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## **Mission Statement**

The College ensures Ontarians have access to comprehensive foot care, of the highest professional podiatry standards, to best meet the foot health needs of Ontarians, and demonstrates its commitment to continuous improvement in regulatory oversight.

## Vision

The College demonstrates effective regulation of a podiatry profession dedicated to the delivery of regulatory excellence to contribute to the foot health of all Ontarians.

# The College

The College of Chiropodists of Ontario is the regulatory body for more than 790 chiropodists and podiatrists in Ontario. The College regulates the chiropody and podiatry profession by setting the requirements to be registered as a chiropodist or podiatrist and establishing practice standards for safe, ethical care for all Ontarians through: rigorous certification; ongoing knowledge building; quality assurance activities; articulating and promoting practice standards; establishing requirements for entry-to-practice; and enforcing practice standards and professional conduct.

# College Council

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#### President

Peter Stavropoulos, Podiatrist

#### **Elected Members**

Melanie Atkinson, Chiropodist
Nosheen Chaudhry, Chiropodist (until October 2021)
Ed Chung, Podiatrist
Matthew Doyle, Chiropodist
Peter Ferguson, Chiropodist and Vice-President
Sasha Kozera, Chiropodist
Irv Luftig, Podiatrist
Cesar Mendez, Chiropodist (until October 2021)
Patrick Rainville, Chiropodist (from October 2021)
Donna Shewfelt, Chiropodist (from October 2021)

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#### **Selected Member**

Eliot To, Chiropodist

#### **Public Members**

Ramesh Bhandari
Jim Daley
Douglas Ellis (until August 2021)
Andrew Gassmann (until June 2021)
Allan Katz
Winnie Linker
Reshad Nazeer (from December 2021)
Andrew Simmons (from September 2021)

In addition to Council, the College has statutory and non-statutory Committees described in the legislation. These Committees are comprised of a combination of Council and Non-Council members. Members of each statutory Committee are identified in the reports below.

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# College Staff

#### Registrar

Julie Maciura, LL.B., Acting Registrar (January to May 2021)
Nicole Zwiers, LL.B., LL.M. (from May 2021)

#### **Prctice Advisor**

Meghan Hoult, D.Pod.M (on leave from March 2021)
Peter Ferguson, D.Pod. M, Acting Practice Advisor (from May 2021)

#### **Manager, Professional Conduct and Hearings**

Meghan Clarke, LL.B., LL.M.

#### **Executive Assistant**

Tera Goldblatt (until December 2021)

#### Manager, Registration, Examination and Quality Programs

Christine Hickey, B.A. (Hons), Paralegal, LL.M. (from December 2021)

# Registrar's Message

021 continued to present all the challenges of the pandemic, particularly to healthcare professionals. Our registrants took effective measures to provide safe, in-person care to patients, thereby helping to alleviate pressure on our healthcare system in a trying time, including the pressure on our hospitals. As the provincial pandemic directive ebbed and flowed to reflect the rate of transmission of Covid-19 and measures to lessen transmission, registrants followed closely, maintaining a nimbleness in their respective practices to ensure continuity of care with a focus on



a patient-centric response. At the same time, the College's business continued largely remotely, with virtual hearings and virtual committee meetings as well as many notable improvements.

The College realized a number of significant achievements in 2021 that I am pleased to share. A reserve fund policy to protect the College against unexpected expenditures or losses was passed by Council at its October 2021 Council Meeting. In addition, Council also passed a bylaw amendment to increase annual fees in 2022 and to protect against the need for future large increases with the implementation of an annual cost of living increase that will commence in 2023. There had not been an increase in registrant annual fees since 2015. These measures were necessary to ensure the College is properly funded to carry out its legislative mandate of protecting the public. College Council also implemented an additional accountability measure with the introduction of Council Surveys, providing Council with the opportunity to assess its performance and the effectiveness of Council meetings with a view to continuously improving Council's performance and Council meetings.

Despite the ongoing challenges of the pandemic, the College was able to safely administer its Registration Examination in 2021, both the online and in-person components, ensuring that new Registrants were not unduly delayed in registering with the College and were able



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to engage in chiropody practice. Registrants were offered a deferred date of August 2021 by which to pay their annual fees in recognition of the continuing pandemic and any ongoing financial difficulties incurred by registrants. Additionally, the College • • • • • • • • • • effectively and efficiently managed the complaints and mandatory

reports received, exceeding the legislative timelines, including the

timely scheduling of hearings through to conclusion. To ensure the College maintains robust professional membership on committees to manage the College's oversight of chiropodists and podiatrists, Council approved an increase to the honoraria paid to professional members that aligns the College's remuneration for professional members with other health regulators. The honoraria had not been

increased in 20 years, was very outdated, requiring modernization to maintain the viability of the College.

