

## Minutes

### Present

C. Evans, Chair  
P. Andrade  
C. Barnet  
D. Cutler  
R. Davidson  
T. Dion  
C. Egerton  
A. Fox  
G. Fox

D. Graystone  
A. Jewell  
D. Lafontaine  
M. MacMillan-Gilkinson  
C. Manning  
A. Molloy  
N. Osbourne James  
D. A. Prillo  
S. Robinson  
G. Rudanycz

M. Sheculski  
N. Thick  
A. Vidovic  
K. Wagg  
D. Walia  
C. Ward  
T. White  
H. Whittle  
I. Wiltshire-Stoby  
C. Woodbury

### Regrets

F. Cardile  
T. Holland  
J. Jamieson

K. Patterson  
T. Perlin

J. Petersen  
C. Williams

### Guest

G. Clute, Hilborn LLP

### Staff

J. Anderson  
A. Coghlan  
J. Hofbauer, Recorder

D. Jones  
B. Knowles  
K. McCarthy

S. Mills  
C. Stanford

## Agenda

The agenda had been circulated. A discussion of the Health Profession Regulatory Advisory Council's reports and recommendations on RN prescribing was added to the agenda by a Council member. Through show of hands, Council supporting discussing the item immediately prior to its discussion about RN prescribing.

The Executive Committee is recommending a closed session to receive legal advice.

## Motion 1

Moved by D. Cutler, seconded by R. Davidson,

That the Council meeting be closed at 1:00 p.m. on Thursday, June 7, 2018 under Section 7(2)e of the *Health Professions Procedural Code* for Council to receive privileged advice from the College's solicitors.

CARRIED

## Motion 2

Moved by N. Thick, seconded by D.A. Prillo,

That the agenda for the Council meeting of June 7, 2018 be approved.

CARRIED

## Minutes

Minutes of the Council meeting of March 21 and 22, 2018 had been circulated.

## Motion 3

Moved by M. Sheculski, seconded by A. Molloy,

That the minutes of the Council meeting of March 21 and 22, 2018, be approved.

CARRIED

Confidential minutes of the closed session had been circulated.

## Motion 4

Moved by C. Egerton, seconded by S. Robinson,

That the confidential appendix to the minutes of the Council meeting of March 21 and 22, 2018 be approved.

CARRIED

## Governance Vision

C. Evans noted that implementing Council's governance vision is a major Council commitment.

A. Molloy reflected on the commitment and work of Council's Governance Work Group. He confirmed the Work Group's singular commitment to the public interest.

C. Evans provided an overview of the development of Vision 2020 and Council's implementation work to date. Following the introduction, members of the Work Group highlighted different issues for Council input and decision.

### Advisory Groups

Advisory Groups had been included in the governance vision to enhance diversity of input with a move to a smaller board. The implementation plan included the piloting of advisory groups through the establishment of a public advisory group in 2018.

P. Andrade highlighted the Work Group's recommendation that the College join a regulator partnership that supports a public advisory group. He highlighted the benefits of participating in the partnership.

### Motion 5

Moved by P. Andrade, seconded by R. Davidson,

That Council support joining the Citizen Advisory Group partnership as part of the Vision 2020 implementation plan.

CARRIED

P. Andrade highlighted the evaluation plan and draft goals and outcomes for the College's participation in the Citizen Advisory Group. It was identified that the goals are very high level and will be difficult to measure.

The process for selection of issues for public consultation was reviewed. It was confirmed that while any member of Council or staff or any committee can suggest topics, approval by a majority vote of Council is required for referral of an issue. P. Andrade highlighted the recommendation of the Governance Work Group.

### Motion 6

Moved by P. Andrade, seconded by G. Fox,

That RN prescribing be the first topic of consultation with the Citizen Advisory Group.

CARRIED

### Follow-up Action

Arrange for participation in the Citizen Advisory Group partnership  
Refer RN prescribing to the Citizen Advisory Group for its advice  
Executive Director and CEO

G. Fox highlighted the guidelines for establishing future advisory groups, for Council input. It was clarified that anyone can suggest the establishment of an advisory group but that it would require a majority decision of the board to establish a new advisory group. There was also discussion about whether the guidelines should contemplate the possibility of standing advisory groups. The Governance Work Group was asked to explore the concept of standing advisory groups and bring it back to Council in the future.

