

# ANNUAL REPORT

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THE COLLEGE OF MIDWIVES OF ONTARIO



APRIL 1, 1996 - MARCH 31, 1997

## **Vision**

The vision of the College of Midwives of Ontario is founded on a commitment to ensure that midwifery care is competent, ethical and responsive to individual and community needs.

Midwifery care in Ontario is defined and guided by a history of, and ongoing support for, community-based midwives working cooperatively in partnership with childbearing women.



Patty McNiven (l), outgoing professional member, assists with orientation of Elaine Bremer (r), incoming public member

## **Mandate**

In Ontario, the profession of midwifery is self-regulated through the College of Midwives (CMO), which was created under the Midwifery Act and the Regulated Health Professions Act (1991).

The mandate of the CMO is to protect the public through self-regulation, in accordance with the RHPA.

The public interest is served by Ontario's registered midwives being accountable for the care they provide to childbearing women and their newborn infants.

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## PRESIDENT'S MESSAGE

This year brought cause for celebration with the successful completion of the first cycle of Prior Learning Assessment and the first graduating class from the Ontario Midwifery Education Programme. The College congratulates all of the newly registered midwives from both streams. As the College moves into a new Prior Learning and Experience Assessment (PLEA) process with Cycle 2, much has been learned and will be improved upon for future PLEA processes.

The CMO held an organizational review, and has been working to implement positive developmental changes within the limits imposed by available funding. In moving towards its long term mandate of self-funding, the College is facing the challenge of addressing comprehensive governance responsibilities with a small funding membership and finite resources. We are confident that we can continue to fulfill our mandated functions, but it is important for members to be aware of the resource challenges which lie ahead.

We look forward this upcoming year to registering a second group of new midwives graduating from the Midwifery Education Programme, and a new group of PLEA midwife candidates being successful in the College's PLEA process.

The College gratefully acknowledges the financial support of the Ontario Ministry of Health (Professional Relations Branch) and the Ontario Ministry of Citizenship (Access to Professions and Trades), as well as the in-kind contribution of the Midwifery Education Programme for phases of the PLA process.

The CMO is indebted to our staff Gabriela Boldrini, Susan Brown, Shannon Spencer, Nadya Burton, Jill Moriarty, Robin Kilpatrick, Jane Kilthei and Holly Nimmons for their hard, and often unseen work, during these formative years. Our thanks to them for their excellent support.



Michelle Kryzanauskas, President



The first graduating class of Prior Learning Assessment (PLA Coordinator, centre)  
October 1994 to November 1996

CO-REGISTRAR'S MESSAGE

We started this year by welcoming Jane Kilthei as the new Co-Registrar replacing Elizabeth Allemang. We also welcomed Nadya Burton on contract as the new PLA Coordinator replacing Shaheen Uddin. In April 1996, Council directed that the utmost priority be given by staff and Council to completing the PLA process for the current candidates. At that time, all staff focussed on the implementation of the PLA process in addition to essential responsibilities of their positions. By mid-year, a full time administrative assistant was hired to support the PLA project.

The midwifery profession experienced its first major growth spurt this year. The College registered 28 new members, 19 of whom were the first graduates from the Ontario Midwifery Education Programme and 9 of whom successfully completed our Prior Learning Assessment process. The public and the profession will benefit from the diverse experiences and backgrounds represented among these two groups.

There were a number of procedures established during this past year relating to registration issues. Members were required to report their active practice numbers in order to assess compliance with the requirements of the Registration regulation. Supervision plans had to be developed for many of the midwives who had undergone Prior Learning Assessment. This required the establishment of a number of new policies and procedures.

This year we began to take the time to examine and refine many of our procedures. After over two years of working with some of our policies and procedures we had enough information and experience to make some positive changes. For example, we made our first revisions to the *Indications for Mandatory Discussion, Consultation and Transfer of Care* and we revised the Temporary Alternate Practice Arrangements application and supporting documents.

We received two requests from hospitals for clarification around midwifery practice. Inquiries were made in both of these cases and in both instances recommendations were made to the hospital as well as to the midwives. It was the opinion of the College that communication regarding roles and expectations would assist in the development of good working relationships.

