



Canadian Alliance of Physiotherapy Regulators  
Alliance canadienne des organismes de réglementation de la physiothérapie

**Annual Report  
2008**

## About The Alliance

The Canadian Alliance of Physiotherapy Regulators (The Alliance) is the national federation of provincial/territorial physiotherapy regulators committed to the development and improvement of regulatory standards of practice for physiotherapists.

## Vision

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

## Mission

The Canadian Alliance of Physiotherapy Regulators provides leadership and support to assist its members in fulfilling their public interest mandate through its core activities:

### Evaluation Services

- To administer the Physiotherapy Competency Examination,
- To administer the Credentialing program, and
- To undertake related research, development, implementation, evaluation and improvement.

### Knowledge Management

- To collect data and serve as an information source for regulator members, and
- To analyze, interpret, summarize and communicate information relevant to regulation in a way that transforms information to knowledge and increases its value to regulator members and other stakeholders.

### Project Management

- To coordinate and facilitate the establishment and completion of projects of mutual interest and high priority to member regulators, and
- To enable consistency in competency standards and practice requirements for regulator members for whom that has importance.

### Representation

- To provide a cohesive voice 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 behaviour
- 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

## **Regulator Members**

Yukon Consumer Services  
College of Physical Therapists of British Columbia  
College of Physical Therapists of Alberta  
Saskatchewan College of Physical Therapists  
College of Physiotherapists of Manitoba  
College of Physiotherapists of Ontario  
Ordre professionnel de la physiothérapie du Québec  
College of Physiotherapists of New Brunswick  
Nova Scotia College of Physiotherapists  
Prince Edward Island College of Physiotherapists  
Newfoundland and Labrador College of Physiotherapists

## **Affiliate Member**

The Federation of State Boards of Physical Therapy

## **Board of Directors 2008/2009**

Fiona Charbonneau, Yukon  
Ruth Koenig, Yukon  
Marilyn Atkins, British Columbia  
Brenda Hudson, British Columbia  
Harry Davis, Alberta  
Dianne Millette, Alberta  
Tim Eichholz, Saskatchewan  
Lesley Stamatinos, Saskatchewan  
Brenda McKechnie, Manitoba  
Gisèle Pereira, Manitoba  
Lori Neill, Ontario  
Jan Robinson, Ontario  
Louise Bleau, Québec  
Lucie Forget, Québec  
Rebecca Bourdage, New Brunswick  
Krista Sweet, New Brunswick  
Ann Read, Nova Scotia  
Joan Ross, Nova Scotia  
Sarah Gaudet, Prince Edward Island  
Joyce Ling, Prince Edward Island  
Raeleen Baggs, Newfoundland and Labrador  
Deborah Noseworthy, Newfoundland and Labrador

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## President's message

It is with great pleasure that I put a few words to paper at the end of my year as president of The Alliance.

Recently I attended a presentation entitled *Communicating through Conversation – Using Social Media Tools to Reach New Audiences*. I learned about Blogs, Message Boards, Twitter, Flickr, YouTube and Wikis. Life certainly has changed in the past few years! This statement can also be made of The Alliance.

In preparing this message I went back to review what other chairs/presidents of The Alliance had written. This excursion brought me back to Bobbie Bailey's 2005 report in which Bobbie reflects on the work done by The Alliance representatives and Registrars to implement a new governance model for the organization. This started with the Winter Planning Session held in January 2005 and continued until the adoption of the new bylaws and governance structure in the spring of 2006.

## Chief Executive Officer's message

The Alliance had a full 2008/2009 business year. Activities included office renovations to increase security and expand meeting areas, measures to improve operations and initiatives with our partners.

Our Client Services Coordinator has been on board for a year now - much positive feedback has been received from applicants and turnaround time for credentialing assessments is improving.

A new examination blueprint was implemented in January 2009. A plain language review of our documentation for evaluation services will be completed in mid 2009 and work has started on updating the information technology system and the website. A consultant has been engaged for a comprehensive audit of examinations. These activities and our ongoing monitoring processes assist us in the provision of quality services.

With our national partners, The Alliance took the lead in the development of a new competency profile for physiotherapists, to be completed by the end of summer 2009. Other activities with Ontario partners included development of a pilot comprehensive bridging program and a project to develop a profession based language assessment - a

Since then The Alliance has continued its work on improving what was implemented in 2006. These changes could not have happened without the dedicated work of the Board and The Alliance staff. Thank you.

I wish to express special thanks to our CEO, Joseph Vibert for his hard work in supporting The Alliance during its transition and moving us into a new future.

**Brenda Hudson**  
President

### Executive Committee

Brenda Hudson, President  
Gisèle Pereira, Vice President  
Jan Robinson, Treasurer  
Louise Bleau, Member-at-Large

collaborative effort with the occupational therapists.