### Appointments education

A Jewell highlighted the work done to date on the appointments education. She noted that on reflecting on Council's feedback and other considerations, the Work Group has decided to no longer use the term "boot camp".

The three part model for the education and application was supported. There was suggestion that innovative and engaging approaches be used to share the information that volunteers need to know before applying to become a board or committee member.

It was suggested that, while this work is being done as part of a pilot for committee appointment, consideration be given to broadening its reach in the future and sharing it with other regulatory partners, including the Ministry.

### Competencies

A. Molloy highlighted the changes made to the competencies and attributes based on Council's feedback and further consultation. A key focus was to make the competencies more inclusive. The communications will make it clear that profiles, including the board profile, are aspirational and met through the mix of members. Council will have an opportunity to review the board profile in September.

### Follow-up Action

Explore the concept of adding standing advisory groups to the advisory group guideline  
Revised board profile to be reviewed by Council in September  
Executive Director and CEO

### 2017 Annual report

Council members had received copies of the 2017 Annual Report. A. Coghlan noted that the report was written for the public, with much of the data provided visually to engage readers. Council members supported the approach, noting that it provides important information accessibly.

## Motion 7

Moved by A. Vidovic, seconded by N. Osbourne James,

That Council approve the 2017 Annual Report of the College of Nurses of Ontario for submission to the Minister of Health and Long-Term Care as required by Section 6(1) of the *Regulated Health Professions Act*.

CARRIED

### Follow-up Action

Post the 2017 Annual Report on [cno.org](http://cno.org)  
Send the Annual Report to the new Minister of Health and Long-Term Care  
Executive Director and CEO

### Audited Financial Statements

G. Clute from Hilborn LLP joined the meeting to highlight the audited financial statements for the year ended December 31, 2017. He reported that the College has strong internal controls and follows best practice accounting policies for not-for-profit organizations. He flagged the independence of the auditor from the College.

## Motion 8

Moved by H. Whittle, seconded by T. White,

That the audited financial statements for the year ended December 31, 2017 be approved.

CARRIED

### Follow-up Action

Add the Financial Statements to the Annual Report  
Executive Director and CEO

### PN Program approval

C. Evans noted that Council has three decisions to make regarding approval of Practical Nurse programs. She flagged the need to declare a conflict of interest for any member involved with a program.

Approval of programs remaining Category 1: Approved

A. Jewell and A. Vidovic declared a conflict of interest and left the meeting.

## Motion 9

Moved by C. Barnet, seconded by A. Fox,

That the approval status of the following practical nurse programs (full diploma) remain Category 1: Algonquin College, Cambrian College, Canadore College, Conestoga College, Confederation College, Durham College, Fanshawe College, Fleming College, Humber College, Lambton College, Loyalist College, Mohawk College, Niagara College, Northern College, Sault College, Sheridan College, St. Clair College, and St. Lawrence College.

CARRIED

A. Jewell and A. Vidovic rejoined the meeting.

Approval of programs remaining Category 2: Conditional

## Motion 10

Moved by D. Walia, seconded by D.A. Prillo

That the approval statuses of the following programs remain a Category 2: Approved with Conditions:

<b>CAATs Institution</b>	<b>Practical Nurse Program</b>
Collège Boréal	Full Diploma
Centennial College	Full Diploma, PN and IEN

CARRIED

New programs: Approved with conditions

It was clarified that new programs are approved with conditions for the first four years, to allow for collection of data needed to more fully assess the programs.

A. Jewell declared a conflict of interest and left the meeting.

## Motion 11

Moved by N. Thick, seconded by A. Fox,

That the approval statuses of the following programs remain Approved with Conditions.

<b>CAATs Institution</b>	<b>Practical Nurse Program</b>
La Cité collégiale	Full Diploma
Seneca College	Full Diploma

CARRIED

A. Jewell returned to the meeting.

### Follow-up Action

Inform the PN programs of their approval status  
Update program approval status on the website  
Executive Director and CEO

### Nurse Practitioner Prescribing of Controlled Substances: Information on the Register

C. Evans introduced the issue, noting that the Executive is supporting the staff recommendation to defer decision until September. That will allow for further consultation with stakeholders and to consider alignment with the approach for RN prescribing.

## Motion 12

Moved by D. Cutler, seconded by H. Whittle,

That the decision on the revision to Article 44.1.06 of By-Law No. 1 be deferred until September 2018.