A Complaints panel negotiated an agreement with a midwife that required her to participate in specific activities to address concerns raised as a result of the complaint. Two other complaints were received during this year; these are still open.

Representatives of the College continued to meet regularly with the Association of Ontario Midwives, the Midwifery Education Programme, and the Midwifery Liaison Committee. These meetings continue to provide a useful forum for the coordination of each organization's work with respect to the profession of midwifery.



Robin Kilpatrick, Co-Registrar

## HIGHLIGHTS OF 1996-97

- ♦ completion of the first cycle of Prior Learning Assessment
- ♦ registered 28 new midwives
  - ♦ 19 from the Midwifery Education Programme
  - ♦ 9 from the PLA process, Cycle 1
- ♦ development of the Quality Assurance Program Plan begins
- ♦ developed criteria, policies and plans for supervised practice
- ♦ revisions and development of 2<sup>nd</sup> Cycle of Prior Learning and Experience Assessment
- ♦ revised and developed standards, policies and guidelines for the practice of midwifer
- ♦ development of brochures for midwives and clients regarding the Complaints procedure
- ♦ development of an information *Bulletin* for members
- ♦ conducted strategic planning and an organizational review

## EXECUTIVE COMMITTEE

**Members:** Michelle Kryzanauskas (Chair), Catherine Ruskin (Vice-President), Holliday Tyson, Dan Callaghan, Judith Preston  
**Ex Officio:** Robin Kilpatrick and Jane Kilthei (Co-Registrars), Holly Nimmons (Executive Coordinator)

**Mandate:** The Executive Committee oversees all work of the College, by providing direction to staff, planning and conducting Council meetings, representing the Council and exercising the powers of Council as necessary, initiating, reviewing and approving policies and regulations, and directing investigation.

A major project during this year was the PLA transition following the completion of the first cycle. The Executive established a PLA Steering Committee to integrate the various decision-making groups and to oversee policy and financial matters relating to PLA. In a comprehensive process, the CMO and the PLA Working Group worked to hand over the implementation process to a new PLA department within the College staff. The Executive engaged in timeline planning for the second cycle.

The process and commitments from the 1995 Strategic Planning Session were developed as a public document in April 1996. The committee completed its terms of reference which were approved as a template for all College committees. The Executive directed communications' initiatives with the

decision to publish an information bulletin to be sent regularly to College members and to develop an information brochure for the general public.

A new Vice-President, Catherine Ruskin, was appointed on November 15, 1996. From May 1996 through April 1997, there was a new Co-Registrar, Jane Kilthei, who left to become the Registrar of the College of Midwives of British Columbia. An organizational review was conducted by public member Robert Lawn in December 1996. His recommendations were approved by the Executive in 1997. During this year, the Executive met monthly. Meetings with committee chairs were held bi-monthly prior to Council meetings. Representatives of the Executive attended interprofessional meetings throughout the year on behalf of the College.

### Finance Committee

**Members:** Dan Callaghan (Finance Officer), Michelle Kryzanauskas (President) **Ex Officio:** Holly Nimmons (Executive Coordinator)



Dan Callaghan, Finance Office, public member

**Mandate:** The Finance Committee is responsible for effective fiscal operation of the College, including recommending fiscal policies to Council and monitoring the implementation of those policies.



During this year an audited financial statement was produced. Terms of reference were approved. A budget was prepared, negotiated with the Ministry of Health and approved by Council. Policies were developed relating to temporary leaves for members, prorating of registration fees for new registrants and conditions for refunding registration fees.

### CLIENT RELATIONS COMMITTEE

**Members:** Patricia McNiven (Chair until January 1996), Judith Preston (Chair as of September 1996) Catherine Ruskin, Jacquie Scott <sup>^</sup>, Diane Parkin <sup>\*</sup>

**Mandate:** The Client Relations Committee is mandated to develop and implement a client relations program to augment professional behaviour, and increase awareness of and build a prevention framework for issues such as sexual abuse.



The committee focused on developing the terms of reference and a review of the Sexual Abuse Prevention Plan.

