



Alberta College of  
Speech-Language Pathologists  
and Audiologists

# 2006 Annual Report

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# Alberta College of Speech-Language Pathologists and Audiologists

## 2006 Annual Report

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## 2006 ACSLPA Council Members

Elizabeth Kelly  
PRESIDENT

Daryl Graham  
VICE PRESIDENT –  
MEMBER SERVICES

Kelly Lucky  
Trish Moyer  
MEMBERS AT LARGE

Christiane Spanik  
PAST PRESIDENT

Patricia Delaney-Bernier  
TREASURER

Barbara McFarlane  
Jody Moher  
Janice Tye  
PUBLIC MEMBERS

Drew Towers  
VICE PRESIDENT –  
REGULATORY

Kathy Packford  
CASLPA EXECUTIVE BOARD  
MEMBER FOR ALBERTA

### Mission, Vision, Values And Core Beliefs

#### **Vision**

ACSLPA is a progressive organization committed to excellence. ACSLPA provides leadership to audiologists and speech-language pathologists, ensuring communication and hearing health of the public.

#### **Mission**

ACSLPA protects and serves the public by supporting, regulating and ensuring competent, ethical practice of audiologists and speech-language pathologists in Alberta.

#### **Values**

ACSLPA values:

- \* Accountability
- \* Competence
- \* The complementary relationship between the professions of audiology and speech-language pathology
- \* Leadership
- \* Collaboration
- \* Volunteers
- \* Respect for all persons
- \* Its role within the rehabilitation professions

#### **Core Beliefs**

ACSLPA believes in....

- \* Advocacy for the public and professions
- \* Ethical practice
- \* Evidence-based practice
- \* High standards of practice
- \* Lifelong learning
- \* Making a difference
- \* Partnerships
- \* Professionalism
- \* Transparency
- \* Accessibility to audiology and speech-language pathology services

### 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

Throughout 2006, ACSLPA Council and staff continued to define and refine the work of the strategic plan, prioritizing the broad vision to focus on the development and implementation of the continuing competence program, the adaptation and adoption of recommendations from the human resources review of 2005, and the development of an articulated governance model. Thank you to our colleagues who completed terms of office in 2006 and to those who began. Thank you also to our Public Members who stepped down after completing their first three-year terms on Council.

Core staffing in 2006 evolved and changed in role and title and physical body. Thank you to staff members, former and present, for your dedication and hard work. It is a measure of the strength and increasing sophistication of ACSLPA that the work of the College was well managed through changes in personnel. Healthy financially, the College continued to be praised by our auditor for exemplary record keeping and appropriate fiscal management. Our current financial status enabled a bonus reduction in the early renewal rate for membership for 2007.

Council adopted the Professional Practice Guideline (PPG): Speech-Language Pathologists' Use of Support Personnel to Augment Speech-Language Pathology Service Delivery in 2006. While useful to many stakeholders, this particular PPG also established the developmental procedure for reference documents that is now the standard for ACSLPA.

ACSLPA continued to maintain and build partnerships with other organizations, both provincial and national, including numerous colleges, associations and interest groups. A well-respected voice, ACSLPA benefited from shared information and the opportunity to participate in critical initiatives.

The 2006 conference was the most successful ever in SHAA/ACSLPA history. Delegating operational tasks to staff and conference planners enabled the Conference Committee to take a longer view and book speakers farther in advance, securing international experts to assist in our professional development.

ACSLPA continues to be a strong, vibrant organization, ably managing volunteer and financial resources to achieve our mandate, the protection of the public.

**Elizabeth Kelly, R.SLP**  
**President**

## 2005–2008 Strategic Plan

ACSLPA Council, executive staff and committee chairs/representatives met in March 2005 to discuss possible goals for the 2005–2008 ACSLPA Strategic Plan. The summary points and discussion were reviewed at the April 2005 Council meeting. Draft 2 was discussed at the June 2005 Council meeting and at a specially-convened meeting in July 2005. Draft 3 was circulated to Council in September 2005 and approved, with revisions, at the January 21, 2006 Council meeting.

The following three areas were determined to be of **highest (and concurrent priority)** for 2005–2008:

- Development of the ACSLPA Continuing Competence Program (CCP);
- Internal resource/staff management; and
- Development of an articulated Council governance model.

**CCP - 2006 Update:** Since 2002, the Competence Committee has worked closely with the Registrar to set the parameters for the competence program, with a focused effort coming into place in late 2005. A detailed update can be found in the Competence Committee report on page 7.

**Staff Management - 2006 Update:** The November 2005 ACSLPA-contracted human resources (HR) review provided several recommendations, including increased staff hours as well as a revised reporting structure and compensation scales for all staff. The recommendations were adopted by Council at the January 21, 2006 Council meeting. Phase 2 of the human resources review included: 1) developing and/or revising job descriptions, staff work plan templates (in line with the strategic plan) and performance measures/procedures; and 2) the integration of HR policies, guidelines and the handbook into documents that are consistent with existing legislation and standards.

**Articulated Governance Model - 2006 Update:** A Governance Subcommittee of Council was appointed in 2006.

**High priority** was assigned to the following for 2005-2008:

- Reviewing and updating the existing Standards of Practice;
- Reviewing and updating the existing Code of Ethics;
- Formalizing the development process of professional practice guidelines, position statements and advisory statements;
- Facilitating membership awareness of, and feedback to, the College; and
- Facilitating membership access to support and mentorship.

**Review and Update of Standards of Practice - 2006**

**Update:** A cross-Canada initiative through the Labour Mobility Agreement under the Agreement on Internal Trade (AIT) to focus on developing essential competencies for the professions resulted in the review of the existing Standards of Practice being delayed until 2008.

