

PROFESSIONAL REGULATION IN THE PUBLIC INTEREST



**College of
Chiropodists
of Ontario**

ANNUAL REPORT 2018

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

Millicent Vorkapich-Hill, Podiatrist (until October 2018)

Martin Hayles, Chiropodist (from October 2018)

Elected Members

Ed Chung, Podiatrist

Julie DeSimone, Chiropodist (until October 2018)

Matthew Doyle, Chiropodist

Peter Guy, Chiropodist

Stephen Haber, Podiatrist

Martin Hayles, Chiropodist

Sasha Kozera, Chiropodist

Sonia Maragoni, Chiropodist (until October 2018)

Jamie Mandlsohn, Chiropodist

Cesar Mendez, Chiropodist (until October 2018)

Millicent Vorkapich-Hill, Podiatrist

Public Members

Donna Coyne

Jim Daley

Winnie Linker

Sohail Mall

Aladdin Mohaghegh

Agnes Potts

Selected Member

Adrian Dobrowsky

Tony Merendino

Non-Council Committee Members

Riaz Bagha, Chiropodist

Bill Bitaxis, Chiropodist

Marcella Cowan, Chiropodist

Anna Georgiou, Chiropodist

Meghan Grantham, Chiropodist

Kay Hayles, Chiropodist

Andrew Klayman, Podiatrist

Sylvia Kovari, Chiropodist

John Lanthier, Podiatrist

Cindy Lewis, Chiropodist

Pauline Looi, Chiropodist

Irv Luftig, Podiatrist

Jamie Maczko, Chiropodist

Ann-Marie McLaren, Chiropodist

Cesar Mendez, Chiropodist (until October 2018)

Meera Narenthiran, Chiropodist

Neil Naftolin, Podiatrist

Tracy Oliver, Chiropodist

Nat Rave, Chiropodist

Kim Resmer, Chiropodist

Anamelva Revoredo, Chiropodist

Stephanie Shlemkevich, Chiropodist

Barbara Sliwa, Chiropodist (until October 2018)

Peter Stavropoulos, Podiatrist

Ruth Thompson, Chiropodist

College Staff

Felecia Smith, Registrar

Meghan Hault, Complaints Officer

Tera Goldblatt, Executive Assistant

College Advisors

Alan Bromstein, Legal Counsel

Jordan Glick (until October 2018), Legal Counsel to the Inquiries Complaints & Review Committee

Debra McKenna (from October 2018), Legal Counsel to the Inquiries Complaints & Review Committee

Hilborn LLP, Auditor

CG Management Group, Government Relations

Dr. Dwight Harley, Registration Examination

THE YEAR 2018 IN REVIEW

REPORT FROM THE PRESIDENT & REGISTRAR

The 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 our regulatory processes in order to better serve the public.

Ms. Millicent Vorkapich-Hill, Podiatrist was elected President. Her term came to an end in October 2018, at which time Mr. Martin Hayles, Chiropractor, was elected President. Ms. Vorkapich-Hill was elected as Vice-President at the same time.

The College continued to work closely with Public Health Ontario to finalize the checklists in relation to infection control. This is an extremely important undertaking as the checklists will allow members to self-reflect and will be used by Public Health if they are called upon to review a member's practice. In tandem, the Standard of Practice on Infection, Prevention and Control was amended. We participated in an initial meeting with the Ministry of Consumer and Government Services and other health regulatory Colleges regarding their policy review of the accessible parking permits program. The College approved a guideline dealing with Extraosseous Subtalar Joint Implant procedure as well as the audited financial statements for 2017 and the budget for 2018. The College also importantly amended its General By-law No. 1 specifically dealing with the public register. It was circulated to members and other stakeholders and finally approved. The College also clarified the wording s. 44.02 of the General By-law No. 1 dealing with practice locations and the obligation to report to the College.

PRESIDENT & REGISTRAR'S Report (continued)

The College contracted with a provider to begin the work to transfer the College's database to an iMIS platform. This is a very important initiative as it will enhance the ability to report and collect statistical information. It is anticipated that finalization of the transfer will probably take about a year to complete. The College successfully ran its first approved course on Inhalation.

The College was asked to be the program client in order to help facilitate the Michener Institute of Education at UHN's accreditation of the chiropody program. The College is involved because there is no other chiropody program in Canada. The College continued its dialogue with the Ministry regarding scope of practice changes. The purpose of this request is to improve patient care and outcomes and to stop, or at least lessen, circular referrals back to doctors in relation to ordering lab tests as an example. Finally, the College moved suites in the same office building in November 2018.

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 2019.



