



2013 / 2014
Annual Report



CRPO / OPAO

Transitional Council
College of Registered Psychotherapists of Ontario

Conseil transitoire
Ordre des psychothérapeutes autorisés de l'Ontario

Objects of the College

1. To regulate the practice of the profession and to govern the members in accordance with the health profession Act, this Code and the *Regulated Health Professions Act, 1991* and the regulations and by-laws.
2. To develop, establish and maintain standards of qualification for persons to be issued certificates of registration.
3. To develop, establish and maintain programs and standards of practice to assure the quality of the practice of the profession.
4. To develop, establish and maintain standards of knowledge and skill and programs to promote continuing evaluation, competence and improvement among the members.
 - 4.1 To develop, in collaboration and consultation with other Colleges, standards of knowledge, skill and judgment relating to the performance of controlled acts common among health professions to enhance interprofessional collaboration, while respecting the unique character of individual health professions and their members.
5. To develop, establish and maintain standards of professional ethics for the members.
6. To develop, establish and maintain programs to assist individuals to exercise their rights under this Code and the *Regulated Health Professions Act, 1991*.
7. To administer the health profession Act, this Code and the *Regulated Health Professions Act, 1991* as it relates to the profession and to perform the other duties and exercise the other powers that are imposed or conferred on the College.
8. To promote and enhance relations between the College and its members, other health profession colleges, key stakeholders, and the public.
9. To promote inter-professional collaboration with other health profession colleges.
10. To develop, establish, and maintain standards and programs to promote the ability of members to respond to changes in practice environments, advances in technology and other emerging issues.
11. Any other objects relating to human health care that the Council considers desirable.

Duty

In carrying out its objects, the College has a duty to serve and protect the public interest

—*Regulated Health Professions Act, 1991*

Scope of Practice

The practice of psychotherapy is the assessment and treatment of cognitive, emotional or behavioural disturbances by psychotherapeutic means, delivered through a therapeutic relationship based primarily on verbal or non-verbal communication.

Controlled Act

In the course of engaging in the practice of psychotherapy, a member is authorized, subject to the terms, conditions and limitations imposed on his or her certificate of registration, to treat, by means of psychotherapy technique delivered through a therapeutic relationship, an individual's serious disorder of thought, cognition, mood, emotional regulation, perception or memory that may seriously impair the individual's judgment, insight, behaviour, communication or social functioning.



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Transitional Council

The original 15 members of the transitional Council were appointed by the Ontario Government in 2009 and 2010 under the *Regulated Health Professions Act, 1991* and the *Psychotherapy Act, 2007*. Two members have since resigned, and in August 2013, when the terms of the remaining members were set to expire, one did not seek reappointment. Those who sought reappointment had terms extended to December 2014. In November 2013, with Council's numbers reduced to 12 – including eight psychotherapy practitioners and four lay members – two practising members were newly appointed.

Accountable to the Minister of Health and Long-Term Care, the transitional Council's mandate is to develop professional practice standards, regulations, statutory programs such as Quality Assurance, and disciplinary processes to govern psychotherapists in Ontario.

To date, only those provisions of the *Psychotherapy Act* relating to the appointment and operation of the transitional Council, and appointment of the Registrar have been proclaimed. When draft regulations for registration, professional misconduct, and quality assurance are proclaimed into law, along with the remaining provisions of the Act, the new College will begin regulating psychotherapists in Ontario, sustained by the fees of its members. Proclamation is expected sometime in 2014.

COUNCIL MEETINGS

Prospective members, stakeholders and the public are welcome to attend transitional Council meetings, which are open to the public. Attendees are asked to reserve seating in advance, and are not ordinarily provided an opportunity to speak during the proceedings. Attendees will be asked to leave if an *in camera* session is required, as these are not open to the public.

Unless otherwise noted, meetings take place at the transitional Council offices (163 Queen Street East, Toronto) and run from 9:30a.m. to 3:45p.m. Visit CRPO.ca for more information.

Members

Heidi Ahonen

Kitchener

Barbara Anshuetz

Zephyr

Andrew Benedetto (since Nov. 2013)

Toronto

Carol Cowan-Levine (President)

Toronto

Linda Ann Daly

Kingston

Bikram DasGupta

Toronto

Pat DeYoung (term ended Aug. 2013)

Toronto

Jack Ferrari (Vice-President)

London

Banakonda Kennedy-Kish

Barrie

Kenneth Lomp (since Nov. 2013)

Toronto

Philip McKenna

Caledon East

Julius Nathoo

London

Thomas O'Connor

Kitchener

Kevin VanDerZwet Stafford

Guelph

Thomas Wall

Whitby

President's Report

PATIENCE IS A VIRTUE

Two years ago, the theme of my President's message was "Building a Home," while last year it was, "The Devil is in the Details." As I reflected on a theme for this past year, what sprang to mind most certainly was: "patience is a virtue."

Patience is one of the seven virtues – as opposed to one of the seven sins (wrath!) – one of the first virtues identified as far back as the Greek philosophers, along with temperance, wisdom, justice, and courage.



This past year, patience and temperance were needed by all in abundance, as we anxiously awaited final approval of our Registration Regulation, eager in the hope that a proclamation date for the *Psychotherapy Act, 2007* would be announced by March 31st. It was not to be. So, as dialogue with

government continued, and the elusive proclamation date ebbed out of sight, patience certainly was in high demand (but short supply).

