



**COLLEGE OF NATUROPATHIC PHYSICIANS
OF
BRITISH COLUMBIA**

ANNUAL REPORT

**ANNUAL GENERAL MEETING
April 24, 2014**

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CNPBC Board of Directors and Staff

(contact c/o: CNPBC office)

<p><u>PRESIDENT/BOARD CHAIR</u> Karen Parmar, ND Fort Langley, BC</p>	<p><u>BOARD VICE-CHAIR/V.P.</u> Stefan Kuprowsky, ND Gabriola Island, BC and Vancouver, BC</p>	<p><u>BOARD MEMBER</u> Chris Spooner, ND Vernon, BC</p>
<p><u>BOARD MEMBER</u> Cameron McIntyre, ND North Vancouver, BC</p>	<p><u>BOARD MEMBER</u> Mary Manning Surrey, BC</p>	<p><u>BOARD MEMBER</u> Wesley Barnaby Langley, BC</p>
<p><u>BOARD MEMBER</u> Gary Bechard Campbell River, BC (retired end 2013)</p>	<p><u>BOARD MEMBER</u> Barry Long, LL.B. North Vancouver</p>	
<p><u>REGISTRAR & CEO</u> Howard Greenstein, B.Sc. (Hon.), M.A., M.B.A. Suite 840, 605 Robson Street Vancouver, BC V6B 5J3 (604) 688-8236 (B) (604) 688-8476 (F) e-mail: registrar@cnpbc.bc.ca</p>	<p><u>MANAGER, INVESTIGATIONS AND REGULATORY COMPLIANCE</u> Phillipa Stanaway, M.A., J.D. (604) 688-8236 (604) 688-8476 (F) e-mail: pstanaway@cnpbc.bc.ca</p>	<p><u>EXECUTIVE ASSISTANT</u> Debbie Ferreira Suite 840, 605 Robson Street Vancouver, BC V6B 5J3 (604) 688-8236 (B) (604) 688-8476 (F) e-mail: office@cnpbc.bc.ca</p>

CNPBC Committees

Discipline Committee

Chair – Barry Long
Members – Chris Spooner, Stefan Kuprowsky,
Karen Parmar, Cameron McIntyre, Mary Manning

Examinations Committee

Chair – Sanjay Mohan Ram
Members – Jonathon Berghamer and Melissa
Tofsrud

Finance and Administration Committee

Chair – Chris Spooner
Members – Cameron McIntyre, Wesley Barnaby

Inquiry Committee

Chair – Richard Meyer
Members – David Bayley, Penny Seth-Smith

Patient Relations Committee

Chair – Cathryn Coe
Members – Sanjay Mohan Ram, Mary Manning

Pharmacopoeia and Diagnostic Referral Committee

Chair – Lorne Swetikoff
Members – Deborah Phair, David Scotten, Garrett
Swetlikoff, Brian Martin, Chris Spooner, Kathy
McInnis, Barry Long, Ian D. Schokking, Glenda
MacDonald, Michael Kelly

Registration Committee

Chair – Howard Greenstein
Members – Wesley Barnaby, Karen Parmar

Quality Assurance Committee

Chair – Stefan Kuprowsky
Members – Tasreen Alibhai, Brianna Peddle, Sacha
Elliott, Mary Manning, Barry Long
Advisors – Ronald Reichert, Gaetano Morello

Annual General Meeting – Agenda – April 24, 2014

TIME: 9:30 AM – 12:30 PM
(Registration from 8:30 to 9:30)

LOCATION: Westin Bayshore, 1601 Bayshore Drive, Vancouver, BC

- 9:30** | 1. CALL MEETING TO ORDER –
1.1. Introduction of Board Members
- 9:35** | 1. ACCEPTANCE OF 2014 AGM AGENDA –
- 9:40** | 2. ADOPTION OF MINUTES OF 2013 AGM –
- 9:45** | 3. REPORTS –
4.1 Read
(a) President
(b) Registrar/CEO
(1.) guest: Legal Counsel, Ali Lakhani
(c) Finance
(d) Registration
(e) Quality Assurance
(f) Inquiry
(g) Discipline
- 11:30** | 4.2 Grouped motion
4.2.1 Examination
4.2.2 Patient Relations
4.2.3 Pharmacopoeia and Diagnostic Referral
- 11:40** | 5. AWARDS – K. Parmar
- 11:55** | 6. ELECTIONS – Pending Vacancies:
6.1 2 Year Term
6.2 2 Year Term
- 12:25** | 7. OTHER BUSINESS –
7.1 _____
- 12:30** | 8. ADJOURNMENT - Next AGM, SPRING 2015

Annual General Meeting – Minutes – May 25, 2013

TIME: 2:00 PM – 5:00 PM
(Registration from 1:00 – 2:00)