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 Committee reviewed the changes necessary to the College's General by-law, specifically Article 42, to ensure consistency with Bill 87 – Protecting Patients Act. The Executive recommended that the proposed changes be approved in principle and circulated for at least 60 days to members and other stakeholders for comments. The Executive also recommended that the section in the General By-law dealing with practice location be clarified and amended. Amendments were made and it was recommended that Council approve it in principle and circulated for at least 60 days to members and other stakeholders for comment. The Standard and Guidelines Committee continued to work with Public Health to put into place a checklist for Infection Control. It will be used as a self-assessment tool for practitioners and by Public Health if they are required to enter a member's office. The Executive continued to explore possible scope of practice changes with the Ministry. We prepared a MESPO document that was ready to be put forward to the Ministry. After Council approved the Guideline for Extraosseous Subtalar Joint Implant Procedure, amendments were requested and made and recommended to Council. The Executive committee recommended to Council that it authorize a review of the bylaw in relation to eligibility to be a member of Council and how we elect members which is planned to be finalized in 2019.

The Committee recommended to Council the approval of the proposed 2018 budget as well as the 2018 Audited Financial Statements.

MEMBERS

Millicent Vorkapich-Hill, President
Podiatrist (until October 2018)

Martin Hayles, Vice-President
Chiroprapist (from October 2018)

Donna Coyne,
Public Member (from October 2018)

Jim Daley,
Public Member

Cesar Mendez,
Chiroprapist (from October 2018)

Tony Merendino,
Chiroprapist (until October 2018)

Agnes Potts,
Public Member (until October 2018)

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 2018.

CE Log Program

The Committee completed all outstanding matters relating to those members randomly selected to participate in the 2016-2017 continuing education program. This included a review of the members' CE submission and a decision as to whether or not each one met the College's CE requirements. Any deficiencies were noted to the member and corrective action was mandated. For example, those who did not fully meet the requirements were advised that they will need to go through the same process in the next cycle. The 2018-2019 cycle began in January 2018.

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.

MEMBERS

Anna Georgiou, Chair
Chiroprapist

Mathew Doyle,
Chiroprapist (from October 2018)

Julie De Simone,
Chiroprapist (from October 2018)

Winnie Linker,
Public Member (from October 2018)

Ann-Marie McLaren,
Chiroprapist

Cesar Mendez,
Chiroprapist

Aladdin Mohaghegh,
Public Member

Millicent Vorkapich-Hill,
Podiatrist

INQUIRIES, COMPLAINTS & REPORTS COMMITTEE

MEMBERS

Millicent Vorkapich-Hill, Chair
Podiatrist

Riaz Bagha, *Chiropodist*
Non-Council Member

Ed Chung, *Podiatrist*

Donna Coyne, *Public Member*

Jim Daley, *Public Member*

Julie DeSimone, *Chiropodist*
(until October 2018)

Adrian Dobrowsky, *Chiropodist*
Non-Council Member

Mathew Doyle, *Chiropodist*

Peter Guy, *Chiropodist*

Stephen Haber, *Podiatrist*

Martin Hayles, *Chiropodist*

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

COLLEGE STAFF: Meghan Hoult

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 24 new complaints during the year and conducted eight Registrar’s investigations, for a total of 32. Of these 32 matters the Committee disposed of 15 within 2018, as well as carryovers from previous years. One matter was referred to the Discipline Committee.

For the complaints and registrar’s investigations that were disposed of in 2018, 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 2018, there were zero 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 Committee. 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 2018, the ICRC made one referral 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/.

MEMBERS

Cesar Mendez, Chair
Chiropodist

Riaz Bagha, *Chiropodist*
Non-Council Member

Donna Coyne, *Public Member*

Jim Daley, *Public Member*

Adrian Dobrowsky, *Chiropodist*

Khalid Daud, *Public Member*

Julie DeSimone, *Chiropodist*
(until October 2018)

Peter Guy, *Chiropodist*

Stephen Haber, *Podiatrist*

Martin Hayles, *Chiropodist*

Grace King, *Public Member*

Sylvia Kovari, *Chiropodist*
Non-Council Member

Irv Luftig, *Podiatrist*
Non-Council Member

James Maczko, *Chiropodist*
Non-Council Member

Sohail Mall, *Public Member*

Tony Merendino, *Chiropodist*

Neil Naftolin, *Podiatrist*
Non-Council Member

Agnes Potts, *Public Member*

Peter Stavropoulos, *Podiatrist*
Non-Council Member

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 two applications for re-instatement to the Registration Committee in 2018.

MEMBERS

Agnes Potts, Chair
Public Member

Donna Coyne, *Public Member*

Mathew Doyle, *Chiroprapist*

Stephen Haber, *Podiatrist*

Winnie Linker, *Public Member*

Martin Hayles, *Chiroprapist*

Sasha Kozera, *Chiroprapist*

Aladdin Mohaghegh, *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 applications for funding to the Committee in 2018.