**Review and Update of the Code of Ethics - 2006**

**Update:** An ad hoc committee to review the Code of Ethics was struck in late 2006, with meetings scheduled into 2007.

**Process for the Development of Professional Practice Guidelines (PPG), Position Statements and Advisory Statements - 2006 Update:**

The process was finalized and trialed through development of the PPG: Speech-Language Pathologists' Use of Support Personnel to Augment Speech-Language Pathology Service Delivery, approved by Council in April 2006.

**Facilitate Membership Awareness of, and Feedback to, the College - 2006 Update:**

Upgrades to the ACSLPA website now allow members to send demographic updates, change registration/membership status and access public and member information. As of mid-2006, monthly E-News updates have been sent to all members with valid email accounts.

**Facilitate Membership Access to Support and Mentorship - 2006 Update:**

A Mentorship Subcommittee of the Professional Practice-Audiology and Professional Practice-SLP committees was struck to review formal and informal mentorship. See the PP-Audiology and PP-SLP committee reports on pages 9 and 10 for more information.

**Ongoing priority**, with no particular order, was assigned to:

- Public awareness campaigns – stressing communication and hearing health needs best addressed by qualified audiologists and speech-language pathologists; and
- Fostering professional development and development of professionalism.

**Public Awareness Campaigns - 2006 Update:**

Contact was established with the Alberta Association of Audiologists with respect to investigating parameters for an audiology public awareness campaign.

**Foster Professional Development and Professionalism - 2006 Update:**

University of Alberta MScSLP students can attend up to two presentations by ACSLPA per year on professional topics. Professional practice topics are posted on the Members' Area of the ACSLPA website. The Director of Member Services started the "Clinical Conundrum" and "Ministry Matters" columns for the quarterly

newsletter in June 2006. As the *Health Professions Act* was amended in May 2006, new registrants from July 2006 onward received the amended version in their *ACSLPA Desktop Reference*. Members who had received the *HPA* prior to July 2006 were encouraged to view the amended version on the Queen's Printer website. The Director of Member Services and committees are investigating a range of professional development opportunities for members.

**Ongoing activities** for ACSLPA staff, which are reported to Council at each Council meeting:

- Policy development;
- Determining need for other committees, ad hoc committees and task forces;
- Development of professional practice guidelines, position statements, and advisory statements, once process and priorities are set by Council;
- External resource (partnerships) management;
- Demonstration of leadership re promotion, advocacy:
  - ensure linkages
  - establish formal and informal relationships with government representatives;
- Monitoring compliance with continuing competence program;
- Promotion of mission, vision and values statements (review in 2008);
- Lease renewal in 2006; and
- Supporting committees.

## 2006 Council Meeting Highlights

### January 2006

- Daryl Graham, Vice President-Member Services for 2006, was welcomed to his first meeting.
- A number of recommendations from the human resources (HR) review were approved including: the addition of the CEO role to the Registrar's position; renaming the Executive Director-Member Services position to Director of Member Services (DMS); formalizing the role of the DMS as a formal back-up to the Registrar role and vice versa; formalizing the leadership of the Executive Assistant in terms of a supervisory relationship with the Administrative Clerk (formerly know as Administrative Assistant); increasing the Registrar/CEO, DMS and Executive Assistant positions to full-time hours; applying a performance-based employee evaluation process to professional staff; and adjusting compensation ranges for each position.
- A policy to waive inactive fees for members with chronic illness or disability when supported with a medical certificate was approved.

### **April 2006**

- Heather Sample Gosse, Director of Member Services, was welcomed to her first meeting.
- The unreconciled 2006 first quarter financial reports were viewed by Council.
- The audit office visit was completed in March 2006.
- The revised format for updating ACSLPA's strategic plan was reviewed and approved.
- Financial policies, developed by the Finance Committee at their April meeting, were revised and approved (policies to be reviewed annually in April).
- The PPG: Speech-Language Pathologists' Use of Support Personnel to Augment Speech-Language Pathology Service Delivery document was approved as amended.
- Council received an update to the *ACSLPA Orientation and Resource Manual*.
- Advocacy projects and activities were discussed, specifically for developing a working relationship with the Alberta Association of Audiologists to promote the profession of audiology.
- ACSLPA agreed to sponsor a speaker at the CAA Conference in Calgary, October 2006.

### **June 2006**

- 2005 audited financial statements were approved.
- HR policies drafted by the HR consultant were approved.
- The three-year term for the three Public Members on Council will expire December 2006. Barbara McFarlane, Jody Moher and Janice Tye were thanked for their contributions to ACSLPA and encouraged to consider a second term.
- The strategic plan was revised to reflect ACSLPA's involvement in managing and administering the HRSDC-funded project for the development of essential competencies for the professions. The ACSLPA review and update of Standards of Practice will be delayed pending the outcome of this project, but will remain a high priority goal.
- Confidentiality agreements were circulated, signed and filed for all Council members.
- An orientation binder for committee chairs is being developed from revised existing materials and committee specific documents.
- Council was provided with a summary of the College Pandemic Flu Business Plan, to be submitted to Alberta Health and Wellness (AH&W) by June 30, 2006.
- Budget preparation priorities were discussed, including considerations for registration fees and major expense categories, including salaries and benefits and office lease.
- Areas of regulation amendment, discussed with AH&W and ACSLPA legal counsel, were reviewed with Council.
- Council appointed Anne Lopushinsky to be the ACSLPA representative to the Faculty of Rehabilitation Dean Selection Committee.