Finally, in 2021 the College Council adopted a number of new and updated guidelines and policies to modernize the College's operations and best meet the College's obligation to protect the public. This included a move to conduct more pre-hearing conferences, to manage discipline matters more efficiently, and an updated Orthopaedic Footwear Standard. The College continues to embrace transparency and has now posted the minutes of all Executive Committee meetings as well as the financial statements on its website. The College submitted its first College Performance Measurement Framework (CPMF) in March 2021 to the Ministry of Health and posted the CPMF on its website. College staff, in conjunction with Council, continued implementing improvements to operations and governance with a view to submitting its second CPMF in March 2022. Both years of the College's CPMF can be found on the website.

I am happy to report that the College is continuing to improve its governance and operations, building upon the achievements of 2021 and will continue to protect Ontarians, ensuring the highest standards of foot healthcare are available.

Respectfully submitted,

Nicole Zwiers

# President's Message

As the College president in 2021, I worked closely with Council and the College's new Registrar to modernize College governance and support the standard of care of both chiropodists and podiatrists for the benefit of the public. As the Chair of the Inquiries, Complaints and Reports Committee, I worked closely with many of our professional registrants to ensure the College duly fulfilled its obligations to effectively investigate and fairly review all complaints and mandatory reports. I am proud of our professions, providing excellence in foot care to millions of



Ontarians, particularly in the most challenging of times – a worldwide pandemic. We did not see an end to the pandemic in 2021 but we did continue to see a resilience among the membership to continue treating patients in-person, managing serious foot ailments that, undoubtedly, prevented numerous hospitalizations while improving the health of our patients. In short, our

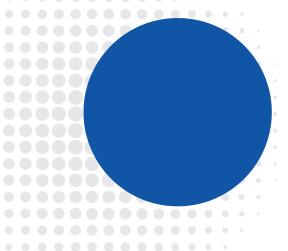
registrants worked with the province's other healthcare professionals to lessen the burden on the system and effectively treat patients in out-of-hospital, clinical settings. Our registrants made it look easy but, I know, the registrants worked diligently and tirelessly to comply with ever changing safety measures and to provide the kind of fluid response necessary to meet the challenges presented. In 2021 our registrants continued to rise to the occasion and the public was safely and well served.

2021 also brought many improvements at the College. The College's new Executive Committee elected at our October Council Meeting, focused first on committee chair and member selection to optimize the functioning and effectiveness of committee work at the College. From there, the Executive Committee has continued to meet regularly to conduct important College business in between Council meetings. To ensure the work of the Executive Committee is transparent and accountable, we have posted the minutes from all Executive Committee meetings on our website and will continue to do so. We have taken steps to improve the College's policies to improve the efficiency and effectiveness of our ICRC and Discipline Committee. We have continued to improve the College's Standards and Guidelines to assist registrants in the care they provide to patients.

I am excited about the opportunities for continued improvements in 2022 and I am confident that our efforts in 2021 have established a solid foundation on which to build upon. We have very committed professional and public members on the Executive Committee and on Council who I have enjoyed working with immensely, and we have worked closely with a highly skilled and committed College staff under the inspiring direction of our new Registrar. I am reassured that the College is in very capable hands, well placed to take on the challenges of 2022 and I am humbled by the opportunity to serve as the College's President.

Sincerely,

Peter Stavropoulos, DPM



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# 2021 Highlights

n 2021, the College began the year with a significant change to its leadership. Julie Maciura took on the role of Acting Registrar in January 2021, and Council began a search for a new Registrar. In May 2021, Nicole Zwiers was appointed Registrar and CEO.

In October 2021, Peter Stavropoulos was elected President for a second term and Peter Ferguson was elected Vice-President, also for a second term.

Council supported several important initiatives in 2021. First, it supported an increase to membership fees. While Council was sensitive to the concerns of some registrants in increasing the fees during the pandemic, it considered that there had not been a fee increase since 2015 and the increase was needed to ensure the College was able to continue meeting its legislative obligations. The fees increase came into effect in February 2022. In addition, to avoid large increases to annual fees in the future, Council voted to adopt an annual cost of living increase to the fees starting in 2023.

Council also voted to approve a new Per Diems and Council and Committee Compensation & Expense Policy for professional members of Council and committees. The College's previous policy had not been updated since 2002, and an environmental scan of other RHPA colleges revealed that the honoraria rate fell below the compensation provided to other professionals. The new policy also addresses payment for cancelled meetings or hearings, and it accounts for increased costs for hotel rooms, travel costs and meals.