This year marked the second annual onsite Director orientation, as well as a meeting with the Registrars at The Alliance office. Both sessions were well received and will continue on an annual basis.

The Alliance depends on the numerous volunteers who assist in the creation of examination items and stations, set passing scores, and participate on committees for our numerous projects. Thank you, thank you, thank you.

I also thank The Alliance staff - Barb, Becky, Laura, Paula, Tracy, Sara and Shana - for their commitment to the organization. And a warm welcome to our newest staff member, Erin Gollaher. Tabasom Eftekari/Director of Credentialing and Corporate Services and Alison Cooper/Director of Examinations are commended for ensuring smooth operations.

As we go forward, we remain dedicated to our role in supporting our members' public interest mandates through our many activities.

**Joseph Vibert**  
Chief Executive Officer

### The Alliance Staff

Becky Chamula, Credentialing Officer  
Alison Cooper, Director of Examinations  
Tabasom Eftekari, Director of Credentialing & Corporate Services  
Laura Ferguson, Coordinator of Exam Administration  
Barb Gawlik, Credentialing Officer  
Erin Gollaher, Receptionist

Tracy Hovey, Administrative Officer  
Shana Ionica, Client Services Coordinator  
Sara Reguly, Exam Clerk  
Paula Pregent, Executive Assistant/Communications Coordinator  
Joseph Vibert, Chief Executive Officer

## Evaluation Services Committee

The Evaluation Services Committee (ESC) provides oversight to the Credentialing and Examinations programs. The ESC sets and monitors performance standards and assures effective delivery of services. In addition, the ESC provides strategic advice and makes recommendations to the Board about these programs.

The committee dealt with the following items during the business year 2008/2009:

- request from a regulator to use a component of the PCE for purposes other than initial entry to practice
- review of terms of reference for the Ethical Review Committee
- review of quality monitoring activities and annual reports
- review of credentialing special cases and examinations special needs requests
- development of PCE and credentialing policies
- appointments to examination work groups
- review and recommendations regarding the Inter-rater Reliability Study
- review and recommendations regarding changes to TOEIC (language test)

The Evaluation Services Committee thanks The Alliance staff for their ongoing assistance and support, which has been invaluable over the past year.

### Sue Murphy

Chair, Evaluation Services Committee

### Evaluation Services Committee

Sue Murphy (Chair)  
Liliane Asseraf-Pasin  
Louise Bleau (Board Rep)  
Mark Hall  
Dwight Harley  
Steve Lawless  
Marla Nayer  
Janelle Van Heeren  
Doris Yee  
Joseph Vibert  
Alison Cooper  
Tabasom Eftekari

#### Board of Examiners

Arlene Brandt  
Victor Brittain  
Jean-Pierre Dumas  
E. Marie Earl  
Steve Lawless  
Neil MacHutchon  
Darryn Mandel  
Ricky Paggao  
Joyce Sharum  
Diana Sinnige  
Margaret Warcup

#### Internationally Educated Physiotherapists Communication Project Steering Committee

Margaret Autea  
Rebecca Bourdage  
Brenda Hudson  
Sandra James  
Judy King  
Sophia Lowe  
Christine Nielsen  
Shyamala Preethi Dayanand  
Gaurav Rehan  
Janelle Van Heeren  
Tabasom Eftekari  
Alison Cooper  
Tracy Hovey

#### Analysis of Practice Practice Partners Reference Group

Cathryn Beggs  
Dawn Burnett  
Brenda Hudson  
Jenneth Swinamer

#### Analysis of Practice Subject Matter Expert Group

Victor Brittain  
Louise Courtois  
Vanina Dal Bello-Haas  
Robyn Davies  
Joy MacDermid  
Melissa Merritt  
Gary S. Miller  
Iain Muir  
Camille Poulin  
Barb Shay  
Margaret Warcup

#### Analysis of Practice Oversight Group

Alison Cooper  
Peter Dilworth  
Sue Murphy  
Joseph Vibert

#### Ethical Review Committee

Katherine Harman  
Murray Maitland  
Nancy Ryan-Arbez

#### Exam Steering Group

Nancy Cho  
Alison Cooper  
Bev Lundgren

#### Clinical Test Development Group

Bev Lundgren (Interim Chair)  
Brenda Corie  
Brenda Dean  
Cheri Gunn  
Diana Hopkins-Rosseel  
Judy King  
Barbara Pollock  
Liz Rogers  
Deanna Stewart

#### Written Test Development Group

Nancy Cho (Chair)  
Darryl Caves  
Rachel de Souza  
Karla Galloway  
Sharon Ho  
Neil MacHutchon  
Catherine Le Cornu Levett  
Gillian Manson  
Manuela Materassi  
Jo Ann McKenzie

#### Appeals Resource Group

Elyse Bouchard  
Louise Courtois  
Judy King  
Joyce Vogelgesang  
Sandy Wiseman

## Examination Program

2008 marked 15 years since the beginning of the Physiotherapy Competency Examination. During those 15 years, we have grown significantly. In 1994, there was only a Written Component of the exam. We had 291 candidates take that exam in 2 administrations. Compare this to 2008, when 946 candidates took the Written Component at one of 6 administrations, and 811 candidates took one of the 2 administrations of the Clinical Component.

