

College of Midwives of Ontario



ANNUAL REPORT

April 1997 - March 1998



CMO

COLLEGE OF MIDWIVES OF ONTARIO

Ce rapport est disponible en français sur demande.

PHOTO ON FRONT COVER AND FACING PAGE: KOFI HOWARTH SHUTE, SON OF LESLIE HOWARTH, GRADUATE OF THE FIRST PLEA PROGRAM.



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.



IN ONTARIO, THE PROFESSION OF
MIDWIFERY IS SELF-REGULATED
THROUGH THE COLLEGE OF
MIDWIVES OF ONTARIO WHICH
WAS CREATED UNDER THE
MIDWIFERY ACT AND THE
REGULATED HEALTH PROFESSIONS
ACT, 1991 (RHPA).

THUNDER BAY MIDWIFE, BARBARA KEMENY, R.M.,
WITH CLIENTS.

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.

1997-98 HIGHLIGHTS

- completed the Quality Assurance Program (QAP)
- developed and sent to members the QAP Kit
- reviewed, revised, prepared and started the 2nd Prior Learning and Experience Assessment Program (PLEA) program
- produced brochures on CMO's Complaints brochures: one for members and one for clients
- developed supervision plans for new members applying from the first PLEA program
- bid farewell to 3 Council members with history and expertise and welcomed 3 new professional members with energy and knowledge
- conducted four hiring processes in response to a 50% turn-over of staff
- registered 30 new members to practice midwifery in Ontario
 - 18 graduates of Midwifery Education Programme (MEP)
 - 9 graduates of 1st PLEA process
 - 3 registrants from PLEA assessment done by the MEP

PRESIDENT'S MESSAGE

The past year has seen an enormous amount of College activity, on many different projects, and in renewal of Council.

The CMO continues to receive critical Ontario Ministry of Health funding support for its work, which is appreciated more than ever by Council and staff as we develop and consolidate our mandate of public protection.

As incoming President, I want to express appreciation on behalf of the Council, staff, and College members to Michelle Kryzanauskas. Michelle served as President throughout the College's formative years from January 1994 until January 1998. Thankfully, Michelle has made herself available as past President and continues to work with the College on Quality Assurance, and other occasional projects.

On a similar note of appreciation, our Council has been renewed in a very positive way by the excellent work contributed by new professional members Zoe Kende, Martha Aitkin and Kay Hanson. These members represent the first graduated class of midwives from the

Ontario Midwifery Education Programme (MEP). The College benefits greatly from their ideas and efforts. This year also saw the first registered midwives completing the PLEA program moving into Ontario midwifery practices. In the near future, we hope to see professional members of Council from PLEA Program.

It seems appropriate to conclude comments about the people who make our College work, with gratitude for the continuity and consistently high quality of work provided by the Council members and our staff.

The College focussed on strategic planning to guide our attention to projects. Two projects have taken the most attention and stand out as critical. These are the Quality Assurance and the PLEA programs.