LOCATION: SFU Woodward's, 149 West Hastings Street, Vancouver, BC

- 2:00** 1. **Call meeting to order** – The Chair called the meeting to order.
A. Introduction of Board Members
- 2:10** 2. **ACCEPTANCE OF 2013 AGM AGENDA** – The agenda was accepted as presented.
- 2:15** 3. **ADOPTION OF MINUTES OF 2012 AGM** – The minutes were adopted as presented.
- 2:20** 4. **REPORTS** –
a. **Read**
i. **President** – K. Parmar verbally summarized her written report.
Q – What will the requirements be for IUD insertion?
A – Three years of experience and minimum training requirements are required, ultrasound or access to written referral for an ultrasound.
Any scope of practice questions can be directed to the College for review. The issue of ‘specialties’ will be discussed at the planning session where it will be determined if a task force or Committee will need to be appointed to review this further.
Q – Why are we expanding the list of certifications?
A – Several registrants are practicing therapies that are not currently certifiable by the board.
Q – Is the use of IV antibiotic use approved with the appropriate training?
A – No, the only IV antibiotics approved for use are those IV drugs approved for use in the treatment of Lyme disease.
Q – Are there any updates around aesthetic medicine?
A – Please direct scope enquires to the College for review.
Q – Can anything be done by individual ND’s to lobby for lab access?
A – Lobbying is done through the BCNA. The College will be having further discussions around lab access with the Ministry of Health.
- Motion From the Floor:** That the President’s report be accepted as presented.
- Motion Carried**
- Registrar/Registration – The Registrar summarized his written report.
Q – How many registrants have come to BC from other parts of Canada since the implementation of prescribing authority?

A – This has not been evaluated but there has been an increase over the past couple of years in applicants from various parts of Canada and the US sitting the BC Board examinations.

Q – Are there any concerns about the number of new graduates in BC?

A – No, the average is 40-45 per year.

Q – Is there any regulation around where registrants can set up practice in BC?

A – No, but the College would like to see more registrants practicing in rural communities.

Motion From the Floor: That the Registrar/Registration report be accepted as presented.

Motion Carried

Finance – The Finance Chair summarized his written report.

Q – What constitutes the 24k expenses increase?

A – The IC and QA Committee inspectors were the largest driver of the expense increase.

Q – Can you elaborate on what general expenses are?

A – These include office supplies, equipment leasing, parking, travel, phone etc.

Q – Why was 20k spent on meals?

A – Meals are provided at all board and Committee meetings.

Q – Has there been any consideration regarding lower fees for part time practicing registrants?

Q – No.

Motion From the Floor: That the Finance report be accepted as presented.

Motion Carried

Quality Assurance – The Chair summarized his written report.

Q – When does prorating of CE hours begin for new registrants?

A – Prorating begins after licensure and is applied in 6 month increments as per the CE Policy.

Motion From the Floor: That the Quality Assurance report be accepted as presented.

Motion Carried

Inquiry – The Chair summarized his written report.
There were no questions.

Motion From the Floor: That the Inquiry report be accepted as presented.

Motion Carried

3:45

5 Grouped motion

- i. Advertising
- ii. Discipline
- iii. Examination
- iv. Patient Relations
- v. Pharmacopoeia and Diagnostics Referral

Motion From the Floor: That the above reports be accepted as presented.

Motion Carried

4:00

6 AWARDS – K. Parmar presented the following awards:

- A. Sanjay Mohan Ram, ND – Outstanding contribution as Chair of the Examination Committee
- B. Seema Kanwal, ND – Outstanding contribution to the Examination Committee as an Examiner and the Inquiry Committee as an Inspector
- C. Rebecca Pitfield, ND - Outstanding contribution to the Examination Committee as an Examiner and the Inquiry Committee as an Inspector
- D. Penny Seth-Smith, ND – Outstanding contribution to the Inquiry Committee

4:30

7 ELECTIONS – Pending Vacancies: Board members were elected by acclamation as there were no more than two nominees for the vacant positions.

- A. 2 Year Term** – Stefan Kuprowsky, ND
- B. 2 Year Term** – Karen Parmar, ND

4:45

8 OTHER BUSINESS – There was no other business.

5:00

9 ADJOURNMENT - Next AGM, SPRING 2014

President’s Report

I am pleased to present this report as I complete my third year as College President and Chair of the Board. I have now completed 7 years on the board and I will be pleased to now serve for my last successive year. This has been a very busy and exciting year. The College has continued to accomplish a great deal with limited resources and we have met challenges with determination and success.

As you all know, one of the College’s key functions is to deal with patient complaints and in this way to assure the quality of services to the public. The commitment of the Inquiry Committee members, the close working relationship with our Registrar, and the cooperation of our registrants have resulted in effective complaint management for our College, profession and the public. This year again the College had zero complaints referred to the Health Professions Review Board.

While the College has continued to be proactive and pursue the early resolution of complaints wherever possible, sometimes there are circumstances that lead to more formal processes.

In 2013, the College continued the Inquiry and Discipline Committee processes that arose from the Inquiry Committee's 2012 direction to the Registrar to issue a Citation for a Discipline Hearing. I have asked the Registrar, College's legal counsel and the Chairs of the Inquiry and Discipline Committees to provide you with further details at the AGM, since the Inquiry Committee and Discipline Committee processes are essential to professional self-regulation. It is vital that our College continue to be on the forefront of "best practices" in professional regulation. When the provincial government in 2009 granted our College and our profession a clearly articulated Scope of Practice through the restricted activities granted in the Naturopathic Physicians Regulation, including the authority to prescribe scheduled substances, it was indicated to the College that it was expected that the College be a "robust" regulator. In 2013, the Ministry of Health indicated to the College that the government was giving us a vote of confidence in the College's performance by reducing the number of required publicly appointed Board members by one. This is confirmation that the Ministry of Health has developed confidence over recent years that our College is conducting itself well and is a "robust regulator". This is important in an environment where a number of professions in Canada and internationally have lost the privilege of being a self-governing profession. In BC, the governance of the teaching profession was taken into the provincial government and in Ontario, the management and direction of the College of Denturists of Ontario was taken over by a supervisor appointed by the provincial government, the first time in history that has happened.

