



College of Psychologists of British Columbia

Annual Report 2012

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INTRODUCTION TO THE COLLEGE OF PSYCHOLOGISTS OF BC 2012 ANNUAL REPORT

MANDATE

To regulate the profession of psychology in the public interest in accordance with the Health Professions Act of British Columbia by setting the standards for competent and ethical practice, promoting excellence and taking action when standards are not met.

This 2012 Annual Report provides a summary of the College's regulatory activities for the 2012 year, including reports on the processing of applications for registration from Canadian and international applicants, the investigation of complaints about psychological services provided by a registrant of the College, and activities to enhance the competency and level of practice of psychologists.

Readers of this report are also encouraged to visit the College's website for copies of the Annual Reports of previous years, the *Chronicle* publication, and other information and resources about the regulation of the profession of psychology in British Columbia: <http://www.collegeofpsychologists.bc.ca>.

The College is committed to meeting its public protection mandate with professionalism, objectivity, transparency, accountability, stakeholder involvement/participation, and clear communication.

The College is especially pleased to provide in this report information about efforts in the 2012 year to manage a growing workload, involvement with projects and groups provincially, nationally and internationally, the cost and resource challenges of a large number of complaint applications before the Health Professions Review Board, the processing of applications from foreign trained applicants and applicants registered elsewhere in Canada, and the increased functionality of its website to registrants, applicants, and members of the public.

Questions about this report or other College publications or activities are invited in writing to the College.

2012 BOARD, COMMITTEE MEMBERS, REGULATORY SUPERVISORS, ORAL EXAMINERS, AND NEW REGISTRANTS

BOARD

John Carter, Ed.D., R.Psych.
Michael Elterman, M.B.A., Ph.D., R.Psych.,
Michael Fellman, Public Member*
Henry Harder, Ed.D., R.Psych., Chair
Jenelle Hynes, Public Member

Russell King, Psy.D., R.Psych.
Leora Kuttner, Ph.D., R.Psych.
J. Dean Readman, Public Member, Vice-Chair
Hendre Viljoen, Ph.D., R.Psych.

DISCIPLINE COMMITTEE

Santa Aloj, Public Member (from July 2012)
Michael Fellman, Public Member* (until June 2012)
Daniel Fontaine, Public Member
John Carter, Ed.D., R.Psych., Chair
Brenda Kosaka, Ph.D., R.Psych.

Phillipa Lewington, Ph.D., R.Psych.
J. Dean Readman, Public Member
Ingrid Söchting, Ph.D., R.Psych.
Janet Strayer, Ph.D., R.Psych.
Cheryl Washburn, Ph.D., R.Psych.

INQUIRY COMMITTEE

Kirk Beck, Ph.D., R.Psych. (from 08/12)
Emily Chu, Public Member (from 09/12)
Anthony Dugbartey, Ph.D., R.Psych.
Paul Eirikson, Ph.D., R.Psych. (to 08/12)
B. Lee Grimmer, Ph.D., R.Psych.
Lindsey Jack, Ph.D., R.Psych.

Sandy James, Public Member
Marlene Moretti, Ph.D., R.Psych.
Wayne Morson, Public Member (to 06/12)**
J. Dean Readman, Public Member (from 06/12)
Hendre Viljoen, Ph.D., R.Psych., Chair
Francesca Zumpano, Public Member (to 09/12)

PATIENT RELATIONS COMMITTEE

Michael Elterman, M.B.A., Ph.D., R.Psych.
Jenelle Hynes, Public Member, Chair

J. Dean Readman, Public Member

QUALITY ASSURANCE COMMITTEE

Russell King, Psy.D., R.Psych., Chair
Kirk Beck, Ph.D., R.Psych.
Bob Burrows, Public Member
Sandra Clark, Ph.D., R.Psych.
Jenelle Hynes, Public Member (to April 2012)

Kathy Montgomery, Ph.D., R.Psych.
Donna Paproski, Ph.D., R.Psych. (from Feb. 2012)
J. Dean Readman, Public Member (to July 2012)
Michel Regev, Ph.D., R.Psych.
Henry Hightower (from April 2012)

REGISTRATION COMMITTEE

Michael Elterman, MBA, Ph.D., R.Psych. (Chair)
Kenneth Cole, Ph.D., R.Psych.
Darcy Cox, Psy.D., R.Psych.
Catherine Costigan, Ph.D., R.Psych. (to July 2012)
Marion Ehrenberg, Ph.D., R.Psych. (from July 2012)
Michael Fellman, Public Member (to June 2012)*

Marguerite Ford, Public Member
Henry Hightower, Public Member (to April 2012)
Jenelle Hynes, Public Member (from April 2012)
Marina Navin, Public Member (from July 2012)
Cheryl Washburn, Ph.D., R.Psych.
Sheila Woody, Ph.D., R.Psych.

**until his death on June 21, 2012. Please see the *In Memoriam* page at the end of this Report.

*until his death on June 11, 2012. Please see the *In Memoriam* page at the end of this Report.

REGULATORY SUPERVISORS 2012

Victoria Alfonso, Ph.D., R.Psych.
Cinny Bubber, Ph.D., R.Psych.
Sandra Clark, Ph.D., R.Psych.
Catherine Costigan, Ph.D., R.Psych.
Marion Ehrenberg, Ph.D., R.Psych.
Ingrid Friesen, Ph.D., R.Psych.

Maureen Godfrey, Ph.D., R.Psych.
Michael Joschko, Ph.D., R.Psych.
William Koch, Ph.D., R.Psych.
Mary Korpach, Ph.D., R.Psych.
Philippa Lewington, Ph.D., R.Psych.
Ann Pirolli, Ph.D., R.Psych.

Marsha Runtz, Ph.D., R.Psych.
Harry Stefanakis, Ph.D., R.Psych.
Janet Strayer, Ph.D., R. Psych.
Karen Tallman, Ph.D., R.Psych.
Cindy Weisbart, Psy.D., R. Psych.
Colleen Wilkie, Ph.D., R.Psych.

ORAL EXAMINERS 2012

Nicole Aubé, Ph.D., R.Psych.
Mark Bailey, Ph.D. R.Psych.
Jeffrey Ballou, M.Ed., R.Psych.
Deborah Bell, Ph.D., R.Psych.
Rishi Bhalla, Ph.D., R.Psych.
Robert Colby, M.S., R.Psych.
Susan Cross, Ph.D., R.Psych.
Timothy Crowell, Psy.D., R.Psych.
Maureen Godfrey, Ph.D., R.Psych.
Sue Hackett, Ph.D., R.Psych.
Charlotte Johnston, Ph.D., R.Psych.

Margaret Kendrick, Ph.D., R.Psych.
Lorne Korman, Ph.D., R.Psych.
Brenda Kosaka, Ph.D., R.Psych.
Larry Krywaniuk, Ph.D., R.Psych.
Ronald Laye, Ph.D., R.Psych.
Anne MacGregor, Ed.D., R.Psych.
Barbara Madani, M.A.Sc., R.Psych.
Gregory Meloche, Ph.D., R.Psych.
Kelly Price, Ph.D., R.Psych.
Anneliese Robens, Ed.D., R.Psych.
Barbara Rosen, Ph.D., R.Psych.

Susanne Schibler, Ph.D., R.Psych.
Whitney Sedgwick, Ph.D., R.Psych.
Meagan Smith, Ph.D., R.Psych.
Harry Stefanakis, Ph.D., R.Psych.
Inna Vlashev, Ph.D., R.Psych.
John Wagner, Ph.D., R.Psych.
Larry Waterman, Ph.D., R.Psych.
Rene Weideman, Ph.D., R.Psych.
Maureen Whittal, Ph.D., R.Psych.
Sandra Yuk Shuen Wong, Ph.D., R.Psych.
Ariana Yakirov, Ph.D., R.Psych.

NEW REGISTRANTS 2012

Graham Bean, Ph.D., R.Psych.
Stacy Lynn Helena Benoché, M.A., R.Psych.
Treena Marie Blake, Ph.D., R.Psych.
May Darlene Caprio, Ph.D., R.Psych.
Gurmeet Kaur Dhaliwal, M.A., R.Psych.
Juliet Margaret Donald, D Clin Psych., R.Psych.
Maureen Rae Edgar, M.A., R.Psych.
Hilary Mary Edington, Ph.D., R.Psych.
Nina Marie Fusco, Ph.D., R. Psych.
Shannon Renee Gelb, Ph.D., R.Psych.
Brett Bradley Ginter, M.A., R.Psych.
Kris Steen Hallenburg, Ph.D., R.Psych.
William Handley, Ph.D., R.Psych.
Michelle Louise Haring, Ph.D., R.Psych.
Natalie Anne Rocke Henderson, Ph.D., R.Psych.
Myrna Hiebert, M.Ed., R.Psych.
Susan Beth Holtzman, Ph.D., R.Psych.
Karen Anne Kit, Ph.D., R.Psych.
Carolyn Klein, Ph.D., R.Psych.
Sandra Jean Koop, Ph.D., R.Psych.
Franz Alexander Kubak, Ph.D., R.Psych.
Janelle Lynne Kwee, Psy.D., R.Psych.
Marilyn Joanne Kwong, Ph.D., R.Psych.
Carla LeHouillier, Ph.D., R.Psych.
Rachael Ann Lunt, Ph.D., R.Psych.
Janet W.T. Mah, Ph.D., R.Psych.
Rasoul Ross Malekjah, Ph.D., R.Psych.

Katherine Anne Martinez, Psy.D., R.Psych.
Katherine Stewart McKenney, Ph.D. R.Psych.
Alison Sheila McWalter, M Phil., R.Psych.
Mahesh Menon, Ph.D., R.Psych., R.Psych.
Sterett Hawes Mercer, Ph.D., R.Psych.
Linda Celia Michelle-Pentelbury, M.Ed., R.Psych.
Amori Yee Mikami, Ph.D., R.Psych.
Samuel James William Morgan, Psy.D., R.Psych.
Parminder Narang, Psy.D., R.Psych.
Marie-Hélène Christine Pelletier, Ph.D., R.Psych.
Anne Patricia Pleydon, Ph.D., R.Psych.
Gavin Reid, Ph.D., R.Psych.
Joanne Patricia Roberts, D. Clin. Psy., R.Psych.
Dorothy Mae Ryan, Ph.D., R.Psych.
Sarah Sherrard, Psy.D., R.Psych.
Robin Elizabeth Swift, M.Ed., R.Psych.
Poonam Tangri, Ph.D., R.Psych.
Darien Troy Thira, Ph.D., R.Psych.
Julia Yuen Ching Ting, Ph.D., R.Psych.
Zachary Charles Phillip Walsh, Ph.D., R.Psych.
Adrienne Ya-Chun Wang, Ph.D., R.Psych.
Alexandra Christina Watkins, Ph.D., R.Psych.
Mark Robert Weinberg, Ph.D., R.Psych.
Kristin Michelle Weinzierl, Ph.D., R.Psych.
Helga Wisheu, M.Ed., R.Psych.
Frank David Young, Ph.D., R.Psych.

