

# **PROFESSIONAL REGULATION IN THE PUBLIC INTEREST**



**College of  
Chiropodists  
of Ontario**

# **ANNUAL REPORT 2016**

## MISSION STATEMENT

The College of Chiropodists of Ontario regulates Chiropodists and Podiatrists in the public interest. The College ensures that the public receives competent care from Chiropodists and Podiatrists by:

- Regulating the practice of the profession and governing the members in accordance with the Chiropody Act, the Regulated Health Professions Act, the regulations and by-laws;
- Establishing standards of practice;
- Establishing educational requirements for entry to practice and continuing competence;
- Addressing concerns from the public; and
- Educating and providing information to the public about Chiropody and Podiatry.

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## College Council Members

### President

**Sohail Mall**, Public Member

### Elected Members

**Peter Guy**, Chiropodist

**Julie De Simone**, Chiropodist

**Stephen Haber**, Podiatrist

**Martin Hayles**, Chiropodist

**John Infanti**, Chiropodist

**Sasha Kozera**, Chiropodist (from October 2016)

**Jamie Mandlsohn**, Chiropodist (from October 2016)

**Jamie Maczko**, Chiropodist (until October 2016)

**Ann-Marie McLaren**, Chiropodist (until October 2016)

**Millicent Vorkapich-Hill**, Podiatrist

### Public Members

**Donna Coyne**

**Jim Daley** (from November 2015)

**Khalid Daud**

**Grace King**

**Sohail Mall**

**Agnes Potts**

### Selected Member

**Adrian Dobrowsky** (from October 2016)

**Tony Merendino**

## Non-Council Committee Members

**Riaz Bagha**, Chiropodist

**Danielle Bannerman**, Chiropodist

**Bill Bitaxis**, Chiropodist

**Robert Chelin**, Podiatrist

**Marcella Cowan**, Chiropodist

**Adrian Dobrowsky**, Chiropodist  
(until October 2016)

**Anna Georgiou**, Chiropodist

**Meghan Grantham**, Chiropodist

**Kay Hayles**, Chiropodist

**Andrew Klayman**, Podiatrist

**Sylvia Kovari**, Chiropodist

**John Lanthier**, Podiatrist

**Cindy Lewis**, Chiropodist

**Pauline Looi**, Chiropodist

**Jason Lui**, Chiropodist

**Irv Luftig**, Podiatrist

**Jamie Maczko**, Chiropodist

**Jamie Mandhlson**, Chiropodist  
(until October 2016)

**Ann-Marie McLaren**, Chiropodist  
(after October 2016)

**Cesar Mendez**, Chiropodist

**Meera Narenthiran**, Chiropodist

**Neil Naftolin**, Podiatrist

**Tracy Oliver**, Chiropodist

**Nat Rave**, Chiropodist

**Kim Resmer**, Chiropodist

**Anamelva Revoredo**, Chiropodist

**David Roth**, Podiatrist

**Kareem Salem**, Chiropodist

**Stephanie Shlemkevich**,  
Chiropodist

**Barbara Sliwa**, Chiropodist

**Peter Stavropoulos**, Podiatrist

**Ruth Thompson**, Chiropodist

**Eddie Yuen**, Chiropodist

**Tony Zamojc**, Podiatrist

## College Staff

**Felecia Smith**, Registrar

**Meghan Hoult**, Complaints Officer

**Tera Goldblatt**, Executive Assistant

**Alan Bromstein**, Legal Counsel

**Jordan Glick**, Legal Counsel to the Inquiries

Complaints & Review Committee

**Clarke Henning LLP**, Auditor

**CG Management Group**, Government Relations

**Dr. Dwight Harley**, Registration Examination

## College Advisors

# THE YEAR 2016 IN REVIEW

## REPORT FROM THE PRESIDENT & REGISTRAR

**T**he College of Chiropractors of Ontario has an important role in regulating chiropractors and podiatrists in the public interest. This past year the College had an extremely productive year as it prepared for anticipated future changes and moved forward in improving its regulatory processes in order to serve the public.