2008 also marked the completion of the Analysis of Practice 2008, and approval of the 2009 Exam Blueprint. The new blueprint highlights professional responsibilities in practice and the increasingly complex conditions that physical therapists assess and treat.

The Evaluation Services Committee received and reviewed the technical report on exam operations in 2008. Once again, they had no concerns other than confirming that we have implemented corrective actions for identified issues.

Our collaboration on projects of interest has continued in 2008 with the Bridging Program for Internationally Educated Physiotherapists at Ryerson University. This long-awaited program provides internationally educated physiotherapists with skill development opportunities, mentoring, and clinical experience to help them prepare for the exam, registration and employment. We hope that the learnings from this program will be transferrable to other programs across the country. Ryerson has also assumed responsibility for delivery of the Exam Skills Preparation Program modules 2 and 3, as part of the bridging program.

In November 2008, the Board of Directors approved a scoring study for the Clinical Component. We have started work on this project and hope to have preliminary results in the fall of 2009.

We have also contracted with Professional Examination Services to conduct an audit of the exam program in 2009. This work has started and we will report on this in the fall of 2009.

Once again, our volunteer work groups have done a wonderful job of keeping exam activities on schedule. A special mention goes to Bev Lundgren of Vancouver, who took over as chair of the Clinical Test Development Group to cover a leave of absence. We very much appreciate her calm and capable leadership during this period.

### **Alison Cooper**

Director of Examinations

## Credentialing Program

In 1992, the credentials review program was transitioned from the Canadian Physiotherapy Association to The Alliance. The Alliance Credentialing Department became the unit responsible for operating the program to determine substantial equivalency of the education and qualifications of internationally educated physiotherapists wishing to practice in most jurisdictions in Canada.

Since then we have grown from one staff, focused on administering the program, to a sophisticated credentialing operation offering Prior Learning Assessment and Recognition (PLAR), counselling and support services. We are committed to deliver a quality program that is reviewed on an ongoing basis through monitoring and evaluation activities and periodic "Best Practices" reviews. These steps allow us to continuously look at our practices, policies and standards so that we can deliver a program that treats applicants fairly, using transparent, objective and impartial methodologies.

In 2008, we received 460 applications, 24 more than the previous year. We completed 411 evaluations with 164 applicants successfully credentialed. Of the 247 unsuccessful applicants, 56 were eligible for PLAR and 186 required additional information from schools or the applicants. Only 5 applications were rejected.

The Evaluation Services Committee reviewed the 2008 reports on operations as well as the administrative audit and confirmed the corrective actions taken.

In 2008, we implemented new credentialing standards in response to the Best Practices IV report and recommendations from the Evaluation Services Committee.

We worked on the Internationally Educated Physiotherapist Communication project and the Internationally Educated Physiotherapist Bridging program (IEPB). The former is a review of the appropriateness of language used in communications with our applicants. This project will be completed in June 2009. The IEPB is a two-year pilot project to assist internationally educated physiotherapists who are living in Ontario to make significant progress towards registration and employment. Funding is provided by the Governments of Ontario and Canada. The project started in January 2008 with Ryerson University in the lead. Project partners include the College of Physiotherapists of Ontario, the Ontario Physiotherapy Association and Ontario physiotherapy education programs.

Credentialing is complex and requires hard work, accumulated knowledge and expertise. We rely heavily on our capable physiotherapist assessors and the great services of the credentialing agencies with whom we work and we thank them for their commitment.

### **Tabasom Eftekari**

Director of Credentialing and Corporate Services

## Governance & Nominations Committee

**Meetings** - The Governance and Nominations Committee (GNC) met four times in the past business year by teleconference.

**Policy Review** - The committee considered several policy changes and additions to be presented to the Board of Directors for approval at the Annual Meetings. The committee also reviewed the terms of office for directors, committee members and committee chairs and tabled recommendations for change with the Board of Directors for consideration of potential Bylaw changes.

**Board Evaluation** - The committee continued to facilitate the evaluation of member and board effectiveness providing results for use by Directors. The results from the evaluation of each meeting were considered by the committee and suggestions for changes to protocols and operations were made to the Executive Committee.

**Board Orientation and Development Program** - The committee continued to work with the CEO in the development of a Board orientation program to the Directors of The Alliance.

**Nominations** - The committee initiated the identification of nominees for the positions of Directors, standing committee members and chairs and Executive positions as per its mandate. A slate of nominees will be presented for the May meetings.