CARRIED

Through a show of hands, Council requested that this issue also be discussed with the Citizen Advisory Group. Council's rationale was the importance that information about prescribing authority on the register be understood by the public.

### Follow-up Action

Consult with the Citizen Advisory Group about the register information regarding NP prescribing of controlled substances  
On agenda for Council in September 2018  
Executive Director and CEO

## HPRAC Reports on RN Prescribing

C. Evans highlighted the context of the reports of the Health Profession Regulatory Advisory Council on RN prescribing. D. Graystone introduced the item, noting that her intent was for Council to have all of the information related to RN prescribing available to it to support informed decision making.

C. Evans described Council's approach. She noted the approach was founded on safe care and directed by the legislative amendments and letter from the Minister of Health and Long-Term Care. A. Coghlan highlighted relevant sections of the Minister's letter. It was identified that while the Minister's letter references non-complex conditions, there remain concerns about the inability of RNs to order diagnostic tests.

It was suggested that an important factor in safety will be to set up nurses for success by aligning the required education to the expanded scope. Another key factor will be organizational policies and supports.

## RN Prescribing

C. Evans highlighted Council's previous discussions about RN prescribing and the issues to be discussed at the meeting:

- Practice expectations related to RN prescribing;
- Practice expectations related to dispensing;
- Medications and categories of medications for inclusion in the regulation related to RN prescribing; and
- Whether to expand RN prescribing to include all over-the-counter medications.

## RN Prescribing

A. McNabb and R. Jabbour, Strategy Consultants, highlighted feedback from a consultation on RN prescribing and dispensing.

### RN Prescribing – Practice Expectations

A McNabb highlighted the proposed amendments to the *Medication* practice standard to clarify the expectations for RN prescribing. She noted that the changes are designed to support safe practice and limit risk of harm. Through show of hands, Council supported the proposed amendments.

In response to a question, it was identified that new practice expectations will come into effect on approval of regulations. Depending on the final content in the regulations, there may need to be changes to the practice expectations.

## Recess

At noon, Council recessed to reconvene in closed session at 1:p.m.



## Closed session

Council met in closed session, in accordance with Section 7(2)e of the *Health Professions Procedural Code*, to receive privileged advice from the College's solicitors.

Council reconvened in open session.

## RN Prescribing

### Dispensing – Practice Expectations

In December 2017, Council supported a review of the dispensing standards that apply to all nurses, to explore opportunities for alignment. R. Jabbour highlighted the proposed practice expectations related to dispensing, noting that they were prepared to address risk of harm to the public.

The College is suggesting removing the conditions related to dispensing by Nurse Practitioners currently in regulation. It was flagged that this change can only be made with government support and the government's position on this is not clear.

Through show of hands, Council supported the proposed changes related to dispensing, as set out in attachment 3 to the briefing note.

### Medications proposed for RN prescribing

R. Jabbour highlighted the proposals for setting out in regulation the drugs and categories of drugs that RNs will be able to prescribe. She highlighted the challenges in setting out prescribing authority using categories of drugs. Despite the challenges, Council supported further exploration of drug categories.

Council supported the categories and individual medications proposed with the following direction:

- More information about bupropion and varenicline (Champix) for smoking cessation;
- Addition of ointments for breastfeeding mothers (wound care); and
- Removal of altitude sickness medications due to high risk.

### All over-the-counter medications

Council was informed that feedback throughout the consultation processes, from various sources, suggested that consideration be given to expanding RN prescribing to include all over-the-counter medications. This was suggested to provide access to:

- Individuals in long-term-care and retirement homes; and
- Individuals who receive financial support for medications through the Ontario Drug Benefit Program.

In discussion, it was clarified that this would relate only to those over-the-counter medications that are freely available in pharmacies, not those that must be provided by the pharmacist ("behind the counter"). It was flagged that this is new and Council has not had an opportunity to discuss this in principle. It was suggested that more information be provided to assist Council in decision making, including addressing the risks and the safeguards that might be put in place. It

was suggested that there be clarification of the category of over-the-counter drugs considered for inclusion in RN prescribing.

Through show of hands, Council supported inclusion of over-the-counter medications related to the practice areas that are approved for RN prescribing.

