

# **PROFESSIONAL REGULATION IN THE PUBLIC INTEREST**



**College of  
Chiropodists  
of Ontario**

## **ANNUAL REPORT 2017**

## MISSION STATEMENT

The College of Chiropodists of Ontario regulates Chiropodists and Podiatrists in the public interest. The College ensures that the public receives competent care from Chiropodists and Podiatrists by:

- Regulating the practice of the profession and governing the members in accordance with the Chiropody Act, the Regulated Health Professions Act, the regulations and by-laws;
- Establishing standards of practice;
- Establishing educational requirements for entry to practice and continuing competence;
- Addressing concerns from the public; and
- Educating and providing information to the public about Chiropody and Podiatry.

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## College Council Members

### President

**Sohail Mall**, Public Member

### Elected Members

**Ed Chung**, Podiatrist  
**Matthew Doyle**, Chiropracist  
**Julie DeSimone**, Chiropracist  
**Peter Guy**, Chiropracist  
**Stephen Haber**, Podiatrist  
**Martin Hayles**, Chiropracist  
**SashaKozera**, Chiropracist  
**Jamie Mandlsohn**, Chiropracist  
**Millicent Vorkapich-Hill**, Podiatrist

### Public Members

**Donna Coyne**  
**Jim Daley**  
**Khalid Daud** (until May 3, 2017)  
**Grace King**  
**Winnie Linker** (from July 11, 2017)  
**Sohail Mall**  
**Aladdin Mohaghegh** (from August 31, 2017)  
**Agnes Potts**

### Selected Member

**Adrian Dobrowsky**  
**Tony Merendino**

## Non-Council Committee Members

**Riaz Bagha**, Chiropracist  
**Danielle Bannerman**, Chiropracist  
**Bill Bitaxis**, Chiropracist  
**Robert Chelin**, Podiatrist  
**Marcella Cowan**, Chiropracist  
**Anna Georgiou**, Chiropracist  
**Meghan Grantham**, Chiropracist  
**Kay Hayles**, Chiropracist  
**Andrew Klayman**, Podiatrist  
**Sylvia Kovari**, Chiropracist  
**John Lanthier**, Podiatrist

**Cindy Lewis**, Chiropracist  
**Pauline Looi**, Chiropracist  
**Jason Lui**, Chiropracist  
**Irv Luftig**, Podiatrist  
**Jamie Maczko**, Chiropracist  
**Ann-Marie McLaren**, Chiropracist  
**Cesar Mendez**, Chiropracist  
**Meera Narenthiran**, Chiropracist  
**Neil Naftolin**, Podiatrist  
**Tracy Oliver**, Chiropracist  
**Nat Rave**, Chiropracist

**Kim Resmer**, Chiropracist  
**Anamelva Revoredo**, Chiropracist  
**David Roth**, Podiatrist  
**Kareem Salem**, Chiropracist  
**Stephanie Shlemkevich**,  
Chiropracist  
**Barbara Sliwa**, Chiropracist  
**Peter Stavropoulos**, Podiatrist  
**Ruth Thompson**, Chiropracist  
**Eddie Yuen**, Chiropracist  
**Tony Zamojc**, Podiatrist

## College Staff

**Felecia Smith**, Registrar  
**Meghan Hoults**, Complaints Officer  
**Tera Goldblatt**, Executive Assistant

## College Advisors

**Alan Bromstein**, Legal Counsel  
**Jordan Glick**, Legal Counsel to the Inquiries  
Complaints & Review Committee  
**Hilborn LLP**, Auditor  
**CG Management Group**, Government Relations  
**Dr. Dwight Harley**, Registration Examination

# THE YEAR 2017 IN REVIEW

## REPORT FROM THE PRESIDENT & REGISTRAR

**T**he College of Chiropractors of Ontario has an important role in regulating chiropractors and podiatrists in the public interest. This past year the College had an extremely productive year as it prepared for anticipated future changes and moved forward in improving its regulatory processes in order to serve the public.

Ms. Millicent Vorkapich-Hill, Podiatrist elected President. Mr. Martin Hayles, Chiropractor, was elected Vice-President.

