



Alberta College of
Speech-Language Pathologists
and Audiologists

2004 Annual Report

#209, 3132 Parsons Road
Edmonton, Alberta T6N 1L6
Ph: (780) 944-1609 / (800) 537-0589
Fax: (780) 408-3925

www.acslpa.ab.ca

Alberta College of Speech-Language Pathologists and Audiologists

2004 Annual Report

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2004 ACSLPA Council Members

Laura Manz
PRESIDENT

Trish Moyer
VICE PRESIDENT –
MEMBER SERVICES

Laura Hudema
MEMBER AT LARGE

Elizabeth Kelly
PAST PRESIDENT

ShawnaLee Jessiman
TREASURER

Public Members
BARBARA MCFARLANE
JODY MOHER
JANICE TYE

Christiane Spanik
VICE PRESIDENT –
REGULATORY

Tricia Miller
CASLPA REPRESENTATIVE
FOR ALBERTA

Vision

ACSLPA's primary role,
under the *Health Professions Act (HPA)*,
is to protect the public interest.

ACSLPA is committed to fostering the highest quality
of services to communicatively- impaired individuals
and their families
across Alberta.

Anyone of any age can have a communication
disorder. Over 38,000 Albertans receive assessment
or treatment for speech, language or hearing difficulties
each year.

ACSLPA consists of over 900 registered audiologists
and speech-language pathologists who work in
hospitals, health units, schools and private practices.
Other unregulated, and therefore non-practicing,
categories of membership include:
inactive, out-of-province, honorary and student
members.

ACSLPA held a facilitated vision- and mission-setting
meeting on November 13, 2004. In addition to
preliminary discussion on ACSLPA's vision (a vivid
picture of a desirable future state) and mission (a
statement about why the organization exists), values
and core beliefs were explored. It is anticipated that
these statements will be finalized in early 2005.

This work is a precursor for future strategic planning
sessions to be held in 2005.

Scope of Practice

*Taken from Schedule 28
Profession of Speech-Language Pathologists &
Audiologists of the Health Professions Act (2001):*

"In their practice, speech-language pathologists
do one or more of the following:

- (a) assess, diagnose, rehabilitate and prevent
communication and oral motor and pharyngeal
dysfunctions and disorders,
- (b) teach, manage and conduct research in the
science and practice of speech-language
pathology, and
- (c) provide restricted activities authorized by the
regulations.

In their practice, audiologists do one or more of the
following:

- (a) assess auditory and vestibular function and
diagnose, rehabilitate, prevent and provide
appropriate devices and treatment for auditory and
vestibular dysfunction,
- (b) teach, manage and conduct research in the
science and practice of audiology, and
- (c) provide restricted activities authorized by the
regulations."

Speech-Language Pathologists are health care
professionals with clinical training and educational
background in speech production, language
understanding and expression, stuttering, voice health
and swallowing disorders. They assess all kinds of
communication difficulties, as well as feeding and
swallowing difficulties. They provide treatment and
consultation to individuals of all ages.

Audiologists are health care professionals with
clinical training and educational background in balance
and hearing systems and their disorders. They assess
hearing and balance, and provide treatment and
consultation to individuals of all ages.

President's Message

2004 was a year of both stability and growth for ACSLPA. This stability of core staffing enabled the College to make significant gains in governance and infrastructure (i.e. policy development, financial stratification, clarity in mandate for regulatory and member service committees, bylaw compliance, etc.) despite a large number of ongoing and unique demands.

In 2004, the College began the work of building a strong foundation and process to guide future strategic planning, priority setting, and budget projections. This work began with the drafting of a new mission, vision, and values for the College. In addition, the composition of Council changed significantly in compliance with the Health Professions Act. Three public members were added to the Council and their perspectives, ideas, and professional expertise have been invaluable to the College.

Still in its infancy (second full year of existence), ACSLPA continued to prepare itself to fulfill its full mandate as a College. Volunteers were trained to act as Hearing Tribunal and Complaint Review Committee Members, as the need arises.