For the first time, Council approved the creation of a Strategic Planning Committee that began working on a Strategic Plan for the College, with the goal of presenting the College's inaugural Strategic Plan to Council in early 2022.

#### COVID-19

For the past two years, the COVID-19 pandemic has disrupted the chiropody and podiatry profession in ways that were previously unimaginable. Maintaining safe access to chiropody care required a new approach to interacting with patients and it intensified the need for clear guidance from the College to support the membership.

In 2021, College staff, Council and Committees continued to operate remotely, with Council and Committee meetings being held virtually.

The College continued to provide registrants with timely information and the resources they required to provide safe and effective care as information became available from the Ministry of Health and public health authorities.

In March 2021, in response to questions from registrants and the public about the use of nail drills during the COVID-19 pandemic, the College developed the Mechanical Nail Debridement Advisory for registrants.

#### PRACTICE ADVISORY SERVICE

For In May 2021, Peter Ferguson, Registered Chiropodist, assumed the role of Acting Practice Advisor (PA) in the absence of the full-time practice advisor. The statistics in this report reflect the data gathered from May to December 2021.

#### **Purpose**

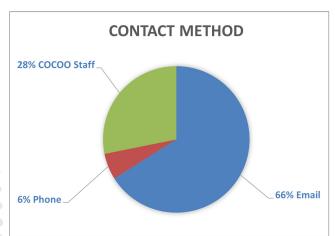
The PA provides professional practice advice on behalf of the College, supporting members by making sound and ethical clinical decisions that comply with legislative requirements, the Standards of Practice, and College policies and guidelines. The PA is also available to support the public with questions about the practice of chiropodists and podiatrists.

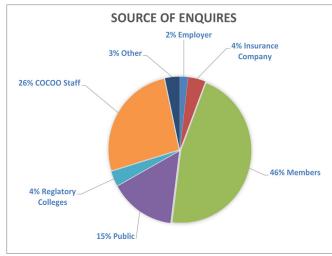
#### The Public Interest

The PA service responds to inquiries from multiple stakeholders including the public. The PA is also available to support the public with questions about the practice of chiropodists and podiatrists in Ontario.

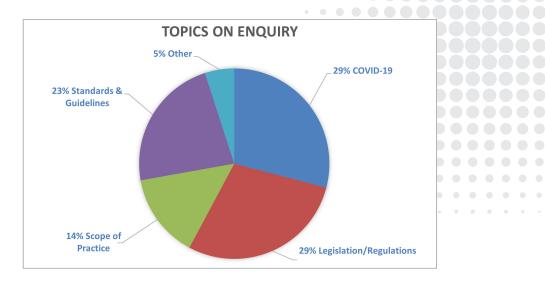
Data breakdown from May 1 – December 31, 2021:

- Received 360 phone calls and emails.
- 46% of enquires are from Members.
- 26% of Member and public referrals coming from COCOO staff.
- 29% of enquiries COVID-19 related focused on vaccination mandates and policies.





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#### **UPDATES TO STANDARDS, GUIDELINES AND ADVISORIES**

In 2021, the Standards and Guidelines Committee reviewed and updated the Orthopaedic Footwear Standard, the Advertising Guideline, and it developed a social media advisory, which were all approved by Council.

The changes to the Orthopaedic Footwear Standard were prompted by concerns raised about the number of cases coming before the Inquiries, Complaints and Reports Committee and the Discipline Committee involving orthotics and orthopaedic footwear. Council directed the Standards and Guidelines Committee to address gaps and inconsistencies in the existing standard to ensure registrants clearly understand the College's expectations.

#### AMENDMENTS TO THE COLLEGE'S DRUG REGULATION

The Injections, Prescriptions and Standard of Practice (and its schedules) section of the General Regulation, made under the Chiropody Act, 1991, outlines the drugs and substances authorized to chiropodists and podiatrists.

In May 2019, the College was asked by Christine Elliott, Deputy Premier and Minister of Health, to amend its drug regulation to include categories of drugs in accordance with the American Health Formulary System (AHFS). The College immediately began working on amending the regulation. In September 2019, Council approved the proposed amended regulation, and it was circulated for a 60-day public consultation. The approved regulation was submitted to the Ministry before the December 31, 2019 deadline.

In 2021, the College continued to work with the Ministry to move the amended regulation though the approval process. The College anticipates that the amended regulation will come into force and effect January 1, 2023.

