
Meeting of the Transitional Council of the College of Registered Psychotherapists and Registered Mental Health Therapists of Ontario — September 17, 2013

Call to Order, Approval of Agenda, and Approval of Minutes of Last Meeting.

REPORTS

President's Report:

- The IT set-up is functional
- Jurisprudence module (JP) is online
- Applications are ready to be put online
- Grandparenting applications are ready to be tested soon
- Process is now moving into the detail work with communication being more important than ever; there is a great need to be clear in the explanations now

Registration Committee Report:

- Half-day meeting in August with presentation on national assessment; will be recommended for approval later in the meeting
- Had a meeting with the MoHLTC to address concerns with the Ministry's first draft of responses to the draft regulation
- Worked together with Chair of Q&A committee to further deepen professional practice standards
- Clarification: supervision hours are included currency hours
- Clarification: in the beginning most applicants on the normal route will be applying for Qualifying category until exams are ready to be taken
- Working on the draft for the mobility policy

Quality Assurance Committee Report:

- Worked only on policy
- Deferring report — full presentation on policies later

Executive Committee Report:

- Two teleconferences and one full meeting over the summer
- Working with the feedback received through the public consultations on the by-laws
- Discussions with MoHLTC about proposed exemptions
- Working on committee structures and committee memberships; each Transitional Council member will have to sit on at least two committees; Executive will try to match first choices
- Clarification: pre-complaints to the College will only be accepted if they are written concerns dealing with clear legal findings

Prior Learning Assessment Task Group:

- Clarification: currency hours — the 500 hours needed in Canada are non-exemptible, the 250 other are exemptible
- Online grandparenting application likely not going to be available until late 2013 / early 2014
- Testing with people outside the College set to be started soon
- Working on the scoring for SEUS
- Gathering and working through materials for applicants

Education Framework Task Group:

- Working through the test application process for evaluation of training programs
- Process worked well but takes a lot of time to be clear and thorough

Registrar's Report:

- Busy and productive summer
- Finalized set-up of online membership system
- Finished first independent audit
- Had first revenue coming in through JP modules
- Several presentations with organizations
- Invitation from the Native Counsellors Association
- New staff member hired for co-ordination of registration to start soon
- Preparing a flow-chart of the registration process for the MoHLTC
- Waiting for and hoping for additional appointments to the TC

Audit Report:

- Full report was deferred due to absence of financial coordinator
- Short update:
 - Stayed within budget
 - The cost of the audit was under the expected cost
 - Report was sent off to the MoHLTC

PRESENTATION OF PROPOSED REGISTRATION EXAM

Lorna Martin was welcomed as guest presenter and explained in detail the national assessment tool that is proposed to be adopted as the assessment tool for the College.

- History:
 - Initiative of Lorna Martin
 - Federal government approved grant but requested an established organization for the administration of the grant — CCPA accepted the position
 - May 2013: not-for-profit organization COMPASS takes over the administration of the development

- Process for proposed Ontario Registration Exam:
 - Two firewalls (detailed confidentiality agreements) between a) development team and logistics team and b) logistics team and stakeholders (e.g. Associations, Colleges etc)
 - Development team:
 - Pan-Canadian team
 - Subject matter experts
 - Trained in fair-assessment practice
 - Knowledgeable in entry-to-practice competencies of Ontario
 - Sensitized to diversity issues
 - Coming from 71 areas of psychotherapy backgrounds, all provinces and areas (incl. First Nations), 25 different associations, and 14 different professional settings
 - Logistics team:
 - Logistics coordinator w/o input into the test
 - Psychometric coordinator
 - Board of directors
 - Stakeholders:
 - Mostly associations with members who may want to register in the Ontario College
 - Stay informed via website
 - Can apply to join development team when recruitment calls go out
 - Assessment development and structure:
 - Developed...
 - Candidate handbook
 - Proctor handbook
 - Examination for entry-to-practice
 - Self-assessment tool (available for candidates to evaluate their readiness)
 - Exam and self-assessment are
 - available in English and French
 - computer based
 - competency based
 - set up in simulation-style
 - testing what the candidate knows and how he / she can apply it
 - based on authentic situations
 - set up to address legal requirements of all regulatory colleges with examinations
 - Exam consists of
 - 10 simulations
 - 5-8 sections per simulation
 - 3 components to each section: scenario, information gathering, decision making
 - Scoring
 - Each section is scored separately and in light of the number of competencies tested in it
 - Score from +3 to -3 (*highly beneficial to the client's process and progress to severely damaging to the client's process and progress*)
 - Scoring on both information gathering *and* decision making
 - Skipping scenarios / sections or selecting all answers results in failure for that section / scenario — no pass

- Beta test
 - Wide range of test persons, different ages, cultural background, training levels, years of experience, genders
 - Included two 'posters' — people with high education and extensive experience in test taking without psychotherapy training / practice
 - Test showed high pass-rate overall (70%)
 - Entry-to-practice testers had higher pass-rate (78%)
 - Canadian testers had a higher pass-rate (71%) than US testers (62%)
 - The two posters didn't pass — test can't be 'guessed'
- Test taking:
 - Test centres have been secured and testing process has been set up
 - Test can only be taken with College's agreement
 - Secure online test in proctored facilities
 - Special arrangements for disabilities, learning disabilities, etc. have been considered and set up.
 - Exams will be offered two times / year (possibly with extended sitting in initial year)

A motion to accept the national examination as the examination tool for the College was carried. Contracts will be developed and considered by the College.

REVISED BY-LAWS

After public consultations were completed several suggestions were considered and some amendments are proposed.