### **September, 2006**

- The June 30, 2006 financial report was approved.
- 2007 registration fees were approved, including the \$450.00 early bird renewal rate.
- The 2007 budget was approved and Council was informed that it would be circulated to all voting ACSLPA members (registered, inactive and honorary membership categories) with the 2006 Annual General Meeting (AGM) materials. Note: The budget was printed in the December 2006 *ACSLPA Newsletter* for members' information.
- Discussion about differences in the roles of colleges and associations in setting standards for the education of the professions took place (e.g. the impact of the AuD as the entry-to-practice requirement for ASHA certification by 2012, the CASLPA AuD survey).
- 2006 ACSLPA Conference and AGM planning were reviewed.
- The Nominations Committee reported that the following nominations were received for 2007 Council: Sherri Garries, R.Aud, for VP Member Services; and Karen Mayner, R.SLP, for Member at Large. Kelly Lucky and Patricia Delaney-Bernier have agreed to another term on Council.

## **Public Members' Report**

As a representative of the public on the Council of ACSLPA together with other Council members, I strive to ensure that ACSLPA serves and protects the public interest. It continues to be a privilege to serve on Council alongside a dedicated team of volunteer professionals and ACSLPA staff who I believe serve both the public and ACSLPA members in a highly capable manner.

Public Members during the period of 2003 through 2006 were Jody Moher, Barbara McFarlane and Janice Tye. Jody and Barbara chose not to seek reappointment. Janice serves on the Finance Committee and has been appointed for an additional three-year term, along with new Public Members Donald Dolan and Marlowe Lindberg.

Public Members participate fully in Council discussions and decisions, and are encouraged to provide their viewpoints and perspectives. I've observed ACSLPA making strong progress in the areas of implementing a continuing competency program, engaging members in professional development and continuing to develop and formalize professional practice guidelines, position statements and advisory statements. ACSLPA continues to grow in its sophistication and capacity to ensure the public is well served now and in the future.

**Janice Tye**  
**ACSLPA Council Public Member**

## Registrar/CEO's Report

2006 marked the fifth year of existence of the Alberta College of Speech-Language Pathologists and Audiologists. The 2006 renewal period resulted in only four cancellations of registration due to non-payment of fees. The requirement for professional liability insurance (PLI) self- or employer coverage in order to obtain a practice permit was introduced with the 2006 registration renewal process. In some cases, renewing and new registrants were issued practice permits with the condition that they not see clients until they provided ACSLPA with evidence of PLI. ACSLPA's website posting of the General Register ([www.acslpa.ab.ca/general\\_register-f.html](http://www.acslpa.ab.ca/general_register-f.html)) continued to be useful to employers, insurance companies, members and the public, particularly early in the renewal year and to verify the registration status of new hires.

The Speech-Language Pathologists and Audiologists' Labour Mobility Agreement under the Agreement on Internal Trade (AIT) was signed in May 2006 after being revised in 2005. ACSLPA continues to participate on a working committee with the Quebec regulatory and national associations to draft a funding proposal for the development of competency-based approaches to registration.

Staff changes in the office included the departure of Sandy Nickel as Executive Director in February 2006. She was replaced by Heather Sample Gosse, in the newly-titled Director of Member Services position in February 2006.

The ACSLPA office continually received calls regarding clinical practice questions from consumers, employers, and audiologists and speech-language pathologists themselves. Topics vary according to practice area and disorder type. Members have indicated appreciation for the development, or proposed development, of practice guidelines around the supervision of support personnel, concurrent practice, swallowing and feeding management and telehealth, and have suggested other topics for College consideration. ACSLPA is participating on the Canadian Alliance of Regulators of Audiology and Speech-Language Pathology (CAR). CAR is working to adopt, adapt and revise practice guidelines across the regulated provinces. It is felt that this will facilitate development of documents in a timely fashion.

There was one written complaint received in late 2006. No hearings were held in 2006. A complaint from 2004, resolved in 2005, was written up in the December 2006 *ACSLPA Newsletter*.

The following table provides a summary of the resolution of written complaints from 2005 and 2006.

**Anne Lopushinsky, R.SLP**  
**Registrar/CEO and Complaints Director**

## **RESOLUTION OF COMPLAINTS** **As of December 31, 2006**

	<b>Written Complaints Received in 2006</b>	<b>Complaints Carried Over from 2005</b>
Number of Written Complaints Received	1	1
Number of Complaints Still Open	1	1
Number Carried Over to 2007	1	1

## Director of Member Services' Report

Significant re-orientation of Member Services Assembly (MSA) committees to focus on relevant aspects of ACSLPA's 2005-2008 strategic plan occurred in 2006. All committees either commenced or completed reviewing and updating their terms of reference. The committees are now better poised to provide critical member viewpoints into the actions taken towards attainment of the strategic plan goals relevant to member services. Member Services Assembly meetings in May and November provided a highly-valued opportunity to discuss and coordinate current activities and share impressions of new, important considerations.

On the recommendation of the 2006 Conference Committee (see report on page 9) work on educational sessions for the 2007 ACSLPA Conference commenced in late summer 2006. The 2007 Conference Committee began to meet in fall of 2006. The move to more advanced planning will ensure that ACSLPA's annual conference continues to lead in bringing speech-language pathology and audiology professional development to Alberta. A renewal of the contract with Glenrose Rehabilitation Hospital, Business Services will continue to refine the quality of our presentations, especially as our market continues to expand.

In closing, ACSLPA continues to improve services offered to its members. Since the inception of the College in 2002, many programs have been developed and refined. A number of exciting new projects begun this year will come to fruition as we enter our fifth anniversary year in 2007. There will continue to be a great deal to celebrate.

**Heather Sample Gosse, R.SLP**  
**Director of Member Services**

## Committee Reports

### COUNCIL SUB-COMMITTEES

#### Finance

It's been a busy year which included another financial public audit. The 2006 Finance Committee, which is made up of the ACSLPA Council President (Elizabeth Kelly), Treasurer and committee chair (Patricia Delaney-Bernier), Registrar/CEO (ex-officio, Anne Lopushinsky) and a Public Member (Janice Tye), reviews all financial reports on a quarterly basis and presents them to Council. Several financial policies were reviewed and formalized in 2006.