### Follow-up Action

Prepare briefing on over-the-counter medications, for review by Council in September  
Prepare draft regulation amendments (controlled acts) and by-laws (register) to implement Council's vision for RN prescribing  
Executive Director and CEO

### Fees By-Law amendments

C. Evans noted that Council approved the proposed fee increases because it believes the resources are needed to regulate nursing effectively. C. Evans asked if there was anything in feedback to the proposed fees that leads Council to believe that the proposed changes are not in the public interest

Through show of hands, Council members indicated that they continue to support the proposed fees. C. Evans noted that a 2/3 majority of those present and voting is needed to pass a by-law.

### Motion 13

Moved by R. Davidson, seconded by D. Walia,

That the amendments to By-Law. No. 2: Fees be approved as they appear in attachment 1 to the briefing note.

CARRIED

It was suggested that communications of Council's decision make it clear that Council considered the responses from nurses, and that the communication address the key themes in the feedback and share Council's rationale for its decision.

### Follow-up Action

Amend by-laws  
Implement new fees  
Executive Director and CEO

### RPN Scope of Practice

Council received recent correspondence from the Minister of Health and Long-Term Care providing direction related to proposed expansion of the scope of practice of RPNs. Council also received a report of the work done by staff related to the proposed scope of practice expansion.

In response to questions, A. Coghlan highlighted the ongoing collaboration on these issues with the Ministry. She noted that a new Minister will provide an opportunity for the College to engage with the Minister and the Minister's staff to understand the College's role in ensuring safe practice.

### Executive Director Update

J. Anderson provided an update on the results of candidates who took the French-language NCLEX-RN examination. She highlighted the work being done by the College and that being done by the National Council of State Boards of Nursing to address concerns about the results.

A. Coghlan provided an update on changes to the *Health Professions Procedure Code* as a result of the *Patient Safety Act*, including the new provisions for funding for therapy. She noted that the College's by-law is not congruent with the legislation and will come forward for change in the future.

A. Coghlan highlighted the role of the Nurse Health Program in addressing incapacity. While collaborating with other nursing organizations, the College will ensure that the program will allow it to protect the public at the same time that nurses are able to get the care they need to safely return to nursing.

Council was updated on the elevator repairs and future plans.

Council was updated on a recent meeting of the International Nurse Regulator Collaborative. The Collaborative has decided to investigate the feasibility of developing a regulatory mechanism to support mobility of nurses between the participant jurisdictions.

Council was informed that the College will be the first regulator from outside of the United States to receive the National Council of State Boards of Nursing's Regulatory Achievement Award. The award acknowledges a regulator's leadership in promoting public policy related to safe practice. She noted that one of the contributions being recognized is the leadership Council provided by adopting Vision 2020.

Council was informed that F. Ismail has been appointed as Director, Professional Conduct.

### Executive Committee meetings

Council had received minutes of the Executive Committee meetings of March 22, 2018 and May 10, 2018. C. Evans briefly highlighted the minutes. She noted that in May, the incoming Executive Committee members attended for orientation and the group piloted MeetX.

### Finance Report

C. Evans highlighted the report of the Finance Committee meeting of May 10. The Finance Committee is recommending approval of the unaudited financial statements.

## Motion 14

Moved by C. Egerton, seconded by A. Jewell,

That Council approve the unaudited financial statements for the three-months ended March 31, 2018.

CARRIED

C. Evans noted that the Finance Committee will be considering a new approach to some of the detailed financial by-laws. More information on the approach will be brought to Council for input in the future, with proposed by-law amendments following at a subsequent meeting.

## Committee appointments

C. Evans highlighted the Executive's role in filling committee vacancies.

## Motion 15

Moved by N. Osbourne James, seconded by H. Whittle,

That Council confirm the appointments of:

- Frank Cardile, public member, to the Inquiries, Complaints and Reports Committee; and
- Jennifer Farah, appointed committee member, to the Fitness to Practise Committee until June 2021.

CARRIED

## De-brief

There was unanimous feedback from Council that using MeetX during the meeting was a very positive and facilitative experience.

## Next meeting

Council will meet again on September 12 and 13, 2018. C. Evans reminded Council that the meeting will be paperless. She noted refreshers about MeetX will be available for those who need them and that staff will be at the meeting to provide support to those who need it.

## Conclusion

At 4:10 p.m., on completion of the agenda and with the consent of Council, the meeting concluded.

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President