



Prince Edward Island Occupational Therapists Registration Board

□ PO Box 2248, Stn Central □ Charlottetown, PEI □ C1A 8B9

CHAIR'S ANNUAL REPORT **2008-2009**

Date: June 17th, 2009

Time: 4:30pm

Location: Quality Inn, Charlottetown

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PEIOTRB Members:

Chair Person:	Colleen MacPherson
Treasurer:	Mark Holland
Secretary:	Tanya Goodwin
Registrar:	Joy Mill
ACOTRO Rep:	Heather Cutcliffe
Lay Person:	Jill Richardson

Two new members joined the PEIOTRB this year. Colleen MacPherson, as chair person and Joy Mill, as our new registrar. The above listed members are unpaid positions; however, the efforts of the registrar are recognized with an honorarium of \$300 for 2008-2009.

Discipline Issues:

The board received no complaints during this year.

Other Issues:

It was brought to our attention that our registration board is incorporated. It was suggested by Janet Christian (Legislative Specialist for the province) that we should have Director's and Officers Liability Insurance. This will be researched and discussed at our next board meeting.

A meeting regarding updating the Website for PEIOTRB and PEIOTS was held with Arend teRaa on April 21, 2009. Manon Gallant will be the website representative and will meet with Arend to become familiar with updating both organizations' information. Her priority at this time will be the member's only section and updating the member's lists. We will ask Jill Richardson, lay person, for the PEIOTRB, to assist with looking at literacy levels of the information. A template will be circulated to each occupational therapist in private practice to post their pertinent information on the website under the society.

An issue regarding inappropriate usage of the working title "OT worker" is being addressed as people in the general public are confused when they see job postings for these positions. The particular concern are the people who work in the manors across the province as activity workers

and who are not supervised by an occupational therapist; both they and we are unhappy with the use of this working title so hopefully this will be resolved at the bargaining table in the near future.

Respectively Submitted by,

Colleen MacPherson BScOT, OT Reg. PEI
Chair, Prince Edward Island Occupational Therapy Registration Board



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ANNUAL REPORT from ACOTRO REPRESENTATIVE

Fiscal year: May 1st, 2008 - April 30th, 2009

As representative of the PEIOTRB to ACOTRO, I have participated in the following meetings:

- a) ACOTRO - three teleconferences & five face to face meetings, two meetings related to the Agreement in Internal Trade (AIT) with PEI Labor Mobility Group (LMG) plus Primary Healthcare Summit & CNNAR conference;
- b) Health Human Resources Database Development - annual face to face meeting with CIHI (Canadian Institute of Health Information) plus numerous teleconferences re PEI data; and
- c) Legislation - two face to face meetings with legislative specialist within the P.E.I. government and one teleconference with colleagues re draft regulations.

Oral updates plus copies of appropriate documents have been shared on a regular basis at Board meetings. I continue to serve as the unofficial secretary at ACOTRO meetings; our focus over the past year has been on implementing the strategic plan, partnerships, and participation. In summary:

ACOTRO

- a) Strategic Plan -
 - Work continues on the strategic plan with a focus on a) completing work on the Internationally Educated Occupational Therapist (IEOT) - Towards Developing The Canadian OT Education Benchmark, Revising the Essential Competencies (3rd Edition), and Developing the Assessment Toolkit; b) reviewing & revising the Mutual Recognition Agreement (now known as Labor Mobility Support Agreement); and c) developing a formalized structure.
- b) Partnerships -
 - Sister organizations continue to: share materials they have produced, provide responses to questions and contribute feedback to drafts of our legislative documents on Peer to Peer.
- c) Participation -
 - ACOTRO continues to participate in CNNAR meetings & conferences.
 - ACOTRO & CAOT are awaiting a draft report regarding the external review of the Certification Exam and will meet with one of the authors in June; we continue to work together on several projects on OT Health Human Resources planning (national database, web portal for IEOTs, etc.).
 - ACOTRO will sponsor an extended session on "Pitfalls in Your Practice" featuring expert Richard Steinecke (College of OT of Ontario lawyer) at the 2009 CAOT Conference.

Work has been completed on the registration regulations; the misconduct and discipline regulations will be redrafted based upon the Medical Act; our Act will be opened to make a change to the section on "Discipline"... the goal is to have these ready for the 2010 spring sitting of the legislature. Highlight of the past year - production of the Workforce Trends of Occupational Therapists in Canada plus the Special Topic insert on "Understanding the Supply of Occupational Therapists in Canada: Examining Different Measurement Tools", 2007 by CIHI.

Respectfully submitted,

Heather Cutcliffe
ACOTRO Rep (June 8/09)

**PRINCE EDWARD ISLAND OCCUPATIONAL THERAPY
REGISTRATION BOARD**

P. O. Box 2248
CHARLOTTETOWN, PEI C1A 8B9

REGISTRAR'S ANNUAL REPORT – 2008-2009

June 17, 2009

Number of Registered Occupational Therapists

For the registration year 1 May 2008 to 30 April 2009 there were forty-five (45) Occupational Therapists registered with the Board and therefore licensed to practice in this province. This number included one (1) who regularly practices outside the province.

