



FALL 2002

Volume 16 Issue 2

Message from Laura Lee Kozody, President

The College of Chiropractors of Ontario announces with regret the departure of its Registrar, Carol Shapiro, as of October 9, 2002.

The College wishes to express its sincere thanks to Ms. Shapiro for her efforts and many accomplishments during her tenure. As Registrar, she led the College through a number of difficult issues, including the five-year review of the *Regulated Health Professions Act, 1991*, the government review of our Patient Relations Program and the development of professional competencies. Ms. Shapiro participated actively in national discussions regarding the development of a Mutual Recognition

Agreement. In her communications with members, she was committed to openness and transparency and at the same time mindful to protect public interest. The College wishes Ms. Shapiro well.

The College has commenced the process of searching for a new Registrar. In the interim, Dianne Millette has been appointed Acting Registrar. Dianne has been involved in health professions regulation since 1988 and is familiar with regulation in Ontario.

Until a new Registrar is selected, please direct any inquiries to Dianne at 416 542-1333 extension 225 or Laura Lee Kozody, President at extension 228.

2003 Registration Renewal

AT A GLANCE...

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ENCLOSURES

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Examinations Regulation	
Standard of Practice on Orthotics	

It is that time of year again! Time to renew your certificate of registration.

Registration packages are in the process of being prepared and will be mailed to all members the week of January 6, 2003. If you do not receive your renewal package by January 15, please contact the College immediately.

Please note that the renewal form, professional liability declaration form and payment must be received at the College

office on or before February 14, 2003. Also, please note that the option of paying by installment is being discontinued for the 2003 renewal year, however, payment by VISA remains available.

Members are reminded that they must comply with all renewal requirements in order to maintain registration with the College.

Complaints Committee Alert

During a recent meeting, Complaints Committee reviewed a report from the Registrar regarding the advertising issues that have been brought to the College in the last four years. The vast majority of these issues dealt with members' advertisements in telephone directories placed under the incorrect heading, and/or members' failure to include their title in conjunction with their clinic or practice advertisement.

The Committee would like to remind the membership about the Advertising Regulations and Guidelines. Ensuring that these regulations and guidelines are followed will help members avoid complaints to the College that take members' time and energy and needlessly consume the College's resources.

Titles and Qualifications

Ontario Regulation 746/94, s. 2. states that:

8(1) In any advertisement, a member who is registered as a chiropodist shall clearly identify himself or herself as a chiropodist and a member who is registered as a podiatrist shall clearly identify himself or herself as a podiatrist.

(2) No member shall hold himself or herself out,

- (a) as a chiropodist unless the member is registered as a chiropodist; or**
- (b) as a podiatrist unless the member is registered as a podiatrist.**

This regulation means that the following information must be included in all advertising including Bell ActiMedia Yellow Pages, outdoor signage, business cards or flyers:

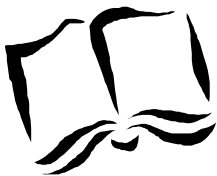
- The member's name.
- The member's title – Chiropodist or Podiatrist.

- If the advertisement is for a clinic or practice such as "Four Corners Foot Clinic", the name and title of the member providing the care **must** be included in the advertisement as well.
- Podiatrist members may include the educational qualification either abbreviated (DPM.) or Doctor of Podiatric Medicine, but must always include title "Podiatrist".
- Chiropodist members may include the educational qualification either abbreviated (DCh/DPodM), or Diploma in Chiropody/ Diploma in Podiatric Medicine, but must always include title "Chiropodist".

Members are responsible for ensuring that all advertisements comply with the advertising regulations and guidelines. When dealing with Tele Direct advertisements members should make sure that the listing is in the proper heading for the member's class: The listing "Podiatrist" must only contain advertisements for members in this class; and the listing "Chiropodists" must only contain advertisements for chiropodists.

Members are advised to carefully review the paperwork confirming their listing and ensure that it includes their name and title and it is placed under the appropriate heading. It is prudent practice to review longstanding advertisements each year.

Kim Resmer, Chiropodist
Chair, Complaints Committee



Quality Assurance

Program Update

The Quality Assurance committee had a very busy and productive season. Here is an update on our ongoing activities.

Evaluation of the Continuing Education Log

The QA committee has completed their first review of the revised CE Log and evaluation of the CE program. Great news...