Terms of reference for the Finance Committee were revised and the role of the Treasurer as described in the *ACSLPA Bylaws* was reviewed. As a new governance model is adopted, the Treasurer's role will continue to evolve.

Budget preparation was completed in July 2006 for approval by Council. The 2007 budget will reflect the manpower and compensation required to meet the mandate of the strategic plan. The 2007 budget was presented at the annual general meeting in Calgary in October.

ACSLPA's total revenue for the 2006 fiscal year was \$619,874. Expenses totaled \$430,355. Excess of revenue over expenses was \$189,519. These figures were taken from the 2006 Auditor's Report. Financial statements of the Alberta College of Speech-Language Pathologists and Audiologists are available at the ACSLPA office upon request.

ACSLPA's financial records will undergo a public audit at the end of the 2007 fiscal year. The information is presented in an annual report which is available to all stakeholders and members. *The ACSLPA 2005 Annual Report* is available to all members on the ACSLPA website ([www.acslpa.ab.ca/uploads/2005\\_Annual\\_Report.pdf](http://www.acslpa.ab.ca/uploads/2005_Annual_Report.pdf)) or by calling the ACSLPA office.

The 2007 budget was provided to each member in October 2006.

**Patricia Delaney-Bernier, R.SLP**  
**Treasurer and Chair, 2006 Finance Committee**

#### Nominations

The Nominations Committee is formed by Council to organize and oversee the nomination/selection process for various Council member positions (excluding Public

Members). A general notice with nominations forms go out in a timely fashion and the committee follows up with the necessary actions which may include elections.

Last year, several positions were open to nominations. All of the required positions were filled, with one optional position for an additional Member at Large remaining vacant. All successful nominees were declared by acclamation and the list consisted of:

- Sherri Garries, R.Aud - \*VP Member Services (four-year presidential rotation);
- Patricia Delaney-Bernier, R.SLP - Treasurer (two-year term);
- Karen Mayner, R.SLP - Other Voting Member - Member at Large (two-year term); and
- Kelly Lucky, R.SLP - Other Voting Member - Member at Large (two-year term).

Both Patricia and Kelly are continuing into the second term in their respective positions.

As the Public Members' three-year terms were completed, Nominations Committee members were part of a larger group that participated in the review of potential new Public Members from a list provided by Alberta Health and Wellness.

\* The Vice President-Member Services position, which is the first year of the four-year presidential rotation, alternates between an audiologist and a speech-language pathologist whenever possible.

**Daryl Graham, R.SLP**  
**Kathy Packford, R.Aud**  
**Co-chairs, Nominations Committee**

#### Personnel

2006 was a very active year for the Personnel Committee. Early in the year, after due consideration of the recommendations of the Human Resources review completed in 2005 and consultation with staff, the committee made recommendations to Council regarding the reporting and supervisory structure for staff and realignment of roles and responsibilities. Council's approval of these recommendations led to a shift in the roles of executive staff members and their reporting relationships to Council. Specifically, the Registrar became Registrar/CEO and the Executive Director became Director of Member Services reporting to the Registrar/CEO. Formalizing the staff structure in this way allowed for more autonomy within the office and subsequently freed Council from some of its operational roles, allowing more time to focus on governance issues.

The Personnel Committee is responsible for ensuring that regular performance reviews are conducted for the

CEO/Registrar. In 2006, the committee worked to develop a schedule for these reviews as well as adopt and refine some of the tools that will be used to that end. By completing this groundwork, the tasks of the committee have been better defined and will be completed consistently year by year although the committee members may change.

**Christiane Spanik, R.Aud**  
**Chair, Personnel Committee**

## **REGULATORY COMMITTEES**

### **Academic Review**

#### ***2005-2006 Tasks***

- Revise supplemental training guidelines for applicants who do not meet ACSLPA standards.
- Write a process for development of position statements for the College.

#### ***Accomplishments/Challenges***

Revision of the supplemental academic and/or clinical training guidelines developed previously by the Speech, Language and Hearing Association of Alberta (SHAA) was deferred due to anticipation of a related project of “bridging” requirements. Registered members applying for renewal in 2008 will need to verify 1250 practice hours in the previous five years. ACSLPA members who are in danger of not meeting this requirement were identified on their 2007 renewal. Principles from the Registration Committee’s policy on “Current Qualifications Requirement for Initial Applicants” have been discussed with members who contacted the ACSLPA office in 2006, particularly with respect to conditional practice permits. Practice permits with conditions have been issued which address supervision needs, limitations on type of practice (restricted activities), limitation on student supervision, and hours of practice on specific tasks. It is anticipated that the Competence Committee will also have a key role in development of the process for members to ensure competence as they return to work or work with conditions on their practice permit.

A process for development of College documents, specifically position statements, has been drafted. Knowledge gained through development of the Position Statement: Use of the Protected Title “Doctor” was used to guide development of process for future position statements (e.g. work plan, research, consultation process, development of Q&As, and formats).

### ***Tasks for 2006-2007***

- Work in collaboration with the Registration Committee to develop a “bridging” process for registered members who do not meet the current requirement for practice hours which will come into effect in 2008.
- Finalize the process for development of position statements for the College.

**Barbara Stoesz, R.SLP**  
**Chair, Academic Review Committee**

### **Competence**

#### ***Goals and Achievements***

The Competence Committee met nine times in 2006 to write and revise documents for the ACSLPA Continuing Competence Program:

- Self Assessment Tool (SAT)
- Continuing Competence Goal Tool (CCGT)
- Program Guidelines

The competence program documents were trialed on a range of volunteer ACSLPA members (approximately 3% of the total membership) in October and November 2006. Further modifications have been made to the documents based on member feedback.