The College continued to see value in maintaining its partnerships with the national association (CASLPA) and the other provincial/territorial organizations through the Joint Alliance. Provincial partnerships with other rehabilitation colleges/associations and educational institutions were strengthened through the Alberta Rehabilitation Coordinating Council (ARCC). Identification of common issues and concerns was a major focus of both partnerships during this calendar year. As well, the College participated in a number of critical initiatives, such as the National Gap Analysis and the Review of Speech-Language Services for Children and Youth in Alberta.

In retrospect, 2004 was another productive year for the College as it endeavored to ensure the protection of the public, while meeting the needs of its membership. ACSLPA continues to be a strong, vibrant organization!

Laura Manz, R.SLP
President

Registrar's Report

ACSLPA became the regulatory body for speech-language pathologists and audiologists in Alberta with the proclamation of the College on July 1, 2002. The 2003–2006 Strategic Plan reflects the regulatory drive of the organization: the development of the competence program and the review/revision of standards of practice and codes of ethics. ACSLPA adopted the Canadian Association of Speech-Language Pathologists and Audiologists' (CASLPA) "Assessing and Certifying Clinical Competency: Foundations of Clinical Practice for Audiology and Speech-Language Pathology (1999)" as the College's standards of practice. This document was revised by CASLPA in 2004. The "CASLPA Canon of Ethics (1991)" is under review through 2003-2004 by CASLPA, with input from all provinces. It is anticipated that the new Code of Ethics will be adopted by CASLPA in May 2005. Final versions will be reviewed by ACSLPA as outlined in the Strategic Plan.

ACSLPA is participating in a Working Group representing the six provinces (Alberta, Saskatchewan, Manitoba, Ontario, Quebec, New Brunswick) where the professions of audiology and speech-language pathology are regulated to develop an accreditation program for Canadian university programs training speech-language pathologists and audiologists. It is anticipated that the accreditation program will be in place and the first university assessed in 2005.

ACSLPA worked with Alberta Health and Wellness in developing the process and protocol for the Alberta Provider Directory. It is anticipated that this will be implemented during 2005.

ACSLPA continues to investigate one written complaint received in the last quarter of 2003. The other written complaint received in 2003 was heard by a Hearing Tribunal in October 2004 and resulted in the cancellation of the registration and practice permit of the registered speech-language pathologist. One written complaint was received in the summer of 2004 and sent to investigation. The Resolution of Complaints table is found on the following page.

There are regular calls to the office regarding clinical practice questions and issues from consumers of professional services as well as audiologists and speech-language pathologists themselves. Most often consumers request more information on the diagnosis of and options for treatment of speech, language and hearing disorders.

Anne Lopushinsky, R.SLP
Registrar and Complaints Director

RESOLUTION OF COMPLAINTS
As Of December 31, 2004

	Complaints Received in 2004	Complaints Carried over from 2003
Number of Written Complaints Received	1	2
Number of Complaints Still Open	1	1
Number of Complaints Dismissed	0	0
Number Redirected Elsewhere	0	0
Number Resolved Informally	0	0
Number Addressed through Alternative Complaint Review Process	0	0
Number Referred to Investigation	1	2
Number Addressed Through Hearings	0	1
Number of Open Hearings	0	1
Number of Closed Hearings	0	0
Number of Appeals within College	0	0
Number of Appeals to Court	0	0
Number Carried Over to 2005	1	1

Executive Director's Report

ACSLPA is a growing organization. The services of a financial advisor were enlisted in 2004. Conference planners were hired for the 2005 annual conference. Our volunteers continue to make the organization strong and vibrant. We look forward to continuing our partnerships and growth into 2005.

Throughout the year, the Member Services committees actively worked toward a variety of goals. The Member Services Assembly met in February, May, and November. The Assembly is an opportunity for representatives from the committees to come together, share ideas, and support each other's work.

