

# NATIONAL PHYSIOTHERAPY<sup>1</sup> ADVISORY GROUP

## Terms of Reference

### Mission

**The National Physiotherapy Advisory Group (NPAG), a coalition of national physiotherapy-related organizations, works to promote the provision of quality physiotherapy services and positive health outcomes for Canadians through collaboration and communication on matters of mutual interest affecting physiotherapists and physiotherapy in Canada.**

### Composition

Members are physiotherapy organizations that are national in scope, support the mission of the NPAG, and provide information, human and financial resources.

Member organizations include:

Accreditation Council for Canadian Physiotherapy Academic Programs (ACCPAP), Canadian Alliance of *Physiotherapy* Regulators (The Alliance), Canadian Physiotherapy Association (CPA), and Canadian Universities Physical Therapy Academic Council (CUPAC).

### Values

The following are the values that guide all NPAG activities:

- While not a formal organization, from time to time NPAG coordinates collaborative initiatives of mutual interest that are consistent with the Vision, Mission and Values of the member organizations (the Vision documents for ACCPAP, The Alliance and CPA are included as appendices to this document).
- Equity in partnership is built on constructive consultation throughout all stages of collaborative initiatives.

### Operational Guidelines

- NPAG members regularly communicate, formally and informally, about information and insights with respect to current and evolving issues.
- The Chair and Secretariat are rotated on a bi-annual basis among member organizations,

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<sup>1</sup> The terms physiotherapy and physiotherapist can be considered synonyms for physical therapy and physical therapist and can be used interchangeably.

- Each member organization is responsible for selection and funding of its representative to participate in NPAG activities,
- Collaborative initiatives are agreed upon by all members,
- Funding models are variable and flexible,
- Meeting agendas are organized by the Chair based on the input of all members,
- Meetings are informal in nature;
- The NPAG meeting minutes will reflect a record of attendance, decision and action items only;
- A minimum of one face-to-face meeting is held annually, and
- Other face-to-face meetings and telephone meetings are held on an as-needed basis.

Last revised: October 2002

## Accreditation Council for Canadian Physiotherapy Academic Programs

### Mission, Vision, Values And Keys To Success

#### ***Mission***

The Mission of ACCPAP is to assure the quality of physiotherapy education in Canada through accreditation.

#### ***Vision***

ACCPAP is recognized for excellence and innovation in physiotherapy education accreditation.

#### ***Values***

The Accreditation Council for Canadian Physiotherapy Academic Programs / Conseil canadien pour l'agrément des programmes universitaires de physiothérapie believes that accreditation of physiotherapy education programs is a valuable and integral component of the profession. To provide a fair, equitable and valuable program ACCPAP/CCAPUP operates with the following values of being:

- Respectful which includes being:
  - flexible
  - accessible
  - responsive
  - transparent
  - fair
  - equitable
  - consistent
  - “user-friendly”
  - helpful
  - timely
- Collaborative which includes the concepts of:
  - Being consultative
  - Being flexible
  - Working in partnerships
  - Interdisciplinary interactions
  - Involving peer review
- Accountable to a variety of stakeholders through:
  - Developing responsible fiscal policy
  - Establishing standards

- Providing education for the public about accreditation programs
- Providing a “value-added” service
- Quality Focussed
  - Strive for organizational excellence
  - Foster/encourage excellence and innovation
  - Continuous improvement
  - Self-reflection
  - Develop minimal standards to ensure stakeholders’ needs are met
  - Contribute to the overall development of the profession
  - Maintain awareness of the context of international standards
- Equitable – which means reflecting the diversity of Canadian society in relation to:
  - Gender
  - Language
  - Culture / ethnicity
  - Geography
  - Religion
- Professional
  - Integrity
  - Honesty
  - Ethical
  - Trustworthy
  - Confidentiality

### **Keys to Success**

To ensure that ACCPAP/CCAPUP will achieve its Vision and Mission, the development and ongoing operation of the accreditation program will be based on the following keys to success. ACCPAP will:

- Be flexible enough to evolve in response to changes in the education, health and regulatory environments;
- Involve all stakeholders, i.e., physiotherapy educators, students, regulators, practitioners and the public, in the development, implementation and ongoing evaluation of the program and evaluative standards;
- Facilitate and recognize innovation in teaching and learning while focusing on continuous self-improvement;
- Reflect and serve the needs of the health and education systems within the Canadian context;
- Provide services in both official languages;
- Ensure that policies, procedures and standards are relevant and integrated in the educational context; and
- Develop evaluative standards and criteria that are grounded in principles of quality, equity, consistency and objectivity.