We did not, however, sit idly by this past year, but continued to build our unique 'home', paying rigorous attention to detail, and developing essential rules, routines, and structures to ensure that the highest standard of design and function would be maintained.

Upon reflection, I believe we had an extraordinary year, a year of "awesome" in which we could celebrate nothing less than "1,000 awesome things." Allow me to share a few...

While we continued to work diligently on revisions to the Registration Regulation, following a third round of stakeholder consultations, we were sustained by the knowledge that our decisions, unanimous or not, were always grounded in our core values and based on the best available evidence.

We successfully pilot tested our online application process for Review and Recognition (R&R) of education and training programs, as well as the evaluation tool to be used by reviewers. In addition, by the end of the year, we had retained the services of Curriculum Services Canada to administer the R&R process at armslength from the transitional Council/College, and to train reviewers.

With the Registered Mental Health Therapist (RMHT) category of membership set aside for the time being, the government respectfully engaged us in consideration of a possible exemption

Upon reflection, I believe we had an extraordinary year, a year of "awesome" in which we could celebrate nothing less than "1,000 awesome things."

Executive Committee

Carol Cowan-Levine
President

Jack Ferrari
Vice-President

Philip McKenna

Kevin VanDerZwet Stafford

Thomas Wall

President's Report cont'd...

under the *Regulated Health Professions Act, 1991* (RHPA). Such an exemption was one option being considered to allow certain mental health workers and counsellors to continue doing the controlled act of psychotherapy, despite not being regulated. At year's end, no resolution on this issue was forthcoming; we continue to await a decision by the Ministry of Health and Long-Term Care on this matter.

In August, we launched the Jurisprudence e-Learning Module, the first step in the online registration process for all members. New applicants could now create their own CRPO user account, the primary means of all communication between the College and future members. By the end of March, 4,200 prospective members had created accounts on our newly launched membership management system – impressive indeed!

Not one, but two cycles of pilot testing of our online 'grandparenting' application were conducted. Gaps were identified and adjustments made – all aimed at ensuring that pre-registration for grandparenting applicants would open in April, 2014. Look how far we have come!

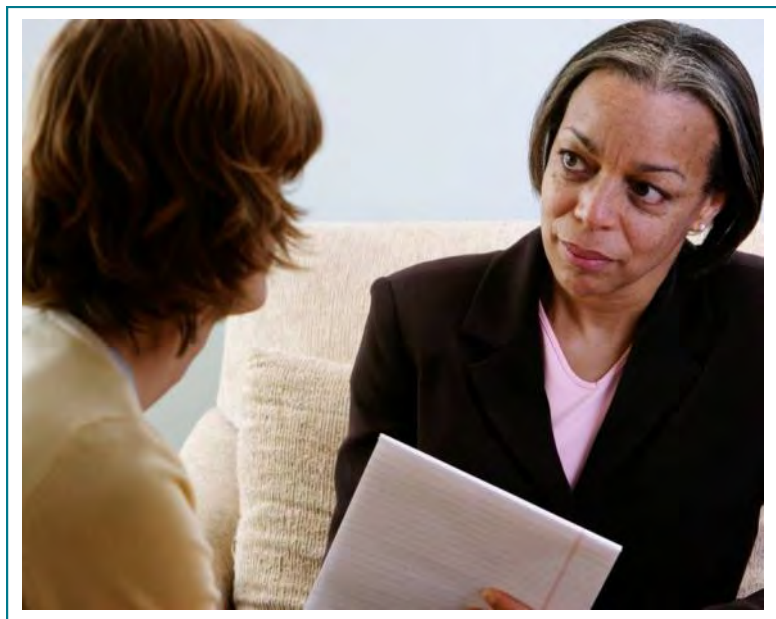
Not forgotten was the registration process for regular applicants. To this end, Council approved use of the National Assessment tool (developed by a national task group with the support of a federal government grant) for use as the CRPO's entry-to-practice registration exam. It will be available at locations across Ontario, once the first pool of candidates eligible to write the exam has been identified by the College.

We grappled with the critical details (and tedium) of by-laws that will shape the day-to-day functioning of the new College, and considered the ongoing impact of fairness and mobility legislation.

A new website was launched, Professional Practice Standards circulated to stakeholders for comment, an advertising campaign developed... and ever so much more. All was embraced with perseverance, determination, thoughtful consideration, wisdom, humour, good grace and, above all, patience.

And that was not all. Council itself embraced change. We welcomed two superb new members to the Council table in January, as others had stepped back; we altered the membership of our standing committees, including Registration and Quality Assurance Committees; and we established new

The year concluded with my signing the final draft Registration Regulation (version # 48, by my count), and still awaiting a proclamation date. Nothing could define "patience" more than that...



statutory committees (Discipline; Inquiries, Complaints and Reports (ICRC); Fitness to Practise; Examination and Client Relations Committees) – all with newly appointed chairpersons.

Not only did we turn ourselves inside out and upside down, push ourselves, stretch to learn more and grow in so many complex and diverse ways, but we also looked at Council operations themselves. To this end, we considered new measures to improve both Council operations and member/stakeholder satisfaction, employing an evaluation tool applied to our own performance.