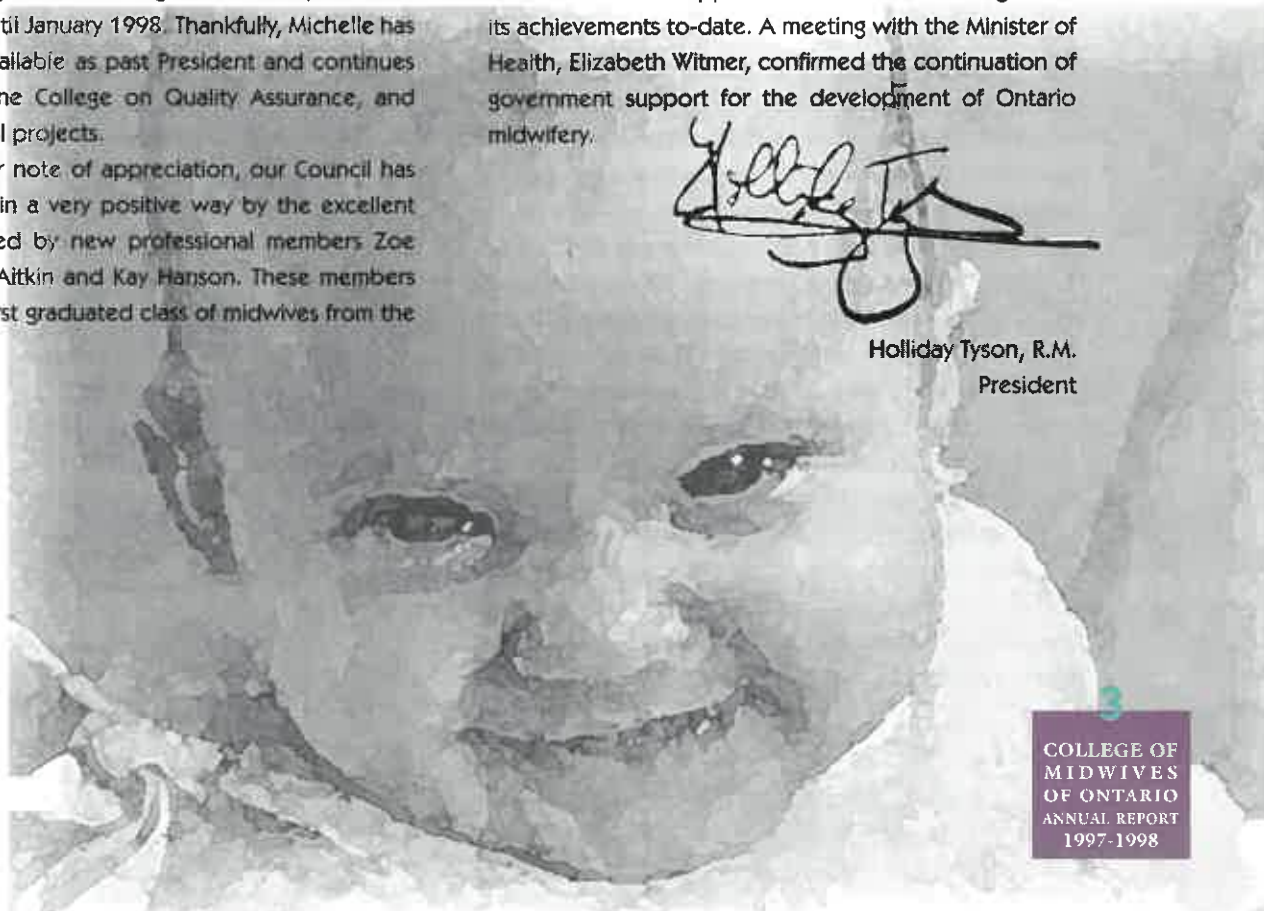
The Quality Assurance Committee worked well with consultants. Initial components of the Quality Assurance Program (QAP) will be presented to members in Autumn 1998.

Throughout the 2nd PLEA Program this year, the prototype PLEA Program was redefined and improved in terms of clinical content, testing modalities, accessibility for candidates and efficiency of administration. We look forward to offering the 3rd PLEA program in early 1998.

Government support has assisted the College with its achievements to-date. A meeting with the Minister of Health, Elizabeth Witmer, confirmed the continuation of government support for the development of Ontario midwifery.



Holliday Tyson, R.M.
President




REGISTRAR'S MESSAGE

*The only thing that we have come to expect at the College is
change.*

CHANGE KEEPS US THINKING *creatively*, REQUIRES *flexibility* AND ENCOURAGES US TO *work together*. SOME OF THE CHANGES ARE A RESULT OF OUR OWN REFLECTION ON OUR WORK AND ATTEMPTS TO BE MORE EFFECTIVE, SUCH AS THE ORGANIZATIONAL REVIEW THAT WAS UNDERTAKEN INVOLVING THE COLLEGE STAFF; OTHERS ARE CHANGES IN INDIVIDUALS' LIVES THAT AFFECT US, SUCH AS JANE KILTHER'S DECISION TO TAKE A JOB AS THE FIRST REGISTRAR FOR THE COLLEGE OF MIDWIVES OF BRITISH COLUMBIA.