Sohail Mall, Public member, was re-elected President for a second term. Mr. Stephen Haber was also re-elected Vice-President. This was a very busy and productive year for the College. The Health Professions Regulatory Advisory Council (HPRAC) finalized its report in August 2016 and forwarded it to the Minister of Health. One of the most important reasons that the College asked for a change to the chiropractic model of foot care in Ontario was so that the public could be better served and the delivery of care more effective. The College passed several guidelines and policies to help guide the profession in dealing with patient care including cold laser therapy and the use of lasers, introduced and approved a maternity policy for staff and worked on the redevelopment of the College's website to increase functionality, use and transparency. The College supported the Clinic Working Group consortium of Colleges in finalizing its report regarding regulation of non-regulated owned clinics to further help protect the public. In addition to previous amendments made to the College's by-laws to increase transparency, Council also agreed that the Council agenda and materials be posted on the College's website at least 10 days prior to a Council meeting. Council continued to finalize the Standard of Practice for Inhalation to reflect the

# PRESIDENT & REGISTRAR'S Report (continued)

requirements in the Regulation. Amendments were approved to the Infection Control Standard of Practice, once again to increase public protection. A Code of Conduct for Council members was approved. A satisfaction survey for Council members was also introduced which helped communication and transparency between Council and the administration. The College continues to work with the Ministry to determine what changes and additions need to be made to the current list for prescribing drugs and administering substances by injection into the foot. Chiropractors and podiatrists were previously granted expanded prescribing rights under the New Classes of Practitioners Regulations which include amendments to the Regulation existing under the Controlled Drugs and Substances Act and the Food and Drug Act. The proposed amendments to the College's drug Regulation will assist in providing a better level of care for patients. Council approved the 2016 budget as well as the 2016 audited financial statements.

A very sincere thank you goes out to our Council and Committee members for their ongoing commitment, dedication and hard work and to the Registrar and staff for their tireless efforts. It has been a busy, exciting and very productive year and we look forward to 2017.



## EXECUTIVE COMMITTEE

The Executive Committee (Committee) is a statutory committee that makes decisions between Council meetings. It has all the powers of the Council with respect to any matter that in the Committee's opinion requires immediate attention, other than the powers to make, amend or revoke a regulation or by-law.

The Committee had three face-to-face meetings and met on a regular basis by teleconference.

The Executive recommended to Council that the agenda and all Council materials be posted on the College's website. This will greatly aid in transparency to the public and provide advance information about what Council will be discussing at its meeting. The committee also recommended and supported the establishment of two standing committees including the Audit Committee and the Strategic Planning and Registrar's Performance and Compensation Committee. Amendments were approved to the Infection Control Standard of Practice. A Code of Conduct for Council members was recommended as new By-law No.3. A satisfaction survey for Council members was introduced which helped with communication and transparency between Council and the administration. The Executive was supportive of the work of the Clinic Regulation Consortium whose work had already begun and was spear headed by the College of Physiotherapists. The Executive continued to work on the Standard of Practice for Inhalation to reflect the requirements in the Regulation.

The Committee recommended to Council the approval of the proposed 2016 budget as well as the 2016 audited financial statements.

### MEMBERS

**Sohail Mall**, President  
*Public Member*

**Stephen Haber**, Vice-President  
*Podiatrist*

**Jim Daley**,  
*Public Member (from October 2016)*

**Khalid Daud**,  
*Public Member*

**Pete Guy**,  
*Chiropodist*

**Jamie Maczko**,  
*Chiropodist (until October 2016)*

# QUALITY ASSURANCE COMMITTEE



The primary objective of the Quality Assurance Program is to provide members of the College of Chiropractors of Ontario with the opportunity to enhance their knowledge base and clinical skills so as to encourage excellence in the delivery of foot care to the public.

The following reflects the work of the committee during 2016.

## CE Log Program

The Committee completed all outstanding matters relating to those members randomly selected to participate in the 2014-2015 continuing education program. This included a review of the members' CE submission and a decision as to whether or not it met the College's CE requirements.

