunaida Abboud, Fitness to Practise, *Term began July 2017*
Paola Azzuolo, Practice Issues Subcommittee
Leanne Baker, Complaints/ICRC Committee
Anuradha Banavalikar, Practice Issues Subcommittee
Janet Becker, Practice Issues Subcommittee, *Term began November 2017*
Kathryn Berardi, Practice Issues Subcommittee, *Term ended October 2017*
Sylvia Boddener, Practice Issues Subcommittee
Anne Cooper-Worsnop, Quality Assurance Subcommittee
Matt Derouin, Practice Issues Subcommittee, *Term began November 2017*
Megan Edgelow, Practice Issues Subcommittee, *Term ended October 2017*
Gord Hirano, Patient Relations, On leave of absence, *Resigned March 13, 2018*
Shaheeza Hirji, Complaints/ICRC Committee
Zuher Ismail, Discipline, *Term began July 2017*
Heather Jones, Quality Assurance Subcommittee, *Term began July 2017*
Iona Mairi Macritchie, Quality Assurance Subcommittee
Avelino Maranan, Quality Assurance Committee
Nancy McFadyen, Fitness to Practise, *Resigned February 2018*
Jennifer Nieson, Patient Relations, *Term began July 2017*
Hricha Rakshit, Complaints/ICRC Committee, *Term began July 2017*
Mathew Rose, Complaints/ICRC Committee
Vijay Sachdeva, Quality Assurance Committee
Carol Salmon, Quality Assurance Subcommittee, *Resigned May 2018*
Katrine Sauvé-Schenk, Quality Assurance Subcommittee
Roxane Siddall, Quality Assurance Subcommittee
Tina Siemens, Patient Relations, *Term began July 2017*
Christine Sniatala, Quality Assurance Subcommittee
Michelle Stinson, Discipline
David Wysocki, Registration

The College of Occupational Therapists of Ontario

Thank You

Thank you to everyone – clients, caregivers, OTs, Council and Committee members, staff, volunteers, and many more – who shared their time and expertise with the College to help ensure the people of Ontario receive safe, ethical occupational therapy services.

Contact Us

College of Occupational Therapists of Ontario

20 Bay Street, Suite 900, PO Box 78, Toronto, ON M5J 2N8

Tel: 416.214.1177/1.800.890.6570

Fax: 416.214.1173

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