REPORT FROM THE CHAIR

It was my pleasure to serve as Chair of the Board of the College of Psychologists of British Columbia for the 2012 year. I am exceptionally proud of the way in which our Board, Staff and Committees, in the face of increasing workload and new challenges, conducted themselves with an unwavering commitment to meet our regulatory obligations and maintain our core values. I am pleased to provide a report on College activities for 2012.

Information Meetings Information meetings were held throughout the province during 2012. It is important to highlight the College's policy of providing an "information meeting by request" to any ten or more registrants, reflecting the Board's commitment to giving registrants the direct opportunity to be informed and to participate in discussions regarding the regulation of the profession in British Columbia. Key topics in all of the information meetings continued to be the College's proposed general and registration bylaws, revisions to the Code of Conduct, collaborative care and the integration of psychology into primary care, and other ongoing challenges in professional regulation including the Health Professions Review Board and the impact of trade agreements.

Annual General Meeting The Annual General Meeting for the 2011 year was held in Vancouver on May 24, 2012. A video link was provided to Victoria, and registrants were also able to participate and view the meeting via webcast. The continuing competency workshop was presented by Mr. David Perry, of Ascent Public Affairs, and was titled "Psychology in the Public Policy Domain". Again, participation in the AGM and workshop was high, with approximately 25% of all registrants participating either in person or via webcast.

Board Elections I am delighted that both Russell King and Leora Kuttner were re-nominated and re-elected by acclamation for a second term. Public member Jenelle Hynes was reappointed by Government for an additional three-year term. We remain indebted to our public board members for their ongoing commitment to the regulation of the profession of psychology in BC. Please see the *In Memoriam* page in this Report for acknowledgement of the contributions of our public member, Michael Fellman, and former public Board member, Wayne Morson, both of whom passed away during the 2012 year.

Health Professions Review Board (HPRB) There was a total of 24 Inquiry matters open before the HPRB at some point during 2012. One Registration matter was before the HPRB in 2012. Decisions and policies of the HPRB are available on its website: www.hprb.gov.bc.ca. The College informs complainants and applicants of their rights with regard to the HPRB. The College also continues to provide registrants with information regarding the functioning of the HPRB and their responsibilities in dealing with this authority.

College Workshops Workshop development is an important task and interest of the Quality Assurance Committee, which devoted considerable discussion to the development of a workshop designed for all registrants planned for the 2014 year. One of the key objectives of the workshop is to share the collective wisdom gleaned through the investigation of complaints under the *Health Professions Act* and translate this knowledge into practical application for clinical practice. Registrants are encouraged to read the Chronicle and other College announcements for more information on this important initiative.

Strategic Planning The Board reviews the Strategic Plan and conducts strategic planning on an ongoing basis. A copy of the Strategic Plan is available on the College website.

Participation with Local, National, and International Organizations The College is an active participant in the Health Regulatory Organizations (HRO; our Registrar is one of the four members of the Governance Group of the HRO), the Association of Executive Directors and Registrars of BC, and the Association of Canadian Psychology Regulatory Organizations (ACPRO) of which our Registrar is vice-Chair. The College continues to play a very active role in ACPRO. The College remained an active member of the Association of State and Provincial Psychology Boards (ASPPB), and participated in ASPPB meetings in April in New Orleans, Louisiana and in San Francisco, California in October where the 2011 Quality Assurance Chair and member of our Board, Leora Kuttner, Ph.D., R.Psych., gave a presentation on our professional executor and professional will policies.

Legal Consultation The College's use of legal services is divided into several main categories: A. Routine legal consultations for Inquiry and Registration Committees; B. General legal counsel (Board legal consultation, legal matters such as lawsuits against the College); C. Legal consultation on Freedom of Information requests; and D. Special legal consultation on discipline matters, including preparation for, and the conducting of, extraordinary hearings of the Inquiry Committee, Discipline Committee hearings, and legal consultation for hearing panels. These various types of consultation are obtained through the services of a number of different individuals, as needed.

Code of Conduct Revisions Important revisions to the Code of Conduct are included in the Bylaw proposal posted at the end of 2012 for the official notification period. The Board was pleased with the engagement of registrants in providing feedback and comment.

Practice Support The Board continued to be pleased with the positive response to the 2010 introduction of a Practice Support Service for registrants to further protect the public by offering registrants assistance in contemplating novel practice issues and ethical dilemmas through the lens of governing legislation. The objectives and parameters of this Service are delineated on the College website. Please review the summary information on this Service which is included in the Registrar's Report in this Annual Report.

Bylaw Development The proposed bylaws were posted on the website for the official required notification period in December 2012. Implementation dates will be announced to registrants when known. The proposed bylaws contain important initiatives and changes reflecting the College's active efforts to address government imperatives for mobility and collaborative health care.

Website Building on the new website introduced in 2010, the high number of registrants renewing online means that the College is on track for the complete phasing out of paper renewal. It is expected that all registrants will renew online for 2014. Added to the website capability is the address change feature, allowing registrants to submit all address changes (register address, practice record location addresses, directory addresses) online.

In closing, I would like to take this opportunity to commend our Registrar and her staff, along with Board and Committee members, for maintaining the highest standards as they manage a very high volume of work marked by professionalism, competence and efficiency. It was a pleasure and privilege to serve as the Chair of the Board for 2012.

Respectfully submitted,
Henry Harder, Ed.D., R.Psych., Chair of the Board 2012

COMMITTEE REPORTS

DISCIPLINE COMMITTEE REPORT

There were no hearings of the Discipline Committee in 2012.

Respectfully submitted, John Carter, Ed.D., R.Psych., Chair, Discipline Committee 2012

PATIENT RELATIONS COMMITTEE REPORT

As per the *Health Professions Act*, the objectives of this Committee include: recommending to the Board specific procedures for handling complaints of professional misconduct of a sexual nature; informing the public about the process of bringing their concerns to the College; monitoring and periodically evaluating the operation of procedures established; developing and coordinating educational programs dealing with professional misconduct of a sexual nature for registrants and the public as required; establishing a patient relations program to prevent professional misconduct of a sexual nature; and recommending to the Board standards and guidelines for the conduct of registrants and their patients.

Respectfully submitted,
Jenelle Hynes, Chair, Patient Relations Committee 2012

INQUIRY COMMITTEE REPORT

The Inquiry Committee (IC) dealt with another year with a high number of complaints. A total of 102 complaint files were open for at least some part of 2012 and were at various stages of investigation at any given point in time during the year. This number includes the 58 new complaints received during 2012. As of December 31, 2012, 66 of the 102 open files had been closed. Files closed during 2012 are summarized in Table 1 below, along with the nature of the decisions of the IC in closing the complaint files. Please review the Registrar's Report for a comprehensive description and breakdown of 2012 complaint investigations and resolutions.

Table 1: Files Closed During 2012 (N=66)

Closing Reason	Number	%*
Letter of Undertaking or Resolution Agreement	28	42
Resolved	3	5
Insufficient Evidence	20	30
Decision Not to Proceed (no jurisdiction, withdrawn, vexatious or frivolous)	15	23
Total	66	100

The volume of work of the IC continues to be high, as many of the complaint files, especially those related to assessments, are consistently comprised of hundreds if not thousands of pages. Committee members consistently demonstrate high integrity and utmost dedication to their investigation of complaints as well as to the ongoing development of procedures for this task. I would like to take this opportunity to thank both our professional and public members for their essential and enormous contributions to the regulation of our profession. I would also like to express our heartfelt appreciation for Mr. Wayne Morson, a long-serving public member involved with the College, who sadly passed away in 2012. The loss of Wayne continues to be felt by the Committee, and we extend our warmest wishes and deepest condolences to his family.

Respectfully submitted,
Hendre Viljoen, Ph.D., R.Psych., Chair, Inquiry Committee 2012

REGISTRATION COMMITTEE REPORT

Mobility and Access to the Profession The College continued to receive and process, in accordance with the *Labor Mobility Act*, reciprocal applications from psychologists registered elsewhere in Canada. The number of reciprocal applications has increased over the last three years which has necessitated the building of efficiencies into the registration process. The Registration Committee has closely monitored timeframes within which applications are processed and is pleased to report that reciprocal applicants can expect their file to be reviewed and ready to take the Written Jurisprudence Examination, within 3 months of applying. Many are able to (and do) achieve registration within that 3 month time period. Greater detail regarding this particular subset of registrants is provided in later sections of this Report.

Proposed Changes to Bylaws In 2010, the Committee developed proposed changes to classes of registration responsive to the new legislative challenges related to mobility and other public policy trends. The proposal, which describes this work, was launched in the 2010 Fall edition of the *Chronicle* and presented to registrants through a series of information meetings throughout the province. This work continued into 2011 and 2012 as did the College's active engagement with the Ministry of Health on the proposed revisions.

We are pleased to announce that in December 2012, the Ministry approved our official posting of these proposed revisions. Changes relate to both general bylaws which pertain to general College functioning and operations, and registration bylaws, which speak to the College's proposal on several new classes of registration. As discussed in the *Chronicle*, at AGMs and information meetings, these proposals retain the doctoral entry standard for registration as a registered psychologist and the creation of several specific classes designed to capture those

individuals currently working as psychologists under existing exemptions. There is also a new category proposed of Psychology Assistant which is intended to provide a class of registration for individuals working under the direct supervision of a psychologist (such as testing assistants). It is expected that these bylaws will be brought into force sometime in 2013.

Proposed Changes to the *Psychologists Regulation* For over a decade, the College has been actively engaging with the provincial government with regard to the exemptions which are stipulated in the *Psychologist's Regulation*. These exemptions pertain to individuals working in schools, health authorities, universities and other government settings, exempting them from registration with the College yet granting entitlement to use of the title "psychologist". Discussions in 2012 have led to a Ministry of Health proposal to remove particular sections of the existing exemptions. The remaining clause, pertaining to school psychologists, is the subject of ongoing current discussions with the Ministries of Health and Education. The revisions to our regulation are expected to take place sometime in 2013 and will be coordinated with the implementation of our new bylaws.