April 2005 marked the beginning of the "Review of Speech-Language Services for Children and Youth in Alberta." The scope of the review included looking at the strengths and weaknesses related to service delivery, access to services, coordination of services, and supply of both Speech-Language Pathologists and support personnel. The Review also included a comprehensive literature review and a Pan Canadian survey of services across Canada. ACSLPA was a member of the Advisory Committee along with various other organizations and interested stakeholders.

ACSLPA is also represented at the Alberta Rehabilitation Coordinating Council (ARCC). This group is made up of rehabilitation professional colleges and associations, the University of Alberta's Faculty of Rehabilitation Medicine, and the Therapist Assistant programs. As a group, ARCC shares ideas, networks, and works collaboratively to bring the rehabilitation perspective to a variety of topics across the province.

Throughout the year ACSLPA provided feedback to a variety of draft documents, participated in focus groups, and strengthened existing and new partnerships. ACSLPA's expertise is being sought by a variety of organizations and stakeholders. Additionally, many ACSLPA members are seeking support and advice through the College.

In November 2004, ACSLPA Council and Committee Chairs or designates came together in the development of new vision and mission statements. Core beliefs and values were also included. A process for obtaining member feedback was incorporated. This work was a precursor for future strategic planning sessions to be held in 2005.

Sandy Nickel, R.SLP

Executive Director – Member Services

COMMITTEE REPORTS

Excerpts from reports submitted in September 2004 for the October 2004 Annual General Meeting.

Regulatory Committees

Academic Review

2003-04 Goals:

- Establishing a process and database to compare each applicant with established benchmark.
- Developing parameters for recommending supplemental academic and/or clinical training to give applicants guidance in meeting registration requirements.
- Developing position statement on AuD and use of the protected title "Doctor".

Accomplishments/Challenges:

1. Process and database:
 - All applicants from Canadian programs meet established benchmarks.
 - Each transcript and clinical practicum documents for each applicant from non-Canadian programs required review and comparison with ACSLPA standards.
 - Parameters from the existing ACSLPA database have been identified that can be used to pull a report on previously approved programs by year.
2. Supplemental academic and/or clinical training:
 - Guidelines developed previously by SHAA reviewed, to be adapted for ACSLPA use.

AuD Working Group:

- Working group, including B. Stoesz, A. Lopushinsky, T. Howarth, D. Brown, M.A. Saunders, and D. Fennell, struck to develop and recommend position statement re: the use of the protected title 'doctor' for registered audiologists holding an AuD Degree.
- Draft position developed by working group and circulated to Professional Practice Audiology Committee.
- November 2004 draft position statement sent to ACSLPA audiologists for feedback (due December 15, 2004).

Tasks for 2004-2005:

- Seek feedback from the membership at large on the draft Position Statement on Use of the Title "Doctor".
- Make recommendation to Council.
- Revise supplemental training guidelines for applicants who do not meet ACSLPA standards.

Barbara Stoesz, R.SLP

Chair, Academic Review Committee

Continuing Competence

The Continuing Competence Committee continued to gather information to present to ACSLPA members. A Competence Survey was published in the September 2004 Newsletter.

The actual components, process and monitoring of the program will be developed over the next few years with member input. A summary of commonly used and accepted approaches is outlined in "The Design of a Continuing Competence Program – Phase 1: Background Paper on Continuing Competence":

- Self assessment
- Continuing education
- Peer/colleague feedback
- Professional portfolio
- Practice interviews
- Certification/exam
- Hours of practice
- Written (periodic) examination
- Objective structured clinical examination

This paper was prepared for the College of Physical Therapists of Alberta, Alberta Association of Registered Occupational Therapist, and the Speech-Language and Hearing Association of Alberta in December 2000. It is available on the ACSLPA website:

http://www.acslpa.ab.ca/continuing_competence-f.html

What's Next?

