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Those words certainly ring true for me in my new role as President of the Canadian Alliance of Physiotherapy Regulators. I came onboard a ship that was already sailing in a direction of growth and change, a direction set by the need to keep pace with change in physiotherapy practice and its entry-level evaluation. In aspiring to excellence in Credentialling, Examinations and Member Services, we have advanced the work of our strategic plan and we have grown in positive ways.

This past year we continued our investment in communications. We increased our social media presence, including a YouTube channel with exam-orientation videos and credentialling webinars. Based on stakeholder demand, we created Physiotherapy-Competency-Exam Quick Facts and posted them on our website. The informative, bi-monthly newsletter continues to be popular with Board members and other stakeholders.

To continue along the path of excellence in our evaluation services, some restructuring in the corporate services was necessary. These transitions went smoothly and have proven to be effective in improving the work of the organization. This allowed us to move forward with the IT modernization of our business practices.

The transition to Prometric has been completed. Through our collaboration with the Canadian Council of Physiotherapy University Programs Curriculum Committee, the Registrars and Physiotherapy Education Accreditation Canada, we have a new competency-based blueprint. The blueprint is guiding updates to the exam item bank that reflect current practice. This is the groundwork needed to roll out updated exam forms in 2020. The collaboration with external stakeholders that this project fostered opens the door for future partnerships that can only benefit physiotherapists.

A consideration of the influences on performance from the beginning of physiotherapy education to the day of retirement is one such area of
potential collaboration to be considered in the future. Understanding these influences may help us understand the educational program components and the legislation and safety factors needed to better manage risk. Working together, we can all adjust our sails towards our destination – where every physiotherapist is a competent and ethical physiotherapist.

I have been a member of the Board for many years, this year as President. I am amazed at how far we have come as an organization and at how we continue to find ways to improve and to grow both internally and, in our stakeholder relationships, externally. I would like to extend a huge thank you to our CEO, Katya Masnyk, and to all the CAPR staff – we wouldn’t be here without you! I would also like to recognize all the volunteer and ‘in-kind’ hours that the Registrars and Board members put in during the year to keep projects moving forward and to inform the work of CAPR. In closing, I would like to echo the enlightened words of Benjamin Franklin…

“Without continual growth and progress, such words as improvement, achievement, and success have no meaning.”

Joan Ross
President
WHO WE ARE...

The Canadian Alliance of Physiotherapy Regulators supports the provincial and territorial physiotherapy regulators across Canada, delivering evaluation, knowledge brokering and policy services.

Evaluation services, our core business, includes the assessment of educational credentials and qualifications of internationally-educated applicants and the administration of the Physiotherapy Competency Examination to determine a candidate’s readiness for safe, effective and independent physiotherapy practice.

2018 BY THE NUMBERS

1115 SUCCESSFUL PHYSIOTHERAPIST CANDIDATES, NEWLY ELIGIBLE FOR LICENSURE

697 CREDENTIALLING APPLICATIONS RECEIVED

14 PRESENTATIONS DELIVERED TO STAKEHOLDERS

49 SOURCE COUNTRIES OF INTERNATIONALLY-EDUCATED PHYSIOTHERAPISTS

102 SUBJECT-MATTER EXPERTS AND ADVISORY-COMMITTEE MEMBERS SUPPORTING CAPR

3204 EXAMS ADMINISTERED
RECOGNIZING STAFF 2018

Katya Masnyk, CEO

Derek Rodrigues, Corporate Director, Finance and Operations

Heather Campbell, National Director, Evaluation Services

Diana Sinnige, Director, Policy and Communications

Samantha Vigrow, Human Resources Business Lead

Ruth Pereira, Adryan Malcolm-Zorec
Zara Armstrong, Shereen Mir-Jabbar
Maggie Barnes-Ahlbrand, Fergus O’Connor
Sabrina Belvedere, Maureen Okojie
Marcia Blair, Nancy Osadetz
Kelly Casey, Lyons Pereira
Rebecca Chamula, Colleen Reid
Nancy Durrant, Adam Sayers
Maksym Duvalko, Laura Segal
Erin Gollaher, Carena Tran
Keshia Gudge, Lindsay Weidelich
Gillian Japal, Aya Xuan
Hervé Jodouin, Christine You

CAPR STRATEGIC FRAMEWORK

OUR VISION

Every physiotherapist is a competent and ethical physiotherapist.