#### **COLLEGE PERFORMANCE MEASUREMENT FRAMEWORK**

In 2020, the Ministry of Health (MOH) established a new annual reporting requirement for all regulatory health colleges. The College Performance Measurement Framework (CPMF) enables the College to measure and report, in a standardized way, how it is acting in the public interest. Completing the CPMF is an opportunity for the College to reflect on its achievements, work towards achieving best practices in regulation and to identify areas for continuous improvement.

The Ministry requires the College to report on the following seven broad domains: Governance, Resources, System Partners, Information Management, Regulatory Policies, Suitability to Practice, and Measurement, Reporting and Improvement.

The College submitted its second report to the MOH in March 2022, which reported on its performance in 2021. The College made several notable improvements from the 2020 report. For example, the College implemented a financial reserve fund policy. The rationale for a reserve fund or surplus is to ensure that each regulator is financially sustainable and able to remain fiscally secure in the face of unexpected expenses, or a reduction in revenue. Further, the financial reserve contemplated by the CPMF is separate from any surplus in a college's operating budget.

The College fulfilled other obligations in the CPMF, including implementing a cooling-off period of one-year for Council members who previously served on the board of an association, providing more thorough orientation for Council and Committee members, and introducing a post-meeting survey for Council members. The College also committed to make further improvements in the 2022 reporting cycle, including implementing DEI into its policies.

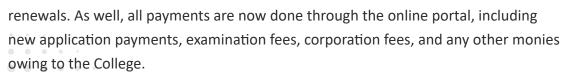
#### **MOVING TOWARDS PAPERLESS**

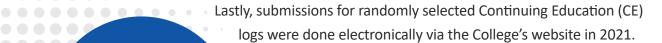
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In 2021, the College continued to digitize the way it works. In addition to membership renewal, other internal office processes went paperless including signing declarations and other forms, creating and providing receipts, Quality Assurance Committee materials, and corporation





# **Executive Committee**

n 2021, the Executive Committee met 17 times (virtually) and continued its oversight role of financial monitoring, strategic planning, governance and risk management practices and responsibilities for the College. The Executive 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 recommended to Council the approval of the proposed 2021 budget as well as the 2021 Audited Financial Statements.

# Members

Peter Stavropoulos, Podiatrist (Chair)
Andrew Gassmann, Public Member (until June 2021)
Jim Daley, Public Member (from October 2021)
Matthew Doyle, Chiropodist
Peter Ferguson, Chiropodist
Winnie Linker, Public Member

# Quality Assurance Committee

The Quality Assurance Program provides regulatory oversight through annual practice assessments and continuing education opportunities to ensure that chiropodists and podiatrists in Ontario are practising in accordance with the College's standards.

#### SUMMARY OF THE 2021 ACCOMPLISHMENTS AND ACTIVITIES

#### **PRACTICE ASSESSMENTS**

Practice Assessments afford the College with an opportunity to provide collegial feedback and direction to members of the profession. In addition, the practice assessments allow broader concerns to be addressed before a complaint is filed or public safety is compromised.

The College conducted nineteen practice assessments in 2021. While many of the assessments have returned positive results; three raised concerns warranting SCERPs, TCLs and/or directions. In one instance, a referral to the ICRC was warranted. Going forward, the College will engage with 5% of the membership for practice assessments. These randomly selected assessments will occur on an annual basis.

#### **CONTINUING EDUCATION**

Registrants are required to accrue a minimum of fifty (50) credit hours over a period of two years. The current cycle began on January 1, 2020 and ended on December 31, 2021. Due to the COVID pandemic, the Quality Assurance Committee waived the 5-credit limit for online professional development under Category A. This exemption has been continued into 2022.

## Members

Anna Georgiou, Chiropodist (Chair)

Melanie Atkinson, Chiropodist

Ramesh Bhandari, Public Member (from October 2021)

Matthew Doyle, Chiropodist

Andrew Gassmann, Public Member (until June 2021)

Cindy Lewis, Chiropodist

Winnie Linker, Public Member

**Irv Luftig**, Podiatrist (until May 2020)

Ann-Marie McLaren, Chiropodist

Cesar Mendez, Chiropodist

Brooke Mitchell, Chiropodist

Jaffer Kamal Shaik Mohammed, Chiropodist (non-Council member) (from October 2021)

Patrick Rainville, Chiropodist (from October 2021)

Tina Rainville, Chiropodist (non-Council member) (from October 2021)

Millicent Vorkapich-Hill, Podiatrist

# Inquiries, Complaints & Reports Committee

The Inquiries Complaints and Reports Committee ("ICRC") investigates complaints and reports to address concerns about the conduct and practice of Ontario chiropodists and podiatrists.