Many matters that the College has been working on have been finally approved and put into place to help protect the public. We passed a new Standard of Practice entitled Administration of Inhaled Substances and the Use of Sedation in a Member's Practice wherein any member utilizing any type of sedative agent(s) and/or sedation modalities must adhere to this standard, be appropriately trained. The member must also regulate his or her practice accordingly to comply with this standard of practice, the *Chiropractic Act*, 1991, its regulations, and the by-laws of the College. Amendments to the Guideline for Dealing with Office Medical Emergencies in the Podiatry and Chiropractic Office setting was also amended where there were inconsistencies with the inhalation standard. A new by-law No.5 entitled Inhalation and Sedation was passed which outlines the requirements that a member must adhere to in order to be able to actually use inhalation in his or her practice. One of the requirements of the by-law is that the member must enter into certain agreements with the College which are meant to guide usage and protect the public. There will be a notation on the public register indicate who is able to use this modality in their practice. The use of inhalation will assist patients who are anxious before and during procedures.

The College began a review of all its policies, guidelines and standards of practice including Administration of Injectable Substances, Assessment and Management

and Competence. We finalized the review and passed an updated Infection Control Standard of Practice. We participated in public health's' working group to provide a regular forum for discussing infection prevention and control and knowledge amongst provincial bodies and health regulatory colleges. We also began working directly with Public Health to develop a checklist for use by public health when they are required to attend a member's practice. It will, at the end of the day, be exclusive for our College membership. We approved a new Guideline on the safe use of lasers and a Guideline for Extraosseous Subtalar Joint implant procedure. We worked with the Michener institute to assist with their labour market survey.

The College continues to work with the Ministry to amend the current regulation dealing with drugs and substance. Chiropodists and podiatrists were previously granted expanded prescribing rights under the New Classes of Practitioners Regulations which includes amendments to the Regulation existing under the Controlled Drugs and Substances Act and the Food and Drug Act. The proposed amendments will assist in providing a better level of care for patients. The College also continued ongoing work on the Registration Regulation in order to improve and streamline processes for applicants who apply to the College. Council approved the 2017 budget as well as the 2017 audited financial statements.

We updated and changed our website to make it more user friendly. It is written in plain language with enhanced search and functionality. The site continues to evolve and will be more customized and better organized once the College's new database is completed. Since 2011 all information relating to Council meetings has been posted on our website. Minutes of Council meetings has been posted for the last 5 years. We assist many members of the public who are searching for a chiropodist or podiatrist to help them either at a clinic or through home care. The College continues to deal with evolving the profession to better serve and protect the public. This is an important undertaking because members will be better able to deal with their patients and provide complete care. The importance of transparency between the public and the College can never be overstated. It is a core focus of everything we do.

A very sincere thank you goes out to our Council and Committee members for their ongoing commitment, dedication and hard work and to the Registrar and staff for their tireless efforts. It has been a busy, exciting and very productive year and we look forward to 2018.



## EXECUTIVE COMMITTEE

The Executive Committee (Committee) is a statutory committee that makes decisions between Council meetings. It has all the powers of the Council with respect to any matter that in the Committee's opinion requires immediate attention, other than the powers to make, amend or revoke a regulation or by-law.

The Committee had three face-to-face meetings this year and met on a regular basis by teleconference. The Executive Committee facilitated the decision to send out an RFP to find a provider for a new database which will improve the functionality of the website and allow the College to deal with annual renewal online, easier access to report and statistical information and many other important matters. The Committee recommended the approval of the Standard of Practice for the Administration of Inhaled Substances and the Use of Sedation and the Guideline for the Safe use of Lasers. It also recommended the circulation and implementation of By-law No. 5 to Council. The bylaw is entitled Inhalation and Sedation and deals with the mechanics of the approval process for members to be able to do so. The Committee worked on a new guideline dealing with hyprocure implants in order to provide more guidance for the profession. A satisfaction survey for Council members was repeated in 2017 introduced which helped with communication and transparency between Council and the administration. The Executive was supportive of the work of the Clinic Regulation Consortium that completed its report and work. The Committee also continued to work on amending the current drug regulation and drug list in relation to topical medication and oral medication and substances that can be injected into the foot as well as expanded prescribing rights under the New Classes of Practitioners Regulations which include amendments to the Regulation existing under the Controlled Drugs and Substances Act and the Food and Drug Act. It is very important that the new drugs and substances added to the approved regulation be approved because it benefits the public and helps stop circular referrals to doctors for prescriptions that members cannot currently prescribe but are in the amended regulation.