MEMBERS

Stephen Haber, Chair
Podiatrist

Donna Coyne, Public Member

Mathew Doyle, Chiropodist

Sylvia Kovari, Chiropodist,
Non-Council Member

Pauline Looi, Chiropodist,
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 2018.

MEMBERS

Peter Guy, Chair
Chiropracist (from October 2018)

Donna Coyne, *Public Member*

Mathew Doyle, *Chiropracist*

Stephen Haber, *Podiatrist*

Martin Hayles, *Chiropracist*

Pauline Looi, *Chiropracist*
Non-Council Member

Cesar Mendez, *Chiropracist*

Kim Resmer, *Chiropracist*
Non-Council Member

STATISTICS AND DEMOGRAPHICS

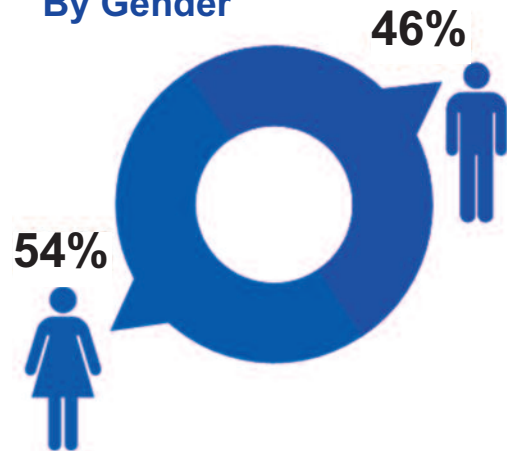
as of December 31, 2018

of Members

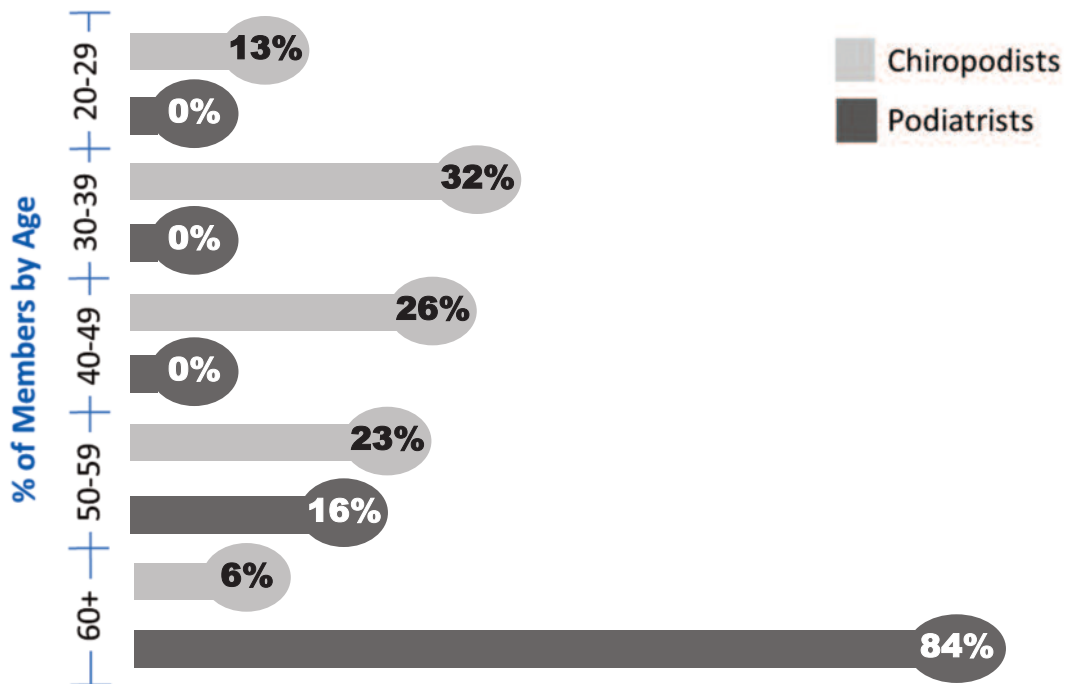
733

678 Chiropractors
55 Podiatrists

By Gender

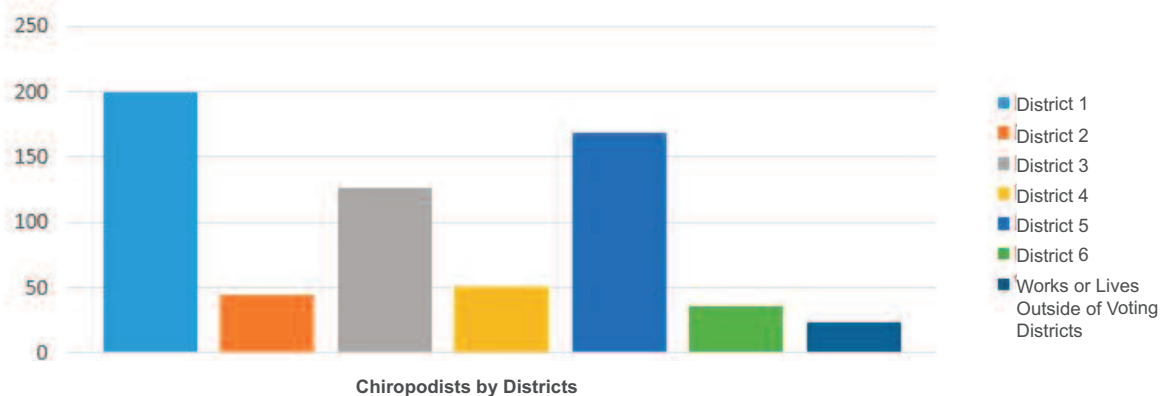
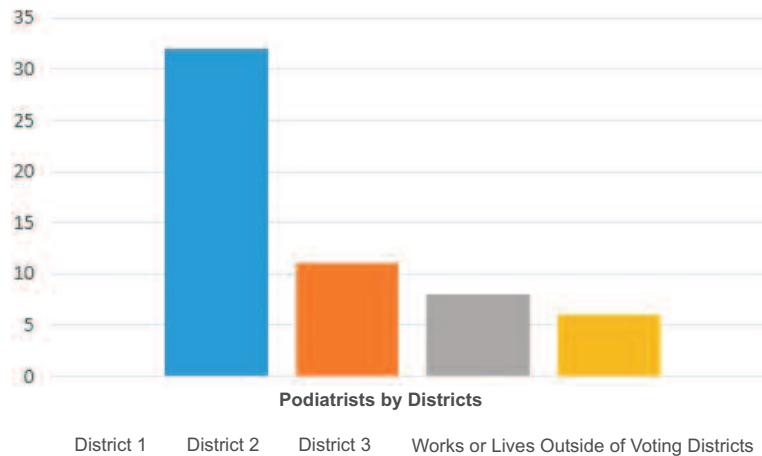
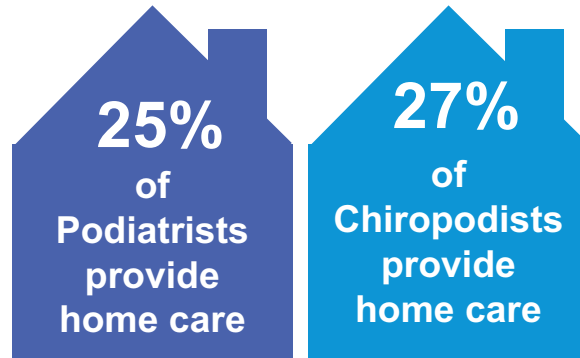


Chiropractors & Podiatrists by Age Group



STATISTICS AND DEMOGRAPHICS

as of December 31, 2018



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, 2018, 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, 2018. We expressed an unmodified audit opinion on those financial statements in our report dated June 21, 2019.

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, 2018 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 21, 2019