Besides Jane's departure this year, we also said good-bye to Nadya Burton, the PLEA Coordinator and Susan Brown, Administrative Assistant. All three of these women contributed significantly to the College during their employment. They possess the attributes that seem most important as part of the College of Midwives' staff: an ability to manage competing priorities, willingness to help where needed and a sense of humour. Our three new staff members that were hired during this year possess those attributes along with many other valuable skills. We are lucky to have as new staff members Licien Valverde, Assistant to the Executive Coordinator, D'Arcy Atkinson, Registration Assistant, and Anabela Ferreira, Receptionist and PLEA Administrative Assistant.

Some change is just a natural part of development. With the help of College and Council members, we continue to identify areas for policy and procedure development. This past year, we developed a review process for cases referred to the College by the Chief Coroner of Ontario. We developed comprehensive procedures for the creation of Plans for Supervised Practice and Evaluation for PLEA graduates. We completed two brochures on the College's complaints' process for members of the public and the profession.



Two new complaints were received and referred to the Complaints Committee this year. In one of these cases, a decision was reached and the case was closed during the year. The Complaints panel closed two other cases this year that had been received in the previous year. One of these has been appealed to the Health Professions Board. The other required the members involved to undergo remediation of a clinical skill related to the complaint.

One of the major achievements of this year was the completion of the first phase of development of the College's Quality Assurance Program. By the end of the year, we had sent all members registered up to December 1997 a Quality Assurance kit for the 1998 year. A continuing education survey was distributed as a part of this kit; this survey will provide the Quality Assurance Program sub-committee with information about the types of activities that midwives regularly engage in and the amount of time they spend on continuing education and professional development. The College will continue to develop the Quality Assurance Program in the coming years, we expect that feedback from midwives will help us to improve the program and undertake continuing quality improvement of the program itself.

Midwives help their clients cope with the changes they experience throughout their pregnancy, to view change as positive and as a sign of health. Here's hoping that this perspective is carried with us as we continue the work of developing and regulating the profession.



Robin Kilpatrick
Interim Registrar

THE EXECUTIVE COMMITTEE

Members:

Michelle Kryzanasuskas
(Chair until January 1998),
Elaine Bremer,
Dan Callaghan
(until December 1997),
Judith Preston,
Catherine Ruskin (Vice-Chair).

Ex Officio:

Robin Kilpatrick
(Interim Registrar),
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.



HOLLIDAY TYSON, R.M.,
PRESIDENT

the Executive committee

has been very active over this past year. Co-Registrar Jane Kilthei resigned in May 1997. As a result, the Executive and Council reviewed the policy on the Registrar's position, including a survey of the membership. College and Council members continue to support the policy requiring the Registrar to be a qualified midwife who meets active practice requirements. The position was advertised within the membership without a response. This led to a position-sharing arrangement being proposed and accepted by Council. The arrangement ensures that one Co-Registrar brings current practice experience to the position.

During this year, the Strategic Planning, Long Range Planning and Nominating subcommittees were merged into the "Planning Sub-committee". The Executive worked with the Registration Committee to consider issues of inter-provincial reciprocity and developed policy to reduce barriers to midwives practicing throughout Canada.

A number of staffing changes took place which required the review and approval of the Executive Committee. Most of these changes are mentioned under the Interim Registrar's report. Following Jane Kilthei's resignation and during review of the Policy on the Registrar's Position, the Executive approved the extension of Robin Kilpatrick's employment as Interim Registrar until October 1998. The Executive also examined the staffing needs for the PLEA program and approved a new position of PLEA Administrator until December 1998. PLEA staff needs will be reviewed again at the end of the 1998 program.

Throughout the year, Executive representatives attended meetings related to the midwifery funding devolution process, Association of Ontario Midwives' projects, the Midwifery Education Programme and the Midwifery Liaison Committee. Representatives also attended numerous hospital, government and public and professional education functions.