After a complaint or report is investigated, the ICRC decides what action to take. The ICRC may do any one or more of the following:

- refer allegations of the registrant's professional misconduct or incompetence to the Discipline Committee;
- refer the registrant to a panel of the ICRC for a health inquiry;
- require the registrant to attend before a panel of the ICRC to be cautioned;
- require the registrant to participate in a specified continuing education or remedial program (educational program); or
- take other action including providing advice to the registrant, accepting an undertaking, accepting a permanent resignation or taking no action.

If the ICRC is satisfied that a complaint is an abuse of process, it is required to take no action.

#### SUMMARY OF THE 2021 ACCOMPLISHMENTS AND ACTIVITIES

The ICRC reviews three types of cases:

#### **COMPLAINTS:**

The complaint process is a formal process set out in legislation. Complaints may be submitted by any member of the public.

#### **REGISTRAR'S REPORT INVESTIGATIONS:**

Registrar's Investigations commence because of concerns that are not submitted as a formal complaint. Reports come from employers, facility operators, registrants, and others. Based on the information, if the Registrar determines that there are reasonable and probable grounds to believe that a registrant has committed professional misconduct, or the registrant may be incompetent, an investigation is initiated.

#### **HEALTH INQUIRIES:**

The ICRC conducts inquiries into whether a registrant has a mental or physical condition or disorder that impacts the registrant's capacity to practise safely. The ICRC makes inquiries and may require the registrant to undergo medical examinations and suspend the registrant's certificate of registration if he or she does not attend or comply. The ICRC, after reviewing the results of its inquiries, may refer the matter to the Fitness to Practise Committee.

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# Inquiries, Complaints & Reports Committee (continued)

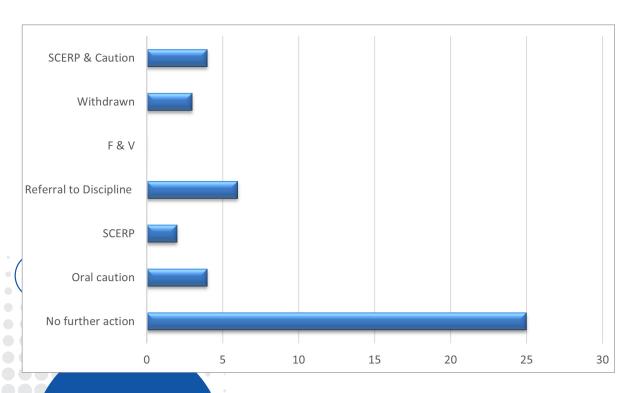
#### **SUMMARY OF ICRC DATA FOR 2021**

The College received 29 complaints in 2021, conducted five Registrar's investigations, and received one referral from the Quality Assurance Committee, for a total of 35 cases in 2021. The Committee disposed of 41 files in 2021, which included matters carried over from the previous year. Six matters were referred to the Discipline Committee in 2021.

For the Registrar's investigations that were disposed of in 2021, the issues related to breaches of College standards, competence/patient care, infection control, improper use of the doctor title, sexual abuse/harassment and boundary violations, and practising while suspended by the Discipline Committee.

The ICRC conducted one health inquiry in 2021.

# DISPOSITIONS: COMPLAINTS, REGISTRAR'S REPORTS AND INCAPACITY CONCERNS (2021)



# Inquiries, Complaints & Reports Committee (continued)

#### **APPEALS**

Complainants and registrants have the right to appeal the decision of the ICRC within 30 days, unless the decision is to refer the matter to the Discipline of Fitness to Practise Committee.

The review process is handled by the Health Professions Appeal and Review Board (HPARB), which can review the adequacy of an investigation and/or the reasonableness of an ICRC decision.

HPARB is composed of members of the public appointed by the Lieutenant Governor in Council on the Minister of Health and Long-Term Care's recommendation. More information about HPARB is available at <a href="https://www.hparb.on.ca">www.hparb.on.ca</a>.

In 2021, three decisions were appealed to HPARB. The College is awaiting the results.