The Committee recommended to Council the approval of the proposed 2017 budget as well as the 2017 audited financial statements.

### MEMBERS

**Millicent Vorkapich-Hill, President**  
*Podiatrist (from October 2017)*

**Sohail Mall, President**  
*Public Member (until October 2017)*

**Martin Hayles, Vice-President**  
*Chiropodist (from October 2017)*

**Stephen Haber, Vice-President**  
*Podiatrist (until October 2017)*

**Jim Daley,**  
*Public Member*

**Pete Guy,**  
*Chiropodist (until October 2017)*

**Tony Merendino,**  
*Chiropodist*

**Agnes Potts,**  
*Public Member*

# QUALITY ASSURANCE COMMITTEE



The primary objective of the Quality Assurance Program is to provide members of the College of Chiropractors of Ontario with the opportunity to enhance their knowledge base and clinical skills so as to encourage excellence in the delivery of foot care to the public.

The following reflects the work of the committee during 2017.

## CE Log Program

The Committee completed all outstanding matters relating to those members randomly selected to participate in the 2014-2015 continuing education program. This included a review of the members' CE submission and a decision as to whether or not it met the College's CE requirements.

## Declaration of Completion

Members of the College are required to execute a Declaration of Completion on the Member's Annual Renewal form which states that "I have reviewed my practice and completed the Quality Assurance Self-Assessment Tool. I have created a plan to address the continued professional developmental objectives I have identified in this Self-Assessment Tool. I understand that I must retain the completed Self-Assessment Tool and Continuing Education log in my files."

## Practice Assessment Program

### *Random Practice Assessments*

A roster of members from across the province was selected as practice assessors and completed training which allows them to act as practice assessors throughout the random practice assessment program. The random practice assessments continue on a 2-year cycle. When the assessors complete their reports, the QA committee reviews them and determines what, if any next steps are required. The QA Committee completed their review of the assessment reports that were conducted during this cycle and found that all members reviewed met the requirements of the assessment

## Standards of Practice Revision

A practice working group continues to review the Standards of Practice. The Committee completed a revision of the Infection Control Standard of Practice and the Orthotics Standard of Practice.

## MEMBERS

**Anna Georgiou, Chair**  
*Chiroprapist*

**Sohail Mall,**  
*Public Member*

**Ann-Marie McLaren,**  
*Chiroprapist*

**Julie De Simone,**  
*Chiroprapist*

**Cesar Mendez,**  
*Chiroprapist*

**Aladdin Mohaghegh,**  
*Public Member (from October 2017)*

**Millicent Vorkapich-Hill,**  
*Podiatrist*

**Tony Zamojc,**  
*Podiatrist (until October 2017)*

## MEMBERS

**Millicent Vorkapich-Hill**, Chair  
*Podiatrist*

**Riaz Bagha**, *Chiropodist*  
Non-Council Member

**Ed Chung**, *Podiatrist*

**Donna Coyne**, *Public Member*

**Jim Daley**, *Public Member*

**Khalid Daud**, *Public Member*  
(until May 2017)

**Julie DeSimone**, *Chiropodist*

**Adrian Dobrowsky**, *Chiropodist*  
Non-Council Member

**Mathew Doyle**, *Chiropodist*  
(until October 2017)

**Peter Guy**, *Chiropodist*

**Stephen Haber**, *Podiatrist*

**Sylvia Kovari**, *Chiropodist*  
Non-Council Member

**Sasha Kozera**, *Chiropodist*

**Grace King**, *Public Member*

**Irv Luftig**, *Podiatrist*  
Non-Council Member

**Sohail Mall**, *Public Member*

**Jamie Mandlsohn**, *Chiropodist*

**Cesar Mendez**, *Chiropodist*  
Non-Council Member

**Neil Naftolin**, *Podiatrist*  
Non-Council Member

**Agnes Potts**, *Public Member*

**Nat Rave**, *Chiropodist*  
Non-Council Member

**Stephanie Shlemkevich**, *Chiropodist*  
Non-Council Member

**Barbara Sliwa**, *Chiropodist*  
Non-Council Member

**Peter Stavropoulos**, *Podiatrist*  
Non-Council Member

**Ruth Thompson**, *Chiropodist*  
Non-Council Member

**Eddie Yuen**, *Podiatrist*  
Non-Council Member

**COLLEGE STAFF: Meghan Hoult**

# INQUIRIES, COMPLAINTS & REPORTS COMMITTEE

The Inquiries Complaints and Reports Committee (“ICRC”) is responsible for the investigation of complaints, as well as the approval and disposition of Registrar’s Investigations with respect to the conduct and competence of members. It is also responsible for inquiries into whether or not a member is incapacitated. As required by statute, every matter is considered by a panel of the Committee comprised of at least two professional member of the Committee and one member of the Committee appointed to the College by the Lieutenant Governor in Council. After the panel considers all of the Relevant information in a matter, it renders a decision.