**Summary Comments** - The committee has worked diligently on the items identified for development this year. The group has been committed to its task and worked as well as a teleconference format allows on complex topics such as policy development and revision. The committee has been ably supported by our CEO Joseph Vibert through all its tasks and would like to offer its thanks to him for his help.

The committee members look forward to the reaction of the Directors to the work and suggestions for change that will be presented at the year end meeting. This reaction will affirm the work to date and/or present reaction to help focus the work of the committee for the ensuing year.

### Harry Davis

Chair, Governance and Nominations Committee

#### Governance and Nominations Committee

Harry Davis, Chair  
Tim Eichholz  
Brenda Hudson  
Brenda McKechnie  
Joan Ross  
Joseph Vibert

## Registrars' Committee

The Registrars' Committee is a standing committee of the Board of Directors (BOD) of the Canadian Alliance of Physiotherapy Regulators (The Alliance).

The committee's mandate is to provide support to Registrars and Executive Directors, scan the environment, identify emerging trends across jurisdictions and make recommendations to the BOD on issues of national scope. The committee contributes to advancing strategy initiatives as requested by the BOD and identifies opportunities to develop BOD capacity and understanding.

Since the May 2008 AGM the Registrars' Committee has held seven teleconferences and one face to face meeting in March 2009. Business items included:

- AIT Chapter 7 amendments for full labour mobility by August 2009: Registrars had monthly fall meetings to share relevant updates on developments with this issue. Primary concerns were with the PCE and practice hour requirements meeting a legitimate objective exception. There was uniform agreement that the existing process with the MRA is a working and successful process. Some jurisdictions proceeded with a request of an exception of the PCE to meet a legitimate objective. Currently most jurisdictions are waiting to hear responses from their respective governments.
- A document summarizing Registration Process and Candidate Performance on PCE was completed for future reference by Registrars.
- A meeting of the committee and The Alliance staff took place in Toronto on March 24th. Policies and procedures of the administration of the credentialing and examination services were discussed to ensure there is coordination between The Alliance and the regulators.
- Other items identified for future meetings include: relationship between Registrars, Association and Academic institutions and INPTRA.

I would like to say I am grateful for the opportunity to work with such a wonderful group of Registrars in stimulating and thought provoking discussions.

### Deb Noseworthy

Chair, Registrars' Committee

#### Registrars' Committee

Deborah Noseworthy, Chair  
Louise Bleau  
Rebecca Bourdage  
Tim Eichholz  
Brenda Hudson  
Ruth Koenig  
Joyce Ling  
Dianne Millette  
Brenda McKechnie  
Jan Robinson  
Joan Ross  
Joseph Vibert

## Working with our Partners

The Alliance is part of the National Physiotherapy Advisory Group (NPAG) - a coalition of national physiotherapy-related organizations that includes the Accreditation Council for Canadian Physiotherapy Academic Programs, the Canadian Physiotherapy Association, and the Canadian Universities Physical Therapy Academic Council.

NPAG promotes the provision of quality physiotherapy services and positive health outcomes for Canadians through collaboration and communication on matters of mutual interest. NPAG shares information and insights on current and evolving issues affecting the profession.

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. Leadership for any particular initiative is typically assumed by the partner with the most stake in that initiative.

NPAG does not make decisions or chose directions in isolation and is dependent upon collaboration and consultation with physiotherapists, physiotherapy groups and stakeholders from across the country.

NPAG developed **Physiotherapy Vision 2020**:

**Physiotherapists are essential, accessible, primary health care professionals who lead in the promotion, improvement and maintenance of the mobility, health and well-being of Canadians.**

The group identified areas of focus for the years 2006 - 2010 to guide activities to accomplish this vision:

**Accountability** - physiotherapists demonstrate accountability for actions and decisions;

**Best practice** - is evident in all sectors of the profession;

**Health Human Resources** - interprofessional service based workforce that includes physiotherapists.

Over the course of 2008, elements of **accountability** and **best practice** were addressed.

**Accountability** - In December 2008, CUPAC completed the new *Entry-to-Practice Physiotherapy Curriculum: Content Guidelines for Canadian Academic Programs*. The Guidelines will help program faculty design and implement a curriculum that will prepare the entry-to-practice physiotherapist to be an autonomous, effective, safe and compassionate professional, who practices collaboratively in a variety of health and social service settings and is responsive to the current and future needs of the Canadian health care system.

The Alliance's 2008 Analysis of Practice resulted in a new examination blueprint, implemented in 2009. As well, The Alliance is leading the development of a new *Essential Competency Profile for Physiotherapists in Canada*. The project will be completed in 2009.

In 2008, ACCPAP continued the review and revision of accreditation standards and will incorporate the essential competencies in the sixth accreditation standard.