This was a productive year for the Executive. The committee approved communication initiatives such as the members' Bulletin, a redesign of the College logo and the development of a general information brochure. A survey of provincial hospitals about French language use in obstetric services was conducted. A Coroner's Review process was approved. The Executive had a positive and productive meeting with the Minister of Health, Elizabeth Witmer.

FINANCE SUB-COMMITTEE

Members:

Dan Callaghan (Chair until December 1997), Elaine Bremer (Chair as of December 1997), Holliday Tyson, Holly Nimmons

THE HUMAN RESOURCES SUB-COMMITTEE

Members:

Robert Lawn (Chair), Judith Preston, Holliday Tyson, Holly Nimmons

THE COMPLAINTS COMMITTEE

Members:

Catherine Ruskin (Chair), Judith Preston, Kay Hanson, 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.

Throughout this reporting period, the Finance Sub-committee continued its work monitoring all projected budgets against actual spending, reviewing the preparation of budgets for general operations and projects, and, reviewing Council and government financial reports. The committee agreed to establish a line of credit for the College and approved expenditures for a major systems overhaul which included new computer hardware as well as a new voice system. Members of the committee participated in the audit of the College's financial statements for the previous year and reviewed the College's insurance coverage. The Committee also prepared projected budgets for the upcoming fiscal year and negotiated the College's upcoming budget with the government.

The Executive established this Human Resources Sub-committee to monitor and make recommendations to the Executive on human resources issues. The Human Resources sub-committee produced draft Personnel Policies for review by staff and the Council. The sub-committee will review all existing employee job descriptions and develop a new system for compensation.

During the current reporting year, two Complaints Panels, previously appointed to investigate complaints, completed their investigation and produced their recommendations. There were no referrals to the Discipline Committee in this time. Two more complaints needing investigation were received and Panels have been selected to investigate the complaints.

The Complaints Committee brochures were printed and distributed to membership in late 1997. The brochures are intended to explain the details of the complaints process to midwives and to the clients who use their services.

Complaints and Investigations Overview Summary (January 1994 – March 1998)

The College of Midwives of Ontario has formally dealt with 13 complaints and investigations since its inception on December 31, 1993

Of the 13 cases:

- 4 were client complaints
- 1 was midwife initiated
- 1 was initiated by a member of the public
- 7 were hospital or physician initiated

Of the 7 hospital/physician cases:

- 4 were initiated during 1994-1995
- 1 was initiated each year since (1996-98)

The length of time it has taken to complete the investigation and deliver of a decision:

<120 days:	2 cases
120 – 180 days:	2 cases
180 – 365 days:	4 cases
>365 days:	2 cases
3 cases remain open as of March 31, 1998	

THE DISCIPLINE COMMITTEE

Members:

Elaine Bremer (Chair), Martha Aitkin, Maggie Fioravanti (until September 1997), Katrina Kilroy, Robert Lawn

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. Hearings are initiated by direction from the Executive or Complaints committees. The Chair of the Discipline Committee selects a panel from the membership of the 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.



LESLEE LOFTUS,
PUBLIC MEMBER,
CHAIR, CLIENT
RELATIONS
COMMITTEE,
MEMBER, QUALITY
ASSURANCE
COMMITTEE

CLIENT RELATIONS COMMITTEE

Members:

Leslee Loftus (Chair), Dan Callaghan,
Catherine Ruskin, Diane Parkin

Mandate:

The 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 Discipline Committee

completed its terms of reference for both the committee and the panel. The committee also researched and developed an orientation handbook to prepare committee members for a Disciplinary Hearing. The handbook contains an overview of disciplinary issues and details the process of preparing for and conducting a hearing. A new independent legal counsel was chosen.

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



ROBERT LAWN,
PUBLIC MEMBER,
CHAIR HUMAN
RESOURCES,
MEMBER
DISCIPLINE AND
QUALITY
ASSURANCE
COMMITTEE

The Committee completed its terms of reference and continued to work on *A Midwife's Guide to Appropriate Professional Behaviour With Clients*. The Committee also reviewed the Health Professions Regulatory Advisory Council's report on the approach and evaluation of the College's Sexual Abuse Prevention Plan. The Committee will continue to monitor the effectiveness of the plan and the development of a comprehensive Client Relations Program, with ongoing and future sexual abuse prevention strategies and member education.