## Declaration of Completion

Members of the College are required to execute a Declaration of Completion on the Member's Annual Renewal form which states that "I have reviewed my practice and completed the Quality Assurance Self-Assessment Tool. I have created a plan to address the continued professional developmental objectives I have identified in this Self-Assessment Tool. I understand that I must retain the completed Self-Assessment Tool and Continuing Education log in my files."

## Practice Assessment Program

### *Random Practice Assessments*

A roster of members from across the province was selected as practice assessors and completed training which allows them to act as practice assessors throughout the random practice assessment program. The random practice assessments continue on a 2-year cycle. When the assessors complete their reports, the QA committee reviews them and determines what, if any next steps are required. The QA Committee completed their review of the assessment reports that were conducted during this cycle and found that all members reviewed met the requirements of the assessment

## Standards of Practice Revision

A practice working group continues to review the Standards of Practice. The Committee completed a revision of the Infection Control Standard of Practice and the Orthotics Standard of Practice.

## MEMBERS

**Anna Georgiou, Chair**  
*Chiroprapist*

**Khilid Daud**  
*Public Member*

**Sohail Mall,**  
*Public Member*

**Ann-Marie McLaren,**  
*Chiroprapist*

**Julie De Simone,**  
*Chiroprapist*

**Cesar Mendez,**  
*Chiroprapist*

**Millicent Vorkapich-Hill,**  
*Podiatrist*

**Tony Zamojc,**  
*Podiatrist*

## MEMBERS

**Millicent Vorkapich-Hill**, Chair  
*Podiatrist*

**Riaz Bagha**, *Chiropodist*  
Non-Council Member

**Ed Chung**, *Podiatrist*

**Donna Coyne**, *Public Member*

**Jim Daley**, *Public Member*

**Khalid Daud**, *Public Member*

**Adrian Dobrowsky**, *Chiropodist*  
Non-Council Member

**Julie DeSimone**, *Chiropodist*

**Peter Guy**, *Chiropodist*

**Stephen Haber**, *Podiatrist*

**Sylvia Kovari**, *Chiropodist*  
Non-Council Member

**Sasha Kozera**, *Chiropodist*

**Grace King**, *Public Member*

**Irv Luftig**, *Podiatrist*  
Non-Council Member

**Sohail Mall**, *Public Member*

**Jamie Mandlsohn**, *Chiropodist*

**Ann-Marie McLaren**, *Chiropodist*  
(until October 2016)

**Cesar Mendez**, *Chiropodist*  
Non-Council Member

**Neil Naftolin**, *Podiatrist*  
Non-Council Member

**Agnes Potts**, *Public Member*  
(from October 2016)

**Nat Rave**, *Chiropodist*  
Non-Council Member

**Stephanie Shlemkevich**, *Chiropodist*  
Non-Council Member

**Barbara Sliwa**, *Chiropodist*  
Non-Council Member

**Peter Stavropoulos**, *Podiatrist*  
Non-Council Member

**Ruth Thompson**, *Chiropodist*  
Non-Council Member

**Eddie Yuen**, *Podiatrist*  
Non-Council Member

**COLLEGE STAFF: Meghan Hoult**

# INQUIRIES, COMPLAINTS & REPORTS COMMITTEE

The Inquiries Complaints and Reports Committee (“ICRC”) is responsible for the investigation of complaints, as well as the approval and disposition of Registrar’s Investigations with respect to the conduct and competence of members. It is also responsible for inquiries into whether or not a member is incapacitated. As required by statute, every matter is considered by a panel of the Committee comprised of at least two professional member of the Committee and one member of the Committee appointed to the College by the Lieutenant Governor in Council. After the panel considers all of the Relevant information in a matter, it renders a decision.

If either party to a complaint is dissatisfied with the adequacy of the Committee’s investigation or believes the decision is unreasonable, he or she can request a review by the Health Professions Appeal and Review Board (HPARB). The HPARB is an adjudicative tribunal under the Regulated Health Professions Act, 1991 (RHPA). Through reviews, the HPARB monitors the activities of the ICRC to ensure it fulfills its duties in the public interest and as mandated by legislation.