OUR MISSION

To support the physiotherapy community in protecting the public.

OUR VALUES

Serving the public interest
Good governance
Excellence
Integrity
Collaboration
Transparency

OUR STRATEGIC OBJECTIVES 2018–2022

ENSURE EXCELLENCE IN EVALUATION SERVICES

CULTIVATE REGULATORY EXCELLENCE

ENGAGE STAKEHOLDERS

2018: OUR STRATEGY IN ACTION

In 2018, CAPR launched a new strategic framework to make real our vision that every physiotherapist be a competent and ethical physiotherapist. Side by side with our valued partners in physiotherapy, CAPR made excellent progress in 2018 towards our three stated objectives. Of 20 strategic initiatives planned for the year, 12 were completed and substantial progress had been made on an additional six by year’s end.

To learn more about our work to make our Vision and Mission a reality, please continue reading this Annual Report which describes our progress towards each of our three strategic objectives.
The Evaluation Services Committee (ESC) is appointed by the Board of Directors and provides oversight to the Credentialling and Examinations Programs. The ESC sets and monitors performance standards and ensures the effective delivery of services. The ESC provides strategic advice and makes recommendations to the Board about these programs.

In 2018, the ESC continued work started in 2017 to review the composition of the committees that work with CAPR’s Credentialling and Examinations Programs. The ESC made recommendations to the Board to enhance the subject-matter expertise available to both the programs. The committee worked with both the Registrars Committee and Board of Directors on important policy issues and monitored best practices in Credentialling and Examination Development.

The ESC provided guidance and oversight to several key CAPR initiatives that contribute to excellence in evaluation services, including:

- The recruitment and appointment of a number of new members and Chairs to key committees such as the Board of Examiners, the Appeals Resource Group and Test Development Groups;
- Recommendations to the Board of Directors on key policy issues such as language proficiency, exam eligibility time limits and the terms of reference of the Board of Examiners;
- The transition to a new computer-based written examinations provider, Prometric, and subsequent delivery of four exam administrations with the new provider; and
- A variety of quality improvement initiatives such as the enhancement of examiner training and improvements made to the reports delivered to Canadian physiotherapy academic programs.
The Credentialling Program started 2018 by launching a new, interactive Credentialling Process Guide to assist credentialling applicants. The previously existing text-based guide is now complemented by one in a user-friendly ‘Prezi’ format which allows users to follow the flow of a credentialling application from start to finish while providing an applicant’s most needed information. By late April 2019, the new guide had been viewed 9400 times by over 5700 different users.

CAPR’s Credentialling Program became a founding member of the International Physiotherapy Assessment Authorities Network (IPAAN) along with the Australian Physiotherapy Council. CAPR staff have developed a niche expertise in physiotherapist educational credential assessment and IPAAN was established for similar organizations to exchange information regarding developments in physiotherapy qualifications assessment and regulation in countries around the world. The UK Health & Care Professions Council and CORU (Republic of Ireland) have also become members of IPAAN.

Credentialling Team members offered two customer-service webinars in 2018, one regarding the new Process Guide and the second explaining CAPR’s requirements relating to the knowledge of Canadian physiotherapy practice and language proficiency.

In 2018, the program’s credential assessment work ran smoothly and efficiently, receiving an increase in applications over 2017. Applications were processed in timelines shorter than approved benchmarks and the program received very low numbers of administrative reconsiderations (one request) and appeals (one request), in line with previous years.

### 2018 CREDENTIALLING STATISTICS

#### CREDENTIALLING ASSESSMENT PROCESSING TIMES

<table>
<thead>
<tr>
<th>RESULTS</th>
<th>Benchmark</th>
<th>Actual Wait Time Year-End 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Files with a Precedent</td>
<td>10–12 WEEKS</td>
<td>9 WEEKS</td>
</tr>
<tr>
<td>Files without a Precedent</td>
<td>16–18 WEEKS</td>
<td>13 WEEKS</td>
</tr>
</tbody>
</table>

#### NUMBER OF NEW CREDENTIALLING APPLICATIONS RECEIVED

![Applications Volumes 2008–2018 Graph]

- 460 (2008)
- 399 (2009)
- 568 (2010)
- 606 (2011)
- 773 (2012)
- 741 (2013)
- 668 (2014)
- 754 (2015)
- 708 (2016)
- 636 (2017)
- 697 (2018)
India, the United Kingdom, Australia and the Philippines are our perennial top four countries, with India being our top source country by a significant margin. Since 2013, applications from the Philippines have been on the decline, while the number of applications from Nigeria has almost doubled in the past eight years. Applications from Australia also continue to increase and for the first time in 8 years, South Africa is in the top 10.