**Best Practice** - A conceptual model of practice has been in development since 2007. It will be made available on the CPA website for further input from stakeholders in 2009. The goal is to have a model that meets population health needs and reflects an evolving health system.

## Recognizing our Leaders

The Alliance relies on the dedication and expertise of volunteers and staff to fulfill its mission and vision. The awards program allows us to recognize some of those individuals each year who have made a significant contribution to the organization.

### Beth Maloney Memorial Award

Established in 2000, the Beth Maloney Memorial Award is presented by the President of The Alliance in memory of Beth Maloney.

Beth was the first Registrar of the College of Physical Therapists of British Columbia and a past president of the Physiotherapy Association of British Columbia. She was actively involved in the formation of The Alliance and contributed significantly to the development of the regulatory community in Canada. Her ethical problem solving was highly valued as was her effective decision-making, calm demeanour, wisdom and guidance to colleagues.

In the spirit of Beth's work, the Beth Maloney Memorial Award recognizes the contribution of a member of the physiotherapy regulatory community who exemplifies professionalism and has demonstrated a commitment to public interest values and ethical conduct.

### Beth Maloney Memorial Award Recipients

- 2008 Laura May, AB
- 2007 Margaret Warcup, BC
- 2006 Susan Glover Takahashi, ON
- 2005 Louise Bleau, QC
- 2004 Sue Turner, AB
- 2003 Steve Lawless, ON
- 2002 Brenda McKechnie, MB
- 2001 Marilyn Atkins, BC
- 2000 Cathryn Beggs, ON



## Recognition Awards

The Alliance recognizes and values the significant contribution of each volunteer. The Recognition Awards are presented to those who have completed a volunteer commitment to the organization.

### 2008

Darryl Caves, BC  
Paul Castonguay, QC  
Frances Jamieson, NS  
Marlema Huget, AB  
Steve Lawless, ON  
Tara Mercier, NS  
Krista Sweet, NB

### 2007

Alison Baldwin, MB  
Margaret Butler, NL  
Nancy Cho, BC  
Lori Ferrish, PE  
Al MacVicar, ON  
Gisèle Pereira, MB  
Avchen Pinkard, BC

### 2006

Bobbie Bailey, NL  
Irena Blodgett, AB  
Wendy Brook, AB  
Madelaine Cherry, ON  
Nancy Cho, BC  
Marnie Deighton, SK  
Dwight Harley, AB  
Katherine Harman, NS  
Elaine Hartley, ON  
Maryanne Jefferies, ON  
Wilma Jelley, ON  
Steve Lawless, ON  
Jim Leithead, AB  
Laura May, AB  
Brenda McKechnie, MB  
Sue Murphy, BC  
Ann Nelson, NS  
Gisèle Pereira, MB  
Gale Pryznyk, SK  
Jackie Schleifer Taylor, ON  
Dena Shulman, ON  
Anne Marie Sneath, ON  
Gareth Sneath, ON  
Diane St-Pierre, QC  
Janelle Van Heeren, AB  
Margaret Warcup, BC

### 2005

Wendy Brook, AB  
Janet Lundie, ON  
Mariane Manoli, QC  
Michèle Murphy, ON  
Glenys Perry, MB  
Barbara Stokes, ON  
Jenneth Swinamer, MB

### 2004

Chris Carpenter, BC  
Kari Elliott, AB  
Sarah Lowe, ON  
Mike MacDougall, NS

### 2004, cont'd

Kath McKenzie, AB  
Dianne Parker-Taillon, ON  
Arthur Rothman, ON  
Diana Sinnige, ON

### 2003

Alice Aiken, ON  
Wendy Brook, AB  
Marnie Deighton, SK  
Barbara Denny, SK  
Kari Elliott, AB  
Diana Hopkins-Rosseel, ON  
Mariane Manoli, QC  
Alison McDonald, NS  
Mary Ann O'Brien, ON  
Gale Pryznyk, SK  
Pamela Rock, AB  
Jackie Schleifer Taylor, ON  
Susanne Schmiesing, BC  
Susan Wakefield, NS  
Sandra Webber, MB

### 2002

Donna Arsenault, ON  
Irena Blodgett, AB  
Sandy Brunham, BC  
Nancy Cho, BC  
Brenda Dean, SK  
Brigid Dilworth, ON  
Lise Dupont, QC  
Amy Holt, ON  
Kyla Jonah-Hourihan, NB  
Mike McDougall, NS  
Karen McIntosh, AB  
Linda Nickerson, NL  
Mireille Ouellet, NB  
Gisèle Pereira, MB  
Barb Pollock, ON  
Sue Turner, AB

### 2001

Bobbie Bailey, NL  
Lesley Bainbridge, BC  
Frances Jamieson, NS  
Judy King, ON  
Deanna Landry, NS  
Mariane Lanthier, QC  
Karen Lycan, NS  
Helen McKay, ON  
Nancy McKay, NB  
Nancy Milligan, AB