The Registrar and I recently met with the Minister of Health, the Honourable Terry Lake. As you may know, Minister Lake is a doctor of veterinary medicine and appeared to be very interested in learning more about the naturopathic profession and the College. I reported that on the fifth anniversary of the approval by the provincial government of prescribing authority for naturopathic doctors, we were pleased to report an excellent safety record of prescribing by our profession. I also thanked the Minister for his vote of confidence in our College in reducing the number of appointed public Board members.

In terms of requests, first and foremost, I told the Minister that the issue of Pharmanet access for Colleges and registrants was a safety issue for all prescribing professions and that this issue has been stalled. I indicated that if progress could be made on this issue we would appreciate it. The Minister appeared quite concerned about this issue and it is our understanding that this issue will be receiving renewed attention. Secondly, we discussed the fact that there had been some progress in laboratory access in the Lower Mainland, but that it was not universally available throughout the province and it was not enshrined in policy. I emphasized that this was a safety issue and expressed the College's hope that more progress could be made on this issue. He agreed he was pleased with progress concerning access to Lifelabs for naturopathic doctors and their patients. There was no indication that the government was prepared to push lab access any further at this time. We did not push the issue further, as lobbying is not the role of the College, which has been made clear to us by the Ministry of Health. The Minister then allowed time for us to have a wide-ranging conversation about naturopathic medicine. He asked about some items that the Registrar spoke to and he asked about Lyme disease. He was very interested to hear that our College had approved an I.V. treatment protocol for Lyme disease, which had been approved by both our interdisciplinary Pharmacopeia and Diagnostic Referral Committee and the Board. We felt that the meeting had been quite successful and that the Minister had a better understanding of naturopathic medicine and the function of the College.

Our Registration function has been well managed and we have had zero registration complaints go to the HPRB for review.

The Scope of Practice Panel has reviewed a number of procedures and areas of practice and made recommendations to the Board. Training requirements for those who wish to work with IUD's were approved and now alternate training equivalencies are being finalized. Aesthetic medicine procedures have been reviewed and sent to QA Committee to establish recommendations for certification training. Low dose antigen therapy has been approved with training parameters specified. Currently the scope of practice panel is reviewing the issue of delegation within ND practices. Policies are being created which will set guidelines around this issue. A number of other issues were studied during 2013, which will continue in 2014.

The PDR Committee continued their work and a list of new drugs on the market, which were approved by the Board for use by registrants was announced. A number of items are still under review. The College is developing procedures to deal with new requests by registrants.

In 2013, the Board initiated the process of the Task Force on Specialties reviewing possible areas for consideration and the Quality Assurance Committee is reviewing current and possible future areas for certifications. The Board and Task Force Chair Dr. Chris Spooner are committed to an inclusive process in considering issues and the process is underway. The Task Force is developing an initial survey, regarding specialties, to go out to all registrants and there will be further opportunities for all registrants to have input into these deliberations.

The College is in good financial shape and is well managed. Dr. Chris Spooner will report on some of the details later, but I want to commend the Finance Committee and the Registrar and Debbie Ferreira for a sustained effort over a number of years to implement revised and effective budgeting and accounting procedures. The effort put into planning and budgeting was demonstrated to be effective as the Board had made provision for a contingency fund to address extraordinary legal costs and 2013 was the year that it was necessary to access these funds. The College managed an extraordinarily challenging year, without needing to raise dues or levy a special assessment to meet the costs.

The Quality Assurance Committee has been working on possible certifications in the areas of Advanced Injection Therapies and Aesthetic Procedures, which the College will be able to announce details of shortly.

Dr. Cameron McIntyre has been the Board's representative in getting an alternative to ACLS developed and approved that is more relevant for our registrants. The new NCLS course has been designed to fit the needs of an ND's office but still meets Heart and Stroke certification. This is now being offered, and course information is available through the BCNA.

The College is in the final stages of working with the BC Centre for Disease Control (CDC) to enable naturopathic doctors to take the CDC online course on immunization, which the Board is considering as a certification requirement for registrants using immunization. There should be an announcement about this shortly, at which time the moratorium will be lifted.

In addition to the public awareness campaign jointly sponsored with BCNA focused upon the public being aware of naturopathic medicine as a licensed health profession, the College is also participating with 23 other Colleges through the HRO (Health Regulatory Organizations), now the HPRBC (Health Profession Regulators of BC), in a broad, multi-year public awareness campaign. Our College advocated that this campaign should stress the message that licensed and regulated health professionals provide safe treatment that the public can trust. That was the main message of year one of the campaign.

I want to acknowledge the efforts of our Registrar, Howard Greenstein, for his diligence in maintaining

key collaborative relationships on behalf of the College, while managing within a legal environment that in 2013 was extremely complex.