## Members

Peter Stavropoulos, Podiatrist (Chair)

Riaz Bagha, Chiropodist, non-Council member

Ramesh Bhandari, Public Member

Nosheen Chaudhry, Chiropodists

Ed Chung, Podiatrist

**Jim Daley**, Public member

Adrian Dobrowsky, Chiropodist, non-Council member (from October 2021)

Mathew Doyle, Chiropodist

Douglas Ellis, Public member (until August 2021)

Peter Ferguson, Chiropodist

Allen Frankel, Chiropodist

Andrew Gassmann, Public Member (until June 2021)

Peter Guy, Chiropodist

**Stephen Haber**, Podiatrist

Martin Hayles, Chiropodist, non-Council member

Allan Katz, Public Member

Sylvia Kovari, Chiropodist, non-Council member

Sasha Kozera, Chiropodist

Winnie Linker, Public Member

**Irv Luftig**, Podiatrist

Jamie Maczko, Chiropodist, non-Council member

Cesar Mendez, Chiropodist, non-Council member
Brooke Mitchell, Chiropodist (from October 2021)
Neil Naftolin, Podiatrist, non-Council member
Reshad Nazeer, Public member (from December 2021)
Nat Rave, Chiropodist, non-Council member
Patrick Rainville, Chiropodist (from October 2021)
David Roth, Podiatrist, non-Council member
Donna Shewfelt, Chiropodist (from October 2021)
Stephanie Shlemkevich, Chiropodist, non-Council member
Andrew Simmons, Public member (from September 2021)
Ruth Thompson, Chiropodist, non-Council member
Eliot To, Chiropodist, Selected member
Millicent Vorkapich Hill, Podiatrist, non-Council member

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# 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 registrant's professional misconduct or incompetence, which has been referred to the Committee by the Inquiries, Complaints and Reports Committee. If a panel of the Discipline Committee finds a registrant has committed an act of professional misconduct it may make an order doing any one 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;
- Requiring a member to pay all or a portion of the College's costs related to the matter brought before the discipline committee.

#### **SUMMARY OF THE 2021 ACCOMPLISHMENTS AND ACTIVITIES**

In 2021, the ICRC made six referrals to the Discipline Committee. There were seven Discipline Committee hearings in 2021, and all seven were uncontested.

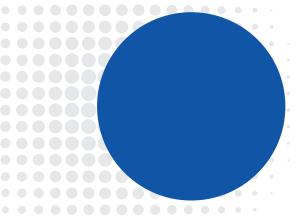
In addition to the seven hearings, the Committee heard six motions that involved requests to indefinitely adjourn hearings because the registrants entered into agreements to resign and never reapply for membership with the College. Where the Discipline Committee granted the requests to indefinitely adjourn the discipline hearing, the College retained the ability to re-open its prosecution if the registrants breached the terms of their undertakings.



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In 2021, approximately \$165,000 in costs was awarded to the College (and recovered), which accounts for roughly two-thirds of the cost the College incurred to prosecute the 13 matters.



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...... For a summary of each discipline hearing and corresponding outcome, please refer to the links below. In cases where multiple matters related to the same registrant were heard jointly, a single discipline decision provides the outcome.

Alison Murakami (2021)

Sydney Ord (2021)

Flavia Mortelliti (2021)

Michael Doherty (2021)

Angelo Casella (2021)

Flordeliza Sy (2021)

Alan Lustig (2021)

Omar Qureshi (2021)

John Infanti (2021)

Helmut Kellen (2021)

Angele Charbonneau (2021)

Stephen Galperin (2021)

Francis Keogh (2021)

Discipline decisions can be found on the College's website: https://cocoo.on.ca/disciplinedecision-summaries/ and on CanLII at https://www.canlii.org/en/

## Members

**Cesar Mendez**, Chiropodist, non-Council member *(Chair)* 

Melanie Atkinson, Chiropodist

Riaz Bagha, Chiropodist, non-Council member

Nosheen Chaudhry, Chiropodist

**Ed Chung**, Podiatrist

**Jim Daley**, Public Member

Adrian Dobrowsky, Chiropodist, non-Council member (from October 2021)

Matt Doyle, Chiropodist

Doug Ellis, Public Member (until August 2021)

Peter Ferguson, Chiropodist

Andrew Gassmann, Public Member (until June 2021)

Peter Guy, Chiropodist, non-Council member

Stephen Haber, Podiatrist, non-Council member

Martin Hayles, Chiropodist, non-Council member

Allan Katz, Public Member

Sylvia Kovari, Chiropodist, non-Council member

Sasha Kozera, Chiropodist

Winnie Linker, Public Member

Irv Luftig, Podiatrist

James Maczko, Chiropodist, non-Council member

**Ann-Marie McLaren**, Chiropodist, non-Council member

**Brooke Mitchell**, Chiropodist (from October 2021)

Reshad Nazeer, Public member (from December 2021)

Patrick Rainville, Chiropodist (from October 2021)

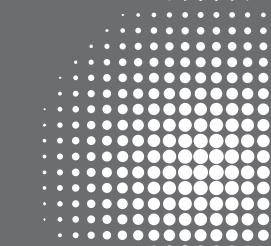
**Donna Shewfelt,** Chiropodist (from October 2021)

Andrew Simmons, Public member (from September 2021)

**Peter Stavropoulos**, Podiatrist

Eliot To, Podiatrist, Selected member

Millicent Vorkapich-Hill, Podiatrist, non-Council member





# Registration Committee

The Registration Committee supports the College's public protection mandate by developing, establishing, and maintaining standards of qualification for persons to be issued certificates of registration with the College.