The year concluded with my signing the final draft Registration Regulation (version # 48, by my count), and still awaiting a proclamation date. Nothing could define “patience” more than that, but it was an awesome year, nonetheless...

We find ourselves today, four-and-a-half years along, much as Sir John A. Macdonald articulated shortly prior to Confederation: “There may be obstructions, local differences may intervene, disputes may occur, local jealousies may intervene, but it matters not – the wheel is now revolving, and we are only the fly on the wheel, we cannot delay it.”

When asked “what do you know for sure,” my responses are as follows:

I know for sure that we have a Registrar whose leadership has been invaluable and who is smart, competent, thorough and thoughtful in all she undertakes.

I know for sure that each and every member of Council has been supported by a staff team of hard-working, conscientious, creative, considerate individuals who bring a wealth of knowledge and talent to our table.

I know for sure that I have been sustained by a tireless Executive whose support, wisdom, encouragement, tolerance and generosity has accompanied me every step of this journey.

I know for sure that I have drawn upon and learned from the contribution that every Council member has made, and I am a better person for it.

And lastly, I know for sure that “the cause endures.”

Carol Cowan-Levine
President

En Français

In keeping with the transitional Council’s practice of making the final versions of key documents/resources available in French, a project was undertaken to translate various registration-related materials so they would be available for pre-registration.

A translated version of *Professional Practice & Jurisprudence for RPs* was posted to CRPO.ca in July 2013. Soon after, the Professional Practice & Jurisprudence e-Learning Module quiz questions became available in French.

In spring 2014, a number of other resources were in the process of translation, including:

- College By-laws;
- Framework for Reviewing & Recognizing Education & Training Programs;
- Entry-to-Practice Competency Profile for RPs;
- Professional Practice Standards;
- Professional Practice & Jurisprudence e-Learning Module;
- Summary Table of Proposed Registration Requirements; and
- Scoring of Portfolio Evidence for Grandparenting.

Tous les documents disponibles en français seront affichés sur la page Ressources du site de CRPO.ca.



Member Management System

COLLEGE 'ENGINE' A WORK IN PROGRESS

Soon, every prospective member of the College of Registered Psychotherapists of Ontario (CRPO) will be familiar with its Member Management System (MMS). Indeed, many already are! The MMS is the College workhorse – a secure, online environment operating 24 hours a day, 7 days a week, accessible from anywhere in the world. The MMS will be used to manage most aspects of membership with CRPO.

From the earliest days of the transitional Council's work, it was clear there were compelling reasons to establish a paperless, web-based system to administer the processes and programs of the College; chiefly, accessibility and security, in addition to efficiency and enhanced accountability.

Given the central role of the MMS to the operations of the transitional Council/College, careful development of its features will continue into the future. Staff and the development team at Terida Systems Inc. are working hard to ensure that the various components of the MMS function efficiently and effectively. College staff are available to assist applicants and future members if and when they experience challenges in using the MMS.

NEW COMMUNICATIONS CHANNEL

A new 'channel' of communications between prospective members and the College will soon be available – the internal messaging function of the Member Management System. Those with an account on the system will be encouraged to use its messaging function to communicate with the College.

In the future, as many communications between the College and its members will be time-sensitive, it will be important for account holders to develop the habit of regularly logging in to check messages. Time-sensitive messages may relate to the application process, renewal, Quality Assurance Program, updates to regulations, policies or standards and even notices to a member regarding a complaint or proceeding before a committee (in this case, a letter would also be sent).

Those who have already created an account on the system (and who are logged in) will be able to access the messaging function, simply by clicking on the **Messages** tab. In addition, account holders will be notified by regular email when an unread message requires their attention.

MMS Advantages

Accessibility

Prospective members enjoy ready access to the information and tools required to accomplish a variety of tasks associated with becoming or being a registered member of the College.

Security

Information provided to the College is housed on the system's secure server, located in a highly secure locked facility.

Information may only be accessed by those with the authority to do so.

Payments (e.g. application fee, registration fee, etc.) are made by bank-to-bank transfers, which means the College never handles any of your sensitive financial information.

Efficiency

Members will find information, instructions and the tools needed to accomplish various tasks, e.g. renewal of registration, participation in the Quality Assurance Program, together in the same place. Compared to a paper-based system, the MMS reduces the number of steps needed to finish a task, and reduces paperwork.

The system will automatically remind members of things they need to do and when they need to do them.

Registrar's Message

So here we are – it's hurry up and wait all over again!

Following a long, tortuous journey, we're on the brink of proclamation of the *Psychotherapy Act, 2007* – the final step that will bring the new College into full operation. At March 31st, 2014, the close of the fiscal year, we are anxiously awaiting word from the Ministry of Health and Long-Term Care (MOHLTC) that our proclamation date has finally been set.



Staff has provided detailed information to the ministry about our readiness for proclamation, and is doing everything in its power to make sure we are ready. However, like many other regulatory bodies, government agencies and other “short term bodies,” we're in a queue, waiting for the ministry to take action on our particular needs prior to a

possible spring election (in which case, government business grinds to a halt). So, our lot for the moment is not to reason why, but to accept the things we cannot change – in other words, to sit and wait.