THE REGISTRATION COMMITTEE

Members:

Zoe Kende (Co-Chair),
Patricia Miscampbell (Co-Chair),
Elaine Bremer, Judy Rogers (Chair
until July 1997), Holliday Tyson,
Kay Hanson, Elana Johnson

Mandate:

This Committee develops and administers the process by which qualified individuals may apply for and become registered midwives.

The Registration Committee panels on Supervision and Active Practice met this year. The Supervision Panel was very active reviewing *Plan for Supervised Practice and Evaluation* for graduates of the first cycle of PLEA. The panel approved a total of 14 supervision plans and revised one other. The panels reviewing these plans also developed policies to be applied by the Registration Committee in areas of discrete gaps in Supervision Plans.

The Committee's work in policy development and revisions stemmed largely from issues arising from Supervision and the New Registrant's Policy. Internal documents were developed to address issues related to fulfilling conditions of registration. These documents provide direction to the Registrar in the assessment of registration requirements. The following documents were revised or developed during this reporting period:

Revised

- Criteria for Becoming a Principal Supervisor
- Creating a Plan for Supervised Practice and Evaluation

Developed

- Criteria for Becoming an Auxiliary Supervisor
- Policy Clarification for the New Registrant's Policy
- Policy on Emergency Skills
- Proposal of Policy Statement on the *Role of the Second Midwife*

The Registration Committee was well balanced this year between the ongoing registration policy and panel work, and the revisions and further development of the PLEA program. The Committee was highly involved in the planning of PLEA, with committee members participating in many functions of the PLEA program. The Committee liaised with PLEA staff for ongoing policy and program development, approving or amending policies in order to deliver the second PLEA program and plan for the 1999 program. Evaluation of the second program continued while the Registration Program planned for the next program. Revisions to the PLEA program were based on this evaluation as well as candidate feedback. Major revisions were implemented and the current program is expected to be the template for future programs.



MEMBERS OF THE FIRST GRADUATES OF THE PRIOR LEARNING ASSESSMENT PROGRAM AT THE PLEA COMPLETION CEREMONY, JUNE 1997.

PATRICIA MISCAMPBELL, PUBLIC MEMBER, AND ZOE KENDE, R.M., CO-CHAIRS OF THE REGISTRATION COMMITTEE.



PRIOR LEARNING EXPERIENCE AND ASSESSMENT PROGRAM (PLEA)

During this reporting period, the College celebrated the completion of the first PLEA program and welcomed 74 candidates to the second program. Two separate reviews of the first program, conducted by College staff and consultants, provided many recommendations. All recommendations were reviewed by Council and many revisions had already been implemented in the second program. The Registration and Executive committees examined PLEA policies including exemptions and multi-site testing and made recommendations to Council.

Revisions to the second program included:

- Complete review of the total and partial PLEA budgets to implement a cost recovery approach
- an Orientation Booklet detailing steps, timeline, costs and policies
- Information Session videos available for purchase for those unable to attend
- 4 PLEA course modules held at Ryerson Polytechnic University for PLEA candidates
- development of a French version of the MLPT-2 (oral exam)
- simplifying and changing the Baccalaureate Portfolio and changes to the Core Competency Portfolio
- development of a PLEA database to gather statistical data for long-term analysis
- a more rigorous exemption process from Multi-faceted Assessment (MFA)3
- no multi-site testing resulting in holding MFA1 in Toronto only
- compiling a list of acceptable courses developed by academic credentialing consultant for candidates
- eliminated MFA2 test day and augmented MFA3 with essential test material from MFA2
- requirement that all PLEA graduates must complete university requirements before registration.

In addition to the two reviews, an Implementation Report on the Midwives Language Proficiency Test (MLPT) was completed and submitted to the Access for Professions and Trades Unit of the Ministry of Culture, Citizenship and Recreation.