1. The Competence Committee will continue to regularly meet to review existing and developing programs. A Calgary area audiologist is being sought for the committee.
2. The ACSLPA September 2004 survey will be collated and summarized for the committee and general membership.
3. Pull-out information sheets on the development of the Continuing Competence Program will be inserted in the ACSLPA Newsletter. These inserts can be hole punched and placed in your Desktop Reference under the "Continuing Competence Program" tab for your ongoing reference.

Arlene Klooster, R.SLP

Wendy Mitchell, R.SLP

Co-Chairs, Continuing Competence Committee

Political Affairs

The Political Affairs Committee meets on an as-needed basis. This past year, the committee chair participated in the Regulatory Assembly meetings.

The Political Affairs Committee is available to review, consult and provide input on issues of political and legislative importance. Over the past year this has taken the form of providing feedback on legislative documents to the Registrar.

The committee chair welcomes interest from ACLSPA members to participate on this committee.

Tanis Howarth, R.Aud

Chair, Political Affairs Committee

Registration

The primary duty of the committee is to review new applications and provide recommendations of eligibility for registration to the Registrar.

Registration statistics for 2004 are found below.

Teresa Gagnon, R.SLP

Joanne Palamarchuk, R.SLP

Co-Chairs, Registration Committee

2004 REGISTRANTS BY CATEGORY

As of October 31, 2004

(Prior to database entry of 2005 Renewals)

	Aud.	SLP	Total
General Registrant (practice permit)	120	842	962
Inactive (no practice permit)	3	46	49
Out-of-Province	1	16	17
Honourary	1	2	3
Courtesy	2	1	3
TOTAL	127	907	1034
Archived in 2004			
Student	1	6	7
	No formal count – Newsletters sent to all University of Alberta students and electronically to other Canadian university students, at their request.		

2004 NEW REGISTRATIONS – GENERAL REGISTER

	Aud.	SLP	Total
New Registrants	14	67	81
New Graduates	8	46	54
Route of New Graduates:			
• Alberta Programs (UofA)	0 (no program)	32	32
• Other Canadian Programs	6	8	14
• U.S. Programs	2	6	8
Applicants - Other Jurisdictions	6	21	27
Number of Applicants – Substantial Equivalency	0	0	0
Other (had been working in the province without registration)	0	5	5

2004 STATUS CHANGES

Status Change	Aud.	SLP	Total
Inactive Members to General Registrant (i.e. received a practice permit during 2004)	4	45	49
Out-of-Province Members to General Registrant (i.e. received a practice permit during 2004)	0	2	2
General Registrants to Inactive, Out-of-Province or Removed-in-Good Standing (i.e. returned practice permit during 2004)	6	58	64

REGISTRATIONS – COURTESY REGISTER

	Aud.	SLP	Total
Number of Applicants	7	9	16
Number of Days /Months Registered	2 days - 12 months	1 - 20 days	-
Reason for Registration on Courtesy Register	“conducting a speech-language pathology or audiology training course or clinical presentation at an approved teaching site” (Section 2.5.3.1 of ACSLPA Bylaws); “demonstrating equipment or techniques to be used in direct clinical care” (Section 2.5.3.4 of ACSLPA Bylaws); for 12 month registrants, “no more than up to 30 days worked”.		

Member Services Committees

Communications

Goals for 2004:

1. Monitoring the website and newsletter:

The information contained in the "communication facts" section of the website is being updated and revised. Links to printable information pages will be included. The editing of the ACSLPA newsletter has been incorporated into the ACSLPA office. Thank you to the outgoing volunteer editors for their hard work in the past.

2. Profiling member accomplishments:

Member accomplishments (see the "Celebrating Success" section of the ACSLPA newsletter) and award recipients were profiled in each 2004 newsletter.

3. May Month contest:

The "May is Speech, Language and Hearing Month" contest resulted in four outstanding entries. Summaries of these activities were included in the December 2004 ACSLPA newsletter.