*Please note for all committee membership:*

*\* indicates non-Council committee appointees*

*^ indicates committee consultants*

## COMPLAINTS COMMITTEE

**Members:** Catherine Ruskin (Chair), Judith Preston, Rena Porteous✕,  
Belinda Clarke^

**Mandate:** The Complaints Committee is responsible for investigating complaints received concerning the conduct of midwives, to determine if there is evidence of professional misconduct, incompetence or incapacity. A Complaints panel may resolve a complaint, or refer it to the Discipline Committee.



Catherine Ruskin,  
Complaints Committee  
Chair, professional member

The committee devoted most of its energies to panel activity. As of April 1996, there was one complaint in process. A panel appointed in the previous reporting year completed work on the final details of a negotiated resolution. During the current reporting year, two Complaints Panels were appointed to investigate two new complaints. The Panel will sit when investigations are completed. As of March 31, 1997, there were no referrals or disciplinary action taken against members.

The committee completed work on two brochures explaining details of the complaints process for midwives and clients. The committee completed its terms of reference for both the Committee and the Complaints Panel.

## DISCIPLINE COMMITTEE

**Members:** Lucie Paquin (Chair until December 1996), Elaine Bremer (Chair as of January 1997), Dan Callaghan, Maggie Fioravanti, Robert Lawn, Jennifer Ristok, Martha Aitkin✕, Katrina Kilroy✕

**Mandate:** The Discipline Committee is responsible for ensuring that a framework exists to conduct a hearing to deal with allegations of a member's professional misconduct or incompetence. On receiving direction from the Executive or Complaints Committee to conduct a hearing, the chair selects a panel from the membership of the Discipline Committee. The Discipline Panel is responsible for conducting the hearing according to the regulations set out in the *RHPA*. The Discipline Committee also reviews and is responsible for agreeing to settlements agreed upon in the case of Alternate Dispute Resolution.

During this reporting period, the Committee began collecting information to produce a handbook to be used by participants in a hearing. An independent legal advisor was chosen, and the committee met with him for an orientation session. The committee developed a five-year plan and arranged a joint meeting with the Complaints and Fitness to Practice committees to discuss alternate dispute resolution. It also began revising the Terms of Reference to be consistent with the College model, and to separate the committee from the Panel.

There were no referrals to the Discipline Committee during this reporting period.



## FITNESS TO PRACTISE COMMITTEE

**Members:** Patricia McNiven (Chair), Patricia Miscampbell, Merryn Tate✕, Sasha Padron^

**Mandate:** The role of the Fitness to Practise Committee is to protect the public from midwives who cannot practice safely or competently due to mental or physical incapacity. The Committee has a statutory mandate to conduct hearings that investigate allegations of a member's incapacity to practice, acting upon a formal referral from the Executive Committee. The Committee also assumes a proactive, preventative role by collecting information and making recommendations on a number of issues affecting ability to practice. The Committee conducts incapacity hearings in circumstances where allegations of incapacity cannot be resolved through other channels.



Over the past year, the committee worked on a number of activities including the development of a Fitness to Practice Handbook. The handbook, designed as an in-house document, contains an overview of Fitness to Practice issues and details the process of conducting Fitness to Practice hearings. The committee is committed to resolving complaints before the hearing stage. There are currently no hearings pending.

In 1996/97, the committee began developing information brochures for the public and for College members and continued work on developing its terms of reference. The committee explored issues around capacity, and variables affecting ability to practice. The committee completed a literature review that determined stress and burnout as good indicators for predicting incapacity. In addition, the committee published an article in the Association of Ontario Midwives (AOM) Journal on stress and midwifery practice, and participated in a Stress Awareness Working Group with the AOM.



Gabriela Boldrini, Administrative Assistant (Mar/93 - Aug/96)

## QUALITY ASSURANCE COMMITTEE

**Members:** Jennifer Ristok (Chair until January 1997), Maggie Fioravanti (Chair as of January 1997), Lucie Paquin (until December 1996), Michelle Kryzanasuskas, Robert Lawn, Helen McDonald✕, Martha Aitkin✕, Belinda Clarke^, Michele Girash Bevan^

**Mandate** This Committee is responsible for developing a Quality Assurance Program, and for developing the standards, policies, guidelines and regulations for the practice of midwifery.