Date	Event	# of participants
June 1997	Completion Ceremony 1st PLEA Program 1996 graduates	27
April 1997	Orientation Booklet orders	218
April 1997	Info session (in person and video)	150
October 1997	Applications received	82
	Applications accepted	74
November 1997	MLPT - 1 (reading, listening, writing)	70
January 1998	MLPT - 2 (oral)	40
March 1998	MFA1	34

FITNESS TO PRACTICE COMMITTEE

Members:

Patricia Miscampbell (Chair),
Zoe Kende, Merryn Tate, Sasha Padron

Mandate:

The role of this 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. The Committee is committed to resolving complaints before the hearing stage.

QUALITY ASSURANCE COMMITTEE

Members:

Maggie Fioravanti (Chair until September 1997), Martha Aitkin (Chair as of October 1997), Robert Lawn, Leslee Loftus, Michelle Kryzanoskas, Helen McDonald, Kay Hanson, Belinda Clarke

Mandate:

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

There were no referrals during this reporting period and there are no hearings pending as of March 1998. The Committee's handbook was completed and produced. The Committee completed work on an information brochure detailing the Fitness to Practice process for midwives. It also completed its terms of reference.



The committee completed work on recommendations for midwives wishing to provide continuing monitored care to clients who require epidural anesthesia. This document, *Recommendation for Midwife Certification for Care of Women Receiving Epidural Pain Relief in Labour* may be used for the development of appropriate certification programmes in hospitals as certification in this skill is not currently a requirement for the practice of midwifery.

The Committee completed its terms of reference and developed or revised the following policies:

- Policy on Continuing Competency in Cardiopulmonary Resuscitation
- Policy on Continuing Competency in Neonatal Resuscitation
- Policy Statement on Records
- Policy Statement on Complementary Therapies

During this reporting period, the QAP sub-committee completed the QAP Kit. The QAP Kit was sent to members in January 1998. Elements of the Kit are:

- the Quality Assurance Regulation
- Continuing Education & Professional Development Requirements
- Peer Case Review Requirements
- Evaluation of Client Satisfaction Requirements
- Continuing Education & Professional Development Survey, 1998
- Reporting Forms

In March, the sub-committee met to review and respond to questions from members about the Kit. The sub-committee continues to develop the Self-Assessment Questionnaire and the Practice Audit components of the QAP.

COUNCIL MEMBERS

(April 1997 to March 1998)

Council and committee compositions change over the course of a reporting year. The following list represents all members of the Council who served during any portion of this year, as well as their committee positions.

Martha Aitkin

professional member

Member/Chair of Quality Assurance Committee and Quality Assurance Program Plan Sub-committee, member of Discipline Committee

Elaine Bremer

public member

Chair of Discipline Committee, member/chair of Finance Sub-committee, member of Registration Committee and Planning Sub-committee

Dan Callaghan

public member

Chair of Finance Sub-committee, member of Client Relations Committee and Planning Sub-committee

Maggie Fioravanti

professional member

Chair of Quality Assurance Committee

Kay Hanson

professional member

Member of Complaints, Registration and Quality Assurance Committees

Zoe Kende

professional member

Co-Chair of Registration Committee, member of Fitness to Practice Committee

Michelle Kryzanauskas

professional member

President, Chair of Executive Committee, member of Finance and Quality Assurance Committees and Planning Sub-committee

Robert Lawn

public member

Chair of Human Resources Sub-committee, member of Quality Assurance and Discipline Committees

Leslee Loftus

public member

Chair of Client Relations Committee, member of Quality Assurance Committee

Patricia Miscampbell

public member

Chair of Fitness to Practice Committee, Co-Chair of Registration Committee

Judith Preston

public member

Member of Executive and Complaints Committees, Human Resources and Planning Sub-committees

Judy Rogers

professional member

Chair of Registration Committee

Catherine Ruskin

professional member

Vice-President, Chair of Complaints Committee, member of Executive and Client Relations Committees

Holliday Tyson

professional member

President, Chair of Executive Committee, member of Finance and Registration Committees and the Human Resources Sub-committee (between April 1997 and March 1998)

COLLEGE STAFF

* CMO staff at
March 31, 1998)