### TOP 10 SOURCE COUNTRIES

<table>
<thead>
<tr>
<th>Country</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>India</td>
<td>324</td>
</tr>
<tr>
<td>Philippines</td>
<td>44</td>
</tr>
<tr>
<td>United Kingdom</td>
<td>92</td>
</tr>
<tr>
<td>Republic of Ireland</td>
<td>21</td>
</tr>
<tr>
<td>Nigeria</td>
<td>21</td>
</tr>
<tr>
<td>Brazil</td>
<td>11</td>
</tr>
<tr>
<td>USA</td>
<td>22</td>
</tr>
<tr>
<td>Australia</td>
<td>74</td>
</tr>
<tr>
<td>South Africa</td>
<td>9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Outcome of Review</th>
<th>Number</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligible for Exam</td>
<td>472</td>
<td>73.8</td>
</tr>
<tr>
<td>Eligible Pending Canadian Health System Course</td>
<td>61</td>
<td>9.5</td>
</tr>
<tr>
<td>Eligible Pending Improved Language Only</td>
<td>19</td>
<td>3</td>
</tr>
<tr>
<td>Eligible Pending Canadian Health &amp; Improved Language</td>
<td>50</td>
<td>7.8</td>
</tr>
<tr>
<td>Eligible pending Other – Degree Verification +/- Other</td>
<td>17</td>
<td>2.7</td>
</tr>
<tr>
<td>Additional Documents Required: Language Test Score +/- Clinical Hours Info</td>
<td>17</td>
<td>2.7</td>
</tr>
<tr>
<td>Unsuccessful – Credentials are Substantially Different</td>
<td>4</td>
<td>0.6</td>
</tr>
</tbody>
</table>

**TOTALS**

640 100
After a peak of 3457 exams administered in 2016, CAPR has seen a small decline in exam administration numbers over a two-year period – a three percent decrease in 2017 and a five percent decrease in 2018 – to bring the total of written and clinical exams administered to 3204 in 2018. This peak and gradual decline was anticipated after CAPR cleared a credentialling-application ‘bulge’ in 2013.

In addition to administering these exams, the work of the Examinations Program focussed on two substantial projects: the transition of the written exam to a new service provider, Prometric, and the development of a new exam blueprint. The transition to Prometric, a world leader in the delivery of high-stakes entry-to-practice exams, was completed in 2018. This was a large and complex undertaking. The first computer-based written exam hosted by Prometric was delivered in May 2018. Procedures relating to administration and communication were updated to facilitate this transition.

Work continued on the development of a new blueprint for the Physiotherapy Competency Exam – both Written and Clinical Components. A proposed blueprint, based on the work of the Blueprint Steering Committee, guided by the 2017 Competency Profile for Physiotherapists in Canada and validated by our national test development groups and our Board of Examiners, was approved by the CAPR Board of Directors in May 2018. Implementation activities have included recoding the items in our exam question banks to correspond to the new blueprint domains and entry-to-practice milestones. Necessary standard-setting exercises will take place in early 2020, and CAPR anticipates that the first exams administered using the new blueprint will be delivered in May (Written Component) and June (Clinical Component) of 2020.

The Examinations Program made a number of additional process improvements to exam delivery in 2018. These improvements were based on recommendations made in 2016, resulting from a continuous quality improvement review completed by ProExam, an independent exam-program assessor. Examples include activities to enhance examiner expertise, to increase the ease of use of test-marking sheets and engaging in targeted recruitment for examiners and subject-matter experts.
ENSURING EXCELLENCE IN EVALUATION SERVICES

2018 EXAMINATION STATISTICS

NUMBER OF EXAMS ADMINISTERED – WRITTEN COMPONENT AND CLINICAL COMPONENT

NUMBER OF EXAMS ADMINISTERED 2015 TO 2018

N = Number of exams administered. Some candidates may take more than one exam per year.