The following documents will be used by individual members as part of their participation in the competence program:

1. ***Self-Assessment Tool (SAT)***: Complete once every three years or when a member’s practice changes; submitted to the College on program review request only:
  - a. Provide information on current practice; and
  - b. Rate self on five essential competencies, each with a number of aspects and indicators of the essential competency:
    - i. professional accountability and responsibility
    - ii. communication and collaboration
    - iii. professional judgment and reasoning
    - iv. practice knowledge
    - v. professional practice management
2. ***Continuing Competence Goal Tool (CCGT)***: Set at least one goal annually and report on progress a year later, in July:
  - a. A minimum of one goal developed by July 1 each year;
  - b. Goals related to self-assessment and specifically to competency (i–v above); and
  - c. Evaluation, including relevance and application to practice reported the following July.

3. **Self-reporting on registration renewal:** Submit annually with renewal:
- Sworn self-declaration of participation.

Philosophically, the proposed ACSLPA Continuing Competence Program is:

- based on individual members reviewing their current and planned practice;
- outcome based and linked to self-assessment/reflective practice goals;
- “KISS” based – keep the program simple for success in terms of paperwork required of the individual member and College monitoring for compliance; and
- focused on the maintenance and enhancement of competence in ACSLPA members.

The continuing competence program will be fully implemented in 2007 as required by the *Health Professions Act*.

**Arlene Klooster, R.SLP**  
**Wendy Mitchell, R.SLP**  
 Co-chairs, Continuing Competence Committee

## Registration

### **Meetings**

The Registration Committee meets at the request of the Registrar to review applications for ACSLPA registration and to review applications for authorized use of the title “Doctor” when providing a health service. Seven registrants applied to use the title “Doctor” when providing a health service in 2006; six were approved. A Registration Committee representative also attends Regulatory Assembly meetings, as called.

**Teresa Gagnon, R.SLP**  
**Joanne Palamarchuk, R.SLP**  
 Co-chairs, Registration Committee

## REGISTRATIONS – COURTESY REGISTER

	<b>Aud.</b>	<b>SLP</b>	<b>Total</b>
<b>Number of Applicants</b>	4	14	18
<b>Number of Days /Months Registered</b>	1 day – 12 months	1 – 6 days	
<b>Reason for Registration on Courtesy Register</b>	“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”.		

## 2006 REGISTRANTS BY CATEGORY

As of December 31, 2006

	<b>Aud</b>	<b>SLP</b>	<b>Total</b>
<b>General Registrant (practice permit)</b>	118	904	1022
<b>Inactive (no practice permit)</b>	8	48	56
<b>Out-of-Province</b>	2	18	20
<b>Honourary</b>	1	3	4
<b>Courtesy</b>	2	0	2
<b>TOTAL</b>	131	973	1104
<b>Archived in 2006</b>	9	40	49
<b>Student</b>	No formal count – Newsletters sent to all University of Alberta students and electronically to other Canadian university students, at their request.		

## 2006 NEW REGISTRATIONS – GENERAL REGISTER

	<b>Aud.</b>	<b>SLP</b>	<b>Total</b>
<b>New Graduates</b>	2	42	44
<b>New Registrants (Other)</b>	4	18	22
<b>TOTAL</b>	6	60	66
<b>Route of New Graduates:</b>			
• <b>Alberta Programs (U of A)</b>	n/a	28	28
• <b>Other Canadian Programs</b>	2	5	7
• <b>U.S. Programs</b>	0	9	9
<b>Applicants - Other Jurisdictions</b>	4	16	26
<b>Applicants – Substantial Equivalency</b>	0	2*	2

\*Plus 4 pending as of December 31, 2006

## 2006 STATUS CHANGES

<b>Status Change</b>	<b>Aud.</b>	<b>SLP</b>	<b>Total</b>
<b>Inactive Members to General Registrant (i.e. received a practice permit during 2006)</b>	1	21	22
<b>Out of Province Members to General Registrant (i.e. received a practice permit during 2006)</b>	1	1	2
<b>General Registrants to Inactive, Out-of-Province or Removed in Good Standing (i.e. returned practice permit during 2006)</b>	10	33	43

## **MEMBER SERVICES COMMITTEES**

### **Communications**

#### ***Website Communication Information Sheets***

- A stuttering information sheet has been vetted by members and is now on the website.
- Work on a dysphagia information sheet will continue into 2007.
- Future projects include fact sheets for developmental speech and language disorders.

#### ***May Month***

- A decision was made not to run a May Month contest in 2006; however members were requested to post their events on the ACSLPA website.

#### ***Newsletter***

- Members of the committee contributed profiles of award winners, researchers and speech-language pathologists working in developing countries.

**Elizabeth Haynes, R.SLP**

**Chair, Communications Committee**

### **2006 Conference**

ACSLPA's annual conference was held on October 26 and 27 in Calgary. Pamela Marshalla, Dr. Judy Montgomery and Dr. Jay Rosenbek were featured speakers. The conference was very successful, selling out with 438 delegates attending. The Canadian Academy of Audiology's (CAA) annual conference was held in Calgary at the same time. ACSLPA was pleased to sponsor Donna Wayner's presentation at that event. ACSLPA members could register for the CAA Conference at the CAA member rate. Courtesy transportation was available, allowing CAA delegates to attend ACSLPA's Annual General Meeting on October 26.