Elizabeth Haynes, R.SLP

Chair, Communications Committee

Continuing Education

The Continuing Education committee held a goal-planning session with the ACSLPA Executive Director and Vice President, Regulatory in June 2004.

In 2004, there were no requests for ACSLPA funding for continuing education events.

The committee provided a small gift bag to each of the 2004 Annual Conference attendees.

Judith Taylor, R.SLP

Linda McFetridge R.SLP

Co-Chairs, Continuing Education Committee

2004 Conference

The 2004 ACSLPA Conference and Annual General Meeting were held in Edmonton on October 1 and 2, 2004, and were attended by 284 speech-language pathologists and audiologists.

The Conference Committee instituted changes in 2004 based on past experience and in response to feedback from attendees of previous conferences. The changes and reasoning are as follows:

The conference was held on a Friday/Saturday:

- Many members stated that getting two days leave from work is difficult.

The AGM and Awards Presentation were held over the same lunch time:

- Provided delegates with an extended period to connect and network with colleagues and friends.

Two days of audiology focused sessions:

- In previous years, the audiology sessions were split with the Alberta Association of Audiologists (AA of A), who ran their conference on the same weekend. This year, AA of A was not held the same weekend.

A full day was devoted to the topic of dysphagia management:

- The reality of our practice today is that most SLPs who work with adults also do some swallowing assessment/treatment.

We continued our support of breast cancer research at the conference, which was initiated in 2003 with the Christine Seskus Memorial Speaker and fundraising activities:

- This year a formal arrangement with the Breast Cancer Foundation was made.

The challenges this committee has faced are familiar and include time constraints and the need for continuity from year to year. Conference planners will be contracted for the 2005 ACSLPA Annual Conference.

Erane McManus, R. SLP

Chair, 2004 Conference Committee

Member Recognition

The 2004 awards presentation occurred with the ACSLPA Annual General Meeting. The awards are meant to celebrate the accomplishments of students, the commitment and years of service of the Honours of the College recipient and the volunteer commitment to our organization.

Winners of awards were as follows:

- Sharon Bond, R.SLP – Honours of the College
- Chelsey Kneival, R.SLP – Student award for Highest Clinical Achievement
- Sarah Finlayson, R.SLP – Student award for Highest Academic Achievement

Profiles of the winners were published in the December 2004 ACSLPA Newsletter.

The focus of this committee over the past year was to further determine how to recognize the many ACSLPA volunteers. A variety of ideas are being considered and implemented.

Jodi Higdon, R.SLP

Chair, Member Recognition Committee

Professional Practice–Audiology

The Professional Practice-Audiology Committee addressed concerns related to the general practice of audiology. Concerns should be brought to the ACSLPA office as a single point of entry.

Audiology handouts will be posted on the ACSLPA website once finalized. The handouts were developed for consumers and were written for an approximate grade seven reading level. Handouts are accessible to ACSLPA members to share with their clients as required.

The Professional Practice-Audiology Committee is currently addressing some of the questions and concerns associated with the defining of the various manual communication systems as well as reviewing and amending outdated audiologic protocols and procedures.

Krista Yuskow, R.Aud

Chair, Professional Practice-Audiology Committee

Professional Practice- Speech-Language Pathology

The Professional Practice–Speech-Language Pathology Committee's goals are to have a process in place to address membership/public issues; educate the membership and public regarding speech-language pathology issues; and comment/respond to guidelines for practice.

The committee is made up of speech-language pathologists from across the province, including representatives from the Autism Interest Group, the Alberta Speech-Language Association of Private Practitioners (ASAPP) and ACSLPA's School-Age Services Committee.

Accomplishments and Challenges:

- The process for dealing with requests for consideration has been finalized. The ACSLPA office is the single point of entry.
- A survey was included in the March 2004 ACSLPA Newsletter. The purpose of the survey was to allow the membership an opportunity to guide the committee in the direction they see necessary to meet their needs. The survey queried six areas of interest: information/fact sheets, website links, member information, mentorship opportunities, public/consumer information and resources. It also probed the manner in which members would like to receive information. There were 42 responses to the survey which were, in most cases, evenly divided among choices given.