Foreign Qualifications Recognition (FQR). As a follow up to the national study of entry requirements and competency assessment methods for psychology practice, the Association of Canadian Psychology Regulatory Organizations (ACPRO) was successful in obtaining funding from Human Resources and Skills Development Canada (HRSDC) for a study to explore assessment practices across the nation with respect to assessment of substantial equivalence and Foreign Qualifications Recognition. Launched in 2012, this project is set to conclude in 2013. The College looks forward to learning more about the assessment practices of neighbouring jurisdictions. Two provincially funded projects relating to FQR were also obtained through the Ministry of Jobs, Tourism and Skills Training. The first was launched and concluded in 2012 on the topic of developing a competency based supervision framework. We are pleased to report that the College was successful in obtaining funding for a follow up to this project which will begin in 2013.

I wish to thank the professional and public members who gave generously of their time in reviewing all registration matters. We also mourn the loss of our public member, Michael Fellman, who passed away in June 2012. The proposed revisions to the registration bylaws was an enormous task which was greatly enhanced by the clear thinking and careful consideration given by our Committee members. My thanks also to the College staff for the skilled manner in which they implement registration policies and decisions. I acknowledge in particular the stewardship and hard work of the Deputy Registrar, Amy Janeck, Ph.D., R.Psych. Thanks also to the oral examiners and supervisors for their services this year.

Respectfully submitted,
Michael Elterman, Ph.D., R.Psych., Chair, Registration Committee 2012

QUALITY ASSURANCE COMMITTEE REPORT

In addition to the annual review of the Continuing Competency Program, the Committee was actively engaged in a number of important initiatives. Below is a summary of the Committee's work in 2012.

Continuing Competency Program Review The audit for the 2011 year was completed by the Committee by April of 2012. In a small number of cases the Committee sought additional information from registrants to clarify their activities. Overall, the Committee was very pleased with the high quality of continuing competency activities reported by the registrants who were included in the random audit.

Designation of a Professional Executor This requirement, consistent with registrants' obligations to ensure they have engaged in contingency planning, commenced with renewal for the 2010 calendar year and involved listing a designated professional executor on the renewal form. The requirement is needed to enable the College to be responsive to requests received relating to the records of incapacitated or deceased registrants. The Committee remains pleased with registrants' response to the professional executor requirement. In 2012 the Committee again reviewed and modified the policy for new registrants who may need additional time to meet the requirements.

Code of Conduct The Committee spent considerable time and effort working on the Draft Code of Conduct during

2012, and reviewed and recommended a number of changes, including incorporation of the eighteen Draft Practice Advisories which were previously posted for registrant review and feedback into the Code, and a number of other changes designed to clarify ethical and professional requirements and to be responsive to issues of concern identified by the Inquiry Committee. Two versions of the Draft Code were posted during 2012 for registrant review and feedback. It is anticipated that an updated Code of Conduct will be enacted some time during 2013. As previously reported, there is a plan to develop a series of checklists to assist registrants in the application of standards with identified practice complexity once the new Code of Conduct has been enacted.

Practice Support Service The Committee remains pleased with registrant response to the Practice Support Service, and continued to monitor usage of the Service through 2012. The Service objective is to assist registrants in dealing with unfamiliar practice situations and ethical dilemmas through the lens of governing legislation, in order to enhance ethical practice and protection of the public. The Service remained well utilized during 2012. Thank you to registrants who took the time to provide feedback to the Committee and the Board with regard to this informative and helpful service.

Other Activities The Committee has continued to discuss possible changes to the Continuing Competency Program as part of anticipated Bylaw changes. 2012 saw the Committee reviewing quality assurance issues across jurisdictions, considering issues related to psychology company names and to the developing field of telepsychology, and developing a policy to extend Continuing Competency Program exemptions. The Committee has also remained actively involved in the College's ongoing review of the impact of new provincial legislation, particularly with respect to quality assurance.

Respectfully Submitted,
Russell King, Ph.D., R.Psych., Chair, Quality Assurance Committee 2012

FINANCE COMMITTEE REPORT

Audited financial statements for the 2012 year are found at the back of this Annual Report. Table 2 provides a comparison of College expenses over the past 5 years.

Table 2: Comparative Expenses

YEAR	WAGES AND BENEFITS		ROUTINE STATUTORY EXPENSES (including any costs associated with citations for, preparation of or holding extraordinary hearings).		GENERAL OPERATING EXPENSES		TOTAL EXPENSES	
	Amount	%	Amount	%	Amount	%	Amount	%
2008	634,602	44	313,733	22	494,783	34	1,443,118	100
2009	632,320	50	206,723	16	421,937	34	1,260,140	100
2010	660,870	52	204,277	17	415,859	32	1,281,006	100
2011	679,369	47	293,899	20	484,013	33	1,457,281	100
2012	637,044	41	392,154	25	519,148	34	1,548,346	100

The numbers above reflect continued increases, largely due to two areas: one is the increase in the number of applications for information under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and the second is the increase in costs to the College with the high number of applications to the Health Professions Review Board. The Table above differs from previous years in that costs for extraordinary hearings (including preparation) is included in routine statutory expenses for all years reported. This change reflects the fact that such consideration whether such action is necessary is typical of most years. Extraordinary action was considered on several files during 2012 but an interim resolution was reached and no hearing was necessary.

Respectfully submitted,
John Carter, Ed.D., R.Psych., Chair, Finance Committee 2012

REGISTRAR'S REPORT

Below is the Registrar's Report on the activities of the College for the year 2012. This report is divided into three main sections:

- I. **Registration/Application Matters** This section provides a description of the College Register for 2012, a summary of application activity, and a report on examinations.
- II. **Complaint and Investigative Matters** The second section provides a descriptive and statistical analysis of complaint and HPRB matters.
- III. **Administrative Matters** The third section summarizes activities of the Practice Support Service, administrative activities related to external relationships, and our obligations under the Ombudsperson and Freedom of Information and Protection of Privacy Acts.

I. REGISTRATION/APPLICATION MATTERS

This section is divided into 3 sections as follows: 1) The College Register 2012, 2) Summary of Application Activity and 3) Examinations.

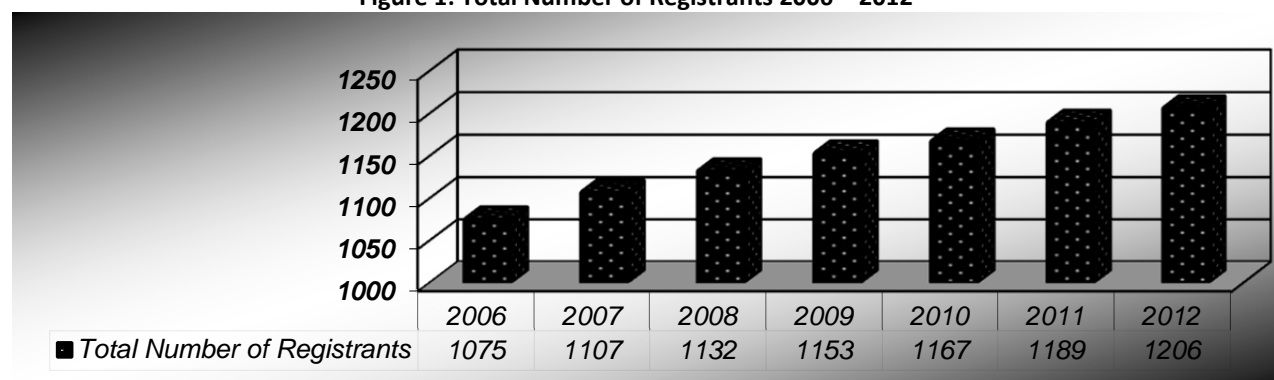
1. **The College Register 2012** As of December 31, 2012, the College Register listed a total of 1206 registrants. The college was officially notified of the death of three (3) registrants during the year.

Table 3: The College Register as of December 31, 2012

Register Status on December 31, 2012	Total
Full Registration	1096
Limitations as per Inquiry Committee (IC)	9
Limitations as per Registration Committee (RC)	16
Limitations by Category - Out-of-Province	33
Limitations by Category - Non-Practicing	12
Limitations by Category – Retired	34
Limitations by Category – Retired and as per IC	2
Limitations by Category – Non Practicing and as per Inquiry Committee	1
Suspended as per Inquiry Committee	1
Other	1
Total	1206

The College has maintained a relatively stable number of registrants with a modest increase over the past 7 years. This increase is illustrated in Figure 1, depicting the total number of registrants over the years 2006-2012.

Figure 1: Total Number of Registrants 2006 – 2012



As shown in the table below, a total of 53 new registrants were added to the Register in 2012. Comparison data from the previous year is also provided.

Regular applicants are typically seeking registration for the first time. Reciprocal applicants hold full registration in another Canadian jurisdiction and Mobility applicants hold a license to practice psychology in a US jurisdiction.

Table 4: New Registrants by Application Category

2011				2012			
Regular	Reciprocal	Mobility	Total	Regular	Reciprocal	Mobility	Total
37	20	3	60	24	21	8	53

2. Summary of Application Activity Table 5 below summarizes the application activities at the College during the 2012 year, along with comparison data from the previous year. As shown in the table, a total of 60 applications were received during the 2012 year. Of these, 57% (n=34) were Regular applications. Thirty-three percent (n=20) were Reciprocal applications and 8% (n=5) were Mobility applications.

Table 5: Application Activity Summary 2011-2012

	2011					2012				
	Reg.	Temp	Recip.	Mobil.	Total	Reg.	Temp	Recip.	Mobil.	Total
# of applications rec'd	29	0	17	8	54	34	1	20	5	60

3. Examinations All regular applicants are required to complete three examinations as part of the application process: the Examination for Professional Practice in Psychology (EPPP), the Oral Examination (OE), and the Written Jurisprudence Examination (WJE). Reciprocal and Mobility applicants are required to successfully complete the WJE.

Table 6: Number of Examinations Written

	2008	2009	2010	2011	2012
Number of EPPP Examinations	32	24	26	31	29
Number of Oral Examinations	41	32	25	52	26
Number of Written Jurisprudence Examinations	62	53	44	31	61

Twenty-nine (29) applicants took the EPPP in 2012. Of the applicants taking the exam for the first time (n=28), all but four individuals passed. One (1) individual was taking the exam for the second time and successfully passed. The minimum required passing score is 500/800 (scaled score.). The average passing score for first-time test takers in 2012 was a scaled score of 618/800 (range 579-666). As in past years, the WJE was held at the College offices on a monthly basis. It was administered 11 times in 2012. Fifty-nine (59) applicants passed on their first attempt. Two (2) applicants wrote the exam twice and were successful on their second attempt.

The College also conducts the Oral Examination on site. In 2012, 26 examinations took place. Of those examinees, 19 fully passed – this represents 73% of all first-time oral examinees. Five (5) candidates elected to accept limitations placed on their practice of psychology, in order to address remediable areas of concern. Two (2) failed the examination. One candidate passed on the second attempt and one is scheduled to retake the exam in 2013.