The College received 33 new complaints during the year and conducted 4 Registrar’s investigations, for a total of 37. Of these 37 matters the Committee disposed of 10, and did not refer any matters to the Discipline Committee. There were 24 complaints and 3 Registrar’s investigations carried over to 2017.

For the complaints and registrar’s investigations that were disposed of in 2014, the issues related to Standards of Practice, Billing, Record Keeping, and Advertising.

In every complaint/Registrar’s investigation, there is more than one issue. As a result, the Panel investigates each issue separately. The dispositions included: Take No Further Action and/or Offering Advice and/or giving an Oral Caution and/or requiring the Member to take a Specified Continuing Educational or Remedial Program (SCERP) (Ethics Course) and/or having a practice assessment.

In 2016, there were three decisions appealed to HPARB –zero were withdrawn, one decision was confirmed by HPARB with one requested change to the decision wording. One appeal was dismissed.



# DISCIPLINE COMMITTEE

The Discipline Committee is a statutory committee under the *Regulated Health Professions Act, 1991*. The Discipline Committee holds hearings into allegations of a member's professional misconduct or incompetence which has been referred to the Committee by the ICRC Committees. If a panel of the Discipline Committee finds a member has committed an act of professional misconduct it may make orders doing any or more of the following:

- Directing the Registrar to revoke or suspend a member's certificate of registration or to impose terms, conditions and limitations on the member's certificate of registration;
- Requiring the member to appear before the Committee to be reprimanded;
- Requiring the member to pay a fine not exceeding \$35,000.00 to the Minister of Finance; and/or
- Requiring a member to pay all or a portion of the College's costs related to the matter brought before the discipline committee.

In 2016, the ICRC made one referral to Discipline. Two discipline hearings also took place.

All referrals, hearing dates, any postponements and decisions are posted on the College Website.

## MEMBERS

**Cesar Mendez**, Chair  
*Chiropodist*

**Riaz Bagha**, *Chiropodist*

**Donna Coyne**, *Public Member*

**Jim Daley**, *Public Member*

**Adrian Dobrowsky**, *Chiropodist*

**Khalid Daud**, *Public Member*

**Julie DeSimone**, *Chiropodist*

**Peter Guy**, *Chiropodist*

**Stephen Haber**, *Podiatrist*

**Grace King**, *Public Member*

**Sylvia Kovari**, *Chiropodist*  
Non-Council Member

**John Lanthier**, *Podiatrist*  
Non-Council Member

**Irv Luftig**, *Podiatrist*  
Non-Council Member

**James Maczko**, *Chiropodist*  
(until October 2016)

**Sohail Mall**, *Public Member*

**Anne Marie McLaren**, *Chiropodist*  
(until October 2016)

**Tony Merendino**, *Chiropodist*

**Neil Naftolin**, *Podiatrist*  
Non-Council Member

**Agnes Potts**, *Public Member*

**Peter Stavropoulos**, *Podiatrist*

**Millicent Vorkapich-Hill**, *Podiatrist*



# REGISTRATION COMMITTEE

The Registration Committee is a statutory committee under the *Regulated Health Professions Act, 1991* with the mandate to consider referrals from the Registrar relating to applications for a certificate of registration. After considering an application for registration the Committee may direct the Registrar to:

- Issue a certificate of registration
- Issue a certificate of registration if the applicant successfully completes examinations set or approved by the Committee.
- Issue a certificate of registration if the applicant successfully completes additional training specified by the Committee.
- Impose specified terms, conditions and limitations on a certificate of registration of the applicant and specify a limitation on the applicant's right to apply for an order removing or modifying any term, condition or limitation imposed on a member's certificate of registration as a result of a committee proceeding, and/or
- Refuse to issue a certificate of registration.

The Committee also considers members' applications for an order removing or modifying any term, condition or limitation imposed on a member's certificate of registration as a result of a Committee proceeding.

## Applications for Registration

The Registrar did not refer any applications for registration to the Registration Committee in 2016.