I also want to acknowledge the excellent work of Debbie and Pip. I especially want to acknowledge and thank all of the dedicated volunteers, both registrants and members of the public, who serve on College Committees and the Board, and as examiners and inspectors, and who make it possible for a small College like ours to do such effective work. The active participation of our registrants is essential to maintaining the self-regulation of our profession.

I am looking forward to the coming year, when we will continue to build upon advances with naturopathic physicians' scope of practice, as well as continuing to enhance the College's effective operations in ensuring the safety of the public. I look forward to my continued involvement in the College and the effective self-regulation of our profession.

Respectfully submitted,

Dr. Karen Parmar, ND,
President

Registrar & CEO's Report

The past year has been extremely busy at the College, presenting a challenge to our staff, volunteer Committee members and Board. Sincere thanks go to all the members of the Board for their commitment and support during this productive year. I want to thank all Committee chairs and members, inspectors, examiners and advisers for their dedicated contributions. The College continues to meet all challenges despite limited resources.

One of the ways that the College leverages our resources is by building collaborative relationships. The HPRBC (Health Profession Regulators of BC, formerly the HRO) has continued to evolve this year. The HPRBC recently incorporated as a society under the *Society Act*, and we are currently involved in various joint projects, including a multi-year public awareness campaign, and model policies in the patient relations area. The HPRBC's model policy on public notification requirements for Inquiry and Discipline matters was recently approved, with a few minor amendments by the College's board. The College also maintains collaborative relationships with other provinces and continues to participate in the Canadian National Coordinating Council (CNCC), hosted by CAND. Liaison and collaboration with BCNA on matters of mutual interest continued productively this past year.

I was pleased to work with the Pharmacopoeia and Diagnostic Referral (PDR) Committee and its sub-Committee that reviewed new drugs coming onto the market and made recommendations to the Board, which were approved and announced. The Committee is currently developing a new application procedure for queries from registrants.

I was also pleased to work with the Scope of Practice Expert Panel in examining leading edge issues in scope of practice. There have been various recommendations coming out of that Committee and there will be more announcements in the year ahead. The Task Force on Specialties created by the Board in 2013 is developing a questionnaire, which will soon be finalized and sent out to canvass the views of the profession on whether there should be a role for specialties in naturopathic medicine in BC.

I have also been privileged to work closely with the dedicated and experienced members of the Inquiry Committee, which deals with one of the most essential functions of the College. In 2013, the Committee

dealt with a wide range of complaints, including the final resolution of the Jim Chan matter. Fortunately, although a Citation for a Discipline Hearing had been issued, it was possible to resolve the matter without a hearing by way of a consent agreement pursuant to the *Health Professions Act*, under which Jim Chan agreed to permanently renounce his licence to practise naturopathic medicine in BC. I would like to personally acknowledge the work and support of the Inquiry Committee Chair, Richard Meyer and members Dr. Penny Seth-Smith, ND and Dr. David Bayley, ND. I have asked the College's legal counsel, Ali Lakhani, with whom I worked closely in managing the discipline case, to provide those at the AGM with a summary of the case.

I also wish to acknowledge the excellent work of the Discipline Committee, and of the Discipline Panel, comprising Drs. Kuprowsky and Spooner, and public member Barry Long as Chair, that was appointed to hear the Jim Chan matter. The Panel was required to do a considerable amount of work in advance of the anticipated hearing dates. Had the hearing gone ahead, they would have been required to sit and hear evidence and arguments for 30 to 40 hearing days, then take the time needed to draft a decision that would take into account what they had heard. That time would have been taken out of their respective practices. Without the sacrifices made by these individuals, the College could not have fulfilled its mandate to undertake disciplinary hearings when necessary.

I also want to acknowledge the work undertaken by our staff, Pip Stanaway and Debbie Ferreira, in support of the Jim Chan case, as well as the supplementary legal work performed by Angela Westmacott, and Jean Whittow's work as independent counsel to the panel.

I will leave further details of the case to Mr. Lakhani's presentation. To be clear, however, most complaints are resolved without a Discipline hearing. The College has a good track record of resolving complaints. However, sometimes, particularly in the absence of cooperation from registrants, more formal and extensive legal procedures become necessary, which typically result in higher legal costs.

I also want to commend staff members Debbie Ferreira and Phillipa ("Pip") Stanaway for their excellent performance overall during a year when demands upon staff were higher than ever in the past. I want to also announce that having finished her first year with the College, Ms. Stanaway has a new title that better reflects her role, which is Manager, Investigations and Regulatory Compliance.

We are very pleased that our College has not had one complaint that has gone all the way to a full HPRB hearing again in 2013.

I also want to thank the Examination Committee for its excellent work. This year, a number of examiners kindly created an extra oral/practical exam session at my request to accommodate a group of applicants. The annual reception for new candidates after their oral/practical examinations was a success again. Best wishes go to the new registrants as they move forward in their profession.

The Quality Assurance Committee is forging ahead with certification reviews and review of proposals that have arisen as a result of the continual examination and refinement of the scope of practice and aspirations of the profession. They continue to implement practice reviews.

I have worked closely with the Finance and Administration Committee to create accurate predictions of the College's costs. The Committee was instrumental in having the Board create sufficient contingency funds to deal with the challenges the College faces.