Hilborn LLP
CHARTERED ACCOUNTANTS
Licensed Public Accountants

SUMMARY STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2018

	2018	2017
ASSETS		
Cash	\$ 1,378,661	\$ 957,873
Accounts receivable and prepaid expenses	37,444	30,574
	1,416,105	988,447
LIABILITIES		
Accounts payable and accrued expenses	86,469	91,940
NET ASSETS		
Abuse therapy fund	10,000	10,000
General reserve fund	120,000	120,000
Unrestricted balance	1,199,636	766,507
	1,329,636	896,507
	1,416,105	988,447

SUMMARY STATEMENT OF OPERATIONS

YEAR ENDED DECEMBER 31, 2018

	2018	2017
REVENUES		
Annual general and other fees	1,376,798	1,303,360
Other income - expense recoveries, interest	86,424	101,129
	1,463,222	1,404,489
EXPENSES		
Salaries and benefits	348,600	342,389
General and office	138,837	108,338
Legal	195,101	292,330
Council and committee expenses	132,736	136,802
Rent	50,374	53,426
Photocopy, postage, printing and telephone	27,217	28,434
Repairs and maintenance	2,259	6,735
	895,124	968,454
Special projects - Consulting fees, inhalation course and registration exam development	134,969	182,392
	1,030,093	1,150,846
Excess of revenues over expenses for the year	\$ 433,129	\$ 253,643

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



College of Chiropodists of Ontario

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