This doesn't mean we haven't been incredibly busy! That said, I'm not going to talk about all that we've done over the past year, as the transitional Council's accomplishments are amply covered in other parts of this annual report. Instead, I want to reflect on where we've come from and what we've achieved in the past four years (the four full years our Council has been in place).

One of the first big tasks was to undertake research to determine who out there in the real world is engaged in work involving the controlled act of psychotherapy, particularly if they are not already regulated by another college. We discovered that there were many such practitioners in the mental health, addictions and social services sectors, and that they tended to cluster into two main groups: those who primarily practise psychotherapy and those who practise in related fields and use psychotherapy techniques in their work.

Armed with this information, the Registration Committee crafted, over a period of more than two years, a draft Registration Regulation that would accommodate a diverse range of practitioners – from those trained in independent training programs outside the college and university system, to those trained in university master's programs in fields related to

... like many other regulatory bodies, government agencies and other “short term bodies,” we're in a queue, waiting for the ministry to take action on our particular needs...

Staff

Jo Anne Falkenburger

Director of Operations

Lorna Irwin

Director of Registration

Sean Knight

Council & Operations Coordinator

Lene Martinen

Policy & Communications Analyst

Monica McPherson

Registration Coordinator (as of Sept 2013)

Mark Pioro

Senior Policy Analyst

Registrar's Message cont'd...

psychotherapy. The committee also wrestled with the amount of clinical experience (direct client contact hours and clinical supervision hours) required for registration, as well as a myriad of other issues, including 'grandparenting' requirements (a significant challenge). Other major accomplishments included the following:

- development of an Entry-to-Practice Competency Profile for Registered Psychotherapists;
- creation of the Professional Misconduct and Quality Assurance Regulations;
- development of Professional Practice Standards for Registered Psychotherapists, and a framework for the College's Quality Assurance Program;
- adoption of a National Assessment tool, developed by an independent task group and funded by the federal government, as CRPO's registration exam;
- creation of College by-laws, including professional liability insurance requirements, an election process and electoral districts;
- development of the criteria and process for the Review & Recognition of Psychotherapy education & training programs;
- creation of a Jurisprudence e-Learning Module available online (the first step in the registration process for all applicants);
- development of an online member management system (by the end of the fiscal year, some 4200 prospective members had created user accounts);
- development and pilot testing of the online 'grandparenting' application for registration (to be deployed in April 2014);
- creation of all committees that will be required following proclamation (members and chairs appointed, training conducted);

- implementation of communications tools, including website, e-communicés, public advertising; and
- numerous rounds of stakeholder consultation on regulations, standards and by-laws.

What lies ahead? I certainly hope I can predict that by the end of the next fiscal the *Psychotherapy Act* will have been proclaimed, and the College will be up and running. Most likely we will have held, or will be planning for, Council elections, and I hope a significant number of College members will have decided to throw their hats into the ring and become candidates for positions on Council. How many members will we have? That remains to be seen – predictions range from 3500 to 7000, maybe more. We shall see.

Mostly, what lies ahead is getting down to the real business of running a College and regulating its members in the public interest. There will be growing pains in the early stages, no doubt, and lots of new learning as committees grapple with new issues and new roles. I have full confidence, however, that our new Council and excellent staff will be up to the challenges ahead. It will be an exciting time!

Joyce Rowlands
Registrar





Council Report

YEAR IN REVIEW

2013 April

- ❑ Revised draft Registration Regulation submitted to the Ministry of Health and Long-Term Care (MOHLTC), following a 3rd round of stakeholder consultation. Significantly, the Registered Mental Health Therapist (RMHT) category of membership had been removed, pending further consideration of that title by a future Council.
- ❑ Pilot testing conducted on the online application form and mapping tool to be used in the Review & Recognition of education & training programs

June

- ❑ Discussed with ministry staff a possible exemption under the *Regulated Health Professions Act, 1991* (RHPA) to permit those who would have been registered in the RMHT category to engage in the controlled act of psychotherapy (one option under consideration to accommodate mental health workers and counsellors who may be doing the controlled act).

July - August

- ❑ Jurisprudence (JRP) e-Learning Module launched – the first step in the registration process for all members. This milestone occurred in conjunction with the opening of our online Member Management System. The system allows prospective members to create a CRPO user account and set up electronic fund transfer for fee payment. In future, it will be the primary means of communication between the College and its members.
- ❑ New website launched.

September

- ❑ National Assessment tool, developed by COMPASS Centre for Examination Development, was approved by Council for use by the College as its entry-to-practice/registration exam. The 1st version of the exam will be available for use by those applying for registration via the regular route, i.e. not 'grandparenting.' The exam will be made available at locations around the province, once a list of those eligible to write the exam is provided to COMPASS.
- ❑ Draft Professional Practice Standards approved for stakeholder comment.
- ❑ Revised College by-laws posted on CRPO website. This set of by-laws included new details about professional liability insurance requirements for members, registration and other fees, the Public Register, electoral districts and requirements for professional corporations.

October

- ❑ Approximately 20 volunteers familiar with the work of the transitional Council, including CRPO Council members, participated in pilot testing of the 'grandparenting' application for registration.