Publication of List of Registered Occupational Therapists

The Board last updated the list of Occupational Therapists registered and licensed to practice on PEI on the peiot.org website in February 2007. The Board is currently working with a facilitator who will update the website, including the list of registered therapists. There are many changes since 2007.

Registered Private Practice Occupational Therapists

The registrar will gather further information from those therapists who indicated that they would like to be added to a list of Private Practice Occupational Therapists. This information will include contact details, details regarding the service provided, communities served, and referral process and will be provided to the Society.

Enquiries

As registrar, I responded to various questions from individuals requiring registration information as well as requests for information on specific practice regulations in our province. Again this year, the question of temporary memberships was raised by a few people. As per past decisions by the Board, those enquiring were informed that only full-year memberships are available.

Process/Forms

The on-line registration process went smoothly for most for new registrants and renewals. A few technical glitches were encountered and resolved. The Board now has access to accurate data for our own use as well as to meet needs provincially and nationally.

Respectfully submitted,

Joy Mill
Registrar
PEIOTRB



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+ PO Box 2248, Stn Central + Charlottetown, PEI + C1A 8B9

ANNUAL TREASURER'S REPORT

April 1st, 2008 - March 31st, 2009

Starting Balance as of March 31st, 2008 \$ 28, 128.35

Revenue

Registration Monies:

Renewals	39 @ \$ 200.00	\$ 7800.00
New Members	4 @ \$ 240.00	\$ 960.00
Late fees	2 @ \$ 225.00	\$ 450.00

Bank Interest \$ 44.50

ACOTRO Reimbursements (viaSSOT) \$ 683.39

Via College of OT BC \$ 825.64

Via College of OT BC \$ 680.37

Bank Service Charge Discounts \$ 12.60

CIHI Database Funding \$7500.00

CIHI Travel Reimbursement \$ 567.60

Total Revenue \$19524.10

Expenses

ACOTRO Airfare + Related Meeting Expenses:

(IEOT Project in Toronto, April 17-20, 2008) \$ 856.64

(Yukon - ACOTRO Meetings) \$ 649.39

(Toronto Nov. 2-7; Ottawa Sept. 8-10) \$1011.85

(CIHI Meeting, ACOTRO Meeting, Registration
for CNNAR Conf., Primary Health Care Conf.) \$1376.95

(Oct. 16-18 Mtgs Toronto, Nov. 2-7 Mtgs Toronto) \$1216.83

(Flight to Toronto - MRA meeting Feb. 8-10) \$380.45

(Other MRA meeting expenses - hotel, meals, etc.) \$665.24

COTO Hotel Reimbursement \$230.28

Photocopying/Office Supplies/Postage: \$ 28.15

Staples Credit Card Payments: \$ 110.73

Telephone Line: \$ 325.49

Post Office Box Rental: \$178.50

Bank Service Charges: \$ 54.60

Registrar Honorarium (2008-2009) \$100.00

Membership/Database Work (Timeless Medical) \$7500.00

Total Expenses \$14685.10

Net increase in funds = Total Revenue - Total Expenses = 19524.10-14685.10= \$ 4839.00
CLOSING BALANCE as of March 31st, 2009 \$32,967.35
(Starting balance of \$ 28, 128.35 + net increase in funds of \$ 4839.00 = \$32,967.35)

Other

GIC (a) - Balance as of issue date Dec. 20/07 - \$ 7315.73
- at end of 3 year escalating rate (Dec. 20/10) interest of \$ 900.96
Year 1 Interest (Dec. 2008) - Accumulated, not paid - \$288.77

GIC (b) - Balance as of issue date Dec. 20/07 - \$ 6454.92
- at end of 3 year escalating rate (Dec. 20/10) interest of \$ 794.95
Year 1 Interest (Dec. 2008) - Accumulated, not paid - \$254.80

- It should be noted that monies of the Registration Board are to cover the costs of operation as well as any legal consults for complaints/appeals. To date there have been none of the latter and understandably it would only take one or two of these appeals to deplete our funds.
- The other important function of these monies is to ensure representation of the Board at ACOTRO (Association of Canadian Occupational Therapy Regulatory Organizations) meetings. There are usually a few meetings per year held that require long distance travel. These meetings involve the following costs: airfare, lodging, meals, and ground transport.
- The board continues to have monies invested in two GIC's (as detailed above). These monies can be accessed only within 7 days after each anniversary date, i.e. within 7 days of Dec. 20, 2008, or Dec. 20, 2009. These GIC's will automatically renew on maturity unless alternate arrangements are made with the bank at least 4 days prior to the renewal date of Dec. 20, 2010.

Prepared by: Mark Holland

Date: May 31, 2009