The committee's major focus has been towards the development and implementation of the Quality Assurance Program Plan (QAPP). A QAPP sub-committee developed a consultation draft which was circulated to College members. A final draft of the QAPP was submitted to the government by December 31, 1996. The committee also worked on an implementation plan and started developing a QAPP Kit for members' use.

Committee representatives participated on an Anesthesia Midwifery Working Group at Women's College Hospital. The committee consulted with College members and related groups on the *Indications for Mandatory Discussion, Consultation and Transfer of Care* document. In addition, the committee approved the revision or development of the following documents during this reporting period:

**Revised**

- ✦ Indications for Mandatory Discussion, Consultation and Transfer of Care
- ✦ Laboratory Testing
- ✦ Policy on Continuing Competency in Neonatal Resuscitation
- ✦ Policy on Continuing Competency in Cardiopulmonary Resuscitation
- ✦ Recommendation for Midwife Certification for Care of Women Receiving Epidural Pain Relief in Labour
- ✦ Amendments to Quality Assurance Regulations

**Developed**

- ✦ Peer Case Review Standard
- ✦ Policy on Practice Protocols
- ✦ Policy Statement on Clerkship Students Providing Care as One of Two Midwives at a Birth
- ✦ Policy Statement on Eye Prophylaxis
- ✦ Guidelines to Antepartum Consultations for Clients of Midwives to Anaesthesia
- ✦ Standard on Continuing Education
- ✦ Guidelines for Continuing Education
- ✦ Standard on Collection on Client Feedback
- ✦ Guidelines for Midwife Certification for Care of Women Receiving Epidural Pain Relief in Labour

## REGISTRATION COMMITTEE

**Members:** Judy Rogers (Chair), Elaine Bremer, Patricia Miscampbell, Holliday Tyson, Bobbi Soderstrom✕, Yvonne Osondu^

**Mandate:** The Committee develops and administers the process through which qualified individuals apply for and become registered midwives.



Much of this year's work on the Registration Committee focussed on development and implementation of the first PLA cycle. A PLA Review Committee was struck to assist assessors with problematic applications and to meet the needs of review processes. Liaison with the PLA Working Group was ongoing, to develop policies and project frameworks necessary for the PLA process. The development work on all facets of PLA was

comprehensive, original and time consuming, laying the groundwork for future years.

The Committee worked collaboratively with the Midwifery Education Programme in order to develop policies necessary for the functioning of final year Midwifery Clerkship students in primary and second midwife roles, and to develop the registration process for graduating students.



Judy Rogers, Registration  
Committee Chair,  
professional member

The College's active practice requirements were reviewed and affirmed. An Active Practice Report Form was developed by staff to gather active practice information for midwives for their first two years of practice. Efforts have been made to provide support for midwives having difficulty meeting the requirements, particularly in new practices. An Active Practice Shortfall Review Panel was established.

The committee also worked with the Co-Registrars to develop the necessary policies, criteria and plans for supervised practice. A Registration Supervision Panel reviewed 9 supervision plans of

PLA graduates. As of March 31, 1997, all were registered.

Documents revised or developed during this reporting year:

**Revised**

- ↻ New Registrants Policy
- ↻ Proposed amendments to Regulation 867/93 (*Registration*)

**Developed**

- ↻ Rationale for the New Registrants Policy
- ↻ Policy on Requirements for members with Active Practice Shortfalls
- ↻ Plan for Supervised Practice and Evaluation
- ↻ Criteria for Becoming a Principal Supervisor
- ↻ Policy on Exceptions to Language Proficiency Test
- ↻ Policy Statement on Clerkship Students Acting as one of two midwives at a birth
- ↻ PLA Policy – if a PLA candidate elects not to take MFA III
- ↻ Policy on Intrapartum Supervision
- ↻ PLA Policy Regarding Midwifery in Ontario course

**PRIOR LEARNING ASSESSMENT PROCESS (PLA)**

Following the resignation of Shaheen Uddin as PLA Administrator and Elizabeth Allemang, the Co-Registrar who had been responsible for PLA, the College hired Nadya Burton as the PLA Coordinator, and Jane Kilthei as the new Co-Registrar responsible for PLA. At the beginning of this reporting

period, the College was working on the coordination of the third and final stage of Multi-facted Assessment (MFA). In June 1996, MFA III was delivered to 35 candidates over a seven-day process involving five 3-hour written exams intended to test in-depth midwifery skills and knowledge, and approximately 16 clinical exams.