***Atkinson, D'Arcy**

Assistant to the Registrar

Brown, Susan

Administrative Assistant

Burton, Nadya

PLEA Coordinator

***Ferreira, Anabela**

Secretary/PLEA Assistant

*** Kilpatrick, Robin**

Co-Registrar/Interim Registrar

Kilthei, Jane

Co-Registrar

*** Moriarty, Jill**

PLEA Administrator

*** Nimmons, Holly**

Executive Coordinator

*** Valverde, Licien**

Assistant to the Executive

Coordinator

UPDATE ON COLLEGE MEMBERSHIP STATUS

(between April 1997 and March 1998)

Welcome

WELCOME TO THE FOLLOWING 30 NEWLY REGISTERED MIDWIVES:

Aghili, Shirin
Alookaran, Pauline
Archbold, Carolyn Elizabeth
Buie, Mary
Corey, Julie Anne
Couchie, Carol Mercedes
Crabbe, Annette
Darling, Elizabeth Kathleen
Donyadideh Torei, Mahnaz
Duhil-Enns, Nadine
Fern, Allisoun
Fitzgerald, Agnes
Greenwood, Nancy
Hall, Crystal Jean
Hammond-Kannegieter, Gabriële

Hinds, Karen Akua
Holmes, Tamara
Howarth, Leslie A.
Jimenez, Melida
Knight, Sandra René
MacLeod, Karen E.
Malott, D. Anne Margaret
Pudas, Dianne Cecelia
Read, M. Beth
Struckett, Heather Alexandra
Sulentic, Heidi
Touizrar, Margaret
Wardle, Fiona Jane
Wells, Kathy
Wyper, Laura E.

Resigned:

Kilthei, Jane
Lenske, Larry
Morrow, Mary
Tanner, Louise



PLEA COORDINATOR NADYA
BURTON SPEAKING TO FIRST
GROUP OF PLEA GRADUATES.

COLLEGE OF MIDWIVES OF ONTARIO

FINANCIAL STATEMENTS

MARCH 31, 1998

Auditors' Report

To the Council of the
College of Midwives of Ontario

We have audited the statement of financial position of the **College of Midwives of Ontario** as at March 31, 1998 and the statements of operations, changes in net assets 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, 1998 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

Hilborn Ellis Grant
Chartered Accountants

Toronto, Ontario
June 16, 1998

Statement of Financial Position

March 31, 1998	1998 \$	1997 \$
ASSETS		
Current Assets	243,020	276,193
Cash	6,216	22,452
Accounts receivable	1,100	4,040
Prepaid expenses		
	250,336	302,685
Capital assets (note 3)	38,071	33,327
	288,407	336,012
LIABILITIES		
Current Liabilities	25,487	19,818
Accounts payable and accrued liabilities	20,000	20,000
Government advance (note 4)	66,585	50,399
Deferred membership fees	-	80,000
Deferred contribution - government grant (note 5)		
	112,072	170,217
Deferred contribution (note 6)	10,000	10,000
NET ASSETS		
Net assets invested in capital assets	38,071	33,327
Net assets internally restricted for adjudication (note 7)	120,000	120,000
Unrestricted net assets	8,264	2,468
	166,335	155,795
	288,407	336,012

Approved on behalf of the Council:

President



Vice-President



Statement of Operations

Year ended March 31, 1998	1998 \$	1997 \$
Revenues		
Government grant (note 5)	362,069	348,000
Membership fees	122,581	90,772
Prior learning and experience assessment	48,171	70,764
Other	7,079	12,345
	539,900	521,881
Expenses		
Salaries and benefits	268,518	222,785
Professional fees and consultants	51,169	84,350
Council and committees	66,294	71,184
Insurance	2,303	2,238
Telephone	21,811	15,721
Printing and postage	11,517	4,669
Office and general	25,774	32,632
Amortization	8,817	6,159
Prior learning and experience assessment	55,669	125,544
Quality assurance	2,695	14,257
Adjudication	14,793	10,899
	529,360	590,438
Excess of revenues over expenses (expenses over revenues) for year	10,540	(68,557)