***APPROVED FRAMEWORK- June 2003  
September 20, 2003 working version***

**MISSION:**

**The Canadian Alliance of *Physiotherapy*\* Regulators provides leadership and support to assist its members in fulfilling their public interest mandate.**

**VISION:**

The Alliance is a respected leader recognized nationally and internationally for excellence in evaluation services and regulatory policy development.

**CORE ACTIVITIES**

<i>Evaluation Services</i>	<i>Policy Development</i>	<i>Communication, Technology And Data Collection</i>
<ul style="list-style-type: none"> <li>➤ Credentialling Program</li> <li>➤ Examination Program</li> </ul>	<ul style="list-style-type: none"> <li>➤ Scope and Standards of Practice</li> <li>➤ Continuing Competency</li> <li>➤ Physical Therapist Support Workers (PTSW)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Information Services and Technology</li> <li>➤ Communication</li> <li>➤ Data Collection (e.g. Health Human Resource [HHR] data)</li> </ul>

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\*Physiotherapy, physiotherapist, physical therapy, physical therapist, physiothérapeute, physiothérapie, PT, and pht are official marks used with permission. The terms physiotherapy and physiotherapist are considered synonyms for physical therapy and physical therapist respectively and will be used interchangeably in this document.

**ROLES:**

1. To participate in the establishment and completion of projects of mutual interest and high priority to member regulators.
2. To administer the Physiotherapy Competency Exam and Credentialling Program and undertake their research, development, implementation, evaluation and improvement
3. To facilitate consistency in competency standards and practice requirements.
4. To collect data and serve as an information source for member regulators (e.g., national aggregate health human resource data)
5. To provide leadership and advocate on issues related to physiotherapy regulation nationally and internationally.

**VALUES:**

The Alliance believes in:

- being just, fair, respectful, honest and open
- being responsive to stakeholders
- ethical conduct and behavior
- fiscal responsibility
- protection of the public interest directing our decision making
- working in partnership with others
- respecting confidentiality
- being proactive, flexible, dynamic and innovative
- self regulation for the profession
- respect for diversity of opinion
- equity and accessibility
- building consensus

## CORE ACTIVITIES, EXPECTED OUTCOMES AND SUPPORTING OBJECTIVES

<b>1.0 EVALUATION SERVICES</b>	
The Alliance administers evaluation services that are valid, cost effective, accessible, responsive, and assist the member regulators in fulfilling their public interest mandate.	
1.1 Credentialling Program	1.1.1 Administer an accessible, valid, reliable, transparent and cost-effective credentialling program. 1.1.2 Further develop the monitoring, evaluation and improvement processes and communicate the outcomes. 1.1.3 Define, implement and evaluate quality customer focused service delivery.
1.2 Examination Program	1.2.1 Administer a valid, reliable and cost effective Physiotherapy Competency Examination (PCE) program that evaluates safe, effective entry to practice. 1.2.2 Monitor, evaluate and improve the examination program and communicate the outcomes. 1.2.3 Maintain and support the MR who use the PCE and actively promote its further use nationally. 1.2.4 Evaluate examination security measures. 1.2.5 Define, implement and evaluate quality customer focused service delivery. 1.2.6 Explore the feasibility of administering the Written Component internationally.