Twenty-seven midwives successfully completed MFA III and proceeded to Midwifery in Ontario, the final stage of PLA. The College ran the course in November 1996 for 2 weeks. Midwifery in Ontario was intended to orient new midwives to the particular issues facing the profession in Ontario and to prepare them for the model of practice. Topics covered included: the history of midwifery in Ontario; working in a group practice; midwifery and the consumer movement; working with diversity; evidence-based practice; interprofessional relations; defensible practice and professional liability insurance; prescribing and lab work, and many others.



l. to r. Nadya Burton, Holly Nimmons, Jill Moriarty

Of the 27 successful PLA candidates, 17 required completion of baccalaureate courses prior to registration and 10 were eligible for registration immediately. The College began to process applications as early as December 1996.

In December 1996, the College hired Jill Moriarty as a full time administrative assistant for PLA.

Also in December, the College staff and Executive met with members of the PLA Working Group to review the first cycle and facilitate a hand-over of the PLA process. The meeting marked the end of a particular era for PLA, with responsibility for the planning, development and visioning for PLA being incorporated into the College.

Following hand-over, College staff and Executive began preparations for the beginning of the 2<sup>nd</sup> cycle. The College changed the name of the process to *Prior Learning and Experience Assessment (PLEA)* to more accurately reflect the College's commitment to acknowledging both past learning and past experience in its assessment process

A comprehensive 115-page Orientation Booklet was developed for Cycle 2, which included details on each phase of PLEA, historical perspectives, philosophies and guiding policies, applications for the first phase of the process and a complete time-line for the entire cycle. A flyer and revised information package was developed and circulated to hundreds of interested individuals and related groups. As of March 31, 1997 approximately 150 individuals had indicated their interest in starting the 2<sup>nd</sup> cycle of PLEA.



Snapshots from Midwifery in Ontario,  
PLA - Cycle 1  
November 1996

## COUNCIL MEMBERS

(between April 1996 and March 1997)

(The Council and committee compositions changed over the course of the year; this list represents all members of the Council who served during any portion of this year, as well as their committee positions).

- Elaine Bremer**, public member  
Member/Chair of Discipline, member of Registration,
- Dan Callaghan**, public member  
Finance Officer, member of Executive, Finance and Discipline
- Margaret Fioravanti**, professional member  
Chair of Quality Assurance, member of Discipline
- Michelle Kryzanoskas**, professional member  
President, member of Executive, Finance and Quality Assurance
- Robert Lawn**, public member  
Member of Quality Assurance and Discipline
- Patricia McNiven**, professional member  
Chair of Fitness to Practice, member of Client Relations and Complaints
- Patricia Miscampbell**, public member  
Member of Fitness to Practise
- Lucie Paquin**, public member  
Member of Discipline and Quality Assurance
- Judith Preston**, public member  
Chair of Client Relations, member of Executive
- Jennifer Ristok**, professional member  
Chair of Quality Assurance, member of Discipline
- Judy Rogers**, professional member  
Chair of Registration, member of Fitness to Practice and Quality Assurance
- Catherine Ruskin**, professional member  
Vice-President, Chair of Complaints, member of Executive, Client Relations and Registration
- Holliday Tyson**, professional member  
Chair of Registration, member of Executive, Complaints and Quality Assurance



Sitting: l. to r. Patty McNiven, Lucie Paquin, Maggie Fioravanti  
Standing: l. to r. Judith Preston, Dan Callaghan, Catherine Ruskin, Jennifer Ristok, Elaine Bremer, Judy Rogers, Robert Lawn, Patricia Miscampbell, Michelle Kryzanoskas, Holliday Tyson

**COLLEGE STAFF**

(between April 1996 and March 1997)