**Karen Ilg, R. SLP**

**Chair, 2006 Conference Committee**

### **Continuing Education**

#### ***Terms of Reference Review***

- The committee is considering updating the existing Terms of Reference and changing the committee name. Changes will reflect the current direction of the committee and relate directly to the ACSLPA Strategic Plan. Members are developing plans for obtaining necessary information to propose changes.

#### ***Professional Development Funding Program***

- The professional development funding program is being examined to determine perceptions of the funding process and how the program is being advertised. Recommendations will be pending based on the results of this query.
- One professional development event was funded this year. Two thousand dollars was granted to help bring Dr. Ronald Gillam to Grande Prairie. Additionally, funds were allocated to sponsor a speaker at the Canadian Academy of Audiology (CAA) conference.

**Morgan Whiteside, R.SLP**

**Judith Taylor, R.SLP**

**Co-chairs, Continuing Education Committee**

### **Member Recognition**

#### ***Annual Awards***

- This committee accepted nominations for, and selected, the annual recipient of the 2006 Honours of the College. The award was presented to Linda Hurkot, R.SLP, during an awards ceremony at the annual ACSLPA Conference in Calgary. Outgoing Council members and student award winners were also recognized at this ceremony.

#### ***Volunteer Recognition***

- A draw for Chapters gift certificates was organized to recognize ACSLPA volunteers. 2006 conference volunteers were specially recognized during the conference.

#### ***Terms of Reference Review***

- The committee sought and gratefully received new members from throughout the province. The committee Terms of Reference are in the process of revision and consideration is being given to improvements to the nomination and award process for the Honours of the College.

**Jodi Higdon, R.SLP**

**Outgoing Chair, Member Recognition Committee**

**Karen Mayner, R.SLP**

**Incoming Chair, Member Recognition Committee**

### **Professional Practice – Audiology**

#### ***Identification Audiometry (Screening) Document***

- A decision to eliminate 500 Hz from the hearing screening protocol was made, based upon review of practice documents.
- The document was updated and sent to Council in late 2006 with a request to approve for member vetting.

### **Website Communication Information Sheets**

- Information sheets on a variety of topics were completed and sent to the ACSLPA office for formatting.
- One set of information sheets received member vetting in late 2006. Member vetting of the remaining information sheets will occur in early 2007.

### **Position Statement on Universal Newborn Hearing Screening (UNHS)**

- The committee had been asked by Council to investigate the need for a position statement in this area, and if so, the parameters for a working group.
- The committee has conducted research in the area and will bring a recommendation to Council in January 2007.

### **Strategic Plan Goal: Provide membership the means by which they can access other members for support and mentorship**

- The committee has reviewed the current procedures for developing the resource panel of ACSLPA members and has recommended revisions to improve the process and increase member awareness of the resource panel.
- A subgroup of the Professional Practice Committees (Audiology and Speech-Language Pathology) began meeting in the fall to work on the strategic plan goal to "Provide membership the means by which they can access other members for support and mentorship". The initial focus has been on investigating methods of mentorship. Development of tools and tips for members to use when seeking a mentor or becoming a mentor is anticipated.

**Rhiannon Jones, R.Aud**  
**Chair, Professional Practice - Audiology Committee**

### **Professional Practice – Speech-Language Pathology**

#### **Recommendation on Preferred Practice Guideline Development**

- The committee drafted recommendation statements regarding preferred practice guidelines, which were brought forward to ACSLPA Council, on the issues of concurrent practice and the use of telepractice for speech-language pathology and audiology services.

#### **Special Initiative - Communication Impairment Alert Card**

- The committee has initiated consideration of ACSLPA-sponsored communication impairment alert cards for use by adult clients in their

communities. ACSLPA's Director of Member Services will bring interested members together in early 2007 to discuss an initiative.

### **Strategic Plan Goal: Provide membership the means by which they can access other members for support and mentorship**

- See summary under the "Professional Practice – Audiology report.
- The committee is currently considering the parameters for a list of programs providing specialized services.
- The committee has sought input from the RHA-SLP Network into the formation of a professional practice leader's network.

**Karen Pollock, R.SLP**  
**Outgoing Chair, Professional Practice – Speech-Language Pathology Committee**

**Terri Duncan, R.SLP**  
**Incoming Chair, Professional Practice – Speech-Language Pathology Committee**

### **School-Age Services**

#### **Preferred Practice Guideline Development**

- The Preferred Practice Guideline (PPG): Speech-Language Pathologist's Use of Support Personnel to Augment Speech-Language Pathology Service Delivery was finalized in 2006. The draft document was posted on the website for feedback from members and was reviewed by ACSLPA Council and other ACSLPA committees. Council approved the revised PPG at their April 2006 meeting.
- The PPG has been posted on the website and was circulated as an insert in the June 2006 *ACSLPA Newsletter*. Copies were sent to school districts and Early Childhood Services programs, and SLP Assistant training programs. A formal copy for each ACSLPA member's *Desktop Reference* was enclosed in the 2006 ACSLPA Annual General Meeting (AGM) package.

#### **Terms of Reference Review**

- Committee membership was reviewed in fall 2006, with new members added from around the province. The committee Terms of Reference are under review with a new document anticipated by mid-2007.

#### **Alberta Education**

- The committee continues to review Alberta Education documents which influence speech-language pathology and audiology practice. Members are advised about these documents via the *ACSLPA Newsletter* and E-News.
- The committee anticipates interaction with a new discussion group established by Alberta Education

to address issues related to speech-language services in Alberta schools. The first formal meeting of this discussion group occurred in December 2006.