- The committee has begun the initial stages of designing a process which will allow members and stakeholders to bring documents to ACSLPA for review/consideration. One of the goals for this process is to develop a list of people who may serve as “experts” in their area of practice to be a resource to ACSLPA and the membership.

Karen Pollock, R.SLP

Chair, Professional Practice-
Speech-Language Pathology Committee

School-Age Services Committee

The School-Age Services Committee has been given the mandate to review and create guidelines regarding provision of services to pre/school age children by registered speech-language pathologists and audiologists. The committee is also a point of liaison with relevant government ministries and other organizations.

The committee discussed Program Unit Funding with Alberta Education representatives, provided feedback regarding the draft revision of Code 47, Severe Communication Disorder, and provided feedback regarding the draft document “Assessment and Identification of Students with Special Needs”.

The committee spent a large portion of 2004 focused on revising and updating ACSLPA's “Guidelines for the Use of Support Personnel in Speech-Language Pathology”. This work continues into 2005.

Heather Sample Gosse, R.SLP

Chair, School-Age Services Committee

Janis Carscadden, R.SLP

A/Chair, School-Age Services Committee

Finance Report

The 2004 audit was very positive overall. ACSLPA's goal of ensuring one and one-half to two year's operating budget is held in reserve has been met. This reserve is being invested accordingly.

Some financial procedures continue to be streamlined based on the advice of ACSLPA Council and the auditor.

Sandy Nickel, R.SLP

Executive Director—Member Services

Auditors' Report

Edmonton, Alberta

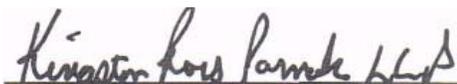
March 4, 2005

To the members of Alberta College of Speech-Language Pathologists and Audiologists:

We have audited the statement of financial position of Alberta College of Speech-Language Pathologists and Audiologists as at December 31, 2004 and the statements of operations, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the College's management. 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 plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the College as at December 31, 2004 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.



Kingston Ross Pasnak LLP

Chartered Accountants

Statement of Operations

Year Ended December 31, 2004

	2004	2003
Revenue		
Membership fees	\$471,025	\$458,691
Conference revenue	44,578	33,855
Interest income	15,658	12,737
Advertising and newspaper	5,055	3,755
Total Revenue	536,316	509,038
Expenses		
(Schedule, page 10)	407,942	339,564
Excess of Revenue over Expenses	\$128,374	\$169,474

Statement of Changes in Net Assets

Year ended December 31, 2004

	Unrestricted	Invested in Property & Equipment	2004 Total	2003 Total
Net assets, beginning of year	\$ 477,076	\$ 14,446	\$491,522	\$322,048
Excess of revenues over expenditures	132,067	(3,693)	128,374	169,474
Interfund transfers	(2,061)	2,061		
Net assets, end of year	\$ 607,082	\$ 12,814	\$619,896	\$491,522

Statement of Financial Position

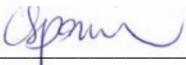
Year ended December 31, 2004

ASSETS	2004	2003
CURRENT ASSETS		
Cash	\$ 287,995	\$ 168,514
Marketable securities (Note 2)	743,255	712,649
Accounts receivable	1,025	-
GST recoverable	7,771	17,130
Prepaid expenses	7,433	2,338
	1,047,479	900,631
PROPERTY AND EQUIPMENT (Note 3)	12,814	14,446
	\$1,060,293	\$ 915,077