### 2000

Marnie Deighton, SK  
Peter Dilworth, ON  
Diane Hiscox, ON  
Hilary Jebson, BC  
Elisa Macri, QC  
Agnes Makowski, ON

### 2000, cont'd

Laura May, AB  
Donna McIntyre, BC  
Liz Rogers, NS  
Deanna Stewart, NB  
Sandra Webber, MB

### 1999

Rodger Cummins, ON  
Brenda Hudson, BC  
Sally Lawler, MB  
Janet Lundie, BC  
Marla Nayer, ON  
Mireille Ouellet, NB  
Sue Pirie, NS  
Ernie Skakun, AB

### 1998

Valerie Goodman, MB  
Kim Hunter, SK  
Marilyn MacKay-Lyons, NS  
Cindi Pederson, SK  
Kathleen Rogers, AB  
Joyce Vogelgesang, AB

### 1997

Marel Fielding, ON  
Gloria Gallant, MB  
Mary Mahoney, NS  
Brenda McKechnie, MB  
Mary Ann O'Brien, ON  
Diane Paulin, NB  
Lyn Roche, NL  
Gail Wainwright, NS

### 1996

Cathryn Beggs, ON  
Wendy Brook, AB  
Robert Cohen, ON  
Ken Dornstauder, NB  
JoAnn Horne, AB  
Sylvia Jones, SK  
Steve Lawless, ON  
Dianne Parker-Taillon, ON  
Arthur Rothman, ON  
Joseph Vibert, US

### 1995

Janet Cornwall, ON  
Hélène Corriveau, QC  
Ann Gordon, ON  
Pat Hartnett, ON  
Dianne Millette, ON  
Cheryl Peitsch, MB  
Rhona Wolpert, ON

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**THE CANADIAN ALLIANCE OF PHYSIOTHERAPY  
REGULATORS**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2008**

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**AUDITORS' REPORT**

To the Members,  
The Canadian Alliance of Physiotherapy Regulators:

We have audited the statement of financial position of The Canadian Alliance of Physiotherapy Regulators as at December 31, 2008 and the statements of changes in net assets, operations and cash flows for the year then ended. These financial statements are the responsibility of The Alliance'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 Alliance as at December 31, 2008 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

*Cowperthwaite Mehta*

Chartered Accountants  
Licensed Public Accountants

February 27, 2009  
Toronto, Ontario

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2008

	2008	2007
<b>ASSETS</b>		
Current assets		
Cash (note 5)	\$ 173,314	\$ 98,365
Marketable securities	1,970,623	1,629,907
Accounts receivable	32,977	3,244
Prepaid expenses	<u>25,636</u>	<u>20,700</u>
	2,202,550	1,752,216
Capital assets (note 6)	<u>130,358</u>	<u>83,530</u>
	<u>\$ 2,332,908</u>	<u>\$ 1,835,746</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current liabilities		
Accounts payable	\$ 97,951	\$ 91,566
Deferred revenue (note 7)	<u>625,585</u>	<u>347,247</u>
	<u>723,536</u>	<u>438,813</u>
Net assets		
Invested in capital assets	130,358	83,530
Net assets internally restricted for contingencies (note 9)	977,403	793,358
Net assets internally restricted for evaluation and research (note 9)	100,000	100,000
Unrestricted	<u>401,611</u>	<u>420,045</u>
	<u>1,609,372</u>	<u>1,396,933</u>
	<u>\$ 2,332,908</u>	<u>\$ 1,835,746</u>

see accompanying notes

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2008

					2008	2007
	Invested in capital assets	Contingency reserve (note 9)	Evaluation & Research (note 9)	Unrestricted	Total	Total
Balance, beginning of year	\$ 83,530	\$ 793,358	\$ 100,000	\$ 420,045	\$ 1,396,933	\$ 1,087,841
Investment market value adjustment (note 3)						(9,159)
Excess of revenue over expenses				212,439	212,439	318,251
Purchase of capital assets	107,769			(107,769)		
Amortization	(60,941)			60,941		
Appropriations		184,045		(184,045)		
Balance, end of year	<u>\$ 130,358</u>	<u>\$ 977,403</u>	<u>\$ 100,000</u>	<u>\$ 401,611</u>	<u>\$ 1,609,372</u>	<u>\$ 1,396,933</u>