**Lisa Warner, R.SLP**  
**Interim Chair, School-Age Services Committee**

## Auditor's Report

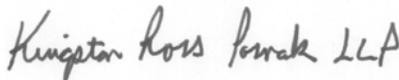
March 1, 2007  
 Edmonton, Alberta

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, 2006 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, 2006 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, 2006

	2006	2005
<u>Revenue</u>		
Membership fees	\$495,699	\$484,226
Conference revenue	85,368	55,881
Interest income	35,007	19,168
Advertising and newspaper	3,800	3,843
<b>Total Revenue</b>	<b>619,874</b>	<b>563,118</b>
<u>Expenses</u> (Schedule, page 13)		
	430,355	380,645
<b>Excess of Revenue over Expenses</b>	<b>\$189,519</b>	<b>\$182,473</b>

## Statement of Changes in Net Assets

Year ended December 31, 2006

	Un- Restricted	Internally Restricted (Note 5)	Invested in Property & Equipment	2006 Total	2005 Total
Net assets, beginning of year	\$787,874	-	\$ 14,495	\$802,369	\$619,896
Excess of revenues over expenditures	194,055	-	(4,536)	189,519	182,473
Investment in capital assets	(6,973)	-	6,973	-	-
Interfund transfers	(650,000)	650,000	-	-	-
<b>Net assets, end of year</b>	<b>\$324,956</b>	<b>650,000</b>	<b>\$ 16,932</b>	<b>\$991,888</b>	<b>\$802,369</b>

## Statement of Financial Position

Year ended December 31, 2006

### ASSETS

	2006	2005
<b>CURRENT ASSETS</b>		
Cash	\$507,864	629,867
Marketable securities (Note 2)	919,821	
Accounts receivable	7,715	3,888
GST recoverable	4,846	5,968
Prepaid expenses	4,778	6,952
	<u>\$1,445,024</u>	<u>\$1,263,699</u>

### PROPERTY AND EQUIPMENT (Note 3)

16,932	14,495
<u>\$1,461,956</u>	<u>\$1,278,194</u>

### LIABILITIES AND NET ASSETS

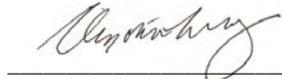
	2006	2005
<b>CURRENT LIABILITIES</b>		
Accounts payable and accrued liabilities	\$ 32,543	\$ 44,999
Deferred revenue	437,525	430,826
	<u>\$ 470,068</u>	<u>475,825</u>

### COMMITMENTS (Note 4)

### NET ASSETS

Invested in property and equipment	\$ 16,932	\$ 14,495
Internally restricted (Note 5)	650,000	-
Unrestricted	324,956	787,874
	<u>991,888</u>	<u>802,369</u>
	<u>\$1,461,956</u>	<u>\$1,278,194</u>

### APPROVED BY THE BOARD



Director



Director

## Statement of Cash Flows

Year ended December 31, 2006

	2006	2005
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash receipts		
Member fees	\$502,399	\$495,525
User fees	89,168	59,723
Cash paid to suppliers and employees	(438,807)	(353,454)
Interest received	35,007	19,168
	<u>\$187,767</u>	<u>\$ 220,962</u>
<b>CASH FLOWS FROM INVESTING ACTIVITY</b>		
Purchase of equipment	(6,974)	(5,320)
	<u>180,793</u>	<u>215,642</u>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>	180,793	215,642
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	1,246,892	1,031,250
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u>\$1,427,685</u>	<u>1,246,892</u>
<b>CASH AND CASH EQUIVALENTS ARE COMPRISED OF:</b>		
Cash	\$ 507,864	629,867
Marketable securities	919,821	617,025
	<u>\$1,427,685</u>	<u>1,246,892</u>

## Notes to the Financial Statements

Year ended December 31, 2006

### 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:

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

	2006	2005
Guaranteed Investment Certificate (interest at 3.85%; maturing 01/25/07)	\$ 40,994	\$ 51,561
Guaranteed Investment Certificate (interest at 3.85%; maturing 01/25/07)	40,872	51,352
Guaranteed Investment Certificate (interest at 3.85%; maturing 02/19/07)	90,000	-
Guaranteed Investment Certificate (interest at 3.85%; maturing 02/24/07)	53,042	-
Guaranteed Investment Certificate (interest at 3.85%; maturing 03/26/07)	53,345	-
Government of Canada Bonds (interest at 3.0%; maturing 06/01/07)	33,000	100,257
Guaranteed Investment Certificate (interest at 3.9%; maturing 07/24/07)	40,888	51,000
Guaranteed Investment Certificate (interest at 3.9%; maturing 09/22/07)	53,230	-
Provincial Bonds (interest between 4.0% and 6.1%; maturing between 09/06/07 and 12/02/11)	286,945	249,671
Government of Canada T-Bills (maturing between 02/22/07 and 11/01/07)	227,505	113,183
	<u>919,821</u>	<u>617,024</u>

### NOTE 3: PROPERTY AND EQUIPMENT

			2006	2005
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office equipment	\$19,991	\$10,914	\$9,077	\$10,686
Computer equipment	19,246	11,703	7,543	3,809
Computer software	625	313	312	-
	<u>\$ 39,862</u>	<u>\$22,930</u>	<u>\$16,932</u>	<u>\$14,495</u>

Amortization provided for in the current year totaled \$4,536; (2005 - \$3,639).

### 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:

2007	21,051
2008	20,150
2009	20,519
2010	20,553
2011	21,292
	<u>\$103,565</u>

### NOTE 5: INTERNALLY RESTRICTED FUNDS

The College's governing Council has passed a resolution to internally restrict \$650,000 of its net assets for the purpose of funding unexpected events.