2018 PASS RATES (%) – FIRST-TIME TEST TAKERS OR REPEAT

2018 EXAMINATION STATISTICS

TOTAL NUMBERS AND PERCENTAGE PASS RATES FOR WRITTEN COMPONENT AND CLINICAL COMPONENTS

WRITTEN COMPONENT

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td>% Pass</td>
<td>N</td>
<td>% Pass</td>
<td>N</td>
</tr>
<tr>
<td>CANADIAN-EDUCATED</td>
<td>703</td>
<td>92</td>
<td>700</td>
<td>93</td>
</tr>
<tr>
<td>INTERNATIONALLY-EDUCATED</td>
<td>1183</td>
<td>41</td>
<td>1195</td>
<td>46</td>
</tr>
<tr>
<td>ALL CANDIDATES</td>
<td>1886</td>
<td>60</td>
<td>1895</td>
<td>63</td>
</tr>
</tbody>
</table>

CLINICAL COMPONENT

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>N</td>
<td>% Pass</td>
<td>N</td>
<td>% Pass</td>
<td>N</td>
</tr>
<tr>
<td>CANADIAN-EDUCATED</td>
<td>607</td>
<td>90</td>
<td>738</td>
<td>84</td>
</tr>
<tr>
<td>INTERNATIONALLY-EDUCATED</td>
<td>768</td>
<td>64</td>
<td>824</td>
<td>51</td>
</tr>
<tr>
<td>ALL CANDIDATES</td>
<td>1375</td>
<td>76</td>
<td>1562</td>
<td>67</td>
</tr>
</tbody>
</table>

EXAM RESULT WAIT TIMES

RESULTS | BENCHMARK | ACTUAL WAIT TIME AVERAGE
WRITTEN COMPONENT RESULTS | 6 WEEKS | 4.8 WEEKS
CLINICAL COMPONENT RESULTS | 12 WEEKS | 10.75 WEEKS

2018 PASS RATES (%) – FIRST-TIME TEST TAKERS OR REPEAT

<table>
<thead>
<tr>
<th></th>
<th>WRITTEN % Pass</th>
<th>CLINICAL % Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>71</td>
<td>70</td>
</tr>
<tr>
<td>CEPT* - 1st Time</td>
<td>94</td>
<td>86</td>
</tr>
<tr>
<td>CEPT - Repeat</td>
<td>94</td>
<td>76</td>
</tr>
<tr>
<td>IEPT** - 1st Time</td>
<td>53</td>
<td>52</td>
</tr>
<tr>
<td>IEPT - Repeat</td>
<td>50</td>
<td>59</td>
</tr>
</tbody>
</table>

NUMBER OF CANDIDATES WHO PASSED THE CLINICAL COMPONENT AND ARE ELIGIBLE TO APPLY FOR LICENSURE

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUMBER OF CANDIDATES</td>
<td>1041</td>
<td>1042</td>
<td>964</td>
<td>1115</td>
</tr>
</tbody>
</table>

* Canadian-Educated ** Internationally-Educated
CAPR’s Registrars Committee is composed of the Registrars or Executive Directors of the 11 physiotherapy regulatory bodies across Canada. Here is a short synopsis of their work cultivating regulatory excellence and serving the public interest.

SUPPORTING REGULATORS

The members of the Registrars Committee shared expertise with each other and aligned their jurisdictional positions to the greatest extent possible regarding the following issues or initiatives:

- use of credentials by physiotherapists
- the attempt to establish Doctorate of Physiotherapy program(s) in the Canadian context
- the physiotherapist’s role in the assessment and management of concussions
- defining ‘advanced practice’
- revisiting and recommitment to the Physiotherapy Mutual Recognition Agreement that underpins the work of the Canadian Alliance of Physiotherapy Regulators.

SUPPORTING THE PHYSIOTHERAPY COMMUNITY

Representatives from the Registrars Committee collaborated with the following external partners on behalf of CAPR:

- the Steering Committee of the OTA-PTA Visioning Project
- the Canadian Council of Physiotherapy University Programs on an initiative to better define and promote professionalism among physiotherapists
- the Canadian Physiotherapy Association on various topics including a harmonized Code of Ethical Conduct, liability incident trend reporting, advanced practice and certification of specialists
- the National Physiotherapy Advisory Group regarding Canadian supervised-clinical-practice-hour requirements for physiotherapy students.