If either party to a complaint is dissatisfied with the adequacy of the Committee’s investigation or believes the decision is unreasonable, he or she can request a review by the Health Professions Appeal and Review Board (HPARB). The HPARB is an adjudicative tribunal under the Regulated Health Professions Act, 1991 (RHPA). Through reviews, the HPARB monitors the activities of the ICRC to ensure it fulfills its duties in the public interest and as mandated by legislation.

The College received 19 new complaints during the year and conducted 7 Registrar’s investigations, for a total of 26. Of these 26 matters the Committee disposed of 14 within 2017, and 2 matters were referred to the Discipline Committee. There were 9 complaints and 3 Registrar’s investigations carried over to 2018 and 2 complaints carried over were withdrawn in 2018.

For the complaints and registrar’s investigations that were disposed of in 2017, the issues related to Standards of Practice, Billing, Record Keeping, Conduct and Advertising.

In every complaint/Registrar’s investigation, there is more than one issue. As a result, the Panel investigates each issue separately. The dispositions included: Take No Further Action and/or Offering Advice and/or giving an Oral Caution and/or requiring the Member to take a Specified Continuing Educational or Remedial Program (SCERP).

In 2017, there were 0 decisions appealed to HPARB.



# DISCIPLINE COMMITTEE

The Discipline Committee is a statutory committee under the *Regulated Health Professions Act, 1991*. The Discipline Committee holds hearings into allegations of a member's professional misconduct or incompetence which has been referred to the Committee by the ICRC Committees. If a panel of the Discipline Committee finds a member has committed an act of professional misconduct it may make orders doing any or more of the following:

- Directing the Registrar to revoke or suspend a member's certificate of registration or to impose terms, conditions and limitations on the member's certificate of registration;
- Requiring the member to appear before the Committee to be reprimanded;
- Requiring the member to pay a fine not exceeding \$35,000.00 to the Minister of Finance; and/or
- Requiring a member to pay all or a portion of the College's costs related to the matter brought before the discipline committee.

In 2017, the ICRC made 4 referrals to Discipline. Four discipline hearings also took place, the results of which are posted on the College's website at [www.cocoo.on.ca/discipline-decision-summaries/](http://www.cocoo.on.ca/discipline-decision-summaries/)

## MEMBERS

**Cesar Mendez**, Chair  
*Chiroprapist*

**Riaz Bagha**, *Chiroprapist*  
Non-Council Member

**Donna Coyne**, *Public Member*

**Jim Daley**, *Public Member*

**Adrian Dobrowsky**, *Chiroprapist*

**Khalid Daud**, *Public Member*

**Julie DeSimone**, *Chiroprapist*

**Peter Guy**, *Chiroprapist*

**Stephen Haber**, *Podiatrist*

**Martin Hayles**, *Chiroprapist*  
(until October 2017)

**Grace King**, *Public Member*

**Sylvia Kovari**, *Chiroprapist*  
Non-Council Member

**Irv Luftig**, *Podiatrist*  
Non-Council Member

**Sohail Mall**, *Public Member*

**Tony Merendino**, *Chiroprapist*

**Neil Naftolin**, *Podiatrist*  
Non-Council Member

**Agnes Potts**, *Public Member*

**Peter Stavropoulos**, *Podiatrist*

**Millicent Vorkapich-Hill**, *Podiatrist*



# REGISTRATION COMMITTEE

The Registration Committee is a statutory committee under the *Regulated Health Professions Act, 1991* with the mandate to consider referrals from the Registrar relating to applications for a certificate of registration. After considering an application for registration the Committee may direct the Registrar to:

- Issue a certificate of registration
- Issue a certificate of registration if the applicant successfully completes examinations set or approved by the Committee.
- Issue a certificate of registration if the applicant successfully completes additional training specified by the Committee.
- Impose specified terms, conditions and limitations on a certificate of registration of the applicant and specify a limitation on the applicant's right to apply for an order removing or modifying any term, condition or limitation imposed on a member's certificate of registration as a result of a committee proceeding, and/or
- Refuse to issue a certificate of registration.