## MEMBERS

**Jamie Maczko, Chair**  
*Chiropodist (until October 2016)*

**Tony Merendino, Chair**  
*Chiropodist (from October 2016)*

**Donna Coyne, Public Member**

**Stephen Haber, Podiatrist**

**Martin Hayles, Chiropodist**

**Sasha Kozera, Chiropodist**  
*(from October 2016)*

**Agnes Potts, Public Member**

# PATIENT RELATIONS COMMITTEE



The Patient Relations Committee is a statutory committee under the provisions of the *Regulated Health Professions Act, 1991*.

The role of the Committee is to advise Council regarding the College Patient Relations Program. The Patient Relations Program must include measures for prevention and dealing with abuse of patients.

These measures must include:

- Educational requirements for members;
- Guidelines for the conduct of members with their patients;
- Education of College Council and staff; and
- The provision of information to the public.

The Patient Relations Committee also administers the College program on the maintenance and administration of a fund for therapy and counseling for persons, who while patients, were sexually abused by members.

## MEMBERS

**Stephen Haber**, Chair  
*Podiatrist*

**Donna Coyne**, *Public Member*

**Sylvia Kovari**, *Chiropodist*,  
Non-Council Member

**Pauline Looi**, *Chiropodist*,  
Non-Council Member

**Sohail Mall**,  
*Public Member*



# FITNESS TO PRACTISE COMMITTEE

The Fitness to Practise Committee is a statutory committee. The Committee holds hearings relating to a member's incapacity that has been referred to the Committee by the Executive Committee. If the Committee finds that a member is incapacitated, it must make an order directing the Registrar to do any one or more of the following:

- Revoke the member's certificate of registration.
- Suspend the member's certificate of registration.
- Impose terms, conditions and limitations on the member's certificate of registration.

There were no matters brought before the Fitness to Practice Committee in 2016.