The *Code of Ethics* and *Code of Conduct*, originally developed by the Patient Relations Committee in consultation with the Inquiry Committee and the Registrar, have continued to be very useful during the

Inquiry Committee process. This year, the Patient Relations Committee continued to work on a review of the Codes at the direction of the Board. The Committee has completed its initial draft and incorporated input from College staff. It will now be reviewed by the Inquiry Committee, which will make any necessary further recommendations before it is put before the Board for final approval. The Committee is also working on a policy on the responsible use of electronic communications and social media by naturopathic doctors. I want to commend and thank Dr. Cathryn Coe, ND, Chair and Dr. Sanjay Mohan-Ram, ND and Ms. Mary Manning, members of the Patient Relations Committee, for their diligent efforts in addressing the ethical standards of the profession and striving for excellence in pursuing the mission of their Committee.

The College has made great progress in moving forward with the implementation of prescriptive rights and the full scope of practice for naturopathic physicians. The College continues to deal with cutting-edge issues in health profession regulation effectively within limited resources. The collaboration and cooperation of registrants, Committee volunteers and related bodies has been essential to this success. I particularly want to thank President Dr. Karen Parmar, ND for her leadership, decisiveness and strong support. I also want to mention the stalwart work and singular contributions of Vice-President Dr. Stefan Kuprowsky, ND as he begins his last consecutive year on the Board.

Congratulations to all of you on the occasion of the fifth anniversary of provincial government approval of the broadest scope of practice for naturopathic physicians in Canada and approval of prescribing authority. There have been major advances within the practice of naturopathic medicine in BC. With these advances come increased regulatory responsibilities and with the cooperation and support of all registrants, the College is ready to address those responsibilities over the next five years.

As always, it is an honour to serve as your Registrar.

Respectfully submitted,

Howard Greenstein, B.Sc., M.A., M.B.A.
Registrar & CEO

Finance Committee

Thanks go to Committee members Cameron McIntyre, ND and Wesley Barnaby, ND and Registrar Howard Greenstein for our ongoing Committee work together.

This year, we continued to use the accounting firm Lam Lo Nishio to maintain the routine bookkeeping. The accounting firm of BDO Dunwoody is the appointed accountant for the College that undertakes the annual review and prepared the annual financial statements for this AGM.

I would like to recognize the diligent work of our Registrar, Mr. Howard Greenstein, as well as that of Debbie Ferreira and Phillipa Stanaway. They have performed admirably in what can only be described an exceptionally busy year in a challenging financial environment. Their efforts have dramatically reduced the potential costs for the College while at the same time robustly supporting the College's mandate to regulate in the public interest while keeping expenditures within its existing financial means.

The College is on solid financial ground. However, ongoing costs specifically related to the cost of fulfilling the College's mandate under the HPA, including complaints investigation, registration, quality assurance and disciplinary matters, have increased as predicted. Continued growth in the profession has meant that the College has realized increased revenues. A number of areas have seen reduced costs.

However, this year we have seen increases in legal expenses, Committee expenses, professional fees and marketing expenses.

Committee expenses, which include honoraria, accommodation and meal and travel expenses, increased in 2013. This was generally due to a higher level of activity of Committees in 2013 over previous years. The Inquiry Committee and the Discipline Committee were especially active in 2013 due to the Jim Chan case. In addition, the new Task Force on Specialties (which will presumably end once it concludes its work) contributed a minor increase to Committee expenses overall.

The observed increase in General Expenses in 2013 is largely attributable to increases in travel and office supplies, and again, these are associated with the disciplinary case.

Marketing expenses included contributions to two public education campaigns: one in collaboration with the BCNA for bus shelter advertisements, and one in collaboration with the HPRBC, which is a multimedia campaign that will continue for multiple years. Both campaigns encourage members of the public to seek a licensed health care provider and are aimed at ensuring the safety of the public by increasing public awareness of the regulated professions, the fact that naturopathic medicine is regulated in BC, and that members of the public should ensure that their naturopathic doctor is a registered, licensed ND. These campaigns proactively address the issue of unlicensed practitioners.

The Professional Fees category, including investigator fees and expert witness fees, increased due to the disciplinary case.

Professional Development fees of approximately \$10,600 were used for legal training in investigations and discipline for inspectors, staff, Inquiry Committee Chair and members and Discipline Committee Chair. Given the increasingly complex framework of legal knowledge required in complaint investigations and management, the Board felt that investing in Professional Development was prudent, and viewed this expense as an investment in the College's ability to address complaints expeditiously and fairly, and to minimize expensive procedural errors and appeals. The courses are taught by prominent lawyers and regulators in the field of professional regulation.

The Finance Committee anticipated that the College would see increased expenses as costs associated with inspectors and investigations, as well as legal fees, increased as a result of the number and complexity of complaints investigations. These costs were accounted for in the 2013 budget, prepared in 2012, when the College increased dues for the first time in 4 years for 2013 and implemented the fees for advanced certifications. The financial picture supports the fact that our forecasts have been accurate. As you will recall, there were no dues increases implemented for 2014.