- 100% of the members of our College who were asked to submit their CE logs for the cycle that ended December 31, 2001, did so!!
- 80% of our members met or exceeded the number of required continuing education hours.
- 80% of our members took courses that are geared to maintaining their standards of practice or competence.
- 80% of our members implement the knowledge and skills they learn from CE courses into their practice.
- 80% of our members believe that CE is an effective tool in maintaining their continued competence.
- 80% of our members believe that their knowledge is kept current because of continuing education.

Criteria Used to Evaluate CE Logs

- Exemplary – If the member exceeded the required number of credit hours in both Category A and B, and included documentation or proof of attendance at conferences in Category A (certificates, receipts, programs, notes).
- Good - If the member met the required number of credit hours in Categories A and B, and included some documentation.
- Satisfactory – If the member attained an adequate number of credit hours, but failed to submit proof of attendance.
- Unsatisfactory – If the member did not attain enough credit hours.

Personal Letters

Each member who was asked to submit a CE Log received a personal letter from the QA Committee regarding the log, with suggestions for improvement where needed. Those members whose CE Logs were unsatisfactory will be asked to submit their CE Log at the end of the next cycle.

Review of the Standards of Practice

- **Infection Control**—As you know, the College circulated the updated Standard of Practice on Infection Control in June of this year. In developing this, the QA Committee reviewed Infection Control Standards from other Colleges and obtained input from outside resources in infection control before revising the standard. This standard received positive and constructive input from members.
- **Orthotics**—The QA Committee has developed the Orthotics Standards of Practice to reflect current knowledge of orthotic management. This updated Standard was submitted to the College Council in September for approval, and is now being circulated for member input.

(PRP) Peer Review Program (PRP)

The PRP is an activity where peer assessors review several aspects of a practitioner's office practice and facilities. This is a required program in the College QA regulation to assist registrants in enhancing their practices.

A sample of exemplary registrants was selected to undergo a Peer Review Pilot Study to ensure that the forms and program design captured the practice behavior of the registrants throughout Ontario. During July and August, assessors visited the practices of selected members to ensure that the program is suitable to evaluate patient care in terms of office environment, equipment, infection control measures, and record keeping, consistent with our Standards of Practice.

The aim of this program is to assist practitioners in their ongoing development of professional competence, and to identify trends and patterns among the registrants. This information will assist in developing CE courses, College programs, and policies to improve and guide the profession.

Respectively Submitted by Penny McGregor
For the Quality Assurance Committee

Workers Safety & Insurance Board

Update

Dear Health Professional Association and/or Regulatory College Representative:

The WSIB is making doing business **simpler**, **easier**, and more **reliable**.

We have received feedback from various health professionals that the system of numerous provider billing forms for each account should be streamlined. While we are moving toward electronic bill requests and payments, we continue to accept provider payment requests by paper.

As part of our ongoing commitment to customer service, we are pleased to announce two new **standardized provider payment request forms** that are intended to replace the various account forms.

Starting November 25, 2002, the two new forms will be available. They are:

- **Provider Payment Request for Equipment/Supplies** form, which will be used for payment requests for equipment and supplies only.
- **Provider Payment Request** form, which will be used for all other payment requests including programs of care.

These streamlined forms will make billing and payment processing easier and more efficient.

How to Get the New Forms

During this transition period, we will continue to accept both old and new forms, but we encourage use of the new forms as soon as possible. There are two ways to get the new forms:

1. **The WSIB Web site.** Go to the Web site (www.wsib.on.ca). In the "Health Professionals" tab, select "Forms." Here you will find the two new forms available for download. We encourage this method because the forms can be obtained quickly and also information can be entered electronically in Adobe Acrobat.
2. **The WSIB Health Professional Access Line.** Call (416) 344-4526 or 1-800-569-7919 and ask for a Provider Registration Clerk, who will arrange for the new forms to be mailed out.

If there are questions about using the new forms, call the WSIB Health Professional Access Line at (416) 344-4526 or 1-800-569-7919 and a representative will transfer the request to an appropriate health specialist. **Note: all payment inquiries should continue to be made to 1-800-668-9958.**

This is just one more way the WSIB is trying to improve customer service and meet the needs of our health care providers. These new, standardized forms will make the billing process easier and more efficient for everyone.