## MEMBERS

**Peter Guy**, Chair  
*Chiroprapist*

**Donna Coyne**, *Public Member*

**Stephen Haber**, *Podiatrist*

**Martin Hayles**, *Chiroprapist*

**Pauline Looi**, *Chiroprapist*  
Non-Council Member

**Cesar Mendez**, *Chiroprapist*  
Selected Member

**Kim Resmer**, *Chiroprapist*  
Non-Council Member

# STATISTICS AND DEMOGRAPHICS

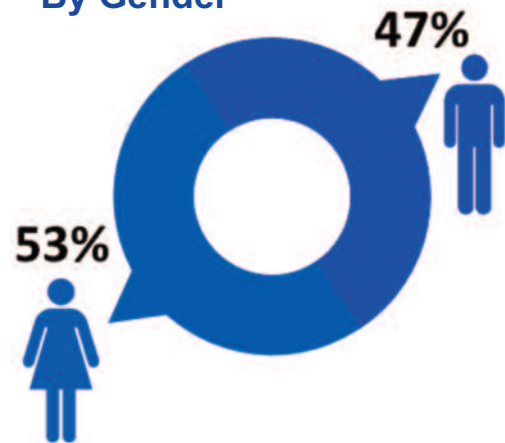
as of December 31, 2016

# of Members

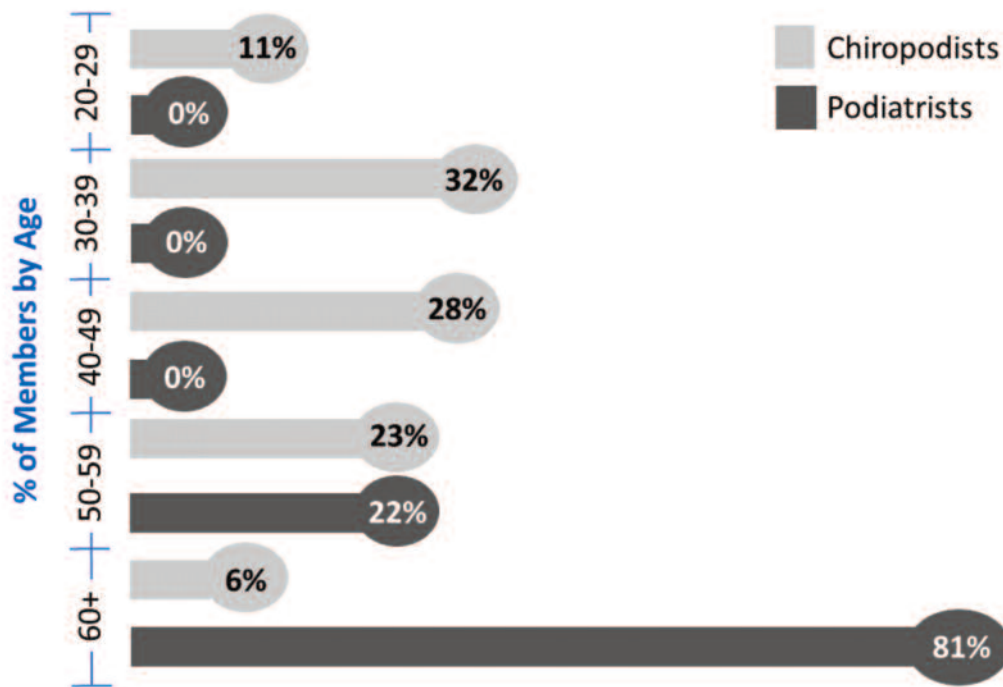
# 692

**634** Chiroprodists  
**58** Podiatrists

By Gender

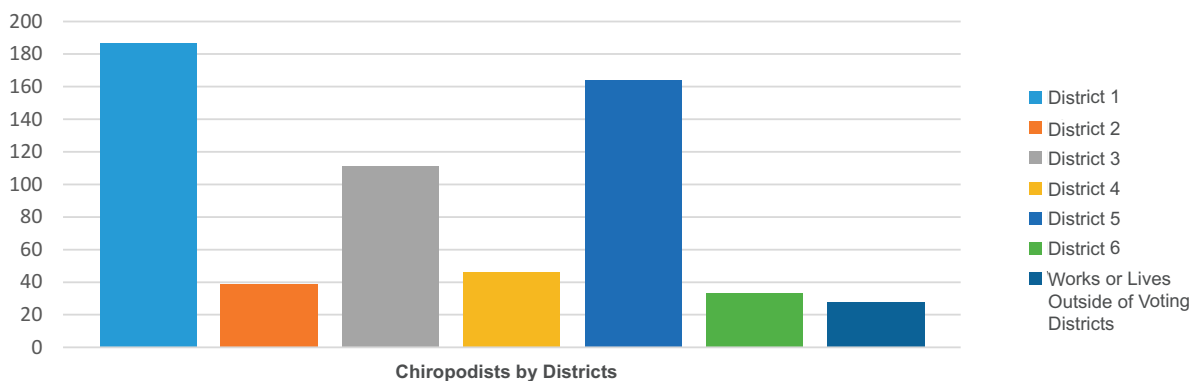
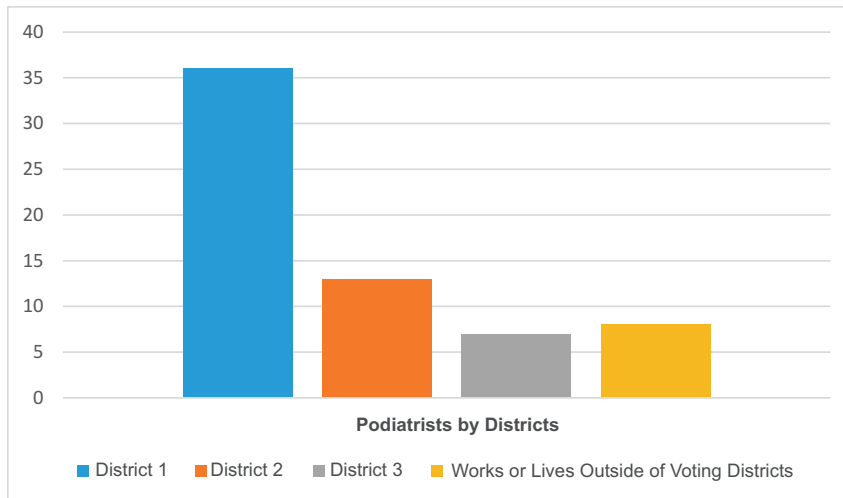
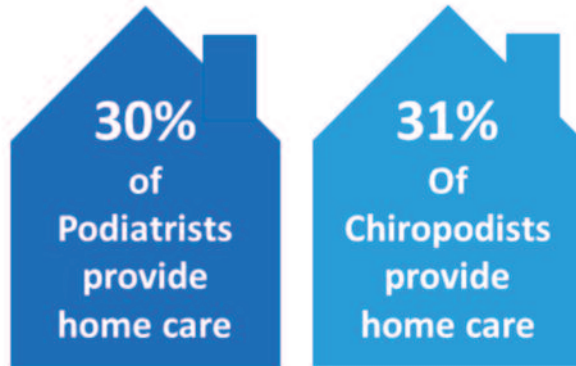