The College used funds from the contingency fund and the non-restricted reserve fund to cover the costs beyond the regular operating budget resulting from the Jim Chan case, which involved a Citation for Discipline Hearing. This case was resolved to the College's satisfaction prior to the hearing. It should be noted that all other operating costs were within the regular operating budget, with some reductions in categories such as Board Honoraria, Board Travel, Accounting, AGM Costs, Telephone and Utilities, and Website and Internet. The apparent deficit overall is entirely attributable to the Jim Chan case, and some of the expenses of that case were actually absorbed within the regular operating budget. The Board had anticipated that the costs of an extraordinary case like that of Jim Chan were likely to run beyond those contemplated in the regular budget, and had made provision in advance for managing those costs. Please note that without the costs directly attributable to the Discipline matter, the 2013 financial picture was well within the regular operating budget. That is, without those costs, revenues exceeded expenses.

The financial statements tell a consistent story. The College has been very active in fulfilling its mandate. The Discipline matter was essential in ensuring that the College upheld its mandate. The outcome was obtained without the expense of a lengthy hearing. The Inquiry and Discipline Committees fulfilled their mandates by carrying a heavy burden of responsibility and meeting as frequently as required to perform their duties. Volunteer Committee members received customary honoraria and had their travel expenses covered. The Board invested in public education to discourage the use of unlicensed practitioners and increase the public's knowledge of naturopathic medicine as a licensed health profession. Expenses, but for extraordinary costs attributable to the disciplinary case, were well within budget.

Overall, the College fulfilled its mandate in several ways, investing in new initiatives such as public education campaigns, launching a Task Force on Specialties, continuing to study and make decisions on scope of practice issues and prescribing matters, registering new registrants, pursuing quality assurance initiatives, reviewing and revising the code of conduct and code of ethics, managing the complaints process and building positive working relationships with other health profession regulatory Colleges and the Ministry of Health. The fact that a complex and challenging case resulted in a Citation and required necessary investigative and legal costs is part and parcel of the mandate of the College and it reflects the cost of being a self-regulating profession. The College has met that challenge.

Respectfully submitted,

Dr. Chris Spooner, ND
Chair, Finance Committee

Registration Committee

The number of registrants increased so that by the end of 2013, there were 435 practicing registrants and 89 non-practicing registrants for a total of 524 registrants. There were a total 45 new licenses granted in the 2013 calendar/fiscal year. The number of registrants continues to grow annually.

The College is reviewing all Registration processes to ensure compliance with requirements. The College has entered into discussions with a number of IT service providers regarding the automation of registration renewal procedures. If feasible, the College is considering implementation for next year's registration process.

Thanks go to Dr. Karen Parmar and Mr. Wesley Barnaby, members of the Committee, who have reviewed non-routine applications and dealt with the decisions involved.

Finally, special thanks go to Debbie Ferreira, who coordinates all individual applications before the Registrar reviews them. This year, Debbie had all of the registration renewal applications and also CE reports from all registrants for the end of the CE period to manage within the first few weeks of January. The College endeavoured to process all registrations and renewals as efficiently as possible, but there were a few issues with bounced cheques, faxes, emails and regular mail that were not received by the College. We thank those registrants that were required to deal with irregularities for their patience, understanding and courtesy. Please be aware that it is each registrant's responsibility to ensure that their dues and renewals are submitted completed and on time. Registrants who fail to submit their renewal materials completed and by January 1 of each year have their licences cancelled immediately, pursuant to the bylaws, and are not permitted to practice until such time as they are reinstated.

We are over the benchmark of 500 registrants. The majority of full, active registrants now have prescribing authority. We would like to acknowledge and thank all of those registrants who have complied with training requirements and submitted their documentation to become certified in prescribing authority and all other certifications.

Respectfully submitted,

Howard Greenstein, B.Sc., M.A., M.B.A.
Chair, Registration Committee

Quality Assurance Committee

The QAC continues to play an important role in maintaining and defining professional standards throughout the naturopathic profession in BC. Reflecting the heavy workload of this Committee, the Board has doubled our size in the past year. Our new members are Mr. Barry Long, public Board member and Drs. Brianna Peddle and Sacha Elliot. Continuing on as full members are Dr. Tasreen Alibhai and Mary Manning, public Board member. Continuing on as Advisors to the QAC are Drs. Ronald Reichart and Gaetano Morello. We have also begun working with a research assistant, Leah Hassall, who is a second year student at Boucher.

We continue to do 10 random Practice Reviews each year. These are usually well received and appreciated by the doctors who understand the need to preserve high professional standards among all our registrants. We try to have two QAC members attend each Practice Review, to maintain objectivity, but this is not always possible, especially with visits outside of the Lower Mainland. The QAC also performs targeted reviews on an as-needed basis, when a registrant may require guidance in order to prevent a situation from developing into more serious problems.

The QAC has been developing guidelines for certification in Aesthetic Procedures. Certification is intended to ensure that all registrants who use aesthetic procedures will be trained to a high level of competence and safety. The recommendations of the QAC will be submitted for Board approval and thus the details cannot be announced until they are approved. However, we can announce that it is likely that a new certification will be announced for the future practice of mesotherapy, dermal filler injections, PRP facial injections, microdermabrasion and chemical peels, cosmetic laser treatments and other aesthetic procedures.