see accompanying notes

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2008

	2008	2007
<b>REVENUE</b>		
Examination fees	\$ 1,587,258	\$ 1,514,265
Credentialing fees	317,175	311,623
Registrant levies	254,338	248,640
Prior Learning Assessment and Recognition ("PLAR") fees	172,810	140,880
Investment income	57,978	97,014
HRSDC (note 8)	57,706	65,438
Other	38,339	27,909
Member fees	4,488	4,580
	<u>2,490,092</u>	<u>2,410,349</u>
<b>EXPENSES</b>		
Salaries and benefits	752,257	654,661
Clinical examination	698,395	654,857
Administration and office	135,555	96,068
Occupancy	105,107	92,187
Written examination	104,858	96,008
Credentialing expenses	91,391	41,612
HRSDC (note 8)	57,706	65,438
Bank charges	47,621	40,256
Exam quality and research	42,987	65,550
General meetings	37,563	50,115
Staff travel and development	36,089	23,461
Special projects	30,347	60,716
Accounting and audit	18,323	22,691
Executive committee	13,409	18,350
Membership fees	13,292	13,366
Legal fees	9,630	13,411
PLAR expenses	8,117	6,260
Credentialing program quality and research	6,781	23,447
Translation	6,220	11,337
Communication	1,064	2,401
Amortization	60,941	39,906
	<u>2,277,653</u>	<u>2,092,098</u>
<b>EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR</b>	<u>\$ 212,439</u>	<u>\$ 318,251</u>

see accompanying notes

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2008

	2008	2007
<b>CASH INFLOW (OUTFLOWS)</b>		
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenses for the year	\$ 212,439	\$ 318,251
Non-cash items		
Investment market value adjustment (note 3)		(9,159)
Amortization	60,941	39,906
Net change in non-cash working capital items (below)	<u>250,054</u>	<u>164,281</u>
Cash provided from operations	<u>523,434</u>	<u>513,279</u>
<b>FINANCING ACTIVITIES</b>		
Bank indebtedness	<u>                    </u>	<u>(13,973)</u>
Cash used in financing activities	<u>                    </u>	<u>(13,973)</u>
<b>INVESTING ACTIVITIES</b>		
Capital assets purchased	(107,769)	(3,917)
Increase in marketable securities	<u>(340,716)</u>	<u>(397,024)</u>
Cash used in investment activities	<u>(448,485)</u>	<u>(400,941)</u>
<b>NET CASH ACTIVITY FOR THE YEAR</b>	74,949	98,365
<b>CASH, BEGINNING OF YEAR</b>	<u>98,365</u>	<u>NIL</u>
<b>CASH, END OF YEAR</b>	<u>\$ 173,314</u>	<u>\$ 98,365</u>
Net change in non-cash working capital items:		
Accounts receivable	\$ (29,733)	\$ 98,367
Prepaid expenses	(4,936)	(10,060)
Accounts payable	6,385	26,777
Deferred revenue	<u>278,338</u>	<u>49,197</u>
	<u>\$ 250,054</u>	<u>\$ 164,281</u>

see accompanying notes

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2008

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### 1. THE ALLIANCE

The Canadian Alliance of Physiotherapy Regulators ("The Alliance") is a federation representing the provincial physiotherapy regulatory colleges to facilitate the sharing of information and to build consensus on national regulatory issues in order to assist member regulators in fulfilling their mandate of protecting the public interest. The Alliance administers the Physiotherapy Competency Examination and Credentialing Program and undertakes related research, development, implementation, evaluation and improvement.

The Alliance was incorporated by letter patent under the Canada Business Corporations Act on April 9, 1992 as a not-for-profit organization incorporated and, as such, is generally exempt from income taxes in Canada under section 149(1)(l) of the Income Tax Act.

### 2. SIGNIFICANT ACCOUNTING POLICIES

The Alliance follows accounting principles generally accepted in Canada for not-for-profit organizations in preparing its financial statements. The significant accounting policies used are as follows:

#### Revenue recognition

The Alliance follows the deferral method of accounting for contributions. Contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Registrant levies are recognized as revenue in the year to which they relate. Examination fees are recognized as revenue in the period the exams are held. Credentialing fees are recognized as revenue in the year they are received.

The change in the fair value of the marketable securities held-for-trading for the year is included in investment income in the statement of operations.

Grants and other amounts received for purposes specified by the contributor are recognized as revenue as the related expenses are incurred. Unspent revenue at the end of the year is reported as deferred grant revenue.

#### Capital assets

Capital assets are recorded at cost in the year of acquisition. The cost of the assets is amortized over their estimated useful lives, as follows:

Furniture and fixtures	straight line over 5 years
Computer equipment purchased after 2006	straight line over 3 years
Computer equipment purchased before 2007	straight line over 5 years
Web site development	straight line over 5 years
Leasehold improvements	straight line over 5 years, or over the remaining term of the lease, if less.



# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2008

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### Marketable securities held for trading

The Alliance's marketable securities are classified as held for trading. They are recorded at fair market value and unrealized gains and losses are recorded in income.

### Use of estimates

The preparation of the 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 at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. An example of an estimate is the useful life of capital assets.