SUPPORTING CAPR EVALUATION SERVICES

The committee provided expertise to CAPR staff regarding:

- credential assessment in the absence of standardized documents
- time limits on exam eligibility
- improved tracking of exam registration transfers where it affects provisional licence eligibility
- the assessment of professionalism at the entry-to-practice level.

REGISTRARS COMMITTEE – 2018

MEMBERS:

**Kelly Allen** (until June 2018),
**Chris Boodram** (as of June 2018)
Government of Yukon

**Dianne Millette**
College of Physical Therapists of British Columbia

**Jody Prohar** (Interim Chair, as of October 2018)
Physiotherapy Alberta – College + Association

**Lynn Kuffner**
Saskatchewan College of Physical Therapists

**Brenda McKechnie**
College of Physiotherapists of Manitoba

**Shenda Tanchak** (Chair until October 2018),
**Rod Hamilton** (as of November 2018)
College of Physiotherapists of Ontario

**Denis Pelletier, Marie-France Salvas**
l’Ordre professionnel de la physiothérapie du Québec

**Rebecca Bourdage**
College of Physiotherapists of New Brunswick/ Collège des physiothérapeutes du Nouveau-Brunswick

**Joan Ross**
Nova Scotia College of Physiotherapists

**Joyce Ling**
Prince Edward Island College of Physiotherapists

**Josephine Crossan**
Newfoundland and Labrador College of Physiotherapists
CAPR AWARD OF DISTINCTION

The Canadian Alliance of Physiotherapy Regulators Award of Distinction is presented to an individual who has made an outstanding contribution to a regulatory organization or to physiotherapy regulation in general.

The recipient is someone who represents the following characteristics:
• exemplification of professionalism
• commitment to promoting public interest values and ethical conduct
• commitment to best practice in conducting regulatory affairs
• ethical problem solving and decision making
• commitment to mentoring, guidance and sharing with colleagues

PREVIOUS AWARD RECIPIENTS:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>Recipient</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000</td>
<td>Cathryn Beggs</td>
</tr>
<tr>
<td>2001</td>
<td>Marilyn Atkins</td>
</tr>
<tr>
<td>2002</td>
<td>Brenda McKechnie</td>
</tr>
<tr>
<td>2003</td>
<td>Steve Lawless</td>
</tr>
<tr>
<td>2004</td>
<td>Sue Turner</td>
</tr>
<tr>
<td>2005</td>
<td>Louise Bleau</td>
</tr>
<tr>
<td>2006</td>
<td>Susan Glover Takahashi</td>
</tr>
<tr>
<td>2007</td>
<td>Margaret Warcup</td>
</tr>
<tr>
<td>2008</td>
<td>Laura May</td>
</tr>
<tr>
<td>2009</td>
<td>Dianne Millette</td>
</tr>
<tr>
<td>2010</td>
<td>Jan Robinson</td>
</tr>
<tr>
<td>2011</td>
<td>Joyce Vogelgesang</td>
</tr>
<tr>
<td>2012</td>
<td>Lori Neill</td>
</tr>
<tr>
<td>2013</td>
<td>Brenda McKechnie</td>
</tr>
<tr>
<td>2014</td>
<td>Monika (Moni) Fricke</td>
</tr>
<tr>
<td>2015</td>
<td>Helen McKay</td>
</tr>
<tr>
<td>2016</td>
<td>Brenda Hudson and Sue Murphy</td>
</tr>
<tr>
<td>2017</td>
<td>Nancy Cho</td>
</tr>
</tbody>
</table>

2018 CAPR AWARD OF DISTINCTION: DIANNE MILLETTE AND JOYCE VOGELGESANG

In 2018, CAPR presented its highest honour to Joyce Vogelgesang and Dianne Millette for their ground-breaking work advancing public protection and physiotherapy regulation across the country.

Dianne Millette has served as the Registrar in three separate jurisdictions across Canada. Joyce Vogelgesang is the Deputy Registrar for Physiotherapy Alberta. Both, through their work with CAPR’s Registrars Committee, have made significant contributions to the cross-Canada harmonization of regulatory policy and resources in recent years.

Between the two of them, they have led major Registrars Committee projects such as a single regulatory Code of Ethical Conduct, Core Standards of Practice for Physiotherapists in Canada, national decision-making guidelines for Good Character and a Memorandum of Understanding and regulatory guidelines for the delivery of cross-border physiotherapy services. The value of this work – for regulators, for physiotherapists and for physiotherapy candidates – cannot be overstated.