Yours Sincerely,

Karen Hann
Acting Director
Health Services

YOUR COUNCIL

President

Laura Lee Kozody

Vice President

Bruce Ramsden

Elected Members

Sheldon Freelan, Podiatrist

David Greenberg, Podiatrist

Jonathan (Craig) Hunt, Chiropracist

John Infanti, Chiropracist

David Kerbl, Chiropracist

Norman Kew, Chiropracist

Laura Lee Kozody, Chiropracist

Julie Levesque-DeSimone, Chiropracist

Bruce Ramsden, Podiatrist

Academic Members

Steven Cassel, Chiropracist

Diane Tyczynski, Chiropracist

Public Members

Norm Baker

Lorinne Chong

Helga Elie

Barbara Major

Penny McGregor

Rev. Eric Sisèl

Siva Sivaramalingam

NON-COUNCIL COMMITTEE MEMBERS

Peter Higenell, Podiatrist

Sarah Kerwin, Chiropracist

Andrew Klayman, Podiatrist

Chance Ng, Chiropracist

Kim Resmer, Chiropracist

OTHER COMMITTEE MEMBERS

Allen Frankel, Podiatrist

Meera Narenthiran, Chiropracist

Anamelva Revoredo, Chiropracist

COMMITTEE COMPOSITION 2002/2003

Council has approved the following appointments to the College's statutory and non-statutory committees:

EXECUTIVE

L. L. Kozody, Chair

L. Chong

N. Kew

P. McGregor

B. Ramsden

REGISTRATION

N. Baker, Chair

S. Cassel

E. Sisèl

B. Ramsden

COMPLAINTS

K. Resmer, Chair

D. Greenberg

J. Hunt

B. Major

Rev. E. Sisèl

DISCIPLINE

D. Kerbl, Chair

N. Baker

H. Elie

S. Freelan

S. Kerwin

S. Sivaramalingam

FITNESS TO PRACTICE

S. Kerwin

J. Levesque-DeSimone

B. Major

QUALITY ASSURANCE

D. Tyczynski, Chair

L. Chong

P. Higenell

L.L. Kozody

P. McGregor

C. Ng

PATIENT RELATIONS

N. Baker, Chair

H. Elie

J. Infanti

A. Klayman

STANDING DRUG

A. Frankel

J. Hunt

M. Narenthiran

A. Revoredo



Holiday Season Schedule

Please note that our office will be closed during the holiday season from December 23, 2002 to January 3, 2003 inclusive.

Best wishes for a joyous Holiday Season from Council and staff.



You asked us.... On the topic of Title

In previous issues of the Bulletin, the College has responded to questions about the use of title. Specifically, the College receives many questions regarding use of the title "Surgical Chiroprapist".

It is the position of the College that use of such a title is not acceptable as it implies specialization and is misleading to the public. The College does not recognize any specialty areas within the profession. Members using the title "Surgical Chiroprapist" should cease doing so and are reminded to ensure that any title and designation used is in compliance with College rules.

Standards of Practice Orthotics

Enclosed you will find draft Orthotics Standard of Practice. At this time, the draft is being circulated for member input.

Please provide any comments, using the feedback form and mail or fax to the College by January 31, 2003.

Incorporation Update

Council passed College regulations and by-laws in order to allow members to incorporate their practice.

The College will begin processing applications on January 1, 2003. If you are interested in applying to the College for a certificate authorizing a professional corporation, please contact the College for an application package.

Council Meeting Highlights

Listed below are the highlights from the September, 2002 Council meeting:

- Council approved the draft regulations and by-laws to allow members to register a professional corporation;
- Council approved amendments to the Registration Regulation for circulation to the membership;
- Council approved amendments to the Examinations Regulation for circulation to the membership;
- Council approved a draft Standard of Practice on Orthotics for circulation to the membership.

Registration Matters

New Registrations

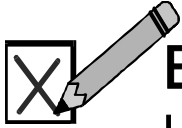
The College would like to congratulate and welcome the 2 new Chiroprapist members who met the standards for registration.

*Darryl Cohen
Betty Shum*

Suspensions Lifted (Reinstated)

The previously suspended Certificate of Registration issued to the following individual has been reinstated.

Michael Doherty, Chiroprapist



Elections 2002

Update

This year the elections were held in District 3 and 4. At the close of nominations six candidates have been nominated to stand for election. Since then, one candidate withdrew.