November

- ❑ Clarified to Council that virtually all applicants for registration via the regular route will spend a period of time in the Qualifying category of membership, until they are deemed eligible to write the registration exam.
- ❑ Announced that a Nova Scotia Counselling Therapist (RCT) Certificate of Registration and a Québec Psychotherapy Permit will be considered equivalent to a Registered Psychotherapist Certificate for mobility purposes.

2014 January

- ❑ Professional Practice Standards approved by Council and posted to website.
- ❑ Inaugural meeting & training of Discipline Committee.
- ❑ Independent third-party organization selected to administer the TC/College's Review & Recognition process for education & training programs. Curriculum Services Canada will manage the reviewer teams and oversee the process for the College.

February

- ❑ A second round of pilot testing of the 'grandparenting' application was conducted, involving ~40 prospective members who were unfamiliar with the work of the TC and the registration requirements/ process.
- ❑ Reviewers were selected and trained to conduct reviews of education & training programs, in order that programs may be Recognized by the College as preparing students with essential entry-to-practice competencies.
- ❑ Inaugural meeting of ICRC.
- ❑ First meeting of the reconstituted Quality Assurance Committee.

March

- ❑ Sealed (final) legislative draft of the Registration Regulation was signed by the President and Registrar; still to be approved by legislative committee.
- ❑ By the end of March, some 4200 prospective members had created user accounts, and ~3200 had paid the \$60 Jurisprudence e-Learning Module fee.
- ❑ Several education & training programs had commenced applications for review, seeking Recognition by the College.
- ❑ Advertising campaign launched, directed to general public.
- ❑ Council approved outline of the Quality Assurance Program.

Committee Reports

DISCIPLINE COMMITTEE

The Discipline Committee held its inaugural meeting in January 2014. The committee heard a brief overview of the process by which matters come before the committee. It then adopted Terms of Reference and Rules of Procedure, which are necessary in order for a discipline hearing to be held. The committee discussed the Rules extensively and decided to revisit particular issues at a subsequent meeting.

A second meeting was held in March 2014, at which the committee made three revisions to the Rules. The first established a requirement for the member to disclose his/her defence evidence at least 10 days before a discipline hearing. The second set out a limited right to ask the committee to reconsider penalty orders based on changes in the member's circumstances. All other appeals need to be taken to the Divisional Court. The third revision was to allow the member to be represented by a non-lawyer/non-paralegal if s/he chooses.

The committee is now in a position to hold a discipline hearing following proclamation of the *Psychotherapy Act, 2007*, if needed. The committee will likely meet again in about one year to review the Rules of Procedure.

Jack Ferrari

Chair

INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE (ICRC)

This year I had the privilege of chairing the inaugural meeting of the Inquiries, Complaints and Reports Committee (ICRC). Following proclamation of the *Psychotherapy Act, 2007*, the ICRC will be responsible for addressing complaints and concerns about member conduct, competence and capacity.

The meeting, held in February 2014, began with committee training provided by legal counsel, Rebecca Durcan. In discussion that ensued, the committee identified protecting client privacy during the ICRC process as a critically important priority of the future College. In particular, during investigations the College will minimize the collection of identifiable and potentially sensitive client information in every way possible, without compromising the integrity of the investigation.

The committee also adopted Terms of Reference and discussed development of an ICRC Procedures Manual. At its next meeting the committee will consider a draft Procedures Manual written

Discipline Members

All Council members serve on this committee. This ensures a wide pool of potential panel members if a hearing is to be held. Hearing panels are composed of three to five committee members.

ICRC Members

Carol Cowan-Levine

Linda Ann Daly

Bikram DasGupta

Banakonda Kennedy-Kish

Kenneth Lomp

Julius Nathoo

Kevin VanDerZwet Stafford

Chair

Thomas Wall

ICRC Report cont'd...

by Richard Steinecke, and will tailor it to CRPO's specific requirements.

Finally, the ICRC approved a policy on alternative dispute resolution (ADR). The policy sets a general framework for directing appropriate complaints to a facilitated ADR process. The purpose is to provide complainant and member the opportunity to reach an outcome that is mutually agreeable and in the public interest.

I look forward to continuing in my role as Chair of the committee. We will continue to develop ICRC processes for the purpose of public protection, while respecting client privacy and ensuring a fair and transparent process for members.

Kevin VanDerZwet Stafford
Chair

QUALITY ASSURANCE COMMITTEE (QAC)

It was a busy year for the Quality Assurance Committee (QAC). From April to December 2013, QAC worked diligently to complete the Professional Practice Standards.

The journey to completion of the Standards was long and carefully undertaken. Draft Standards had been under development since the summer of 2012. From April 2013, the committee held three full-day meetings to consider versions of the document, and recommended to Council that the Standards be circulated for public consultation. Council approved the draft Standards for circulation, and consultation took place from October-November 2013. Twenty-two submissions were received, many of which included multiple and detailed feedback. Stakeholders commented favourably on the clarity and comprehensiveness of the document, while requesting additional detail or changes in various places. For example, several submissions commented on the standards on "Confidentiality" and "Dual or Multiple Relationships."

The committee met again in late November 2013 to consider a revised set of Standards, based on feedback from stakeholders. Following discussion and minor amendments, the committee recommended the Standards for final approval by Council. The transitional Council approved the Professional Practice Standards in January 2014.