The Committee also considers members' applications for an order removing or modifying any term, condition or limitation imposed on a member's certificate of registration as a result of a Committee proceeding.

## Applications for Registration

The Registrar referred one application for registration to the Registration Committee in 2017.

## MEMBERS

**Tony Merendino**, Chair  
*Chiropodist (until October 2017)*

**Donna Coyne**, *Public Member*

**Mathew Doyle**, *Public Member*

**Stephen Haber**, *Podiatrist*

**Winnie Linker**, *Public Member*

**Martin Hayles**, *Chiropodist*

**Sasha Kozera**, *Chiropodist*

**Aladdin Mohaghegh**, *Public Member*

**Agnes Potts**, *Public Member*

# PATIENT RELATIONS COMMITTEE



The Patient Relations Committee is a statutory committee under the provisions of the *Regulated Health Professions Act, 1991*.

The role of the Committee is to advise Council regarding the College Patient Relations Program. The Patient Relations Program must include measures for prevention and dealing with abuse of patients.

These measures must include:

- Educational requirements for members;
- Guidelines for the conduct of members with their patients;
- Education of College Council and staff; and
- The provision of information to the public.

The Patient Relations Committee also administers the College program on the maintenance and administration of a fund for therapy and counseling for persons, who while patients, were sexually abused by members. There were no client application for funding to the Committee in 2017.

## MEMBERS

**Stephen Haber, Chair**  
*Podiatrist*

**Donna Coyne, Public Member**

**Mathew Doyle, Chiroprapist**

**Sylvia Kovari, Chiroprapist,**  
Non-Council Member

**Pauline Looi, Chiroprapist,**  
Non-Council Member

**Sohail Mall,**  
*Public Member*



# FITNESS TO PRACTISE COMMITTEE

The Fitness to Practise Committee is a statutory committee. The Committee holds hearings relating to a member's incapacity that has been referred to the Committee by the Executive Committee. If the Committee finds that a member is incapacitated, it must make an order directing the Registrar to do any one or more of the following:

- Revoke the member's certificate of registration.
- Suspend the member's certificate of registration.
- Impose terms, conditions and limitations on the member's certificate of registration.

There were no matters brought before the Fitness to Practice Committee in 2017.