In addition, Dianne and Joyce have both been instrumental to the research in Alberta and now in British Columbia relating to regulatory risk and protective factors for physiotherapy practice.

Dianne is a visionary whose ideas outpace our ability to keep up with her. Partnered with Joyce’s clear-eyed analysis and relentless work ethic, great things have happened. CAPR is proud to honour Dianne Millette and Joyce Vogelgesang with the CAPR Award of Distinction.
CAPR’s mission is to support the physiotherapy community in protecting the public. In 2018, CAPR staff engaged with our national and international partners to move this mission forward through collaboration.

**CREATING A SINGLE SET OF EXPECTATIONS FOR THE PHYSIOTHERAPY PROFESSION**

- CAPR participated in the Council of Canadian Physiotherapy University Program (CCPUP)’s curriculum review;
- Aligned the Physiotherapy Competency Exam (PCE) conditions list with CCPUP’s conditions list;
- Sought and incorporated National Physiotherapy Advisory Group (NPAG) input into the PCE blueprint; and
- Along with NPAG partners, launched the 2017 Essential Competency Profile for Physiotherapists.

**DEMYSTIFYING THE PCE**

- CAPR performed a ‘data dive’ with CCPUP regarding professionalism and safety flags on the PCE, held a webinar on the topic and as a result incorporated increased feedback relating to safety and professionalism on PCE candidate and program reports;
- Redesigned reports to academic programs based on CCPUP feedback; and
- In collaboration with CCPUP, launched a CAPR-CCPUP Liaison Committee.

**OCCUPATIONAL THERAPIST ASSISTANT-PHYSIOTHERAPIST ASSISTANT VISIONING INITIATIVE**

- A CAPR representative participated actively on this project’s Advisory Committee; and
- CAPR’s Registrars Committee provided input from a regulatory perspective.

**PROMOTING REGULATORY KNOWLEDGE EXCHANGE**

- CAPR staff sit on the Board of Directors, Finance Committee and Governance Committee of the Canadian Network of Agencies for Regulation (CNAR);
- For the fourth year running, conceptualized, developed and led CNAR’s Annual Regulatory Masterclass. This year’s topics were Cultural Safety & Humility and Transformative Regulatory Change;
- Participated in the Planning Committee for CNAR’s Annual Conference;
- Supported the planning and financing of the biannual conference of the International Network of Physical Therapy Regulatory Authorities (INPTRA); and
- Were integral to the creation of INPTRA’s updated strategic plan.
ENGAGING STAKEHOLDERS THROUGH DIALOGUE AND EDUCATION

In addition to the collaborative projects above, CAPR staff engaged stakeholders through outreach. Staff delivered or participated in a number of presentations to diverse audiences.

TO REGULATORY COLLEGES:

- College of Physiotherapists of Manitoba – Topic: CAPR’s strategic framework and its data-sharing agenda
- College of Physiotherapists of Ontario – Topic: Overview of the PCE

TO UNIVERSITIES:

- Glasgow Caledonian University – Topic: Introduction to CAPR Credentialing and the PCE
- Keele University – Topic: Introduction to CAPR Credentialing and the PCE
- Queens University – Topic: An Introduction to the Canadian Alliance of Physiotherapy Regulators

AT NATIONAL AND INTERNATIONAL CONFERENCES:

- Council on Licensure, Enforcement & Regulation (CLEAR) Annual Educational Conference – Topic: Performance Anxiety – Demonstrating your Effectiveness as a Regulator (presented as part of an international panel)
- CNAR Masterclass – Topics: Cultural Safety and Humility in Regulation; Transformative Change in Regulation
- CNAR Annual Conference – Topic: Pechakucha (rapid-fire presentation) on a history of collaboration among Canadian physiotherapy regulators
- Canadian Physiotherapy Association Congress – Topic: Essential Competency Profile and Entry-to-Practice Milestones (presented along with NPAG partners)

TO EMPLOYERS:

- Saskatchewan Health Authority – Topic: Development and Delivery of the Clinical Component of the Physiotherapy Competency Exam
COMMUNICATION IS KEY

Good communication is vital to engaging our stakeholders. In 2018, CAPR continued its investment in communications by hiring its first Communications Coordinator. This has allowed us to increase our outreach efforts which, this year, included:

- interactive webinars for internationally-educated credential assessment applicants;
- a new YouTube channel;
- updated Physiotherapy-Competency-Exam orientation videos;
- an online, interactive ‘Prezi’ guide to the credential-assessment process;
- the development of PCE Quick Facts, posted on our website;
- updated online resources for our Regulator Members; and
- collaboration with a new website host to improve site responsiveness and performance.