In February 2014 the QAC was reconstituted and held its

QAC Members

April-December 2013

Carol Cowan-Levine

Bikram DasGupta

Jack Ferrari

Banakonda Kennedy-Kish

Julius Nathoo

Thomas O'Connor

Kevin VanDerZwet Stafford
Chair

QAC Members

January-March 2014

Barbara Anschuetz

Linda Ann Daly
Chair

Bikram DasGupta

Banakonda Kennedy-Kish

Kenneth Lomp

Philip McKenna

Kevin VanDerZwet Stafford

inaugural meeting with Linda Ann Daly as the new Chair. The committee got right to work, approving revised Terms of Reference and developing a draft outline of the Quality Assurance Program for presentation to Council in March. Ultimately, Council approved the draft in principle, allowing staff to move forward and conduct research on components of the program for committee consideration at its next meeting.

Kevin VanDerZwet Stafford & Linda Ann Daly
Chair Chair (as of Jan 2014)

REGISTRATION COMMITTEE (RC)

The year just past was one of intense work for the Registration Committee. It was also a year of transition, as Pat DeYoung completed her term on the transitional Council and as Chair of Registration Committee in August 2013. I wish to sincerely thank Pat for her years of diligent effort and inspiring leadership, without which we would not be where we are today.

The committee held seven meetings in 2013-14. The following describes work undertaken and milestones achieved.

Draft Registration Regulation

In April 2013, Council approved a revised draft Registration Regulation for submission to the Ministry of Health and Long-Term Care. In the months that followed, TC staff and I had several meetings with ministry staff on development of the legislative draft of the regulation, to be submitted to the Ontario Cabinet for final approval. I reported these discussions to the committee, helping us further refine registration processes and policies.

Grandparenting Application Process

Much of the committee's work focused on preparing the grandparenting route to registration. The committee clarified certain registration requirements and definitions, for example, acceptable forms of supervision and the meaning of "direct client contact." It also oversaw development of the online application system, which was pilot tested twice and is expected to be launched in April 2014.

Education & Training Programs

In addition to grandparenting, the committee moved forward on various elements of the regular route to registration. For example, it received reports from the Education Framework Task

RC Members

Heidi Ahonen

Barbara Anschuetz

Andrew Benedetto (as of Nov 2013)

Carol Cowan-Levine

Linda Ann Daly

Pat DeYoung (until Aug 2013)

Philip McKenna

Chair

Thomas Wall

RC Report cont'd...

Group on the Review & Recognition (R&R) process for psychotherapy education & training programs. Following receipt of the Task Group's final report, the committee decided to engage an armslength, third-party organization to administer the R&R process. A team of three reviewers coordinated by the third party will conduct each review, and recommend whether or not a program should be Recognized by the transitional Council. These recommendations will then be presented to Registration Committee for endorsement.

Following a formal procurement process, Curriculum Services Canada was retained as the third-party administrator for the R&R process. The transitional Council recruited independent R&R reviewers, all of whom have extensive backgrounds in psychotherapy education and/or curriculum development. The reviewers were trained for their role by Curriculum Services Canada and are expected to begin conducting reviews in April.

Registration Exam

An important part of the regular route to registration is the registration exam. In summer 2013, the committee heard a detailed presentation about the National Assessment tool for counselling & psychotherapy from Lorna Martin of COMPASS (the non-profit organization established to assume responsibility for managing the exam). The committee found that the process to develop the exam was rigorous and professional. The exam uses simulations, i.e. practice scenarios, followed by sets of questions. It is designed to enable exam-takers to demonstrate entry-to-practice competencies in psychotherapy, and will be administered securely through exam hosting centres located throughout Ontario. The committee recommended that Council approve the National Assessment tool as the College's entry-to-practice exam. Council accepted this recommendation and approved the exam in September 2013.

Policy Development

The committee also undertook a range of policy work to support and clarify the registration process. For example, it decided the College will not issue Certificates of Registration in hard copy format; rather they will be electronic and printable. The College's online Public Register will be the authoritative source of information about members. The committee also discussed the content and design of the Public Register, including, for example, whether members will be asked if they wish their languages of practice to be listed on the Register. In addition, the committee developed a policy on labour mobility, and provided feedback to the Quality Assurance Committee on aspects of the draft

The committee found that the process to develop the exam was rigorous and professional... [The exam] is designed to enable exam-takers to demonstrate entry-to-practice competencies in psychotherapy, and will be administered securely through exam hosting centres located throughout Ontario.



Professional Practice Standards, e.g. standards relating to clinical supervision.

Moving Forward

In April 2014, a reconstituted Registration Committee will meet for the first time. In addition to regular RC members, other Council members were appointed temporarily to RC to ensure there would be sufficient members to create RC panels as needed. I look forward to the exciting work of chairing the committee as it further develops registration policy, and begins processing applications for registration. Finally, I must note the generous and competent work of our supporting staff without whom we would simply be unable to do the complex work of this committee.

Philip McKenna

Chair

EDUCATION FRAMEWORK TASK GROUP

2013-14 was a remarkable year for the Education Framework Task Group, which saw its two-and-a-half years of work brought to fruition with the successful launch of the online application process for the Review and Recognition of Education and Training programs.