## MEMBERS

**Peter Guy**, Chair  
*Chiroprapist*

**Donna Coyne**, *Public Member*

**Mathew Doyle**, *Chiroprapist*

**Stephen Haber**, *Podiatrist*

**Martin Hayles**, *Chiroprapist*

**Pauline Looi**, *Chiroprapist*  
Non-Council Member

**Cesar Mendez**, *Chiroprapist*  
Selected Member

**Kim Resmer**, *Chiroprapist*  
Non-Council Member

# STATISTICS AND DEMOGRAPHICS

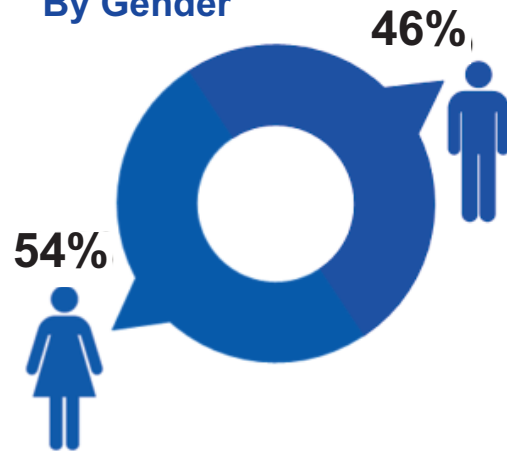
as of December 31, 2017

# of Members

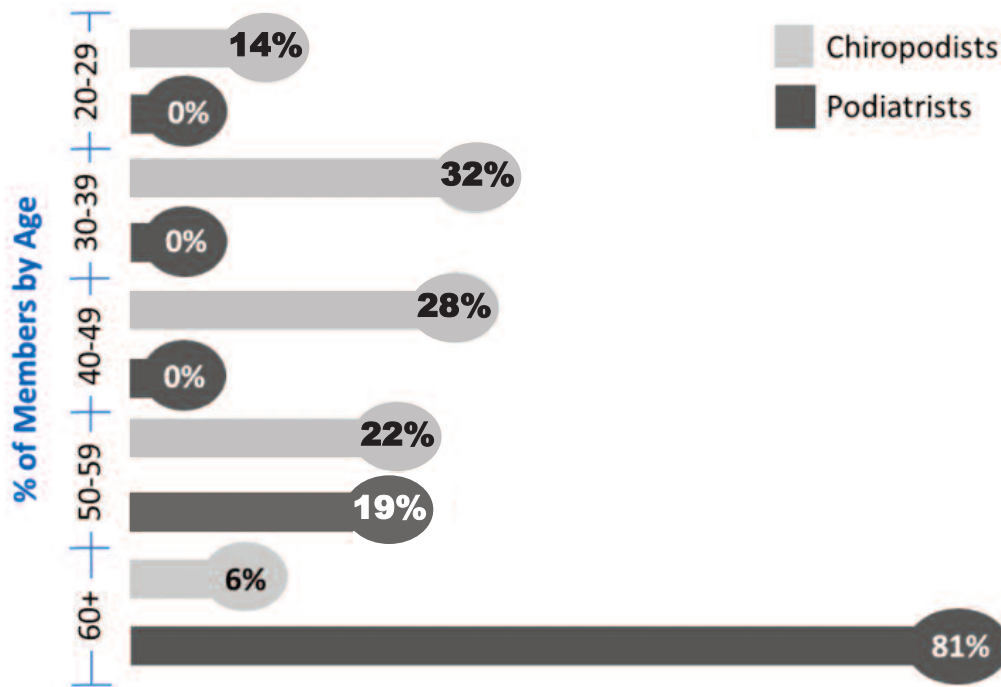
# 707

**650** Chiroprodists  
**57** Podiatrists

By Gender

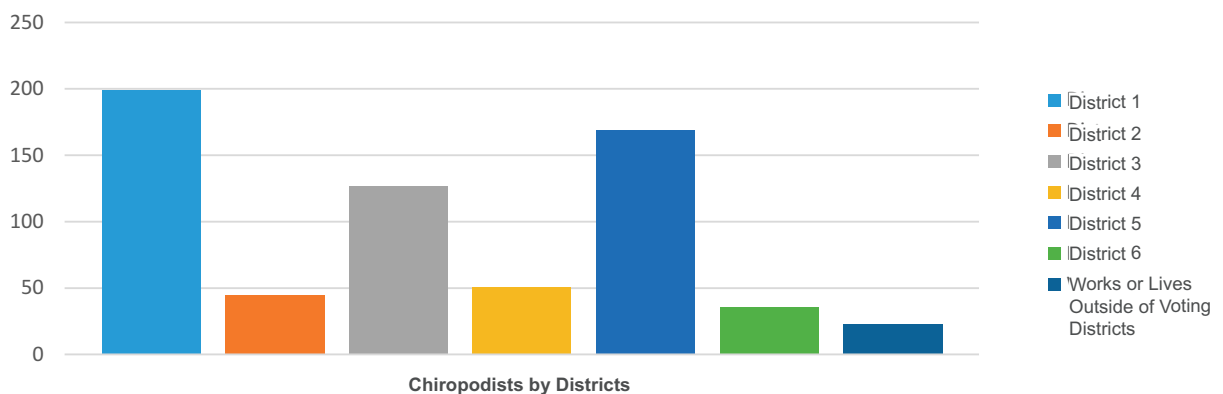
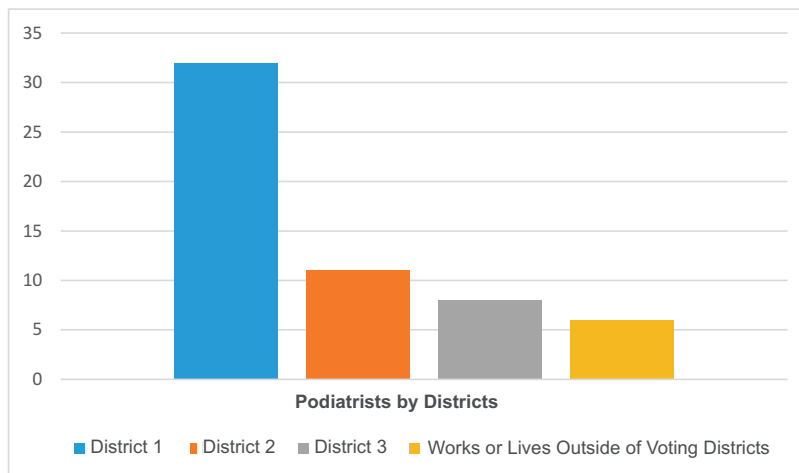
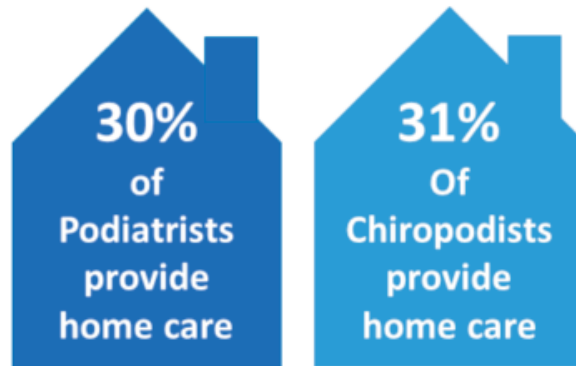