ENGAGING STAKEHOLDERS

CELEBRATING VOLUNTEERS

**BOARD OF EXAMINERS**

Kristin Taylor, Chair
Cynthia Lambert
Roel Buenaventura
Monica Fricke
Catherine Evan
Joyce Sharum
Tyler Friesen
Darryn Mandel
Cheri Gunn
Peter Dilworth

**APPEALS RESOURCE GROUP**

Nancy Cho
Élise Bouchard
Gareth Sneath
Susan Murphy
Victorina Baxan
Diane Dufour
Kenneth Gilfoy
Kedar K. Mate
Cindy Ellerton
Joyce Vogelgesang

**KEY VALIDATION GROUP**

Sandy Rennie
Catherine Le Cornu Levett
Stacey McPhail
Anastasia Newman
Gillian Manson

**ENGAGING STAKEHOLDERS**
## ENGAGING STAKEHOLDERS

### WRITTEN TEST DEVELOPMENT GROUP, WRITTEN ITEM GENERATION TEAMS

**NATIONAL CHAIR**  
Sandy Rennie

**BRITISH COLUMBIA**  
Helen Bolton, Interim Chair  
Sophia Zhao  
Kelsey Van Stolk

**ALBERTA**  
Karen McIntosh, Interim Chair  
Julie Stenner  
Nele Van Aerde

**SASKATCHEWAN**  
Bonnie Maclean, Chair  
Jocelyn Krieg  
Lacey Nairn Pederson

**MANITOBA**  
Rudy Niebuhr, Chair  
Mirei Belton  
Megan Ferrone  
Allison Klassen  
Vanessa Voth

**TORONTO**  
Janet Bowring, Chair  
Gina Lam  
Tiara Mardosas  
Felicia Chow

**QUEBEC**  
Manuela Materassi, Chair  
Sharon Ho  
Amanda Lee  
Raji Cambow

**NOVA SCOTIA**  
Kate Grosweiner, Chair  
Mark MacKenzie  
Nancy Walker  
Reta Holland  
Stephen Richey

**OTTAWA**  
Melissa Cormier, Chair  
Benjamin Tobali  
Carole McMaster  
Rachel Goard  
Chloe Lauzon-Ganthier

## CELEBRATING VOLUNTEERS

### CLINICAL TEST DEVELOPMENT GROUP, CLINICAL ITEM GENERATION TEAMS

**NATIONAL CHAIR**  
Cheri Gunn

**BRITISH COLUMBIA**  
Rosalyn Jones, Chair  
Joseph Anthony  
Joanna Gueret  
Dee Malinsky

**ALBERTA**  
Mona Iyizoba, Chair  
David Benterud  
Stacy Culbert  
Tara Willes  
Roel Buenaventura

**SASKATCHEWAN**  
Soo Kim, Chair  
Susan Tupper  
Melissa Koenig  
Kristen Quigley

**TORONTO**  
Keith McQuade, Chair  
Mindi Goodman  
Bansi Shah  
Catherine Patterson  
Sandy Lyeo

**KINGSTON**  
Diana Hopkins-Rosseel, Chair  
(Tasos) Tom Doulas  
Graeme Leverette  
Kate Attwood  
Kyle Vader

**NOVA SCOTIA**  
Suzanne Taylor, Chair  
Janice Palmer  
Alison McDonald  
Krista Sweet  
Jessica Roy

**MANITOBA/NORTHWESTERN ONTARIO**  
Karen Malenchak, Co-Chair  
Jessica Marasco, Co-Chair  
Leah Dlot

WITH SPECIAL THANKS TO  
Deb Noseworthy  
Director, 2007–18  
Victor Brittain  
Board of Examiner member/chair, 2005–18
### SUMMARY STATEMENT OF FINANCIAL POSITION