## Chiroprodists & Podiatrists by Age Group



# STATISTICS AND DEMOGRAPHICS

as of December 31, 2016



# INDEPENDENT AUDITOR'S REPORT

## TO THE COUNCIL OF THE COLLEGE OF CHIROPODISTS OF ONTARIO

The accompanying summary financial statements of the College of Chiropractors of Ontario (the "College"), which comprise the summary statement of financial position as at December 31, 2016, and the summary statement of operations for the year then ended are derived from the audited financial statements of the College for the year ended December 31, 2016. We expressed an unmodified audit opinion on those financial statements in our report dated June 23, 2017.

The summary financial statements do not contain all the disclosures required by Canadian accounting standards for not-for-profit organizations. Reading the summary financial statements, therefore, is not a substitute for reading the audited financial statements of the College.

### **Management's Responsibility for the Summary Financial Statements**

Management is responsible for the preparation of a summary of the audited financial statements in accordance with Canadian accounting standards for not-for-profit organizations.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on the summary financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, "Engagements to Report on Summary Financial Statements".

### **Opinion**

In our opinion, the summary financial statements derived from the audited financial statements of the College for the year ended December 31, 2016 are a fair summary of those financial statements, in accordance with Canadian accounting standards for not-for-profit organizations.

Toronto, Ontario  
June 23, 2017

**CLARKE HENNING LLP**  
CHARTERED ACCOUNTANTS  
Licensed Public Accountants

# SUMMARY STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2016

	2016	2015
<b>ASSETS</b>		
Cash and short term deposits	\$ 759,812	\$ 362,439
Accounts receivable and prepaid expenses	26,363	48,394
	<b>786,175</b>	410,833
<b>LIABILITIES</b>		
Accounts payable and accrued expenses and deferred revenue	143,311	83,394
<b>NET ASSETS</b>		
Abuse therapy fund	10,000	10,000
General reserve fund	120,000	120,000
Unrestricted balance	512,864	197,439
	<b>642,864</b>	327,439
	<b>786,175</b>	410,833



# SUMMARY STATEMENT OF OPERATIONS

YEAR ENDED DECEMBER 31, 2016

	2016	2015
<b>REVENUES</b>		
Annual general and other fees	1,233,956	1,233,956
Other income - expense recoveries, interest, etc.	107,729	107,729
	<b>1,341,685</b>	<b>1,341,685</b>
<b>EXPENSES</b>		
Salaries and benefits	308,055	308,055
General and office	100,778	100,778
Legal	229,558	229,558
Council and committee expenses	97,416	97,416
Rent	54,418	54,418
Photocopy, postage, printing and telephone	32,225	32,225
Repairs and maintenance	5,976	5,976
	<b>828,426</b>	<b>828,426</b>
Special projects - Consulting fees and registration exam development	88,630	127,468
	<b>917,056</b>	<b>955,894</b>
Excess of revenues over expenses for the year	<b>\$ 385,791</b>	<b>\$ 385,791</b>

\* Complete audited financial statements are available upon request from the office of the Registrar.



## College of Chiropodists of Ontario

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website: [www.cocoo.on.ca](http://www.cocoo.on.ca)