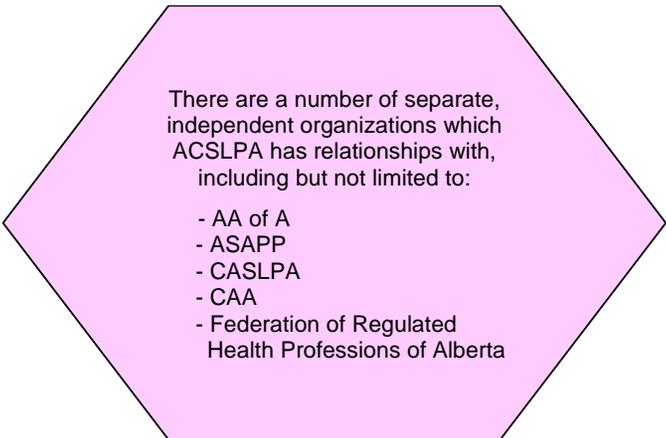
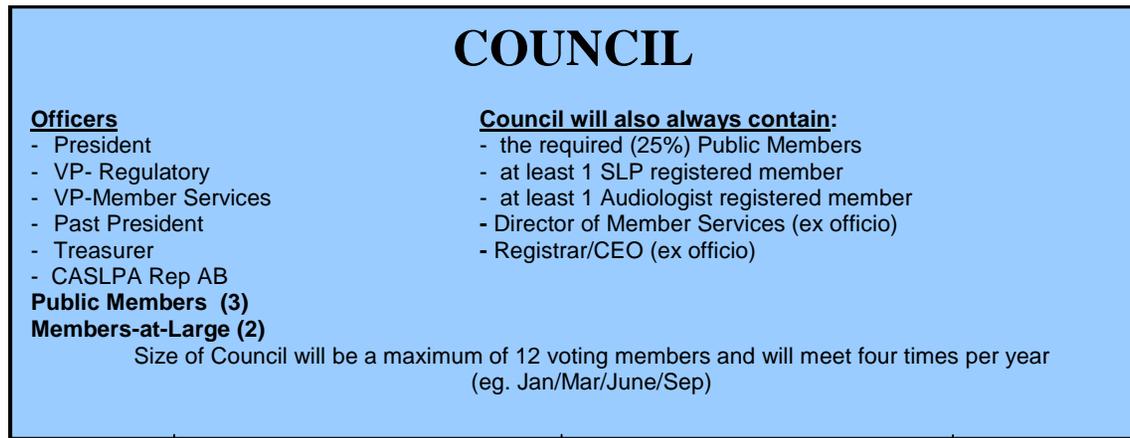
### Schedule of Expenses

Year ended December 31, 2006

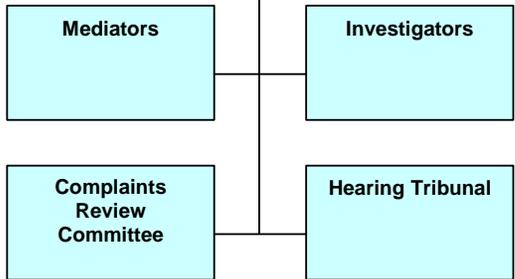
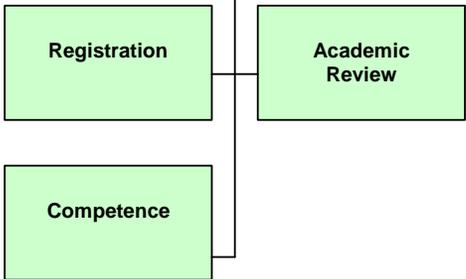
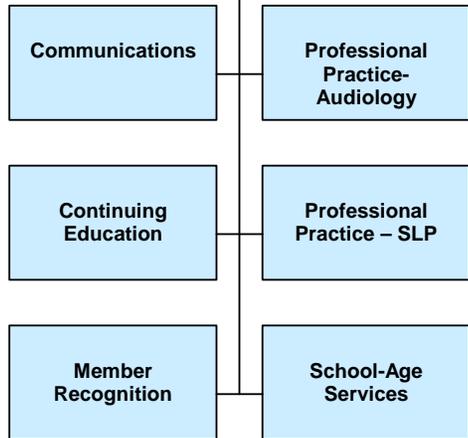
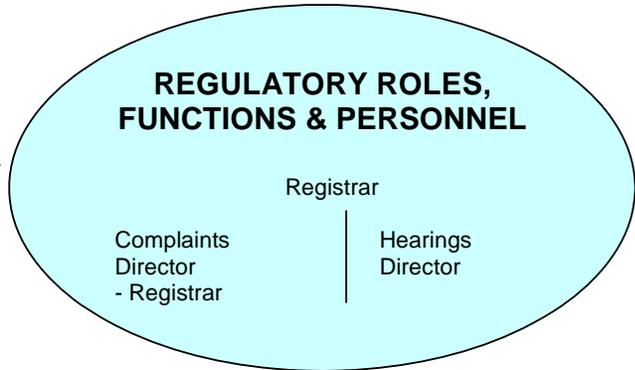
	2006	2005
<b>Expenses</b>		
Wages and benefits	219,175	\$173,508
Conferences	71,374	59,704
Office, postage and stationery	23,735	20,615
Contract services	19,102	16,498
Rent	17,732	17,732
Professional fees		
Regulatory and other	15,643	12,808
Discipline	2,317	19,869
Council expense	15,584	13,069
Publications	15,333	13,426
Bank charges and interest	10,285	9,154
GST expense	4,846	5,968
Amortization	4,536	3,639
Telephone	2,947	2,995
Insurance	2,082	2,085
Equipment rental	1,521	2,523
Utilities	1,499	1,822
Awards and nominations	1,485	1,572
Continuing education	1,159	1,757
Investigations and hearings	-	1,257
Political affairs	-	644
	<u>\$ 430,355</u>	<u>\$ 380,645</u>

# NOTES

# 2006 ACSLPA Organizational Chart



WHEN  
REQUIRED





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Speech-Language Pathologists  
and Audiologists

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