



**COUNCIL**

Wednesday March 2, 2011

**MINUTES**

Present:

G. Fieber, Chair	B. Dowson	C. McMaster
A. Bianchi	L. Duffield	J. Powell
J. Bald	M. Fletcher	Y. Ramlall
F. Bari	N. Florent	C. Ritchie
Y. Blackwood	C. Genereux	N. Sears
D. Bockman	G. Isgro-Topping	M. Seawright
L. Bracken	E. Kerr	M. Tuomi
A. Cheese	D. Kimberley	A. Verrier
J. Coutts	J. Leznoff	K. Voycey
G. Cucchi	M. Lim-Serrano	A. Wills

Regrets:

D. Curry	L. Harrington	A. Patel
J. Gajasan	J. King	W. Pride

Staff:

H. Campbell	J. Hofbauer, Recorder	P. Reinhart
A. Coghlan	K. McGovern	C. Stanford

- AGENDA** The agenda had been circulated.
- MOTION 1** Moved by J. Powell, seconded by J. Coutts,  
That the agenda for the March 2011 Council meeting be approved.  
**CARRIED**
- CLOSURE** The Executive Committee recommended closure of the Council meeting.
- MOTION 2** Moved by N. Sears, seconded by A. Verrier,  
That the Council meeting be closed for agenda item 3.1, to receive an opinion from the College's corporate legal counsel in accordance with Section 7(2)(e) of the Procedural Code.  
**CARRIED**
- MINUTES** Minutes of the Council meeting of December 1 and 2, 2010 had been circulated.

**COUNCIL MINUTES – March 2, 2011****MOTION 3**

Moved by L. Duffield, seconded by N. Sears,

That the minutes of the Council meeting of December 1 and 2, 2010 be approved as circulated.

CARRIED

**MINUTES –  
CONFIDENTIAL  
APPENDIX**

The confidential appendix to the December 2010 Council meeting had been distributed to the Council members who attended the session.

**MOTION 4**

Moved by D. Bockman, seconded by L. Bracken,

That the confidential appendix to the minutes of the Council meeting of December 1 and 2, 2010 be approved.

CARRIED

**CLOSED SESSION**

The proceedings of the closed session are recorded in a confidential appendix to the minutes.

Council authorized the President to share Council's direction and advice from the closed session with the Executive Director and CEO.

**EVALUATION**

A summary of the evaluation of the December 2010 Council meeting had been circulated, for information.

**CONTROLLED  
ACTS**

G. Fieber noted that Council had approved amendments to the College's controlled acts regulation in December, for notice and circulation to members and stakeholders. Council members had received a briefing note summarizing the feedback to the draft amendments to the regulation.

E. Tilley highlighted the major changes in the regulation, the reasons for change and the themes in the feedback received from stakeholders and members. She also informed Council that the College is a participant in a 14 member regulatory group that developed principles related to controlled acts that are shared over professions. She noted that the regulation is congruent with those principles.

It was identified that, if Council approves the regulation for forwarding to the Ministry of Health and Long-Term Care, revisions to the *Nurse Practitioners Practice Standard* and the *Medication Practice Standard* will be brought to Council for decision later in 2011.

G. Fieber reminded Council that it had approved the regulation for circulation because it believed that the regulation was in the public interest. He noted that the question Council needs to consider in reviewing the feedback is whether any feedback leads Council to believe that the regulation is not in the public interest.

**COUNCIL MINUTES – March 2, 2011**

Clarification was provided about the conflict of interest provisions related to Nurse Practitioners selling drugs. It was also clarified that the expectations related to wound care for RNs and RPNs will not change with the proposed revised regulation.

**MOTION 3**

Moved by J. Powell, seconded by A. Verrier,

That the proposed amendments to Part III (Controlled Acts) of Ontario Regulation 275/94 (General) as they appear in Attachment 1 to the briefing note be approved for forwarding to the Ministry of Health and Long-Term Care for approval.

CARRIED

**FEES BY-LAW  
AMENDMENTS**

The Finance Committee is recommending changes to By-Law 2: Fees, for circulation. The draft amendments are based on the fees approved by Council in December and include drafting changes required as a result of the registration regulation. Council will receive a report of feedback and make a final decision on the amendments in June.