**AS AT DECEMBER 31, 2018**

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$ 816,657</td>
<td>$ 2,591,883</td>
</tr>
<tr>
<td>Short-term investments</td>
<td>4,299,900</td>
<td>2,267,286</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>297</td>
<td>272,634</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>150,944</td>
<td>112,443</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>5,267,798</td>
<td>5,244,246</td>
</tr>
<tr>
<td><strong>CAPITAL ASSETS</strong></td>
<td>481,507</td>
<td>514,412</td>
</tr>
<tr>
<td><strong>INVESTMENTS</strong></td>
<td>101,704</td>
<td>203,194</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$ 5,851,009</td>
<td>$ 5,961,852</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CURRENT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>$ 737,267</td>
<td>$ 864,837</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>889,791</td>
<td>898,851</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>1,627,058</td>
<td>1,763,688</td>
</tr>
<tr>
<td><strong>DEFERRED LEASEHOLD INDUCEMENT</strong></td>
<td>286,602</td>
<td>262,285</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>1,913,660</td>
<td>2,025,973</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invested in capital assets</td>
<td>194,905</td>
<td>252,127</td>
</tr>
<tr>
<td>Contingency reserve</td>
<td>1,517,227</td>
<td>1,467,187</td>
</tr>
<tr>
<td>Designated reserve</td>
<td>1,011,550</td>
<td>515,184</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>1,213,667</td>
<td>1,701,381</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>$ 5,851,009</td>
<td>$ 5,961,852</td>
</tr>
</tbody>
</table>

### SUMMARY STATEMENT OF OPERATIONS

**FOR THE YEAR ENDED DECEMBER 31, 2018**

<table>
<thead>
<tr>
<th>Revenue</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Examination fees</td>
<td>$ 4,572,776</td>
<td>$ 4,676,436</td>
</tr>
<tr>
<td>Credentialing fees</td>
<td>743,801</td>
<td>665,046</td>
</tr>
<tr>
<td>Registrant levies</td>
<td>493,465</td>
<td>461,088</td>
</tr>
<tr>
<td>Investment income (loss)</td>
<td>(50,518)</td>
<td>152,736</td>
</tr>
<tr>
<td>Other</td>
<td>33,985</td>
<td>27,864</td>
</tr>
<tr>
<td>Member fees</td>
<td>6,131</td>
<td>6,132</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>5,799,640</td>
<td>5,989,302</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employment and staffing</td>
<td>2,498,867</td>
<td>2,147,352</td>
</tr>
<tr>
<td>Clinical examination</td>
<td>1,658,984</td>
<td>1,615,176</td>
</tr>
<tr>
<td>Written examination</td>
<td>453,351</td>
<td>595,703</td>
</tr>
<tr>
<td>Occupancy</td>
<td>263,167</td>
<td>266,060</td>
</tr>
<tr>
<td>Administration and office</td>
<td>274,902</td>
<td>263,240</td>
</tr>
<tr>
<td>Special projects</td>
<td>184,674</td>
<td>150,920</td>
</tr>
<tr>
<td>Bank charges and credit card fees</td>
<td>107,357</td>
<td>104,637</td>
</tr>
<tr>
<td>Outreach and development</td>
<td>68,894</td>
<td>100,118</td>
</tr>
<tr>
<td>Committees</td>
<td>13,640</td>
<td>76,603</td>
</tr>
<tr>
<td>Amortization</td>
<td>90,187</td>
<td>67,954</td>
</tr>
<tr>
<td>General meetings</td>
<td>55,409</td>
<td>34,811</td>
</tr>
<tr>
<td>Professional fees</td>
<td>72,761</td>
<td>27,787</td>
</tr>
<tr>
<td>Credentialing expenses</td>
<td>34,035</td>
<td>23,666</td>
</tr>
<tr>
<td>Membership fees</td>
<td>8,121</td>
<td>14,408</td>
</tr>
<tr>
<td>Translation</td>
<td>13,640</td>
<td>12,603</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>5,798,170</td>
<td>5,501,038</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Excess of revenue over expenditures</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Excess of Revenue over Expenditures</strong></td>
<td>$ 1,470</td>
<td>$ 488,264</td>
</tr>
</tbody>
</table>

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The complete audited financial statements of the Canadian Alliance of Physiotherapy Regulators can be obtained from the organization upon request.
2018 ANNUAL REPORT

Cette publications est également disponible en français
RAPPORT ANNUEL 2018

For additional information:
alliancept.org

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Fax: (416) 234-8820
Email: email@alliancept.org