

Annual General Meeting

June 14th, 2018

12 noon

Dalhousie University

COTNS

COLLEGE of OCCUPATIONAL
THERAPISTS of NOVA SCOTIA



Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of the 2017 AGM Minutes
4. Annual Report – Motion to Receive the Annual Report
5. Auditor’s Report – Motion to Receive the Auditor’s Report
Motion to Appoint the Auditor for 2018-2019
6. Call for Nominations for the College Board of Directors
7. Members’ Forum
8. Tentative date for the 2019 Annual General Meeting
9. Adjournment

AGM Minutes - June 15, 2017



2017-2018 Annual Report

Highlights

- Developed governance framework
- Organization risk assessment
- Reviewed registration requirement for NSSOT
- Database system migration
- Policies & Procedures
- Membership education and engagement
 - Recording Keeping Standard/Social Media Guideline
 - Continuing Competence Assessment
 - Fall & Spring Newsletters

Society vs. College Roles

Roles	College	Society
Protect the Public	•	
Register qualified OTs	•	
Investigate concerns about a registrant's practice	•	
Set the standards for practice	•	
Administer a continuing competence program	•	
Serve the interests of the profession		•
Advocate for the profession with government, private sector, and other agencies		•
Partnering with other organizations to promote the profession		•
Provide and promote educational opportunities		•

Policies & Procedures

- New
 - Allowable Expenses
 - Confidentiality
 - Conflict of Interest
 - Terms of Reference
 - Organizational Risk Management
 - 6 Investigations policies
- Reviewed
 - Policy & Procedure Development
 - Human Resources
 - Financial Management
 - Performance Review
 - Third Party Information

Credentials Committee

- 49 applications
- Review Good Conduct Policy
- Revised Re-entry Program

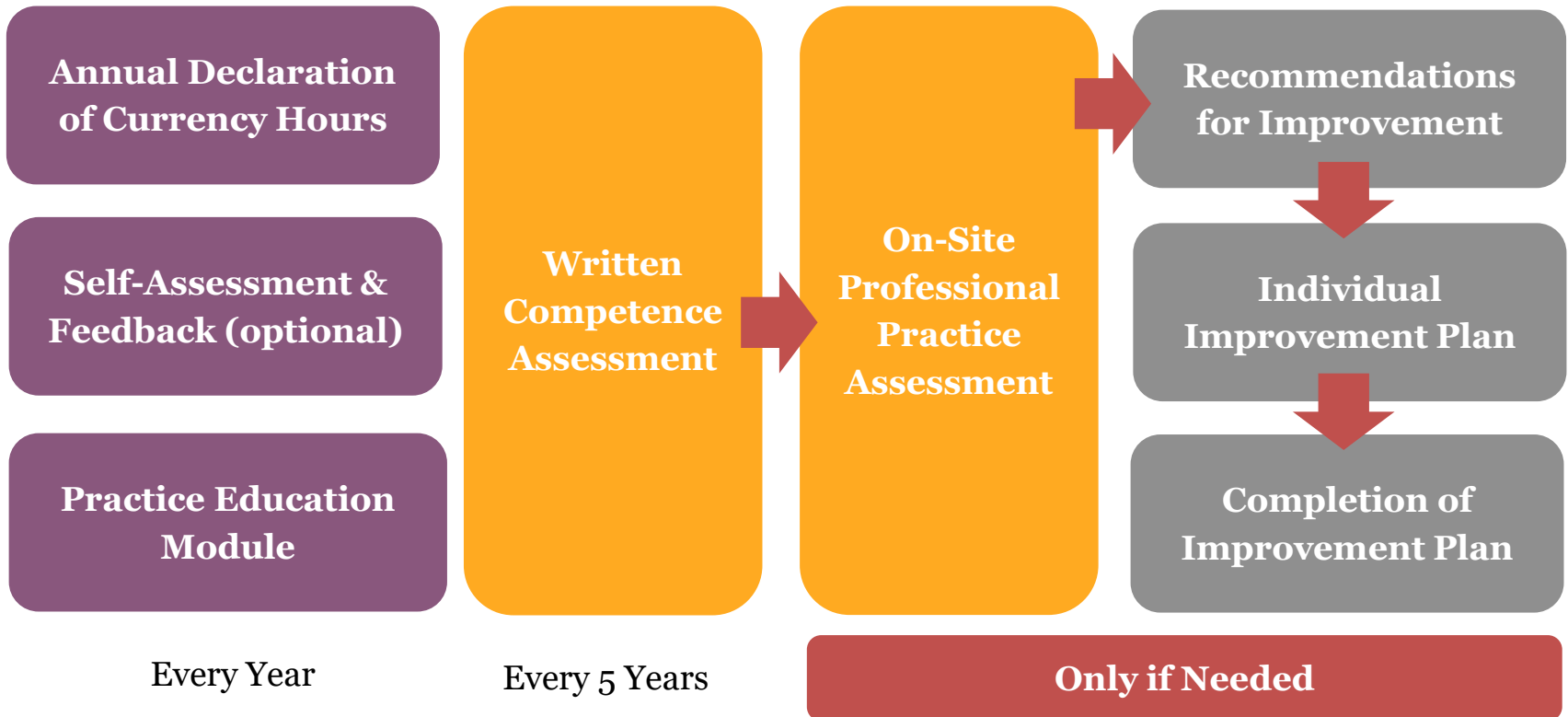
New Nova Scotia	18
New Canadian	5
International Educated OTs	4
LMSA	14
Re-registrants	6
Re-entry	2
TOTAL	49
Surrenders	27
Suspended	2