**MOTION 4**

Moved by C. Ritchie, seconded by J. Coutts,

That Council approve the following By-Law amendments for circulation and notice to members:

- amendments to By-Law No. 2: Fees as they appear in column 2 of attachment 1 to the briefing note, to take effect on final Council approval, excepting Article 7.01 which will come into effect on January 1, 2012; and
- amendments to By-Law No. 2: Fees as they appear in column 3 of attachment 1 to the briefing note, to take effect on filing of specific provisions of the registration regulation (2010), as identified in column 3 of attachment 1.

CARRIED

**NURSE  
PRACTITIONER  
PROGRAM  
APPROVAL**

In preparation for the government's approval of the College's revised regulation, Council received information on Nurse Practitioner programs. Council was informed that all programs were assessed against criteria previously supported by Council.

**COUNCIL MINUTES – March 2, 2011****MOTION 5**

Moved by Y. Blackwood, seconded by N. Sears,

That the following Ontario NP programs be approved until 2014 for the NP-Primary Health Care (PHC) specialty certificate:  
COUPN NP-PHC programs offered at:

- Lakehead University
- Laurentian University
- McMaster University
- University of Ottawa
- Queen's University
- Ryerson University
- University of Western Ontario
- University of Windsor
- York University

CARRIED

**QUALITY  
ASSURANCE  
PROGRAM UPDATE**

J. Anderson and H. Hickey provided an update on the progress in providing interactive web-based tools to support nurses in meeting their Quality Assurance program obligations. It was noted that tools and resources will support members completing the self-assessment and members will be able to respond to the objective test on-line if selected for Practice Assessment.

Members' Quality Assurance documents will be stored on a secure server with an external service provider. It was confirmed that the College has policies and procedures in place regarding the privacy and security of member information. Member Quality Assurance program materials stored electronically do not affect the selection of members for Practice Assessment.

It was confirmed that, at this time, members will have the option of either manual or web-based completion of the Quality Assurance obligations, with the future goal to have all members using on-line tools.

**ANNUAL REPORTS  
OF STATUTORY  
COMMITTEES**

G. Fieber noted that the annual reports of statutory committees are a key accountability mechanism. The written reports were sent in advance and Chairs were asked to highlight two or three key trends or issues.

**Inquiries, Reports and Complaints Committee (ICRC)**

G. Fieber noted that the ICRC ordered 28 Specified Continuing Education or Remediation Programs (SCERPs) in 2010. He noted that this option became available with the revision of legislation in June of 2009. With SCERPs, the Committee can identify and address gaps in knowledge or application of standards.

The ICRC continues to experience high volumes of health matters, with increases from 2008 through 2010.

## COUNCIL MINUTES – March 2, 2011

### Discipline Committee

L. Bracken highlighted the annual report of the Discipline Committee. She reported that the number of cases considered by the committee have been decreasing over the last three years. The majority of matters were resolved by agreement in 2010.

L. Bracken noted that there has been a significant improvement in the time it takes for a matter to get to the pre-hearing stage.

Council was updated on the use of an online tool to write and review decisions. It is anticipated that on-line decision writing will result in an improvement in the time it takes to release decisions.

### Fitness to Practise Committee

J. Bald highlighted the report of the Fitness to Practise Committee on behalf of J. King. He noted that, while the committee has seen a significant increase in the number of agreements, the number of contested cases has remained consistent.

He noted that through the appointment process, the committee has the right people to do the work. He identified the need for more members to serve on the committee in the future, particularly more public members.

### Quality Assurance Committee

J. Coutts noted that of the 600 members who have been selected to participate in Practice Assessment, 407 have successfully completed and exited the program. She noted that the chart review and interview process for Nurse Practitioners will be completed later this year.

Council was informed that the next selection for Practice Assessment will take place in April.

### Registration Committee

L. Duffield noted that the Registration Committee reviews files based on equivalency of the applicant's education and practice to Ontario's entry to practice competencies. She noted that 491 applicants were refused registration in 2010. In 2010, 65 applicants were assessed as meeting the equivalency requirements.

EXECUTIVE  
DIRECTOR  
UPDATE

H. Campbell provided Council with a final update on the National Professional Regulatory Standards project and outlined the next steps for the College.

A. Coghlan shared the final design of the 2011-2020 Strategic Plan and highlighted the approach to communicating the plan to members and stakeholders.

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The College's participation in an international agreement committing to more formal and proactive collaboration with nurse regulators from around the world was shared as an example of the new strategic plan in action.