II. COMPLAINT AND INVESTIGATIVE MATTERS

This section contains information about complaints received in the year 2012 as well as a report on all complaints closed during 2012. Included are descriptions of aspects of the complaint investigation process and a sampling of complaints received during the year. This section is divided into the following topic areas:

1. Complaint file status as of December 31, 2012
2. Descriptive complaint summary
3. Investigations opened by the Inquiry Committee
4. Length of time to close complaint files
5. Closing reasons for complaints closed in 2012 and comparison with previous years
6. Components of the complaint investigation process
7. Letters of Undertaking/Resolution Agreements
8. Summary of a sample of complaints in 2012
9. Complaints per year and number of registrants with complaints
10. Summary of Matters before the Health Professions Review Board

1. Complaint file status as of December 31, 2012

Since the College of Psychologists came under the *Health Professions Act (HPA)*, a total of 671 new complaints have been received, including 58 received during 2012.

Complaints received in 2012 (N=58): Twenty-four of the complaints received in 2012 were also closed in 2012, leaving a total of thirty-four complaints received in 2012 still open on December 31, 2012. Two complaints received in 2011 also remained open as of December 31, 2012.

Table 7: Complaint File Status as at December 31, 2012 for all complaints received under the HPA (i.e. after January 1, 2000) (N = 671)

Complaint Status	Year Complaint Received							
	2000-2010		2011		2012		Total	
	#	%	#	%	#	%	#	%
Resolved or not proceeded upon			0	0	0	0	0	0
Under Initial Review			0	0	8	14	8	1
33(5)			0	0	20	34	20	3
Resolution Meeting			0	0	0	0	0	0
Resolution in Progress			2	3	6	10	8	1
Suspended per HPA			0	0	0	0	0	0
Total # open files	0	0	2	3	34	59	36	5
Total # closed files	544	100	67	97	24	41	635	95
Total	544	100	69	100	58	100	671	100

2. Descriptive Complaint Summary

Below are four descriptive variables (primary allegation, complaint context, area of practice, and complainant type) on which all complaints are tracked:

a. Primary Allegation Table 8 contains a breakdown of complaint investigations according to the primary allegation made by the complainant as it relates to the *Code of Conduct*. The most frequent primary allegation for complaints opened in 2012 was assessment procedures (n=16). This is consistent with all complaints received since the

College came under the *Health Professions Act*; assessment procedures is the primary allegation in the largest number of cases overall (n=234). Professionalism and general standards for competency were the next most frequent primary allegations in 2012 (n=12). Professionalism is the second highest overall allegation (n=104) and general standards for competency is the third highest overall (n=100). Many of the cases in which competency is the primary allegation involve an assessment situation of some kind.

Table 8: Primary Allegation in Complaints Received 2000-2012

Primary allegation	2000-2010		2011		2012		Total	
	#	%	#	%	#	%	#	%
General Standards for Competency (CC 3.0)	77	14	11	16	12	21	100	14
Informed Consent (CC 4.0)	26	5	0	0	1	2	27	4
Relationships-Clients (CC 5.0)	55	10	1	1	2	3	57	9
Relationships-Work (CC 5.0)	9	2	1	1	1	2	11	2
Relationships-Dual Roles (CC 5.0)	22	4	4	6	1	2	27	4
Confidentiality (CC 6.0)	25	5	1	1	1	2	27	4
Professionalism (CC 7.0)	72	13	20	29	12	21	104	15
Provision of Services (CC 8.0)	19	3	0	0	0	0	19	3
Rep. of Services/Credentials (CC 9.0)	3	0	0	0	0	0	3	0
Advertising/Public Statements (CC 10.0)	11	2	7	10	2	3	20	3
Assessment Procedures (CC 11.0)	197	36	21	30	16	28	234	36
Fees (CC 12.0)	10	2	0	0	1	2	12	2
Maintenance of Records (CC 13.0)	1	0	0	0	0	0	1	0
Security/Access to Record (CC 14.0)	5	1	2	3	5	9	12	1
Compliance with Law (CC 18.0)	4	0	0	0	3	5	7	0
Application (CC 2.0)	2	0	0	0	0	0	2	0
No Standard Applicable	6	1	1	1	1	2	8	1
Total	544	100	69	100	58	100	671	100

b. Complaint Context Table 9 reports on the context within which complaints occurred. As in the past, in 2012 a substantial proportion (n=26; 45%) of complaint concerns arose in the context of an assessment, such as a custody and access proceeding or a correctional assessment.

Table 9: Complaint Context for Complaints Received 2000-2012

Complaint Context	2000-2009		2011		2012		Total	
	#	%	#	%	#	%	#	%
Assessment	311	57	30	43	26	45	367	55
Consultation	8	1	0	0	1	2	9	1
Intervention	133	24	14	20	12	21	159	24
Regulatory Compliance	21	4	8	12	2	3	31	5
Other	71	13	17	25	17	29	105	16
Total	544	100	69	100	58	100	671	100

c. Area of Practice Table 10 below presents information on the area of practice within which complaints occurred. In 2012, six of the complaints received were in the custody and access sub-area within clinical psychology, and twenty-one were in the broader clinical psychology area.

Table 10: Complaint - Area of Practice in Complaints Received 2000-2011

Complaint: Area of Practice	2000-2010		2011		2012		Total	
	#	%	#	%			#	%
Clinical Psychology	231	42	22	32	21	36	274	41
Custody and Access	146	27	15	22	6	10	167	25
Counselling Psychology	46	8	12	17	5	9	63	9
Forensic /Corrections	48	9	5	7	2	3	55	8
Industrial /Organizational	2	0	0	0	0	0	2	0
Neuropsychology	24	4	2	3	5	9	31	5
Rehabilitation Psychology	14	3	0	0	0	0	14	2
Research /Academic	4	1	0	0	0	0	4	0
School Psychology	10	2	1	1	2	3	13	2
N/A	19	3	12	17	17	29	48	7
Total	544	100	69	100	58	100	671	100

d. Complainant Type As indicated in Table 11 below, approximately one-third (n=20) of the complaints received in 2012 were filed directly by clients of respondents. The Inquiry Committee may open files on its own motion based on information provided to it, and did so on a number of occasions this year. Files were opened based upon concerns that were brought to the Committee's attention through a number of other means. The category of "Colleague" is now reserved for those cases in which the complainant is not the recipient of services (for example, a registrant who makes a complaint after becoming concerned about a colleague's conduct after observing him/her in a shared work environment). Previously these files had been categorized in the "Client - 3rd Party" category.

Table 11: Complainant Type in Complaints Received 2000-2012

	Complainant Type	2000-2010		2011		2012		Total	
		#	%	#	%	#	%	#	%
P U B L I C	Client - 3rd Party	137	25	9	13	13	22	159	24
	Client – Direct	155	28	27	39	20	34	202	30
	Client – Relative	80	15	0	0	3	5	83	12
	Colleague	72	14	18	26	10	17	100	15
	Other	40	7	3	4	7	12	50	7
IC	Inquiry Committee	60	11	12	17	6	10	78	12
	Total	544	100	69	100	58	100	671	100

3. Investigations Opened by the Inquiry Committee Under the *Health Professions Act*, the Inquiry Committee can open an investigation on its own motion when there are public protection concerns or when an investigation of allegations made by a complainant provides evidence which on its face suggests a new area of concern. As noted above, six complaint investigations were opened by the Inquiry Committee in 2012.

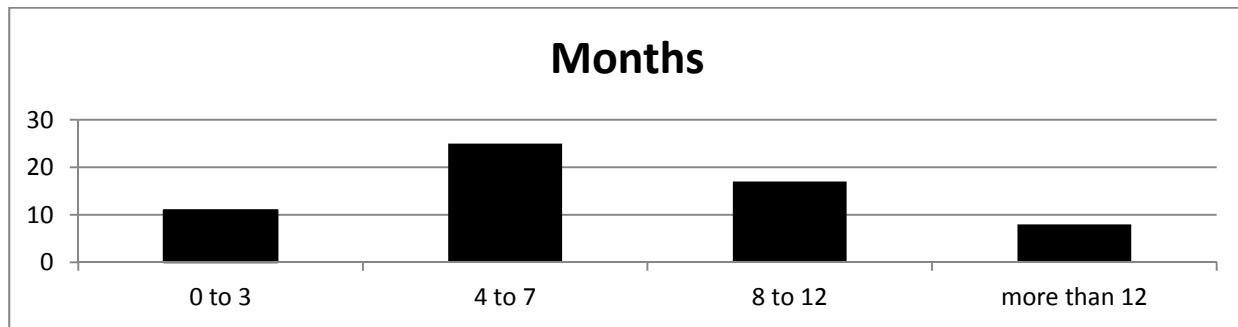
4. Length of Time to Close Files For complaints closed in 2012 (N=60), the number of months required to investigate and/or close a file ranged from 0 to 21 months. Table 12 below contains the average length of time to close complaint files for 2010, 2011, and 2012. The average for 2012 includes three files involving protracted investigations which took 21, 19 and 17 months each.

Table 12: Average Time (in months) to Close Files for Complaints Closed 2010-2012

Year Complaint Closed	2010	2011	2012
Mean Length of Time to Close File	5.66 months, N=38	6.76 months, N=42	6.9 months, N=66

As depicted in the Figure below, the majority of complaints closed in 2012 were closed in under 8 months (n=41) and 49 of 60 files (82%) were closed within a year of receipt, which is an important achievement given the complexity and volume of typical complaint files.

Figure 3: Average Time (in months) to Close Files in 2012 (N=60)



5. Complaint File Closing Reasons Slightly less than one-half of the complaints closed in 2012 were dismissed because of insufficient evidence of a breach of the *Code of Conduct* or because they were withdrawn by the complainant (and did not present public protection concerns). For complaints received and closed in 2012, 32 were resolved by an undertaking or agreement with the respondent, or by some action offered by the respondent satisfying the Committee's concerns in the matter.