<b>2.0 POLICY DEVELOPMENT</b>	
The Alliance participates in policy-related activities that promote the national consistency of standards and requirements.	
2.1 Scope and Standards of Practice	2.1.1 Develop a common understanding and seek a consistent approach to the regulation and standards for use of restricted/controlled activities 2.1.2 Develop information for physiotherapists and funders regarding funding related issues affecting physiotherapists' practice standards 2.1.3 Work with partners in the development of a vision for physiotherapy services in Canada 2.1.4 Explore the impact of technology on physiotherapists' practice and identify relevant regulatory initiatives 2.1.5 Develop an understanding of regulatory issues related to emerging, alternative, and complementary physiotherapy practice and provide support to address issues. 2.1.6 Identify and explore the impact of emergent legislation on physiotherapy regulators.
2.2 Continuing Competency	2.2.1 Develop, adopt and implement an essential competency profile 2.2.2 Develop an evaluation framework for competency evaluation methodologies and tools for use by member regulators.
2.3 Physical Therapist Support Workers (PTSW)	2.3.1 Collaborate with partners (e.g., ACCPAP) on criteria for accreditation of support worker educational programs 2.3.2 Facilitate regulatory initiatives with respect to PTSW

<b>3.0 COMMUNICATION, TECHNOLOGY and DATA COLLECTION</b>	
The Alliance communicates effectively and uses information technology to maximize service to customers.	
3.1 Information Services and Technology	3.1.1 Develop an information technology plan that: <ul style="list-style-type: none"> <li>- Improves the use of technology in the delivery of exam and credentialling programs</li> <li>- Improves the use of technology in committee and BOD work (e.g., web-based conferencing)</li> <li>- Improves security, transmission and storage of information</li> <li>- Identifies information system issues for review and improvement</li> <li>- Is consistent with applicable legislation</li> </ul>
3.2 Communication	3.2.1 Maintain and expand the relationship with related professions and organizations. 3.2.2 Improve communication with national and international stakeholders 3.2.3 Enhance communication regarding evaluation services
3.3 Data Collection (e.g. Health Human Resource [HHR] data)	3.3.1 Develop a common understanding of and agreement on data elements and definitions 3.3.2 Improve HHR data collection methodology 3.3.3 Develop and implement a plan for the strategic utilization of data collected.

## **Canadian Physiotherapy Association** ***Mission and Vision***

### **MISSION**

The Canadian Physiotherapy Association provides leadership and direction to the physiotherapy profession, fosters excellence in practice, education and research and promotes high standards of health in Canada.

### **VISION**

Inspired by its core values and in accordance with its mission statement, the Canadian Physiotherapy Association of 2005 will have:

- enhanced the value and relevance of our services such that membership in the Association is considered *essential* to the profession;
- fostered a culture of valued and relevant volunteerism, with a particular focus on leadership, to ensure that supply exceeds demand;
- positioned the Association as a sought-after and influential participant in the debate and development of health standards and services across Canada, contributing in concrete and visible ways to the advancement of our health system and the wellbeing of all Canadians;
- provided visionary leadership to national and international initiatives; and
- contributed to the quality of life of the people of Canada.

The Canadian Physiotherapy Association will achieve this vision through innovative and strategic planning, combined with fiscally responsible yet creative and diversified funding approaches, ignited by enthusiasm for the future and pride in the profession.

## Values

The Canadian Physiotherapy Association takes pride in its commitment to its members, through the values of:

**Professionalism:** demonstrating integrity and honesty; committing to an ethical, transparent, accountable, and evidence-based approach in all that we do.

**Responsiveness:** acknowledging and respecting our members as our highest priority; proactively and reactively undertaking our business with our members, providing the most professional, relevant and timely services possible, always reflecting the environment and its current needs.

**Excellence:** promoting the highest quality of physiotherapy service delivery and being a leader in evidence-based research; developing innovative strategies; encouraging and fostering creativity in practice, leadership and in our fiscal responsibilities.

**Inclusiveness:** consulting and collaborating with our stakeholders - seeking the opinions of and strong partnerships with Branches, Divisions, allied professionals, external advisors, CPA staff and the public, whenever possible.

**Volunteerism:** recognizing the immense value of our volunteers through our support and formal acknowledgement of their contributions; developing pride and unity in the profession among members, including physiotherapy students; promoting the development of leaders.

**Respect:** demonstrating respect for each other, all opinions, all contributions and contributors; aspiring to fair, just and democratic treatment; operating from a starting position that we all work from a principle of “best intentions” and contribute to the best of our ability.

**Diversity:** welcoming members and stakeholders from all backgrounds, regardless of race, religion, culture, ethnicity, language, age, gender or sexual orientation, reflecting the inclusive and equitable environment of the Association.