Continuing Competence Committee

Competence Maintenance

Competence Review

Competence Improvement



Assessment Development

- Validation Survey
- Competence Assessment Blueprint
- Assessment Development Working Group
 - Item Writing Workshop
 - 40% items completed
- Learning Module Working Group
 - Ethics in practice module
- Competence Assessment policies and procedures

Practice Committee

- Scope of Practice Guideline
- Mental Health Working Group formed

Investigations Committee

- 7 new complaints

April 1 st – March 31 st		Outcome	
2017-2018	7	Dismissed	6
2016-2017	0	Informal resolution	0
2015-2016	3	Caution	1
2014-2015	1	Counsel	2
2013-2014	1	Reprimand or remedial action by consent	0
TOTAL	12	Open	3

Investigations Committee

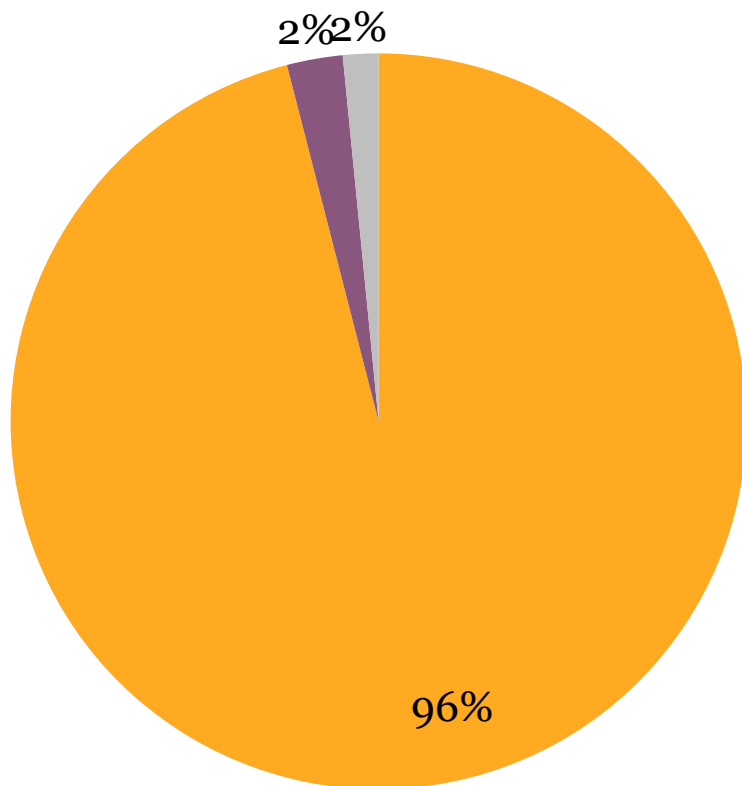
- 75% of complaints come from clients
- 8% of complaints from another OT
- OTs working in private practice are at higher risk of investigation (75% of complaints)