The Registration Committee did not meet in 2021.

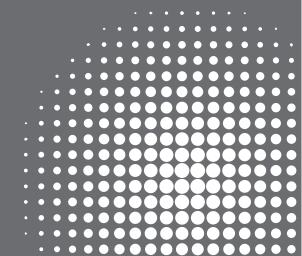
#### **EXAMINATION COMMITTEE**

The Examination Committee is a sub-committee of the Registration Committee. The work of the Exam Committee is to develop, administer and maintain the College's qualifying examinations, which are comprised of an online written exam and an in-person clinical exam. In 2021, the Exam Committee retained the services of Dr. Anthony Marini of Martek Assessments Ltd to provide psychometrician services. Martek assisted with the development and administration of the online written exam, analysis and scoring of all results, and ensuring the examinations are current with the standards and competencies.

In 2021, the College's qualifying exams were slightly delayed to the COVID pandemic. The first online written exam occurred on June 26, 2021, and the in-person component was held at the Michener Institute on August 21, 2021. A second round of exams occurred on November 20, 2021.

# Members

Mathew Doyle, Chiropodist (Chair)
Melanie Atkinson, Chiropodist (from October 2021)
Ramesh Bhandari, Public Member (from October 2021)
Deepka Duggal, Chiropodist (from October 2021)
Douglas Ellis, Public Member (until August 2021)
Sasha Kozera, Chiropodist
Winnie Linker, Public Member
Peter Stavropoulos, Podiatrist



# **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 patients who were sexually abused by a registrant.

#### **SUMMARY OF THE 2021 ACCOMPLISHMENTS AND ACTIVITIES**

The Patient Relations Committee met once in 2021 to review client applications for funding.

## Members

Peter Stavropoulos, Podiatrist (Chair)

Mathew Doyle, Chiropodist

Jim Daley, Public Member (from October 2021)

Andrew Gassmann, Public Member (until June 2021)

Allan Katz, Public Member

Pauline Looi, Chiropodist, non-Council member

Brooke Erin Lee Mitchell, Chiropodist, non-Council member (from October 2021)

# Fitness to Practise Committee

he Fitness to Practise Committee is a statutory committee. The FTP Committee holds hearings to assess a whether a registrant is incapacitated, after the matter has been referred by the Inquires, Complaints and Reports Committee. If the FTP Committee finds that a registrant 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 registrant's certificate of registration.

#### **SUMMARY OF THE 2021 ACCOMPLISHMENTS AND ACTIVITIES**

There were no incapacity hearings or other proceedings before the Fitness to Practise Committee in 2021. The Committee did not receive any referrals in 2021 and there were no matters carried over from 2020.

# Members

Peter Guy, Chiropodist *(Chair)*Matthew Doyle, Chiropodist
Andrew Gassmann, Public Member *(until June 2021)*Winnie Linker, Public Member *(from October 2021)*Pauline Looi, Chiropodist, non-Council member
Cesar Mendez, Chiropodist
Kim Resmer, Chiropodist, non-Council member