In May '13, Council formally approved the Framework for Reviewing and Recognizing Psychotherapy Education and Training Programs, allowing the task group to move forward with a pilot project designed to test the online application form and evaluation tools. Ten programs, representing a diverse cross-section of education and training traditions (both institutional and private), participated in the project. Over the summer, the task group reviewed the findings, and further refined the Review and Recognition (R&R) application form and evaluation tools.

Having fulfilled its mandate under its Terms of Reference, the task group delivered its final report to Registration Committee in October, including a recommendation that an independent, third-party organization be selected to administer the R&R process, and train program reviewers. Following a request for proposals, Curriculum Services Canada (CSC) was selected to oversee the Review and Recognition process.

In late 2013, a call went out to experienced educators and curriculum specialists inviting them to apply for positions as reviewers – individuals who, in teams of three, would evaluate program applications. By early 2014, 11 practitioners had been

I must note the generous and competent work of our supporting staff without whom we would simply be unable to do the complex work of this committee.

Education TG Members

Carol Cowan-Levine

Chair

Annette Dekker (until Jan 2013)

Pat DeYoung (until Aug 2013)

Banakonda Kennedy Kish

Philip McKenna

Julius Nathoo

Education TG Report cont'd...

selected by the transitional Council and had received training from CSC in the Review and Recognition process.

With final changes to the application implemented and reviewers trained, the online application process, using CRPO's Member Management System, opened in February. By the end of March 2014, more than 20 programs had commenced the R&R application process.

I wish to express my sincere thanks to programs that participated in the pilot project; their considerable time, effort and feedback was instrumental in fine-tuning the R&R application form and evaluation tools. Not only do I wish to express my appreciation to all Council members, as well, who assisted in the reviewing of the pilot applications, but I would like to take this final opportunity to thank all task group members, past and present, for their many, many contributions – both in time and wisdom – that have brought us to this place of completion.

Carol Cowan-Levine

Chair

PRIOR LEARNING ASSESSMENT & RECOGNITION TASK GROUP (PLAR)

This past year saw completion of the Prior Learning Assessment and Recognition (PLAR) Task Group's work in developing the 'grandparenting' process for registration. In May, Council approved the scoring system and application process for evaluating applicants for grandparenting – an alternate route to registration for established practitioners in Ontario.

Over the summer, the task group created and refined an online application form for grandparenting, designed to capture data needed by the future College, as well as by the Ministry of Health and Long-Term Care.

By November, staff was preparing to pilot test the application form in a two-stage process. The first stage, conducted in early December, involved practitioner members of Council, as well as other practitioners familiar with the work of the transitional Council and the draft registration requirements. The second stage included a larger group of participants from a variety of backgrounds, who were less familiar with the details of the registration process. Feedback from both stages of the pilot project was reviewed by staff and used to improve the grandparenting

PLAR TG Members

Heidi Ahonen

Barbara Anschuetz

Chair

Linda Ann Daly

Pat DeYoung (until Aug 2013)

Philip McKenna

Julius Nathoo

Thomas Wall

form. All this hard work is expected to come to fruition when pre-registration for grandparenting opens in the spring.

The task group had expected to shift its focus from development of the grandparenting process to developing the process for registering internationally educated applicants. As it turned out, however, work on the registration process for regular applicants, i.e. not grandparenting, allows for registration of both domestically trained and internationally trained applicants. This means the work of the task group can now be concluded, as its mandate has been fulfilled.

I would like to thank members of the task group for their hard work developing a practical, flexible process for registering the thousands of prospective applicants expected to apply for membership in the College from across the province. I also want to thank members of the task group, members of Council, and the 72 volunteers who participated in the pilot testing, without whose help the grandparenting process could not have been completed. Looking back at the blank page that we started with in 2011, I think we can all be proud of the results of the enormous project the task group undertook.

Barbara Anschuetz
Chair

Mission

To develop standards and procedures to regulate psychotherapists in the public interest, striving to ensure competent and ethical practice within a professional accountability framework.

Vision

Leadership in professional self-regulation, dedicated to the principles of excellence, fairness, openness, responsiveness and respect for diversity.

Code of Ethics

As a member of the College of Registered Psychotherapists, I strive to practise safely, effectively and ethically, and to uphold the following principles:

Autonomy & dignity of all persons

To respect diversity, and the dignity and rights of all persons; to reject all forms of harassment and abuse; and to maintain appropriate therapeutic boundaries at all times.

Excellence in professional practice

To work in the best interests of clients; to work within my abilities and competencies; and to pursue personal and professional growth throughout my career.

Integrity

To openly inform clients about options, potential risks and benefits of professional services; to recognize and strive to challenge my own professional and personal biases; and to consult on ethical dilemmas.

Justice

To stand against oppression and discrimination, and strive to support justice and fairness in my professional and personal dealings.

Responsible citizenship

To participate in my community as a responsible citizen, always mindful of my role as a trusted professional; and to consult on potential conflicts-of-interest and other personal-professional challenges.

Responsible research

To conduct only such research as potentially benefits society, and to do so safely, ethically and with the informed consent of all participants.