LIABILITIES AND NET ASSETS

	2004	2003
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	\$ 20,871	\$ 40,030
Deferred revenue	419,526	383,525
	<u>\$ 440,397</u>	<u>423,555</u>
COMMITMENTS (Note 4)		
NET ASSETS		
Invested in property and equipment	\$ 12,814	\$ 14,446
Unrestricted	607,082	477,076
	<u>619,896</u>	<u>491,522</u>
	<u>\$1,060,293</u>	<u>\$ 915,077</u>

APPROVED BY THE BOARD


 _____ Director

 _____ Director

Statement of Cash Flows

Year ended December 31, 2004

	2004	2003
CASH FLOWS FROM INVESTING ACTIVITY		
Cash receipts		
Member fees	\$507,026	\$ 481,493
User fees	49,633	37,610
Cash paid to suppliers and employees	(420,170)	(324,735)
Interest received	15,658	12,738
	<u>152,147</u>	<u>207,106</u>
CASH FLOWS FROM INVESTING ACTIVITY		
Purchase of equipment	(2,060)	-
	<u>150,087</u>	<u>207,106</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	150,087	207,106
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	881,163	674,057
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$1,031,250</u>	<u>881,163</u>
CASH AND CASH EQUIVALENTS ARE COMPRISED OF:		
Cash	\$ 287,995	168,514
Marketable Securities	743,255	712,649
	<u>\$1,031,250</u>	<u>881,163</u>

Notes to the Financial Statements

NOTE 1: SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies observed in the preparation of the financial statements are summarized below. These policies are in accordance with Canadian generally accepted accounting principles.

General

The College was incorporated under the Health Professions Act as a non-profit organization. The College's mandate is to regulate the professions of speech-language pathology and audiology in Alberta. As a not-for-profit organization under the Income Tax Act (Canada), the College is not subject to either federal or provincial income taxes.

Donated Services

The work of the College is dependent on the voluntary services of many members. The value of donated services is not recognized in these statements.

Marketable Securities

The College carries its marketable securities at market value.

Property and Equipment

Property and equipment is recorded at cost. The College provides amortization on its property and equipment using the diminishing balance method at the following annual rates:

	<u>Rate</u>
Office equipment	20%
Computer equipment	30%
Computer software	100%

Revenue Recognition

Membership fees are recognized as revenue for the period that relates to the fiscal year of the College. Membership fees that are collected and relate to a period subsequent to the fiscal year of the College have been recorded as deferred membership fees. Unrestricted contributions are recognized as revenue when received or receivable. Donations and other contributions are recorded as receivable if the amount to be received can be reasonably estimated and its collection is reasonably assured. Cash donations are recorded as revenue when they are received.

Leases

Leases are classified as capital or operating leases. A lease that transfers substantially all of the benefits and risks incident to the ownership of property is classified as a capital lease. All other leases are accounted for as operating leases, wherein rental payments are expensed as incurred.

Financial Instruments

Fair value

The carrying values of cash, marketable securities, accounts payable and accrued liabilities, and deferred revenue approximate their fair value due to the short-term maturity of these instruments.

Measurement Uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. Significant management estimates pertain to the estimated useful lives of property and equipment.

NOTE 2: MARKETABLE SECURITIES

	<u>2004</u>	<u>2003</u>
RBC Premium Money Market (market value - \$581,332)	\$581,332	\$ 553,774
Guaranteed Investment Certificate (interest at 1.75% maturing February 14, 2005)	161,923	158,875
	<u>\$743,255</u>	<u>\$ 712,649</u>

NOTE 3: PROPERTY AND EQUIPMENT

	<u>2004</u>		<u>2003</u>	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office equipment	\$ 14,502	\$ 6,752	\$ 7,750	\$ 9,349
Computer equipment	13,066	8,002	5,064	5,097
	<u>\$ 27,568</u>	<u>\$14,754</u>	<u>\$ 12,814</u>	<u>\$ 14,446</u>

Amortization provided for in the current year totaled \$3,693;
(2003 - \$4,521).