# Statistics & Demographics

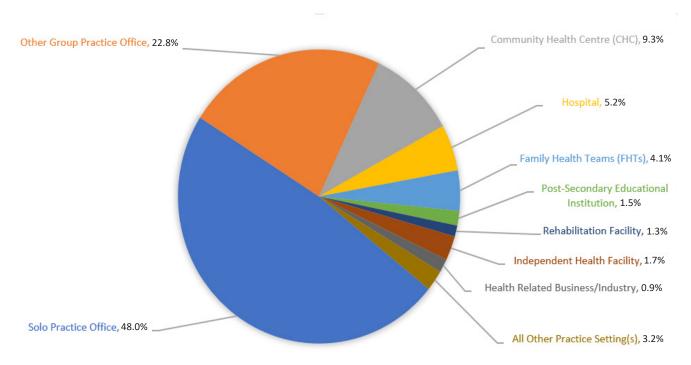
as of December 31, 2021

# # of Members

800

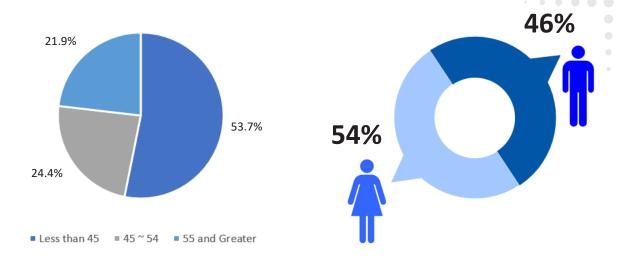
752 Chiropodists48 Podiatrists

# Practice Setting (First Practice Site Only)

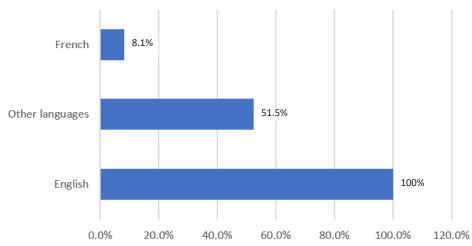


Note: 2% of members practice settings is unknown or not applicable

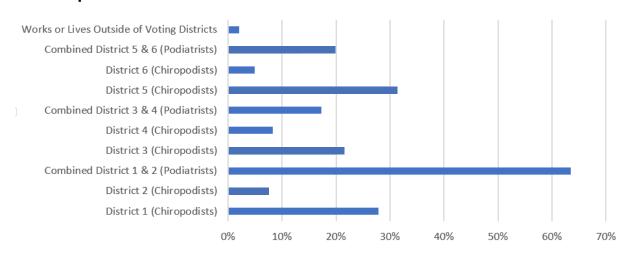
# Members by Age Group Members by Gender



# Languages of Care by Members



# Composition of Districts



# Independent Auditor's Report

ON SUMMARY FINANCIAL STATEMENTS

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

#### Opinion

The summary financial statements of the College of Chiropodists of Ontario (the "College"), which comprise the summary statement of financial position as at December 31, 2021, 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, 2021.

In our opinion, the accompanying summary financial statements are a fair summary of the audited financial statements of the College for the year ended December 31, 2021, 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 as further described in the *Summary Financial Statements*.

#### Summary Financial Statements

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 and the auditor's report thereon, therefore, is not a substitute for reading the audited financial statements of the College and the auditor's report thereon. The summary financial statements and the audited financial statements do not reflect the effects of events that occurred subsequent to the date of our report on the audited financial statements.

The Audited Financial Statements and Our Report Thereon

We expressed an unmodified audit opinion on the audited financial statements in our report dated June 24, 2022.

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 for the Summary Financial Statements

Our responsibility is to express an opinion on whether the summary financial statements are a fair summary of the audited financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, "Engagements to Report on Summary Financial Statements".

Toronto, Ontario June 24, 2022 CHARTERED PROFESSIONAL ACCOUNTANTS Licensed Public Accountants

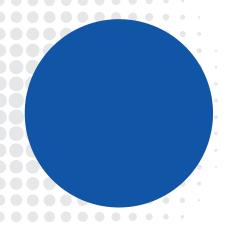
Hilborn LLP

# **Summary Statement of Financial Position**

AS AT DECEMBER 31, 2021

	2021	2020
ASSETS		
Cash	\$ 1,750,644	\$ 1,546,537
Accounts receivable and prepaid expenses	60,885	13,809
Equipment	13,144	19,832
	1,824,673	1,580,178
LIABILITIES  Accounts payable and accrued expenses and deferred revenue	313,902	152,990
NET ASSETS		
Abuse therapy fund	10,000	10,000
General reserve fund	120,000	120,000
Unrestricted balance	1,380,771	1,297,188
	1,510,771	1,427,188
	\$ 1,824,673	\$ 1,580,178

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



# **Summary Statement of Operations**

YEAR ENDED DECEMBER 31, 2021

	<u> </u>	
	2021	2020
REVENUES		
Annual general and other fees	\$ 1,539,075	\$ 1,431,801
Other income - expense recoveries, interest	209,013	32,890
	1,748,088	1,464,691
EXPENSES		
Salaries and benefits	516,252	432,724
General and office	218,939	208,118
Legal	534,225	529,931
Council and committee expenses	188,998	172,922
Rent	87,729	89,220
Photocopy, postage, printing and telephone	7,370	18,501
Repairs and maintenance	6,906	11,476
	1,560,419	1,462,892
Special projects - Consulting fees, inhalation		
course and registration exam development	104,086	91,048
	1,664,505	1,553,940
Excess (deficiency) of revenues over expenses for the year	\$ 83,583	\$ (89,249)

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