Council was informed about the College's appeal of a Human Rights Tribunal's decision to the Divisional Court of Ontario. The College decided to appeal because of the significant impact the Tribunal's decision could have on the College's regulatory authority. Given the potential impact on the authority of all regulatory bodies, the Federation of Health Regulatory Colleges has requested and been granted intervener status in this matter. Council will be updated on the matter as it proceeds.

Council was informed of the overall success of online renewal in 2011. There was an 8.7% increase in the number of nurses who renewed on time. The College had set up a special call centre with extended hours to assist nurses who needed assistance in renewing. The College had anticipated that approximately 15,000 members would need assistance – in the end there were about 500 who required extensive support to renew.

Due to changes in the legislation, suspensions took place 24 days earlier than in 2010. It was reported that 1.98% of members were suspended in 2011 as compared with 1.33% in 2010.

Council was informed of opportunities for member engagement related to committee appointments and Outreach Advisory Groups.

Council was informed of a recent article and letter to Toronto Star regarding the suspension of nurses and the link to online renewal. The College's action with respect to the article was shared as were comments from nurses and members of the public in response to the article.

Council was informed that CBC The National is preparing a story about processes where nurses have findings in another jurisdiction. The College has provided information to The National about our processes and has explained how the legislation and procedural fairness limits what the College can say.

Council was updated on the renovation of the washrooms.

**EXECUTIVE**

Draft minutes of the Executive Committee meeting of February 3, 2011 had been circulated.

**COUNCIL MINUTES – March 2, 2011**

The Executive made recommendations regarding W. Pride's resignation from the Quality Assurance Committee. The Executive had appointed J. Coutts as Interim Chair and is recommending that Council appoint her as Chair until June 2011. The Executive is recommending that C. Ritchie be appointed as an RN Council member on the Quality Assurance Committee until June of 2011.

**MOTION 6**

Moved by N. Sears, seconded by C. McMaster,

That Judie Coutts be appointed as Chair of the Quality Assurance Committee until June of 2011.

CARRIED

**MOTION 7**

Moved by C. Genereux, seconded by A. Cheese,

That Christine Ritchie be appointed to the Quality Assurance Committee until June of 2011.

CARRIED

In December, Council asked the Executive to reconsider its recommendation regarding the RPN Council member vacancy on the Registration Committee in June. Council was informed that the Executive had reconsidered the issue and had consulted with the Registration Committee Chair and staff resource.

**MOTION 8**

Moved by M. Tuomi, seconded by N. Florent,

That the RPN Council member vacancy on the Registration Committee be filled with the election of Council members in June of 2011.

CARRIED

**FINANCE  
COMMITTEE**

M. Seawright highlighted the report of the Finance Committee meeting of February 9, 2011. She noted that the Finance Committee had reviewed the unaudited financial statements for 2010 and is recommending approval of the statements.

**MOTION 9**

Moved by D. Bockman, seconded by C. Ritchie,

That the unaudited financial statements for the year ended December 31, 2010 be accepted.

CARRIED

With the new Quality Assurance program, members of the QA Committee tracked the amount of time that they spent preparing for meetings. The Finance Committee is recommending a change in the preparatory stipend for the Quality Assurance Committee.

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**MOTION 10**

Moved by A. Verrier, seconded by M. Tuomi,

That stipend policy 2(c)vii regarding preparatory stipend for the Quality Assurance Committee be amended to read:

*Quality Assurance Committee – one half stipend day per day of meeting.*

CARRIED

**SCRUTINEERS**

The Executive Committee is recommending a new process for appointment of scrutineers for the election of Council officers.

**MOTION 11**

Moved by Y. Blackwood, seconded by J. Coutts,

That Council approve the new process for appointment of scrutineers as outlined in the briefing note; and

That Council approve amending the Executive Committee's terms of reference by removing Term B-9 regarding the Executive's role in appointing scrutineers.

CARRIED

**DATE OF MEETING**

The Executive is recommending a change in the date of the December 2011 Council meeting.

**MOTION 12**

Moved by C. Genereux, seconded by A. Cheese,

That the December 2011 Council meeting be moved from Wednesday, December 7, 2011 to Thursday, December 8, 2011.

CARRIED

**NEXT MEETING**

Council will meet again on June 2, 2011.

**CONCLUSION**

At 3:05 p.m., it was

**MOTION 13**

Moved by J. Powell, seconded by G. Isgro-Topping

That Council conclude.

CARRIED

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Chair