Cosmetic Botox will be regulated under the certification **only if** the Board approves the use of Botox by amending the Standards, Limits and Conditions for Prescribing posted on the College website. The Board will be considering recommendations on the possible uses of Botox separately from both the QAC and the Pharmacopoeia and Diagnostic Referral Committee (PDR). Anyone who wishes to comment upon the possible use of Botox by registrants can write to the College care of the Registrar, who will distribute comments to the Committees and Board.

At the Board's direction, the QAC is also working on defining a possible Advanced Injection Therapies Certification, which may turn out to be an expanded definition of the current Prolotherapy certification, to include additional procedures such as PRP, intra-articular injections and other advanced injection techniques. Ultimately, the goal is to have all persons utilizing advanced injection therapies be certified with appropriate training.

Mesenchymal stromal cell injections are currently under review by the Board and should not be performed at this time.

As always, we are looking for volunteers for the Committee to act as advisors, since we have a large and important workload. Committee work provides excellent training for future Board work.

Again it is an honour to serve the profession and the public in such an interesting and important area of health regulation. I look forward to serving this coming year as my last consecutive year on the Board before I reach the term limitation. Thanks to my fellow QAC members and advisors, Board members, staff, colleagues who participated in practice reviews and volunteers for making this past year an exciting and productive one.

Respectfully submitted,

Stefan Kuprowsky, MA, ND
Chair, Quality Assurance Committee

Inquiry Committee

In 2013, the Inquiry Committee dealt with 26 formal complaints, 10 of which were initiated in 2012. A number of complaints dealt with alleged professional misconduct by registrants. Others concerned dissatisfaction with treatment, informed consent, scope of practice issues, as well as the taking advantage of or mistreatment of patients. There was one patient complaint concerning problems with prescription drugs, and two from other sources, including errors in prescriptions, the prescription of substances not within the scope of a naturopathic physician's authority, and the failure to adequately monitor response to treatment with a prescription drug or drug(s). Overall, based upon complaint history, the experience with prescription drugs indicates that the profession is managing prescriptive authority well.

A number of complaints managed within 2013 were complex and involved extensive investigation and consideration of many factors, including legal, ethical and policy considerations.

The statutory mandate of the Inquiry Committee is to protect the public. It reviews and investigates complaints in order to attempt to resolve the complaint by consent. Where information comes to the Committee's attention in the absence of a complaint, the Committee may also initiate an investigation into a matter on its own motion. The Inquiry Committee process is not intended to be punitive in nature. The College endeavours to resolve complaints early in the complaint process where possible. The Inquiry Committee appreciates the involvement of the staff in facilitating early resolution of complaints, and urges registrants to participate in early and/or informal resolution efforts if appropriate. In addition to the formal complaints discussed above, a number of additional concerns were resolved with the assistance of the Registrar's office before they became formal complaints.

Where complaints are not addressed by early and/or informal resolution, the Inquiry Committee may dispose of complaints by making agreements with registrants known as "consent agreements." The Inquiry Committee resolved 4 cases using consent agreements in 2013, and continues to actively monitor the terms of 2 agreements. In 2013, the College developed its own course in Ethics, which may be used in conjunction with future consent agreements where the Inquiry Committee determines that ethical issues figure prominently in a complaint and that a registrant would benefit from further education in ethics. Such educational approaches serve both the registrant and the safety of the public

and we feel that this is a positive development. We are observing positive outcomes for registrants and for the safety of the public with the use of consent agreements.

In rare cases, resolution by consent is not possible. At that point, the Inquiry Committee can direct the Registrar to issue a Citation for a Discipline Hearing under the Health Professions Act (“HPA”). A Citation was issued in 2012, in the case of Jim “Jimmy” Chan.

The hearing of the Chan matter by the College’s Discipline Panel was scheduled for September of 2013. However, under the procedure set out in the HPA, Chan submitted a settlement proposal to the Inquiry Committee in late August. Of course, there were numerous events and interactions prior to a settlement proposal being offered. On August 27th, 2013, the Inquiry Committee accepted Chan’s admissions to various counts of professional misconduct, and his consent to the permanent cancellation of his licence to practice naturopathic medicine in BC, with no leave to reapply for licensure in future. The Chan case required a significant investment of resources by the College and considerable time and effort from the Inquiry Committee and College staff. This case underscores the importance of not only the adherence to established standards of practice by registrants, but also the importance of registrants being vigilant regarding potential professional misconduct on the part of their colleagues. Cooperation with the College during an investigation and during attempts to resolve complaints is also very important. Without such cooperation, matters dealt with by the College complaint process can become expensive.

The College has demonstrated its commitment to the safety of the public and to upholding high standards of care by following through on this challenging case. The Inquiry Committee acknowledges the office of the Registrar’s key role in managing the case.

The Inquiry Committee reviews and refines its procedures on an ongoing basis in response to new decisions of the Health Professions Review Board and the courts. Procedures adopted by the Inquiry Committee must be consistent with the overarching considerations of public protection, transparency, accountability and fairness. In order to meet these requirements, the College has ensured that adequate resources are available to the Committee, including staff support. The College has also been proactive in ensuring that Inquiry Committee members, inspectors and staff have had access to leading edge training regarding the effective management of complaints and the legal framework within which the College must operate. The predicted and observed increase in the complexity of the procedural and substantive issues raised by complaints has also required the College to seek external legal advice with greater frequency.