NOTE 4: COMMITMENT

The College is committed to lease payments for rent of its premises and certain office equipment. Minimum lease payments in future years are as follows:

2005	\$ 20,400
2006	19,760
2007	3,506
	<u>\$ 43,666</u>

NOTE 5: COMPARATIVE FIGURES

Certain of the prior year's figures have been reclassified to conform to the current year's presentation.

Schedule of Expenses

Year ended December 31, 2004

	<u>2004</u>	<u>2003</u>
EXPENSES		
Wages and benefits	\$146,515	\$126,493
Professional fees		
Discipline	60,411	39,015
Regulatory and other	45,274	21,650
Conferences	37,630	29,341
Office, postage and stationery	21,881	18,241
Publications	16,214	31,555
Investigations and hearings	15,258	-
Rent	14,777	17,732
Committee expense	9,286	13,840
Contract services	9,098	7,652
Bank charges and interest	8,427	9,104
GST expense	7,772	5,919
Amortization	3,693	4,521
Telephone	3,136	3,496
Equipment rental	2,799	4,829
Utilities	2,148	959
Insurance	2,083	1,504
Awards and nominations	664	1,188
Continuing education	597	-
Public relations	279	2,136
Political affairs	-	389
	<u>\$ 407,942</u>	<u>\$ 339,564</u>

COUNCIL

Officers

- President – **Laura Manz**
- VP 1st year – **Trish Moyer**
- VP 2nd year – **Christiane Spanik**
- Past-President – **Elizabeth Kelly**
- Treasurer – **ShawnaLee Jessiman**
- CASLPA Rep AB – **Tricia Miller**
- Public Members – **Barbara J. McFarlane, Jody Moher, Janice Tye**

Council will also always contain:

- the required (25%) Public Members
- at least 1 SLP Regulated Member
- at least 1 Audiologist Reg. Member – **Laura Hudema**
- Executive Director-MS (ex officio) – **Sandy Nickel**
- Registrar (ex officio) – **Anne Lopushinsky**

Size of Council will be a maximum of 12 voting members and will meet 4 times per year (e.g. Jan/Mar/June/Sep)

There will be a number of separate, independent organizations which ACSLPA has relationships with such as:

- AA of A
- ASAPP
- CASLPA
- Federation of Regulated Health Professions of Alberta

MEMBER SERVICES ASSEMBLY

(a Sub-Committee of Council)

- VP - 1st year (Chair)
- President
- Executive Director-MS (ex officio)
- One representative from each committee

Size of MSA. will be a maximum of 7 voting members and will meet 3 times/year (e.g. Feb/May/Nov)

ACSLPA EMPLOYEES

Registrar
Executive Director-MS
Executive Assistant
Administrative Assistant

REGULATORY ASSEMBLY

(a Sub-Committee of Council)

- VP - 2nd year (Chair)
- President
- Registrar (ex officio)
- One representative from each committee

Size of RA will be a maximum of 7 voting members and will meet 2 times/year (e.g. May/Nov)

WHEN

REQUIRED

REGULATORY ROLES, FUNCTIONS & PERSONNEL

Registrar

Complaints Director

- **Anne Lopushinsky**

Hearings Director

- **Connie Alton**

Communications

Elizabeth Haynes

Professional Practice- Audiology

Krista Yuskow

Continuing Education

Judith Taylor
Linda McFetridge

Professional Practice – SLP

Karen A. Pollock

Member Recognition

Jodi Higdon

School-Age Services

Acting/Janis Carscadden

Registration

Joanne Palamarchuk

Political Affairs

Tanis Howarth

Competence

Arlene Klooster
Wendy Mitchell

Academic Review

Barb Stoesz

Mediators

Investigators

Complaints Review Committee

Hearing Tribunal



Alberta College of
Speech-Language Pathologists
and Audiologists

#209, 3132 Parsons Road
Edmonton, Alberta T6N 1L6
Ph: (780) 944-1609 / (800) 537-0589
Fax: (780) 408-3925

www.acslpa.ab.ca