**Gabriela Boldrini**, Administrative Assistant  
**Susan Brown**, Administrative Assistant  
**Nadya Burton**, PLEA Coordinator  
**Jane Kilthei**, Co-Registrar  
**Robin Kilpatrick**, Co-Registrar  
**Jill Moriarty**, PLEA Administrative Assistant  
**Holly Nimmons**, Executive Coordinator  
**Shannon Spencer**, Receptionist

**UPDATE ON COLLEGE MEMBERSHIP STATUS**

(between April 1, 1996 and March 31, 1997)

Welcome to newly registered members listed below:

<b>Martha Smith Aitkin</b>	<b>Tia Mat Sarkar</b>
<b>Joan Elizabeth Becker</b>	<b>Lauren Vary</b>
<b>Alison J. Bowen</b>	<b>Leslie Ann Viets</b>
<b>Anne-Marie Carter-McAuslan</b>	<b>Ann Kathleen Wilson</b>
<b>Lois Madeleine Clin</b>	<b>Donna M. Wood</b>
<b>Joyce E. Coombs</b>	<b>Sarilyn Zimmerman</b>
<b>Kelly Dobbin</b>	
<b>Aderemi Ejiwunmi</b>	
<b>B. Jane Erdman</b>	
<b>Elizabeth Anne Fulton-Breathat</b>	
<b>Kanmani Grazia Guruswami</b>	
<b>Kay F. Hanson</b>	
<b>Kerstin Hélen-Thompson</b>	
<b>Zoe Ann Kende</b>	
<b>Diane Kent</b>	
<b>Joyce Lam</b>	
<b>Alison Lavery</b>	
<b>Maureen McClelland</b>	
<b>Jennifer Laurie Murdoch</b>	
<b>Andrea Patchett</b>	
<b>Anne Kristina Punkkinen</b>	
<b>Janice Robson</b>	

**Resigned:**

**Heather Laura Brechin**  
**Heather Anne Burton**



**COLLEGE OF MIDWIVES OF ONTARIO**

**FINANCIAL STATEMENTS**

**MARCH 31, 1997**

**HILBORN ELLIS GRANT**

Chartered Accountants

Toronto, Canada



## **COLLEGE OF MIDWIVES OF ONTARIO**

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### **Auditor's Report**

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To the Council of the  
**College of Midwives of Ontario**

We have audited the balance sheet of the **College of Midwives of Ontario** as at March 31, 1997 and the statements of revenues, expenditures and surplus and changes in financial position 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 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 March 31, 1997 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles.

*Hilborn Ellis Grant*

Toronto, Ontario  
June 13, 1997

Chartered Accountants

# COLLEGE OF MIDWIVES OF ONTARIO

## Balance Sheet

March 31, 1997	1997 \$	1996 \$
<b>ASSETS</b>		
Current Assets		
Cash	136,954	120,412
Short-term investments	139,239	132,293
Accounts receivable	22,452	32,266
Prepaid expenses	4,040	1,100
	<u>302,685</u>	<u>286,071</u>
Capital assets (note 3)	33,327	24,953
	<u>336,012</u>	<u>311,024</u>
<b>LIABILITIES</b>		
Current Liabilities		
Accounts payable and accrued liabilities	19,818	18,951
Government advance (note 4)	20,000	20,000
Deferred membership fees	50,399	37,721
Deferred revenue - government grant	80,000	-
	<u>170,217</u>	<u>76,672</u>
<b>SURPLUS (note 5)</b>	<u>165,795</u>	<u>234,352</u>
	<u>336,012</u>	<u>311,024</u>

Approved on behalf of the Council:

President



Vice-President



**COLLEGE OF MIDWIVES OF ONTARIO****Statement of Changes in Financial Position**

Year ended March 31, 1997	1997 \$	1996 \$
<b>Cash provided by (used in)</b>		
Operating activities		
Excess of revenues over expenditures (expenditures over revenues) for year	(68,557)	5,033
Item not requiring a current cash payment Amortization	6,159	5,101
	<u>(62,398)</u>	<u>10,134</u>
Net change in non-cash working capital balances	<u>100,419</u>	<u>11,375</u>
	<u>38,021</u>	<u>21,509</u>
Investment activities		
Net additions to capital assets	(14,533)	(8,452)
Net increase in cash during year	23,488	13,057
Cash, beginning of year	252,705	239,648
Cash, end of year	<u>276,193</u>	<u>252,705</u>
Cash represented by:		
Cash	136,954	120,412
Short-term investments	139,239	132,293
	<u>276,193</u>	<u>252,705</u>