Table 13: Closing Reasons for Complaints Closed 2009-2012

Closing Category	Closing Reason	Year Complaint Received									
		2009		2010		2011		2012		Total	
		#	%	#	%	#	%	#	%	#	%
Dismissed - lack of evidence; not proceeded upon; withdrawn; admin. closure; no jurisdiction	Decision Not to Proceed	14	26	10	26	3	7	16	24	43	22
	Insufficient Evidence	11	21	12	32	24	57	19	29	66	33
	Subtotal	25	47	22	58	27	64	35	53	109	55
Voluntary Resolution	Letter of undertaking or Consent Agreement	22	42	16	42	15	36	26	40	79	40
	Resolved	5	10	0	0	0	0	3	5	8	4
	Subtotal	27	51	16	42	15	36	29	44	87	44
Resigned/ Cancelled	Resigned/Cancelled	1	2	0	0	0	0	2	3	3	2
Totals		53	100	38	100	42	100	66	100	199	100

6. Components of the Complaint Investigation Process. Components of the complaint investigation process include resolution meetings, extraordinary hearings, and citations and discipline hearings, described below.

a. Resolution Meetings Resolution meetings provide an effective means for resolving complaint matters. By way of example, a resolution meeting between the Inquiry Committee and a respondent occurred in the context of a complaint involving an assessment. The complainant in this matter was concerned about issues related to clarity

and/or timeliness of communications with the complainant and another health professional. Subsequent to the meeting, the respondent reviewed her office practices to prevent such occurrences in the future, and signed an agreement to improve her practices in these areas.

b. Extraordinary Hearings Sometimes concerns arise which suggest that immediate action on the part of the Inquiry Committee such as a restriction on practice or license suspension. There is no testing of evidence at an extraordinary hearing. Rather, a decision is made on whether the available evidence, on its face, supports extraordinary action by the Inquiry Committee. Any extraordinary action or agreement is an interim measure, designed to address immediate public protection concerns while the complaint investigation continues and/or pending a full hearing of the Discipline Committee. No extraordinary hearings were held in 2012; however, the Inquiry Committee received three complaints in 2012 for which registrants signed Undertakings and Consents to cease practice, pending an investigation, rather than to be the subject of an extraordinary hearing.

c. Discipline Hearings and Citations In contrast to an extraordinary hearing, a hearing of the Discipline Committee is the equivalent of a full trial on all issues, and a finding of fact is made at the end of the hearing. No Discipline Committee hearings were held in 2012.

7. Letters of Undertaking/Resolution Agreements. Table 14 provides a summary of Letters of Undertaking and Resolution Agreements signed with registrants during the year 2012 as a means of bringing a complaint file to a close. A total of 28 such agreements were signed in 2012. The terms of such agreements are determined on a case by case basis and all are signed voluntarily. In a number of the more serious complaints below, a hearing of the Discipline Committee would have been held had such a resolution not been achieved.

Table 14. Summary of Terms of Letters of Undertaking/Resolution Agreements in 2012 (N=19)

	# of Files	Primary Allegation by Code Section	Terms of Consent Agreement or Undertaking	Serious Matter*
1	3 files	11 - Assessment Procedures	Practice review and changes to practice	
2	1 file	05 - Prohibited Relationship/Contact	Supervision*	YES
3	1 file	05 - Relationships-Client	Supervision*	YES
4	5 files	03 – Competency	Consultation, practice review, limitations*	YES
5	2 files	11 – Assessment Procedures	Consultation and practice review	
6	1 file	07 - Professionalism	Resignation and conditions for reapplication	
7	1 file	11 – Assessment Procedures	Consultation	
8	1 file	11 – Assessment Procedures	Consultation and apology	
9	1 file	11 – Assessment Procedures	Practice review, change to informed consent form	
10	1 file	07 - Professionalism	Consultation	
11	2 files	10 - Advertising/Statements	Consultation	
12	1 file	11 – Assessment Procedures	Changes to practice	
13	1 file	11 – Assessment Procedures	Resignation and conditions for reapplication	
14	1 file	11 – Assessment Procedures	Consultation, practice changes/ review, report addendum	
15	1 file	07- Professionalism	Changes to practice	
16	1 file	05- Prohibited Relationship/Contact	Supervision and limitations on practice*	YES
17	1 file	10-Advertising/Statements	Practice review and apology	
18	1 file	07- Professionalism	Changes to practice and apology	
19	1 file	05-Relationships-Client	Changes to practice	

*A "serious matter" means a matter which, if admitted or proven following an investigation, would ordinarily result in an order by the Discipline Committee relating to the imposition being made under section 39 (2) (b) to (e) of the *Health Professions Act*, relating to an imposition of limits or conditions on the respondent's practice; suspension of the respondent's registration; imposition of limits or conditions on the management of a respondent's practice during suspension; or cancellation of the respondent's registration.

8. Samples of Complaints Open During 2012

Below is a brief review of the main allegations raised in a sample of complaints open during 2012, along with a description of the process and outcome of the complaint investigation.

One case arose in an assessment context. The complainant was the subject of a psychological assessment and alleged that the respondent reached opinions and conclusions without sufficient basis and beyond competence. The Committee reviewed the assessment report and information provided by the complainant, which included indication that the complainant was using the College's complaint investigation process as a means to obtain information for use in other proceedings. The Committee found that the allegations raised by the complainant were groundless, without merit, and lacking in substance. The Committee also determined that the complaint was an abuse of process and, after a preliminary review of the complaint materials and relevant standards, dismissed the complaint without opening an investigation pursuant to section 32(3) of the *Health Professions Act* (the "Act").

Another complaint was made by an individual who underwent a neuropsychological assessment conducted by the respondent. The complainant alleged that the respondent was biased, used inappropriate assessment procedures, was unprofessional, and produced a report that contained errors. The Inquiry Committee reviewed all the documentation and then provided the respondent with an opportunity to provide information pursuant to section 33(5) of the *Health Professions Act*. After a careful review of all of the evidence, the Committee determined that the evidence did not substantiate the allegations, and disposed of the complaint under section 33(6)(a) of the *Act*.

In a third case, a complaint was filed against a registered psychologist in the context of the psychologist's administrative employment role. The complainant alleged that the respondent was engaging in harassment and that the psychologist was in a conflict of interest and/or inappropriate role by overseeing psychological treatment without being a direct psychological service provider. The Committee reviewed the information provided by both the complainant and the respondent, determined that the evidence did not substantiate the allegations, and disposed of the complaint pursuant to section 33(6)(a) of the *Act*.

A fourth case arose in the context of couple's counselling. The complainant alleged that the respondent provided a number of inappropriate, unsubstantiated, and/or unprofessional opinions and conclusions about the complainant in the context of the complainant's subsequent family law proceedings. The Committee reviewed the information before it, including documentation provided by both the complainant and the respondent. The Committee was of the view that it did not have enough evidence in this particular instance to refer the matter to the Discipline Committee. After protracted negotiations with the respondent, the respondent agreed to undergo consultation with a senior psychologist selected by the College.

9. Complaints per Year and Number of Registrants with Complaints

Table 15 below describes the number of registrants about whom complaints have been received since 2006. As shown in the Table, in 2012, 58 complaints were received. These 58 complaints were with regard to 47 different registrants and former registrants. Thus, some respondents were named in more than one complaint file.

Table 15: # of Complaints per year from 2006 - 2012 and # of Registrants with Complaints

Year	# Complaints (with named registrant)	# Respondents
2006	50	42
2007	50	37
2008	41	31
2009	42	32
2010	41	38
2011	69	51
2012	58	47

10. Summary of Matters before the Health Professions Review Board

TABLE 16. HPRB MATTERS

	Date Complaint Rec'd	Date Resolved	Date App. for Review	Date App. for Review Resolved	HPRB file Status as of Dec. 31, 2012	Serious Matter* (per HPA s. 26)?	Nature of Allegations	Relationship: HPRB Applicant to Psych. Services
1	June 2009	Oct. 2009	Jan. 2010	June 2012	Closed	No	Assess. procedures; competency	Client – direct
2	June 2009	Nov. 2009	Jan. 2010		Style of hearing under review	No	Assess. Procedures	Client – relative
3	Aug. 2009	Jan. 2010	Mar. 2010	Aug. 2012	Closed	No	Confidentiality; relationships – client	Client - direct
4	Apr. 2010	July 2010	Aug. 2010		Closed	No	Competency	Client - direct
5	Aug. 2010	Mar. 2011	May 2011		Closed.	No	Competency; assess. procedures	Client - direct
6	Oct. 2010	Mar. 2011	Apr. 2011	[Mar. 2013]	Written hearing stage	No	Assess. procedures	Client – direct
7	Oct. 2010	Apr. 2011	June 2011	[Apr. 2013]	Submissions stage	No	Professionalism; assess. Procedures	Colleague
8	Dec. 2010	Mar. 2012	May 2012		Submissions stage	No	Assessment procedures	Client – direct
9	Dec. 2010	July 2011	Sept. 2011		HPRB review of Submissions	No	Competency; assessment procedures	Client – direct
10	Jan. 2011	Sept. 2011	Oct. 2011		Submissions stage	No	Confidentiality; professionalism	Client - direct
11	Mar. 2011	Aug. 2011	Oct. 2011	Jan. 2012	Closed	No	Professionalism; confidentiality	Other
12	Mar. 2011	Sept. 2011	Oct. 2011	[Apr. 2013]	Submissions stage	No	Professionalism; assess. procedures	Colleague
13	May 2011	Oct. 2011	Aug. 2012	[Feb. 2013]	Ext. of time to file request under review	No	Assess. procedures; professionalism	Client - direct
14	May 2011	Oct. 2011	Dec. 2011		Awaiting Oral hearing	No	Assess. procedures	Client - direct
15	June 2011	Mar. 2012	May 2012		Record of Investigation in prep.	No	Assess. procedures; advertising/public statements	Client - direct
16	June 2011	Sept. 2011	Oct. 2011	[Apr. 2013]	Submissions stage	No	Professionalism; assess. procedures	Colleague
17	July 2011	Mar. 2012	May 2012		Record of Investigation in prep.	No	Assess. procedures; competence	Client – direct
18	Sept. 2011	Apr. 2012	June 2012		Abeyance	No	Assess. procedures	Client – direct
19	Oct. 2011	Feb. 2012	Apr. 2012	Nov. 2012	Closed	No	Professionalism	Colleague
20	Oct. 2011	Feb. 2012	Apr. 2012	Nov. 2012	Closed.	No	Professionalism	Colleague
21	Nov. 2011	July 2012	Nov. 2012	[Mar. 2013]	Ext. of time to file request under review	No	Competency; professionalism	Client – direct
22	Nov. 2011	Feb. 2012	Apr. 2012	[Apr. 2013]	Submissions stage	No	Professionalism; competency	Colleague
23	Dec. 2011	June 2012	Aug. 2012		Awaiting decision	No	Competency; professionalism	Client - direct
24	Aug. 2012	Oct. 2012	Dec. 2012		Abeyance	No	Advertisements/public statements	Other
25	n/a	n/a	Oct. 2012	[Jan. 2013]	Jurisdiction of HPRB?	n/a	Application for Reinstatement	Former Registrant

**A "serious matter" means a matter which, if admitted or proven following an investigation, would ordinarily result in an order by the Discipline Committee relating to the imposition being made under section 39 (2) (b) to (e) of the *Health Professions Act*, relating to an imposition of limits or conditions on the respondent's practice; suspension of the respondent's registration; imposition of limits or conditions on the management of a respondent's practice during suspension; or cancellation of the respondent's registration.