I would like to publicly thank the Committee members, Dr. Penny Seth-Smith and Dr. David Bayley, the inspectors, and staff for their ongoing dedication in making the work of the Inquiry Committee a success and pursuing a process that ensures the confidence of the public and a reputation of which the College and its members can be proud.

Respectfully submitted,

Richard J. Meyer, J.D.
Chair, Inquiry Committee

Discipline Committee

The Discipline Committee panel handled one disciplinary proceeding in 2013. A Citation was issued against a registrant and was scheduled for hearing on September 12, 2013. On August 27, 2013 the

registrant entered into a consent order in lieu of proceeding with the disciplinary hearing that included permanent cancellation of his registration with the College, as set out in the November 2013 public notification on the College's website at <http://www.cnpbc.bc.ca/Public-Notifications.html?reload>.

I would like to acknowledge Discipline panel members Dr. Stefan Kuprowsky, ND and Dr. Chris Spooner for their service and the rest of the Discipline Committee members for their willingness to serve if called.

Respectfully submitted,

Barry Long, LL.B.
Chair, Discipline Committee

Examination Committee

The Examination Committee, including Drs. Sanjay Mohan Ram, Chair, Jonathon Berghamer and Melissa Tosfrud as well as the examiners, including Drs. Michael Bastien, Dr. Atkinson, Dr. Seema Kanwal, and Dr. Rebecca Pitfield had a busy year invigilating several sittings of the CNPBC Oral Examinations. Through the year, the Committee has been upgrading and modifying the Jurisprudence exams to reflect changes to the Scope of Practice, Code of Ethics and Conduct and bylaws and regulation, as well as adding and modifying the Oral Examinations questions for greater depth of testing of knowledge.

In response to the needs of some graduating students, a special session of the oral/clinical examination was held. Thanks go to all examiners for making the time to undertake these additional examinations beyond the planned schedule.

I would like to thank the Committee members again for all their hard work for the 2013-2014 year.

Respectfully submitted,

Dr. Sanjay Mohan Ram, B.Sc.(Hon.), N.D.
Chair, Examination Committee

Patient Relations Committee

The Patient Relations Committee met several times in 2013 with the assigned task from the Board of updating the existing *Code of Ethics* and *Code of Conduct* documents to align with other primary health care practitioners as well as our increased scope of practice. The process was to be informed by lessons learned from Inquiry Committee complaints and Pip Stanaway liaised between the Committees. The Committee deliberated and revised the *Codes* over four meetings, and has now forwarded the revised documents to the Registrar and the Inquiry Committee, who will forward the documents with any additional recommendations to the CNPBC Board for review and approval before reissuing these documents to the profession. The Committee is also developing an electronic communications and social media policy and will participate in collaborative efforts with the HPRBC.

Registrants are reminded to consult these documents on at least a yearly basis so that the knowledge of professional ethics and conduct remains current.

Thanks go to Committee members Dr. Sanjay Mohan-Ram, ND and Mary Manning for their efforts and to Pip Stanaway for her staff assistance in 2013.

Respectfully submitted,

Cathryn Coe, ND
Chair, Patient Relations Committee

Pharmacopoeia and Diagnostic Referral (PDR) Committee

The PDR Committee was established under the CNPBC bylaw revisions required by the Naturopathic Physicians Regulation in order to implement prescriptive authority and diagnostic access. In 2013, the sub-Committee of the PDR Committee for review of new drugs on the market, which had been formed for this purpose, reviewed new drugs on the market and made recommendations to the PDR Committee. The PDR Committee subsequently approved these as recommendations to the Board. The Board approved the recommendations of the PDR Committee and announced the new drugs that are now approved for use by registrants. The PDR new drug sub-Committee includes Dr. Deborah Phair, ND, who is also a registered pharmacist, and pharmacist PDR Committee members Dr. Glenda MacDonald, BSP, Pharm D, RPh., and Kathy McInnes, B.Sc. (Pharm), RPh, CSPI. The PDR Committee has grappled with difficult issues concerning the possible use of certain scheduled items that individual registrants have made requests about. The PDR Committee will implement forms to ensure that requests from registrants to have the Committee review the possible use of specific substances are accompanied by clear descriptions of intended uses, empirical evidence supporting intended use, including professional journal references, safety record and possible side effects.

Registrants should be aware that the College has very serious responsibilities to undertake via the PDR Committee, which must do due diligence consistent with the College's public safety mandate. Government via the College bylaws mandated the multi-disciplinary nature of the PDR Committee and thus the process by its nature is a thorough and deliberative one. Thanks go to all of the PDR Committee members and the Registrar for their diligent efforts. I want to extend special thanks to the pharmacists, MDs, and public members on the Committee for their collaborative efforts in working with the naturopathic doctors on the Committee. It has been five years since the bylaw creating the PDR Committee was approved. Since that time, it has been my pleasure as PDR Chair to watch as the majority of the profession has achieved prescriptive authority, the list of scheduled items approved for use has grown and the profession has demonstrated an excellent safety track record.

Respectfully submitted,

Dr. Lorne G. Swetlikoff, B.Sc., N.D.
Chair, PDR Committee