Support for colleagues

To respect colleagues, co-workers, students, and members of other disciplines; to supervise responsibly; to work collaboratively; and to inspire others to excellence.

On the Buses

CRPO LAUNCHES AD CAMPAIGN

As part of its mandate, CRPO has a statutory obligation to promote awareness of its role as a regulatory body. To this end, the transitional Council launched an advertising campaign in March, carrying the message that psychotherapists will soon become a regulated profession in Ontario.

The seven-week campaign aimed at the general public involved targeted ads across select media platforms. Included were print ads in the Toronto Star (distributed across the province) and in the Metro (available in Toronto); digital ads in the online versions of the Toronto Star and Metro; and 350 placards in subways, buses and streetcars across the TTC (Toronto Transit Commission). The latter remained in place for a minimum of six weeks.

The ads invited viewers to visit CRPO's website for detailed information about the coming new College and regulation of the profession. At the campaign's peak, CRPO.ca experienced a 50 per cent increase in new visitors. Over the seven-week run, new visitors increased 30 per cent above average.

The campaign was undertaken at the request of Executive Committee and was to be completed by the end of March. It was a bit of a scramble getting the ads prepared and placed with various media outlets in time for our target dates. For this reason, the campaign was centered mainly in Toronto, except for provincial distribution of the Toronto Star, and the digital ads on the Toronto Star website. This was recognized as a shortcoming, and Executive Committee has directed that the next round of advertising be targeted to other parts of the province. Depending on budgets, another campaign may take place next year, closer to the date of proclamation. Social media is also being considered as a lower-cost means to reach broad audiences.

Do you know a *psychotherapist?*

If so, you may be interested to learn that psychotherapists will soon become a regulated profession in Ontario. Anyone using the title psychotherapist (or an abbreviation) or claiming to be qualified to practise as a psychotherapist, must be regulated.

Practitioners of psychotherapy will need to join the new College of Registered Psychotherapists of Ontario (CRPO), or be registered with another regulatory college whose members can practise psychotherapy.*

CRPO's regulatory authority comes from the *Psychotherapy Act* passed by the Ontario legislature in 2007. Our mandate will be to regulate psychotherapists in the public interest, striving to ensure competent and ethical practice.

For more information, visit crpo.ca



*Other professions whose members can practise psychotherapy are: nurses, occupational therapists, physicians, psychologists and social workers.



CRPO / OPAO

Transitional Council
College of Registered Psychotherapists of Ontario
Conseil transitoire
Ordre des psychothérapeutes autorisés de l'Ontario

Financial Statement



Crowe Soberman LLP
Member Crowe Horwath International
2 St. Clair Avenue East, Suite 1100
Toronto, ON M4T 2T5
416.964.7833
416.964.6454 Fax
www.crowesoberman.com

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
Transitional Council of the College of Registered Psychotherapists and Registered Mental Health
Therapists of Ontario

We have audited the accompanying financial statements of Transitional Council of the College of Registered Psychotherapists and Registered Mental Health Therapists of Ontario, which comprise the statement of financial position as at March 31, 2014, the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audits in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Transitional Council of the College of Registered Psychotherapists and Registered Mental Health Therapists of Ontario as at March 31, 2014, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Crowe Soberman LLP

Chartered Professional Accountants
Licensed Public Accountants

Toronto, Canada
June 11, 2014

STATEMENT OF FINANCIAL POSITION

At March 31	2014	2013
ASSETS		
Current		
Cash - restricted	\$ 176,068	\$ 79,936
Cash - unrestricted	296,329	-
Prepaid expenses and sundry	21,612	12,013
Government remittances receivable	13,730	42,240
	507,739	134,189
Capital assets (Note 3)	171,374	254,030
	\$ 679,113	\$ 388,219
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 130,158	\$ 42,623
Commitments (Note 6)		
NET ASSETS		
Net assets invested in capital assets	171,374	254,030
Restricted net assets	176,068	91,566
Unrestricted net assets	201,513	-
	548,955	345,596
	\$ 679,113	\$ 388,219

STATEMENT OF OPERATIONS

Year ended March 31

2014

2013

Revenue

Ministry of Health and Long-Term Care funding

\$ 1,000,000

\$ 1,000,000

Jurisprudence fees

201,514

-

1,201,514

1,000,000

Expenses

Salaries and benefits

553,027

451,199

Information technology costs

127,474

-

Professional fees

86,572

98,554

Consultants

44,030

31,800

Office expenses

43,791

41,170

Communications and media costs

39,347

-

Bank charges and interest

4,287

5,059

Directors insurance

4,153

2,826

Staff training and professional development

3,587

4,240

Meetings - council and committees

3,452

4,515

Telephone

1,514

2,136

Travel and accommodations - general

1,351

1,894

Meetings - office and general

928

282

Travel and accommodations - council

169

629

Computer

-

7,329

Computer software

-

1,308

Honoraria

-

679

Repairs and maintenance

-

336

Amortization of capital assets

84,473

448

998,155

654,404

Excess of revenue over expenses

\$ 203,359

\$ 345,596



Transitional Council

College of Registered Psychotherapists of Ontario

163 Queen Street East

Toronto, Ontario M5A 1S1

Info@crpo.ca | 416-862-4801 | 1-888-661-4801 (Toll free)

CRPO.ca