10. Summary of Matters before the Health Professions Review Board Continued

Table 16 above provides basic information about applications that were before the Health Professions Review Board in 2012.

The Review Board has the jurisdiction to evaluate whether the dispositions of the Inquiry Committee are reasonable and the investigations adequate. To date, the decisions of the Review Board have been supportive of the College's processes and as of December 31, 2012, all but one of the Inquiry Committee's final decisions was confirmed. The one matter sent back to the Committee was addressed efficiently and involved one additional interview.

It is the College's experience to date that expectations on the part of complainants in bringing their concerns forward to the College are often outside the range of permissible and appropriate complaint investigation outcomes. This may also relate to the likelihood of complainants making application to the Health Professions Review Board after a completed complaint investigation, even when action was taken and the respondent psychologist made changes to their practice or other undertakings. The College continues to review means of communicating with complainants early in the complaint investigation process about the College's mandate and the range of allowable outcomes. The College also continues to make significant efforts to explain the nature of typical College complaints and the particular challenges faced by the College, in its communications with the Review Board.

III. ADMINISTRATIVE MATTERS

1. Ombudsperson Investigations and Requests under the *Freedom of Information and Protection of Privacy Act*.

There were two requests received under the *Ombudsperson Act* during the 2012 year. All matters were responded to promptly and within established timelines. Both of these requests remained ongoing at the end of 2012.

2. Relationships with Other Regulatory Bodies The College remained actively involved with the other regulatory bodies through the Association of Canadian Psychology Regulatory Organizations (ACPRO) (Canada) and with the Health Regulatory Organizations (HRO) (BC – provincial), the Executive Directors and Regulators of the Health Professions (BC – provincial), and the Association of State and Provincial Psychology Boards (ASPPB) (US and Canada).

3. Practice Support Service. Since its inception in March of 2010, the Practice Support Service has received a very positive and active response from registrants, with a total of 542 queries through December 31, 2012. Of these, 184 were received in 2012, the majority of which came via telephone, with a small number using the email account established for this purpose. Only a handful of registrants made requests via fax. Registrants are also able to submit inquiries via regular post. The Practice Support Service policy has continued to be refined as the service has developed. Currently, efforts are made to handle almost all inquiries by telephone, regardless of the modality in which the inquiry was received, followed by a brief summary letter of the discussion. The most frequent topic areas in 2012, in descending order, were: release of information, continuing competency, practice issues, record keeping, concern regarding another registrant/applicant, supervision, and telepsychology.

4. Acknowledgments. My appreciation goes to the College Board, Committee members, and to registrants serving the College as oral examiners and regulatory supervisors. I would also like to thank those registrants who take the time to provide their thoughtful comments and feedback to the College and who engage with the College through information meetings and attendance at the AGM. The work of the College during the 2012 year was greatly assisted by the legal guidance of Mr. Kensi Gounden, Mr. Jason Herbert and Ms. Fran Doyle. The commitment and enthusiasm of our Board and Committee members, regulatory supervisors and oral examiners, is an essential component of our ability to regulate the profession in the public interest. I especially want to thank my staff who competently and efficiently manage a high volume of work with professionalism, dedication and high standards.

Respectfully submitted,
Andrea Kowaz, Ph.D., R.Psych.,
Registrar & CEO

MINUTES OF THE 2011 ANNUAL GENERAL MEETING - MAY 24, 2012

Agenda and Minutes The Table of Contents in the 2011 Annual Report was approved as the agenda for the May 24, 2012 meeting. The Minutes of the 2010 Annual General Meeting held on May 26, 2011 were approved.

Chair's Report Michael Elterman, M.B.A, Ph.D., R.Psych. welcomed registrants in Vancouver and Victoria, and those watching by webcast. He noted that the opportunity to speak directly with registrants was one of the highlights of his experience on the Board. He emphasized the College's policy of providing an "information meeting by request" to any ten or more registrants, given the importance for registrants to be informed and to participate in discussions regarding the regulation of the profession in British Columbia. He expressed special appreciation to the public members for their contributions to the regulation of our profession.

Health Professions Review Board (HPRB) Dr. Elterman reported that there was a total of ten Inquiry matters open before the HPRB at some point during 2011.

Participation with Local, National, and International Organizations Dr. Elterman described the College's engagement with the provincial Health Regulatory Organizations (HRO), the Association of Executive Directors and Registrars of BC, and the national Association of Canadian Psychology Regulatory Organizations (ACPRO) of which our Registrar is vice-Chair. He announced that at the October meeting of ASPPB, the Registrar was awarded the Association of State and Provincial Psychology Board's State and Provincial Service Award in recognition "of her many valuable contributions to the regulation of psychologists and the practice of the profession".

Code of Conduct Revision Dr. Elterman reported on the decision of the Board, based on the recommendation of the Quality Assurance Committee, to incorporate the 18 existing and draft Practice Advisories into the Code of Conduct itself.

Practice Support Dr. Elterman summarized the continuing positive response to the 2010 introduction of a Practice Support Service for registrants to further protect the public by offering registrants assistance in contemplating novel practice issues and ethical dilemmas through the lens of governing legislation.

Bylaw Development Dr. Elterman provided an update on the College bylaw proposal.

Website and online renewal: Dr. Elterman described new features of the new website launched in April 2011, and the positive feedback received.

Finance Committee – Dr. John Carter paid tribute to the former Committee Chair, Wayne Morson, who was ill at the time of the AGM (He passed away one month later). He noted the relative stability of the College's financial situation, that the 2011 year was completed within budget, and that no fee increases were anticipated for 2012. The budget numbers reflect an increase in a number of areas: an increase in the number of applications for information under the *Freedom of Information and Protection of Privacy Act* (FOIPPA) and in routine statutory expenses, a rent increase, an increase in the stipend paid to oral examiners, a small increase in wages and benefits, and the cost of preparing for several extraordinary hearings (each of which was resolved before the hearing itself).

Registration Committee Report – Dr. Hendre Viljoen, R.Psych. (2012 Chair), reported on the Committee's work on mobility issues relating to Canadian psychology professionals and foreign-trained psychology professionals who wish to practice in BC. He described the bylaw proposal developed to be responsive to the new legislative challenges related to mobility and other public policy trends. Dr. Viljoen commented on the College's success in obtaining funding from Human Resources and Skills Development Canada (HRSDC) for a national study of entry requirements and competency assessment methods for psychology practice. The national review identified the key commonalities and differences among the jurisdictions and instigated a second HRSDC funded follow up study to be launched in 2012. The College also continued its focus on labour mobility for foreign-trained psychology practitioners and has continued to participate in government-sponsored workshops and stakeholders' meetings on this topic. Dr. Viljoen reported on plans to apply for provincial funding in order to support and further improve its provision of fair, transparent, timely, and consistent review of foreign trained psychology practitioners. Two oral examiner training workshops were held in June 2011. In total, 10 new oral examiners were added to our roster in 2011. He thanked the professional and public members who gave generously of their time in reviewing all registration matters and College

staff for their work in keeping abreast of the very important policy trends and legislative changes that shape and govern our work. He especially commented on the work of the Deputy Registrar for her oversight of registration matters, in addition to her work on the online renewal process. New members of the 20 Plus Club (registrants who have conducted more than 20 oral examinations) were recognized: Drs. Anne MacGregor, Whitney Sedgwick, and Harry Stefanakis. Also all oral examiners and regulatory supervisors were recognized.

Inquiry Committee Report – Russell King, Psy.D, R.Psych. reported on the work of the Inquiry Committee for 2011 and thanked the hardworking members of his committee for their efforts and dedication. The Inquiry Committee (IC) dealt with a record number of complaints during the year 2011 with a total of 87 complaint files open for at least some part of 2011. This number included the 69 new complaints received during 2011. He noted that it remains to be seen whether this high number of complaints is an anomaly or the beginning of a trend. As of December 31, 2011, 42 of the 87 open files had been closed. He commended the Committee members and staff for their diligent work to establish sound processes for ensuring the thorough and appropriate review of each complaint.

Patient Relations Committee Report – Dr. Henry Harder summarized the Committee's report on behalf of the Committee Chair.

Registrar's Report – Dr. Kowaz reported on the trends in professional regulation having impact on the College's processes and procedures over the 2011 year, highlighted some key elements from her written report, and provided some perspective on the regulatory challenges facing the College in the changed regulatory environment.

Quality Assurance Committee Report – Leora Kuttner, Ph.D., R.Psych. reported on the hard work of the Quality Assurance Committee members, thanking them each for their efforts. She summarized registrants' response to the new Service and thanked the Director of Practice Support, Dr. Susan Turnbull for her work in this regard.

Continuing Competency Program Review The audit for the 2011 year was completed by the Committee by March 2011. In a small number of cases the Committee sought additional information from registrants to clarify their activities. Two registrants were found not to be in compliance with the requirements, and the Committee followed up with these registrants. Overall, the Committee was very pleased with the high quality of continuing competency activities reported by the registrants who were included in the random audit.

Designation of a Professional Executor This requirement, consistent with registrants' obligations to ensure they have engaged in contingency planning, commenced with renewal for the 2010 calendar year and involved listing a designated professional executor on the renewal form. In 2011 the Committee reviewed and modified policies for new registrants who may need additional time to meet the requirements.

Practice Advisories The eighteen Draft Practice Advisories were posted for registrant review and feedback in 2011. The Committee has been actively reviewing these advisories and the feedback received from registrants, and recommended to the Board that the advisories be integrated directly into the *Code of Conduct*, which is planned to be ready for registrant review in the Spring of 2012. The plan to develop a series of checklists to assist registrants in the application of standards with considerable practice complexity was reviewed.

3. Practice Support Service. Since inception in March 2010, the Practice Support Service has received a very positive and active response from registrants, with a total number of 358 queries through December 31, 2011. Of these, 188 were received in 2011, the majority of which came via telephone with a small number using the email account established for this purpose. Only a handful of registrants made requests via letter or fax.

IN MEMORIAM

During the past year we sadly lost two individuals who each contributed significantly to the College over a number of years: Wayne Morson and Michael Fellman.