By their nature, these estimates are subject to measurement uncertainty and the effect on the financial statements of changes in such estimates in future periods could be significant.

### 3. CHANGE IN ACCOUNTING POLICY

The Alliance adopted the provisions of CICA Handbook Sections 3855, Financial Instruments - Recognition and Measurement, and 1530, Comprehensive Income, on January 1, 2007. These provisions address the classification, recognition and measurement of financial instruments in the financial statements. The Alliance has designated their investments as held for trading. As a result of adopting these new standards prospectively, The Alliance recorded a non-cash decrease in the carrying value of investments held for trading and net assets of \$9,159 as at January 1, 2007.

### 4. FINANCIAL INSTRUMENTS

The Alliance's financial instruments consist of cash, marketable securities, accounts receivable, accounts payable and accrued liabilities. The fair value of the marketable securities is approximately equal to their quoted market value. The fair value of the other financial instruments approximates their carrying value given their short-term maturity.

Unless otherwise noted, it is management's opinion that The Alliance is not exposed to significant credit or interest rate risk arising from these financial instruments.

### 5. CASH/BANK INDEBTEDNESS

Cash is composed of:

	<u>2008</u>	<u>2007</u>
Bank deposits	\$ 172,276	\$ 46,018
Cash on hand at ScotiaMcLeod	738	52,047
Petty cash	<u>300</u>	<u>300</u>
	<u>\$ 173,314</u>	<u>\$ 98,365</u>

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2008

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### 6. CAPITAL ASSETS

Capital assets, recorded at cost, are as follows:

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>2008 Net</u>	<u>2007 Net</u>
Furniture and fixtures	\$ 155,669	\$ 128,589	\$ 27,080	\$ 3,013
Web site development	111,110	66,666	44,444	66,666
Computer equipment	<u>132,673</u>	<u>121,350</u>	<u>11,323</u>	<u>10,892</u>
	<u>\$ 399,452</u>	<u>\$ 316,605</u>	82,847	80,571
Leasehold improvements, net			<u>47,511</u>	<u>2,959</u>
			<u>\$ 130,358</u>	<u>\$ 83,530</u>

### 7. DEFERRED REVENUE

Deferred revenue is composed of:

	<u>2008</u>	<u>2007</u>
Examination fees	\$ 398,193	\$ 342,849
Member fees and levies	<u>227,392</u>	<u>4,398</u>
	<u>\$ 625,585</u>	<u>\$ 347,247</u>

Continuity of the deferred revenue is as follows:

	<u>2008</u>	<u>2007</u>
Deferred revenue, beginning of year	\$ 347,247	\$ 298,050
Revenue received during the year	2,768,430	2,459,546
Revenue recognized in the year	<u>(2,490,092)</u>	<u>(2,410,349)</u>
Deferred revenue, end of year	<u>\$ 625,585</u>	<u>\$ 347,247</u>

### 8. HRSDC

The Alliance received a grant from Human Resources and Skills Development Canada ("HRSDC") in 2008 for the Internationally Educated Physiotherapists Communications Project. The objective of the project is to review and redesign text-based materials used by the internationally educated physiotherapists to make those materials clear and accessible and facilitate the integration of these physiotherapists into the workforce.

The Alliance completed a similar HRSDC-funded project in 2007.

# THE CANADIAN ALLIANCE OF PHYSIOTHERAPY REGULATORS

## NOTES TO THE FINANCIAL STATEMENTS

DECEMBER 31, 2008

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### 9. INTERNAL RESTRICTIONS ON NET ASSETS

The Board of Directors has determined that The Alliance will maintain a contingency reserve fund to ensure continued operations should The Alliance be confronted with a harmful financial burden. In 2008, the Board of Directors increased the reserve by \$184,045 to \$977,403 (\$218,358 increase in 2007).

In addition the Board of Directors has established a reserve to provide for non-operational expenditures related to approved evaluation and research projects. In 2008, the Board of Directors approved an allocation from this reserve for exam and credentialing research projects. This allocation was not required as there were sufficient funds in the operating budget to finance these projects.

Internally restricted amounts are not available for any other purposes without the approval of the Board of Directors.

### 10. OPERATING LEASE COMMITMENTS

The Alliance has obligations under operating leases for office equipment and space. The following are the annual lease commitments, including taxes and estimated charges for additional rent, parking and storage:

	<u>Office equipment</u>	<u>Office space</u>	<u>Total</u>
2009	\$ 3,078	\$ 112,865	\$ 115,943
2010		112,865	112,865
2011		<u>47,027</u>	<u>47,027</u>
	<u>\$ 3,078</u>	<u>\$ 272,757</u>	<u>\$ 275,835</u>

### 11. COMPARATIVE FIGURES

Certain 2007 comparative figures have been reclassified in order to conform with the financial statement presentation adopted in 2008.

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