**COLLEGE OF MIDWIVES OF ONTARIO**  
**Statement of Revenues, Expenditures and Surplus**

Year ended March 31, 1997

	Operations \$	Dedicated Adjudicative Fund \$
		<i>(note 7)</i>
Revenues	348,000	-
Government grant	86,836	3,936
Membership fees	70,764	-
Prior learning and experience assessment (note6)	1,714	-
Subscriptions and document sales	5,286	5,345
Other	512,600	9,281
Expenditures	222,785	-
Salaries and benefits	45,399	10,899
Professional fees and consultants	71,184	-
Council and committees	2,238	-
Insurance	15,721	-
Telephone	4,669	-
Printing and postage	32,632	-
Office and general	6,159	-
Amortization	125,544	-
Prior learning and experience assessment	14,257	-
Quality assurance	540,588	10,899
Excess of revenues over expenditures (expenditures over revenues) for year	(27,988)	(1,618)
Surplus, beginning of year	89,761	110,719
	61,773	109,101
Transfer of excess expenditures of Access Project II to Operations	(5,079)	-
Transfer of Dedicated Adjudicative Fund expenditures to Operations	(10,899)	10,899
Surplus, end of year	45,795	120,000

**COLLEGE OF MIDWIVES OF ONTARIO**

Access Project I \$ <i>(note 8)</i>	Access Project II \$ <i>(note 9)</i>	1997 \$	1996 \$
-	-	348,000	298,051
-	-	90,772	81,429
-	-	70,764	66,440
-	-	1,714	2,140
-	-	10,631	13,930
-	-	<b>521,881</b>	<b>461,990</b>
-	-	222,785	186,902
1,763	37,188	95,249	94,333
-	-	71,184	68,163
-	-	2,238	2,095
-	-	15,721	11,527
-	-	4,669	7,786
-	-	32,632	30,773
-	-	6,159	5,101
-	-	125,544	50,277
-	-	14,257	-
1,763	37,188	<b>590,438</b>	<b>456,957</b>
(1,763)	(37,188)	<b>(68,557)</b>	5,033
1,763	32,109	<b>234,352</b>	229,319
-	(5,079)	<b>165,795</b>	234,352
-	5,079	-	-
-	-	-	-
-	-	<b>165,795</b>	<b>234,352</b>

# COLLEGE OF MIDWIVES OF ONTARIO

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## Notes to Financial Statements

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March 31, 1997

### 1. Authority and Objective

The College of Midwives of Ontario (College) was incorporated as a non-share capital corporation under the Regulated Health Professions Act, 1991 (RHPA) effective upon proclamation December 31, 1993. As the regulator and governing body of the midwifery profession in Ontario, the College's major function is to administer the Midwifery Act, 1991 in the public interest. The College was established under the RHPA to:

- regulate the practice of the profession and to govern the members in accordance with the Midwifery Act, 1991, the Health Professions Procedural Code, RHPA and the regulations and by-laws;
- develop, establish and maintain standards of qualification for persons to be issued certificates of registration;
- develop, establish and maintain programs and standards of practice to assure the quality of the practice of the profession;
- develop, establish and maintain standards of knowledge and skill and programs to promote continuing competence among the members;
- develop, establish and maintain standards of professional ethics for the members;
- develop, establish and maintain programs to assist individuals to exercise their rights under the Health Professions Procedural Code and the RPHA; and
- serve and protect the public interest.

### 2. Significant Accounting Policies

#### a) Capital assets

Capital assets are recorded at cost. Amortization is calculated on the declining balance basis using rates based on the estimated useful life of the assets as follows:

Computer hardware	- 20% per annum
Computer software	- 30% per annum
Office furniture and equipment	- 20% per annum

**Notes to Financial Statements (continued)**

March 31, 1997

**2. Significant Accounting Policies (continued)**

**b) Revenue recognition**

**i) Membership fees**

Membership fees are recognized as revenue on an accrual basis.