## Chiroprodists & Podiatrists by Age Group



# STATISTICS AND DEMOGRAPHICS

as of December 31, 2017



# INDEPENDENT AUDITOR'S REPORT

## TO THE COUNCIL OF THE COLLEGE OF CHIROPODISTS OF ONTARIO

The accompanying summary financial statements of the College of Chiropractors of Ontario (the "College"), which comprise the summary statement of financial position as at December 31, 2017, and the summary statement of operations for the year then ended are derived from the audited financial statements of the College for the year ended December 31, 2017. We expressed an unmodified audit opinion on those financial statements in our report dated June 22, 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.

### **Management's Responsibility for the Summary Financial Statements**

Management is responsible for the preparation of a summary of the audited financial statements in accordance with Canadian accounting standards for not-for-profit organizations, except that information in respect of changes in net assets and cash flows has not been presented and notes to the summary financial statements have not been prepared.

### **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 for the year ended December 31, 2017 are a fair summary of those financial statements, in accordance with Canadian accounting standards for not-for-profit organizations, except that information in respect of changes in net assets and cash flows has not been presented and notes to the summary financial statements have not been prepared.

Toronto, Ontario  
June 22, 2018

**Hilborn LLP**  
CHARTERED ACCOUNTANTS  
Licensed Public Accountants

# SUMMARY STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2017

	2017	2016
<b>ASSETS</b>		
Cash	\$ 957,873	\$ 759,812
Accounts receivable and prepaid expenses	30,574	26,363
	<b>988,447</b>	786,175
<b>LIABILITIES</b>		
Accounts payable and accrued expenses and deferred revenue	91,940	143,311
<b>NET ASSETS</b>		
Abuse therapy fund	10,000	10,000
General reserve fund	120,000	120,000
Unrestricted balance	766,507	512,864
	<b>896,507</b>	642,864
	<b>988,447</b>	786,175



# SUMMARY STATEMENT OF OPERATIONS

YEAR ENDED DECEMBER 31, 2017

	2017	2016
<b>REVENUES</b>		
Annual general and other fees	1,303,360	1,267,601
Other income - expense recoveries, interest	101,129	48,051
	<b>1,404,489</b>	1,315,652
<b>EXPENSES</b>		
Salaries and benefits	342,389	327,852
General and office	108,338	116,438
Legal	292,330	224,312
Council and committee expenses	136,802	158,899
Rent	53,426	54,337
Photocopy, postage, printing and telephone	28,434	26,901
Repairs and maintenance	6,735	2,858
	<b>968,454</b>	911,597
Special projects - Consulting fees and registration exam development	182,392	88,630
	<b>1,150,846</b>	1,000,227
Excess of revenues over expenses for the year	<b>\$ 253,643</b>	\$ 315,425

\* Complete audited financial statements are available upon request from the office of the Registrar.



## College of Chiropodists of Ontario

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website: [www.cocoo.on.ca](http://www.cocoo.on.ca)