We are pleased to announce that **David Greenberg**, Podiatrist has been elected by acclamation in the paired districts 3 and 4 and that **David Kerbl**, Chiropodist has been reelected by acclamation in District 4.

There were three candidates standing for election in district 3 Chiropody. Voting Guide with biographical summaries and ballot forms were mailed to all chiropody members in district 3 on May 17. The election took place on June 20, 2002. **John Infanti**, Chiropodist has been elected as the district 3 representative.

Rate of Return - Election Summary

Number of candidates:	3
Number of members eligible to vote:	61
Number of Spoiled Ballots	0
% of Members to Cast a Ballot	

John Infanti, B.Sc, D.Ch., graduated from McMaster University in 1994 with a four year Bachelor of Science Degree. In 1990 he graduated from the Ontario Chiropody Program. He has also completed three quarters of a Bachelor of Business Administration Degree. He is certified in local anesthesia and soft tissue surgery and has completed the didactic component of the Pharmacology for Chiropodists course. John is currently working at the Hamilton Urban Core Community Health Centre. Prior to this, he worked at the Regent Park Community Health Centre and the Welland General Hospital respectively. He has also maintained a private practice since 1991.

John has previous experience with the College. He was elected from District 3 and served on Council from 1994-95 when he had to resign as he was no longer practicing in his elected district. The College congratulates and welcomes John Infanti. We look forward to working with him.

Introducing Barbara Major

Our new public member

Barbara Major has been appointed to the College Council for a period of three years, commencing October 1, 2002.

Barbara has a background is in journalism and municipal administration. She is the Municipal Clerk and Economic Development Officer for the Corporation of the Town of Kapuskasing and also sits as the Secretary/Treasurer on the Kapuskasing Economic Development Team. She is a strong believer in community participation and enjoys the opportunity to contribute to the quality of life in Kapuskasing. She is often requested to assume

the responsibility of community facilitator with various initiatives including the development of strategic plans.

The College congratulates and welcomes Barbara on her appointment. We look forward to working together.

ANNOUNCEMENTS AND

UPCOMING COUNCIL MEETINGS

All Council meetings of the College of Chiropractors of Ontario are open to the public. The Council meetings are generally held in the **19th Floor Conference Room at 180 Dundas Street West, in Toronto**. As space is limited, please call the College to reserve a seat and to confirm times and location.

Friday, January 31, 2003
Friday, May 10, 2003
Friday, September 19, 2003

The Annual Meeting of Council will take place on Friday,

HELP US TO KEEP YOU INFORMED

We strive to keep all members informed of the activities of the College and changes that may affect their practice. It is our responsibility to circulate this information in a timely manner, but we need your help. Please provide us, within 30 days, within 30 days, with written notification of any changes in your file, such as name, address and contact numbers .

HELLOS AND GOODBYES

The College of Chiropractors of Ontario extends their sincere thanks and appreciation to **Madeleine Fleming**, Public Appointee and **Roger Newell**, Chiropractor whose terms ended in September 2002. During her term Madeleine served as a member of the Executive and Complaints Committees; as Chair of the Registration and Standing Drug Committees and as President of the College since September 2001. Roger Newell, on Council since 1999 represented district 3 Chiropractic. Roger had served as the member of Patient Relations Committee. We thank Madeleine and Roger for their contributions to the work of the College and their participation on Council and committees. We wish them all the best in their future endeavours. They will be missed.

The College congratulates and welcomes **John Infanti**, Chiropractor, elected as the district 3 representative on June 20, 2002. We are also pleased to announce that **Ms. Barbara Major** has been appointed by the Lieutenant Governor to the Council of the College, for a period of three years, commencing on October 1, 2002. We extend a warm welcome to our new Council members and look forward to working together in guiding the profession in the public interest.

CONTACTING THE COLLEGE:

	Telephone	E-mail
General Information	(416) 542-1333 x 1	info@cocoo.on.ca
Acting Registrar: Dianne Millette	(416) 542 1333 x 225	registrar@cocoo.on.ca
President: Laura Lee Kozody	(416) 542-1333 x 228	
Complaints Officer: Jackie Ferguson	(416) 542-1333 x 3	complaintsofficer@cocoo.on.ca
Administrative Assistant: Ania Rudzinska	(416) 542-1333 x 1	adminassistant@cocoo.on.ca