Wayne Morson

Wayne was a public member on our board for six years. After his six year term, he continued to be involved with us by serving as a member of the Inquiry Committee. Shortly before Wayne passed away, Dr. Harder sent him the following letter:

"On behalf of the College of Psychologists of British Columbia I wanted to make sure you were aware of our deep appreciation for your many years of involvement with the regulation of our profession. You have been a stalwart of integrity and common sense. Your business acumen and solid grounding in organizational structure and Board governance have been a beacon of light along with your steady hands and calm demeanour. The generosity of your time and expertise is of special note. We are tremendously grateful. It is important for you to know that these contributions have made a significant difference. The College of Psychologists of British Columbia is a better organization because of our good fortune in having your expertise and involvement over these past 8 years. I have been honoured to serve with you on the Board. I am so sorry to hear of your current illness and wish you strength and patience as you deal with the days ahead. Our warmest wishes."

We were also very honoured that Wayne's family asked our Registrar to speak at his memorial service. Wayne passed away on June 21, 2012 and will be dearly missed.

Michael Fellman

Michael Fellman was a public Board member. After serving for several years as a public member on the Registration Committee, Michael agreed to have his name go forward to the Board Resourcing and Development Office as a public member of the Board. He was appointed to that position in January 2011. Michael passed away on June 11, 2012. The College sent the following letter to his family:

"Michael Fellman's contributions to the College of Psychologists of British Columbia were many. He began as a public member of our Registration and Discipline Committees and his service was recognized by the Government of British Columbia when he was officially appointed as a designated public member on the College Board. We will miss him greatly. Michael was a voice of wisdom and calm. As a master historian, Michael used his vast knowledge to provide much needed context and understanding of current problems. As we struggled with new challenges, his was the voice of experience that gently informed of how such challenges had been faced in the past. His brilliance was in translating that historical experience into wise and pragmatic advice for the current circumstance. Michael had great compassion and kindness. He actively and intelligently sought to provide support in all of the appropriate ways. His treasury of relevant anecdotal gems added both depth and humour to our meetings. Interpersonally, Michael's warmth and concern was ever present. His commitment to fairness and due process, in the context of great understanding and compassion, was a constant. The Board of the College of Psychologists of British Columbia will be engaging in active discussion about ways to honour his contributions and his memory. Michael will be ever appreciated and sorely missed".

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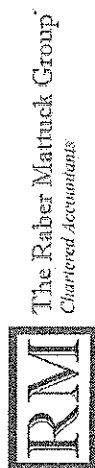
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The Raber Matlack Group

The Raber Matlack Group



INDEPENDENT AUDITORS' REPORT

To the Members of COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA:

We have audited the accompanying financial statements of COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA, which comprise the statement of financial position as at December 31, 2012 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 audit 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 our 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, we consider 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 in our audit is sufficient and appropriate to provide a basis for our unqualified audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA as at December 31, 2012 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.

Comparative Information

Without modifying our opinion, we draw attention to Note 2 to the financial statements which describes that COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA adopted Canadian Accounting Standards for Not-for-Profit Organizations on January 1, 2012 with a transition date of January 1, 2011. These standards were applied retrospectively by management to the comparative information in these financial statements, including the statements of financial position as at December 31, 2011 and January 1, 2011 and the statements of operations, changes in fund balances and cash flows for the year ended December 31, 2011 and related disclosures.

CHARTERED ACCOUNTANTS

Vancouver, British Columbia
April 30, 2013

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2012

	December 31, 2012	December 31, 2011	January 1, 2011
		(Note 2)	(Note 2)
ASSETS			
CURRENT ASSETS			
Cash and short term investments	\$ 1,444,431	\$ 1,522,700	\$ 1,496,777
Cash - restricted (Note 6)	727,192	658,033	638,000
Prepaid expenses	2,098	9,422	1,714
	<u>2,173,721</u>	<u>2,190,155</u>	<u>2,136,491</u>
CAPITAL ASSETS (Notes 1(d), 4)	<u>52,361</u>	<u>70,774</u>	<u>58,068</u>
	<u>\$ 2,226,082</u>	<u>\$ 2,260,929</u>	<u>\$ 2,194,559</u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and accrued liabilities	\$ 44,242	\$ 56,648	\$ 46,898
Employee remittances payable	8,844	22,181	19,657
Deferred revenue (Note 5)	1,238,759	1,383,001	1,279,045
	<u>1,291,845</u>	<u>1,441,830</u>	<u>1,345,600</u>
NET ASSETS			
CAPITAL ASSET FUND (Note 7)	<u>52,361</u>	<u>70,774</u>	<u>58,068</u>
INTERNALLY RESTRICTED			
General Contingency Fund (Note 6)	<u>727,192</u>	<u>658,033</u>	<u>638,000</u>
UNRESTRICTED	<u>154,684</u>	<u>90,292</u>	<u>152,891</u>
	<u>\$ 2,226,082</u>	<u>\$ 2,260,929</u>	<u>\$ 2,194,559</u>

Approved by the Board

"signed" _____, Director

"signed" _____, Director

The accompanying notes are an integral part of these financial statements.

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2012

	General Contingency Fund 2012 (Note 5)	Capital Asset Fund 2012 (Note 7)	Unrestricted 2012	Total 2012	Total 2011 (Note 2)
NET ASSETS, beginning of year	\$ 658,033	\$ 70,774	\$ 90,292	\$ 819,099	\$ 848,959
Excess of Receipts Over Expenses (Expenses over Receipts)	-	-	(36,098)	(36,098)	(29,860)
interfund transfers	69,159	-	(59,159)	-	-
Prior period adjustment (Note 11)	-	-	151,236	151,236	-
Capital Asset Acquisitions, net of amortization	-	(18,413)	-	-	-
NET ASSETS, end of year	<u>\$ 727,192</u>	<u>\$ 52,361</u>	<u>\$ 154,684</u>	<u>\$ 934,237</u>	<u>\$ 819,099</u>

The accompanying notes are an integral part of these financial statements.

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2012

	2012	2011 (Note 2)
RECEIPTS		
Registration fees	\$ 1,365,861	\$ 1,317,648
Application and exam fees	63,744	67,739
Investment (Note 2)	34,367	34,828
Supervision cost recovery	-	751
Other income, cost recovery, and grants	6,565	6,455
	1,470,537	1,427,421
EXPENSES		
Administration	753,293	795,239
Audit	6,438	5,748
Board	79,122	94,895
Committees (meetings, travel and honoraria)	84,794	67,531
External relations (dues)	-	5,720
Extraordinary Hearings	1,446	11,027
Operations	163,613	155,666
Registrant / Applicant services	19,231	38,583
Statutory functions (FOI investigations, routine legal consultation)	393,032	282,872
Supervision expense	5,665	-
	1,506,635	1,457,281
EXCESS OF RECEIPTS OVER EXPENSES (EXPENSES OVER RECEIPTS)	\$ (36,098)	\$ (29,860)

The accompanying notes are an integral part of these financial statements.

The Raber Matluck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2012

	2012	2011 (Note 2)
CASH FLOWS FROM OPERATING ACTIVITIES		
Excess of receipts over expenses (expenses over receipts)	\$ (36,098)	\$ (29,860)
Adjustments for:		
Amortization	29,091	26,442
Prepaid expenses	7,324	(7,708)
Accounts payable	(12,406)	9,750
Employee remittances payable	(13,337)	2,524
Deferred revenue, net of prior period adjustment (Note 11)	26,984	83,956
	1,568	85,104
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of capital assets	(10,678)	(39,148)
NET INCREASE (DECREASE) IN CASH	(9,110)	45,956
CASH, beginning of year	2,180,733	2,134,777
CASH, end of year	\$ 2,171,623	\$ 2,180,733

The accompanying notes are an integral part of these financial statements.

The Raber Matluck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2012

The College of Psychologists of British Columbia is the regulatory body for the profession of psychology in British Columbia. The College's role is to protect the public's interest by regulating and setting standards for the practice of psychology and monitoring the practice of psychology practitioners. The practice of psychology in B.C. is regulated under the *Health Professions Act (HPA)*, the *Psychologists Regulation*, the *Bylaws* and the *Code of Conduct*.

The College is a not-for-profit organization under the Income Tax Act, and as such is exempt from income and capital taxes.

1. SIGNIFICANT ACCOUNTING POLICIES:

a) *Basis of presentation*

The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles.

b) *Revenue recognition*

Registration, application, and exam fees received during the year are recorded as revenue in the period to which they relate and the related expenses are incurred. Where a portion of a fee or other contribution relates to a future period, it is deferred and recognized in that subsequent period.

Revenues and expenditures for general activities and administration are reported in the General Fund. The General Fund was established in 2006 and is typically an amount equal to 50% of the College's annual budget.

c) *Measurement uncertainty*

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Management reviews all significant estimates affecting its financial statements on a recurring basis and records the effect of any necessary adjustments. Management believes that the estimates used in preparing its financial statements are reasonable and prudent; however, actual results could differ from these estimates.

1. SIGNIFICANT ACCOUNTING POLICIES (continued):

d) *Property and equipment*

Purchased property and equipment are recorded at cost. Amortization is provided on a declining balance basis at the following rates:

Office furniture and equipment	- 20% declining balance
Computer equipment and software	- 30% declining balance
Leasehold improvements	- 5 years straight line

In the year of acquisition, only one-half of the normal amortization is recorded.

Amortization expense is reported in the Capital Asset Fund.

e) *Financial instruments*

The College has designated all non-derivative financial assets and liabilities as held for trading.

- The College initially records all non-derivative financial assets and liabilities at fair value.
- Assets and liabilities classified as held for trading are measured at fair value and changes in fair value are recognized in the statement of operations.
- Receivables are measured at amortized cost using the effective interest rate method.

Assets and liabilities classified as available for sale are measured at fair value and changes in fair value are recorded in the statement of changes in net assets until the financial instruments are re-recognized or other than temporarily impaired at which time the amounts are recorded in the statement of operations. The College has not classified any assets or liabilities as available for sale.

f) *Assessing going concern*

The Canadian Institute of Chartered Accountants ("CICA") Handbook Section 1400, General Standards of Financial Statement Presentation includes requirements for management to assess and disclose an entity's ability to continue as a going concern. The College's ability to continue as a going concern is based on the assumption that current registration levels are maintained. If there are significant declines in registration, expenditures will be adjusted to match revenue as appropriate.