**ii) Subscriptions and document sales**

Revenue from subscriptions and document sales are recognized on a cash basis.

**c) Fund accounting**

Fund accounting has been developed whereby a self-balancing group of accounts has been provided for each defined project and fund of the College with the exception of operations. Primary accounting emphasis is on the inflows and outflows of the defined projects. Inter-period allocations of costs are not made.

**d) 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 financial statements.

**e) Income Taxes**

As a not-for-profit professional membership corporation, the College is not liable for income taxes.

**3. Capital Assets**

	Cost \$	Accumulated Amortization \$	1997 Net Book Value \$	1996 Net Book Value \$
Computer hardware	32,509	14,168	18,341	20,922
Computer software	9,647	1,694	7,953	1,456
Office furniture and equipment	9,912	2,879	7,033	2,575
	<u>52,068</u>	<u>18,741</u>	<u>33,327</u>	<u>24,953</u>

## COLLEGE OF MIDWIVES OF ONTARIO

### Notes to Financial Statements (continued)

March 31, 1997

#### 4. Government Advance

The advance is payable to the Ontario Ministry of Health, is non-interest bearing and has no specific terms of repayment. The public members of the Council of the College are reimbursed for their expenses by the Ontario Ministry of Health. As the College administers direct payments to public members of Council on behalf of the government, this advance is to recognize the payment by the College of public members' expenditures prior to the College being reimbursed by the Ontario Ministry of Health.

#### 5. Surplus

a) The composition of surplus as at March 31, 1997 is as follows:

Operations	\$ 45,795
Dedicated Adjudicative Fund	120,000
	<u>\$ 165,795</u>

b) An amount of \$10,000 of the operations surplus is designated for the purposes of a therapy and counselling fund as directed under the RHPA. The Ontario Ministry of Health funded this reserve through the operations grant of the current fiscal year.

#### 6. Prior Learning and Experience Assessment (PLEA) Fees and Grant

Fees in the amount of \$70,764 were received from PLEA candidates in respect of assessment phase 3 and a Midwifery in Ontario course (the last component of the PLEA assessment cycle) during fiscal 1997. In fiscal 1996, a government grant in the amount of \$36,000 was received to facilitate a consultant for the PLEA program and fees in the amount of \$30,440 were received from PLEA candidates in respect of portfolio assessments and assessment phases 1 and 2.

#### 7. Dedicated Adjudicative Fund (Fund)

The College has established the Fund to finance costs related to adjudicative matters concerning complaints and matters of discipline as the midwifery profession establishes itself as a self-regulated and autonomous profession in Ontario. The interest earned during fiscal 1997 in the amount of \$5,345 (1996 - Nil) on the short-term investments of the College was allocated to the Fund. Expenditures in the amount of \$10,899 of the Fund for fiscal 1997 have been allocated to operations (1996 - Nil). In order to maintain a minimum balance of \$120,000 in the Fund, membership fees in the amount of \$3,936 have been allocated to the Fund for fiscal 1997 (1996 - \$Nil).



**Notes to Financial Statements (continued)**

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March 31, 1997

**8. Access Project I**

The College, through a grant received from the Ontario Ministry of Citizenship, Access to Professions and Trades, established Access Project I. Access Project I was designed to research, develop and implement the midwives language proficiency test (English/French).

**9. Access Project II**

The College, through a grant received from the Ontario Ministry of Citizenship, Access to Professions and Trades, established Access Project II. Access Project II was designed to develop the multi-faceted assessment phase of the Prior Learning and Experience Assessment process.

**10. Commitments and Contingencies**

The College receives the use of their premises on a rent free basis as well as support for postage and telephone from the Ontario Ministry of Health. The Ontario Ministry of Health is reviewing this policy and may in the future charge the College market value rent for the use of their premises and services provided.

**11. Subsequent Event**

Subsequent to year end, the computer systems of the College were upgraded at a cost of approximately \$18,000.

**College of Midwives of Ontario  
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