- **19.03 — Fees**
 - Some stakeholders considered the registration and renewal fee as too high and possibly prohibitive
 - **A:** For the size of the college the fee is appropriate. No changes are proposed.
- **10.01 — Election Districts**
 - Errors in the district distribution were changed
 - It was recommended to distribute seats according to modality rather than geography
 - **A:** The Executive Committee believes that this process would be too complicated at this time. The election process can and will be reviewed over time and such a change may be made at a later time.
- **3.01 and 3.02 — Signature Rights**
 - Concern was voiced over the clarity of value of contracts
 - **A:** Changes to the wording of the by-law are proposed to clarify that accumulative contracts are to be considered for their final value (e.g. contracts that are renewed annually automatically are considered for their value over several years)
- **11.06 — Chairing of Meetings / Duties of the Vice-president**
 - Some stakeholders asked for additional clarity in the process of naming a meeting chair.
 - **A:** Clarifying language is proposed: 1st choice: President; 2nd choice: Vice-president; 3rd choice: Chair chosen by President; 4th choice: Chair elected by council

- **10.09 — Nomination for Council**
 - Some stakeholders worried that the required 5 signatures may be difficult to obtain for members in remote areas.
 - **A:** The signatures do not have to be produced in person, email suffices. No changes are proposed.
- **10.32 and 10.33 — Vacancy of Council Seats**
 - College of Social Workers offered advice on the process based on their process (going back to previous election to fill vacant seats with the runner-up).
 - **A:** That may not actually represent the accurate will of the membership. No changes are proposed.
- **12.02 and 13.03 — Public Members on Committees and Specifically on the ICRC**
 - Some stakeholders expressed their concern that there are too few public members on committees
 - **A:** The by-law names the minimum number of public members on each committee only. The numbers are standard for those committees. No changes are proposed.
- **16.08 — Minutes of Internal Hearings**
 - Some stakeholders pointed out that the College has ensure that no client confidentiality is breached in the minutes of these meetings.
 - **A:** Clarifying language is proposed.
- **19.05 — Fee Increases**
 - Some stakeholders felt that giving only the option of automatic increase for inflation adjustment is too narrow and doesn't allow the Council flexibility in making fee changes.
 - **A:** The option in the by-law is only the default option. The Council always has the choice of changing fees outside of the automatic increase. Adding of a footnote to expressly explain that was proposed.
- **21.01 — Name in Public Register**
 - Some stakeholders asked to have middle name added only optionally.
 - **A:** Middle name has to be included. No changes are proposed.
 - **A:** Clarification on legal name changes — name changes can only be included in the public register if they are legal names changes and the appropriate paperwork in submitted.
- **21.08.i — Former Names on Members on the Public Register**
 - The College of Social Workers showed concern that just showing members current names is not enough to protect the public.
 - **A:** All previous names of the member from age 18 to present will remain in the register unless that poses a danger to the member (e.g. witness protection). No changes were proposed.
- **21.08.vi — Suspension Due to Fees on the Public Register**
 - Some stakeholders expressed their concern over the idea of removing members from the list of previous suspensions if the suspension was due to lapses in fee payment and the fees have been paid subsequently.
 - **A:** The Executive Committee did not consider this a danger to the public. No changes were proposed.

- **21.08.xvi — Duration of Public Register Entries**
 - Some stakeholders wondered if it is enough time to keep former members on the Register for only two years after they leave the College.
 - **A:** If there was disciplinary action taken against the member, he / she will remain on the Register for 25 years. If there was no problem with them, there is no danger to the public and no need to keep them on the Register for a longer period of time. No changes were proposed.
- **21.05 — Employment Status on the Public Register**
 - Some stakeholders wondered if the employment status of a member needs to be on the Register
 - **A:** Yes. No changes were proposed.
- **21.10 — Providing Information to the College**
 - Some stakeholders wondered what kind of information they would have to give to the College on request and why.
 - **A:** If and when such requests are made the kind of information looked for and the reasons for it would be made clear. No changes were proposed.
- **13.08 — Examination Committee**
 - **A:** This by-law was adjusted as per the request of the MoHLTC.

The motion to amend the by-laws as presented was carried.

DRAFT PROFESSIONAL PRACTICE STANDARDS

Kevin VanDerZwet Stafford presented the current draft of the professional practice standards for consideration by the TC.

- Over one year in the making, yet not perfect
- Standards will keep evolving over time and will be changed, further developed, and clarified with the growth of the College
- Two guiding principals in the drafting of this version:
 - This has to be good enough for now
 - This has to be reflective of the diversity of our future membership
- The Standards aren't law but not meeting them is professional misconduct
- They express the minimum expectation of what members must (or must not) do
- They are based on the Professional Misconduct regulation but more detailed than the Regulation
- They are not clinical standards but focus on professional practice issues, e.g. consent, record keeping, conflict of interest, etc.
- They reflect generally accepted practice within the diversity of the profession
- They are organized in six sections:
 1. Client-Therapist Relationship
 2. Competence
 3. Professional Conduct
 4. Clinical Supervision
 5. Record Keeping and Documentation
 6. Business Practices

After a brief discussion of some of the proposed Standards, a motion to approved the current draft for public consultation was approved. Duration and time of the consultation will be announced on the website soon.

At this point I had to leave the meeting. Further points on the agenda were *Committee Membership, Council Question Period, External Stakeholder Questions, New Business, and Closing Remarks*

The next meeting is scheduled for Monday, November 4th, 2013.

Disclaimer:

The notes in this document are **not** official minutes. The author does not claim the content to be 100% correct or to express the intent of the discussions perfectly. These is purely the notes of the meeting as understood by the author from her position as silent observer.

For official minutes of the meetings, visit the College's website at http://www.cprmhto.on.ca/pages/Home/Council/Council_Minutes