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

2. FIRST TIME ADOPTION OF CANADIAN ACCOUNTING STANDARDS FOR NOT-
FOR-PROFIT ORGANIZATIONS -- CONTINUED

Reconciliation of Statement of Financial Position as at January 1, 2011

	Reported under previous CGAAP January 1, 2011	Changes required on adoption of ASNPO	Reported under ASNPO January 1, 2011
ASSETS			
CURRENT ASSETS			
Cash and short term investments	\$ 1,529,615	\$ (32,838)	\$ 1,496,777
Cash - restricted	600,000	38,000	638,000
Prepaid expenses	1,714	-	1,714
	2,131,329	5,162	2,136,491
CAPITAL ASSETS	58,068	-	58,068
	\$ 2,189,397	\$ 5,162	\$ 2,194,559
LIABILITIES AND FUND BALANCES			
CURRENT LIABILITIES			
Accounts payable and accrued liabilities	\$ 46,898	\$ -	\$ 46,898
Employee remittances payable	19,657	-	19,657
Deferred revenue	1,279,045	-	1,279,045
	1,345,600	-	1,345,600
NET ASSETS			
CAPITAL ASSET FUND	58,068	-	58,068
INTERNALLY RESTRICTED			
General Contingency Fund	600,000	38,000	638,000
UNRESTRICTED	185,729	(32,838)	152,891
	843,797	5,162	848,959
	\$ 2,189,397	\$ 5,162	\$ 2,194,559

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2012

2. FIRST TIME ADOPTION OF CANADIAN ACCOUNTING STANDARDS FOR NOT-
FOR-PROFIT ORGANIZATIONS

Change in financial reporting framework and impact of the transition:

The College is adopting the standards in Part III of the CICA Accounting Handbook for not-for-profit organizations in accordance with the Canadian accounting standards for not-for-profit organizations (ASNPO). These financial statements are the first financial statements for which the College has adopted these standards.

The financial statements for the year ended December 31, 2012 were prepared in accordance with the accounting standards and provisions set out in FIRST-TIME ADOPTION, Section 1501 of the CICA Accounting Handbook Part III, for first-time adopters of this financial reporting framework.

This section requires the presentation of corresponding information at the first date of transition being January 1, 2011, which would therefore include December 31, 2011. The corresponding information has been prepared and presented using the ASNPO framework retrospectively applied.

The adoption of this new financial reporting framework has impacted the previously reported financial position as at January 1, 2011 and December 31, 2011. Upon adoption of ASNPO unrealized gains and losses related to investments reported at fair value are reported in investment income in the statement of operations. Previously investments were recorded at cost and unrealized gains and losses were not recognized. The following reconciliations illustrate the impact of the change on previously reported operations and changes in fund balances and cash flows for the year ended December 31, 2011.

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

2. FIRST TIME ADOPTION OF CANADIAN ACCOUNTING STANDARDS FOR NOT-
FOR-PROFIT ORGANIZATIONS – CONTINUED

Reconciliation of Statement of Changes in Fund Balances for the Year Ended December 31, 2011

	Statement of Changes in Fund Balances for the year ended December 31, 2011 as previously reported - Total	Changes required on adoption of ASNPO	Statement of Changes in Fund Balances for the year ended December 31, 2011 as adjusted for adoption of ASNPO - Total
FUND BALANCES, beginning of year	\$ 843,797	\$ 5,162	\$ 848,959
EXCESS OF RECEIPTS OVER EXPENSES (EXPENSES OVER RECEIPTS)	(37,550)	7,850	(29,860)
BALANCE, end of year	\$ 806,247	\$ 12,852	\$ 819,099

Reconciliation of Statement of Operations for the Year Ended December 31, 2011

	Statement of Operations for the year ended December 31, 2011 as previously reported - Total	Changes required on adoption of ASNPO	Statement of Operations for the year ended December 31, 2011 as adjusted for adoption of ASNPO - Total
RECEIPTS			
Registration fees	\$ 1,317,648	-	\$ 1,317,648
Application and exam fees	67,739	-	67,739
Investment	27,138	7,850	34,988
Supervision cost recovery	751	-	751
Other income, cost recovery and grants	6,455	-	6,455
	1,419,731	7,850	1,427,421
EXPENSES	1,457,281	-	1,457,281
EXCESS OF RECEIPTS OVER EXPENSES (EXPENSES OVER RECEIPTS)	\$ (37,550)	7,850	\$ (29,860)

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

2. FIRST TIME ADOPTION OF CANADIAN ACCOUNTING STANDARDS FOR NOT-
FOR-PROFIT ORGANIZATIONS – CONTINUED

Reconciliation of Statement of Financial Position as at December 31, 2011

	Reported under previous CGAAP December 31, 2011	Changes required on adoption of ASNPO	Reported under ASNPO December 31, 2011
ASSETS			
CURRENT ASSETS			
Cash and short term investments	\$ 1,542,836	\$ (20,138)	\$ 1,522,700
Cash - restricted	625,043	32,990	658,033
Prepaid expenses	9,422	-	9,422
	2,177,303	12,852	2,190,155
CAPITAL ASSETS	70,774	-	70,774
	\$ 2,248,077	\$ 12,852	\$ 2,260,929
LIABILITIES AND FUND BALANCES			
CURRENT LIABILITIES			
Accounts payable and accrued liabilities	\$ 56,648	\$ -	\$ 56,648
Employee remittances payable	22,181	-	22,181
Deferred revenue	1,363,001	-	1,363,001
	1,441,830	-	1,441,830
NET ASSETS			
CAPITAL ASSET FUND			
INTERNALLY RESTRICTED	70,774	-	70,774
General Contingency Fund	625,043	32,990	658,033
UNRESTRICTED	110,430	(20,138)	90,292
	806,247	12,852	819,099
	\$ 2,248,077	\$ 12,852	\$ 2,260,929

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

2. FIRST TIME ADOPTION OF CANADIAN ACCOUNTING STANDARDS FOR NOT-FOR-PROFIT ORGANIZATIONS – CONTINUED

Reconciliation of Statement of Cash Flows for the Year Ended December 31, 2011

	Statement of Cash Flows for the year ended December 31, 2011 as previously reported - Total	Changes required on adoption of ASNPO	Statement of Cash Flows for the year ended December 31, 2011 as adjusted for adoption of ASNPO - Total
CASH FLOWS FROM OPERATING ACTIVITIES			
Excess of receipts over expenses (expenses over receipts)	\$ (37,550)	\$ 7,690	\$ (29,860)
Adjustments for:			
Amortization	26,442	-	26,442
Prepaid expenses	(7,708)	-	(7,708)
Accounts payable	9,750	-	9,750
Employee remittances payable	2,524	-	2,524
Deferred revenue	83,956	-	83,956
	77,414	7,690	85,104

**CASH FLOWS FROM INVESTING
ACTIVITIES**

Purchase of capital assets (39,148) (39,148)

**NET INCREASE (DECREASE) IN
CASH**

38,266 7,690 45,956

**CASH AND CASH EQUIVALENTS,
beginning of year**

2,129,615 5,162 2,134,777

**CASH AND CASH EQUIVALENTS,
end of year**

\$ 2,167,881 \$ 7,690 \$ 2,180,733

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

3. FINANCIAL INSTRUMENTS:

The College's financial instruments include cash and cash equivalents, term deposits, investments in mutual funds, and accounts payable and accrued liabilities. It is management's opinion that the College is not exposed to significant interest, currency or credit risks arising from these financial instruments.

4. PROPERTY AND EQUIPMENT:

	2012 Accumulated Amortization	2011 Net Book Value
Computer equipment	138,102	18,738
Leasehold improvements	90,063	15,445
Office furniture and equipment	\$ 118,471	\$ 18,178
	\$ 346,636	\$ 52,361
	\$ 294,275	\$ 70,774

5. DEFERRED REVENUE:

The College has received funds in advance of their year-end which are designated for expenses with specific restriction to be incurred during the forthcoming fiscal year.

These funds received represent deferred revenue and relate to membership fees for the 2013 calendar year received in advance. These deferred fees will be recorded as revenue in the statement of operations when the related expenses are incurred.

	2012	2011
Deferred contributions, beginning of year	\$ 1,363,001	\$ 1,279,045
Less: amount recognized as revenue in the year	(1,211,765)	(1,279,045)
Less: prior period adjustment (Note 11)	(151,236)	
Add amount received for future periods	1,238,759	1,363,001
Deferred contributions, end of year	\$ 1,238,759	\$ 1,363,001

The Raber Mattuck Group

The Raber Mattuck Group

COLLEGE OF PSYCHOLOGISTS OF BRITISH COLUMBIA
NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2012

6. GENERAL CONTINGENCY FUND:

The General Contingency Fund was established to provide for a reserve in case of law suits, hearings and other matters that may require significant expenditure. It is the intention of the College to maintain this fund at 50% of its operating budget. In the current year the fund has been maintained at \$727,192 (2011 - \$658,033).

Expenditures from the General Contingency Fund are subject to approval by the College of Psychologists of British Columbia Board of Directors.

7. CAPITAL ASSET FUND:

The Capital Asset Fund was established to provide for a reserve for furniture and equipment purchases. It is the intention of the College to maintain this fund at the current year carrying value of the capital assets. In the current year the fund has been maintained at \$52,361.

	2012	2011
Capital Asset Fund, beginning of year	\$ 70,774	\$ 58,068
Less: amount amortized	(29,091)	(26,442)
Add: asset purchases during the year	10,678	39,148
Capital Asset Fund, end of year	\$ 52,361	\$ 70,774

Expenditures from the Capital Asset Fund are subject to approval by the College of Psychologists of British Columbia Board of Directors.

8. CONTINGENCIES:

The nature of the College's activities is such that there will be litigation pending or in progress at any time. With respect to claims at December 31, 2012, management is of the opinion that it has valid defenses and appropriate insurance coverage in place, or if there is unfunded risk, such claims are not expected to have a material effect on the College's financial position.

Outstanding contingencies are reviewed on an ongoing basis and are provided for based on management's best estimate of the ultimate settlement.

9. CAPITAL MANAGEMENT:

The College receives its principal source of capital through registration fees provided annually by new and existing members. The College defines capital to be net assets. The College's objective when managing capital is to fund its operations and capital asset additions.

The College is not subject to debt covenants or any other capital requirements with respect to operating funds.

10. HRSDC PROJECT LIABILITY:

On February 1, 2010, the College entered into a Labour Market Partnerships Contribution Agreement ("the Agreement") with the Canada Employment Insurance Commission (division of Human Resources and Skills Development Canada - "HRSDC"). Pursuant to the Agreement, the College will administer funds for an HRSDC labour mobility project. The maximum contribution in respect of the eligible costs of the project is \$99,539. During 2012, a total amount of \$22,500 was received by the College. In addition, \$10,100 was transferred from the College's general operating account and \$52,037 was expended on project activities. The remainder of these funds, \$36, is maintained in a special bank account designated for the project.

11. PRIOR PERIOD ADJUSTMENT

The adjustment is a result of a prior period error whereby registration fees paid by new registrants were deferred. The appropriate accounting treatment would have been to treat such registrations as revenue in the year in which they were received. The effect of the adjustment is to increase net assets with a corresponding reduction in the current year's revenue.

The Raber Mattuck Group

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