Audited Financial Statements

Appointment of Auditor 2017-2018

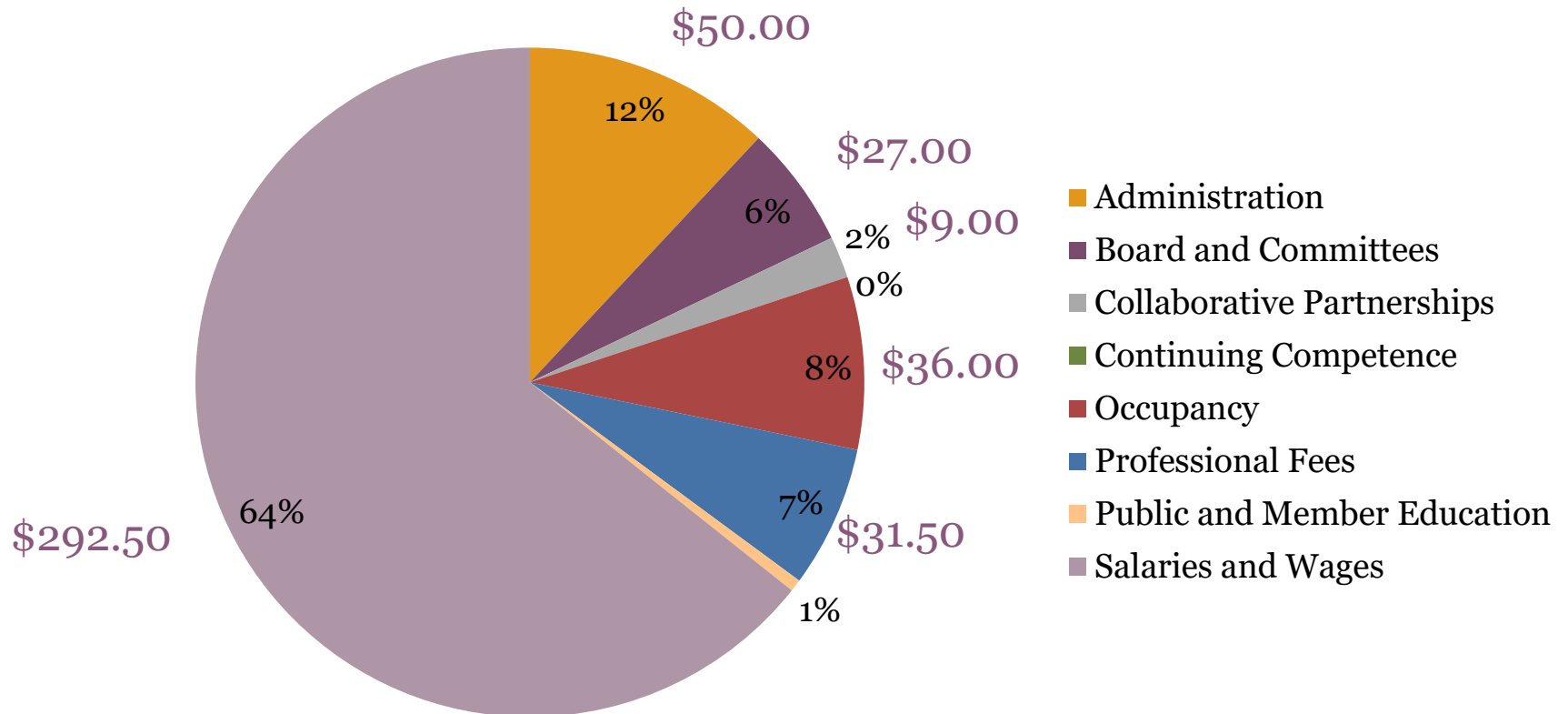
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Revenue



- Memebrship fees
- Interest Income
- Administrative fees

Operating Expenses



Election of Board Members

Call for Nominations

Members' Forum

Member's Forum

- Registration fees payment options
 - E-transfers
 - Payroll deduction
- Membership cards and receipts

Membership Forum

- Request for legislative amendments
 - Professional misconduct, conduct unbecoming, incompetence, and incapacity defined
 - Improve registration and be able to create classes
 - Increase information included in public register
 - Decrease requirements for Investigation Committee and Hearing Committee membership
 - Include duty to report
 - Improve Continuing Competence Program

Tentative Date for 2018 AGM

Adjournment

Thank you

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