Statement of Changes in Net Assets

Year ended March 31, 1998

**Invested in
Capital
Assets**

\$

Balance, beginning of year

33,327

Excess of revenues over expenses (expenses over revenues) for year

(8,817)

Internally imposed restrictions

-

Investment in capital assets

13,561

Balance, end of year

38,071

Restricted for Adjudication	Unrestricted for Operations	1998 Total	1997 Total
\$	\$	\$	\$
(note 7)			
120,000	2,468	155,795	224,352
(14,793)	34,150	10,540	(68,557)
14,793	(14,793)	-	-
-	(13,561)	-	-
120,000	8,264	166,335	155,795

Statement of Changes in Financial Position

Year ended March 31, 1998	1998	1997
	\$	\$
Cash provided by (used in)		
Operating activities		
Excess of revenues over expenses (expenses over revenues) for year	10,540	(68,557)
Item not requiring a current cash payment		
Amortization	8,817	6,159
	19,357	(62,398)
Net change in non-cash working capital balances	(38,969)	100,419
	(19,612)	38,021
Investment activities		
Additions to capital assets	(13,561)	(14,533)
Net increase (decrease) in cash during year	(33,173)	23,488
Cash, beginning of year	276,193	252,705
Cash, end of year	243,020	276,193

Notes to Financial Statements

March 31, 1998

1. Description of Organization

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 *RHPA*; and
- serve and protect the public interest.

Notes to Financial Statements (continued)

March 31, 1998

2. Significant Accounting Policies

a) Financial statement presentation

These financial statements have been prepared in accordance with the accounting standards for not-for-profit organizations published by the Canadian Institute of Chartered Accountants using the deferral method of reporting for contributions.

b) Revenue recognition

- i) Restricted contributions are deferred and recognized as revenue in the year in which the related expenses are incurred.
- ii) Membership fees are recognized as revenue on an accrual basis.

c) Capital assets

Capital assets are recorded at acquisition cost. Amortization is provided for based on the estimated useful life of the assets on a declining balance basis as follows:

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

d) Income taxes

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

3. Capital Assets

	Cost \$	Accumulated Amortization \$	1998 Net Book Value \$	1997 Net Book Value \$
Computer hardware	45,737	19,159	26,578	18,341
Computer software	9,647	4,080	5,567	7,953
Office furniture and equipment	10,245	4,319	5,926	7,033
	65,629	27,558	38,071	33,327

Notes to Financial Statements (continued)

March 31, 1998

4. Government Advance

This one-time non-interest bearing advance from the Ontario Ministry of Health to the College was for the purpose of reimbursing public members' expenditures in a timely manner. It remains with the College indefinitely in order to address contingencies such as unexpected costs incurred as a result of government resource reallocation due to restructuring and cost-recovery.

5. Deferred Contribution - Government Grant

During the year, the College received \$282,069 (1997 - \$428,000) in government grants from the Ontario Ministry of Health to fund its operations.

Government grants, which are considered to be restricted contributions, received in a fiscal year related to the subsequent fiscal year, are as follows:

	1998 \$	1997 \$
Balance, beginning of year	80,000	-
Add:		
Government grants received during year	282,069	428,000
	<u>362,069</u>	<u>428,000</u>
Less:		
Restricted to current year operations	362,069	348,000
Balance, end of year	<u>-</u>	<u>80,000</u>

6. Deferred Contribution

The deferred contribution represents monies received from the Ontario Ministry of Health for the purposes of funding therapy and counselling as directed under the *RHPA*.

Notes to Financial Statements (continued)

March 31, 1998

7. Net Assets Internally Restricted for Adjudication

The College has established a policy to finance expenses 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. Interest earned on the short-term investments of the College and membership fees as required are allocated to net assets internally restricted for adjudication to maintain a minimum balance of \$120,000. During fiscal 1998 interest earned on the short-term investments of the College in the amount of \$3,467 (1997 - \$5,345) and membership fees in the amount of \$11,326 (1997 - \$14,835) were allocated to the net assets internally restricted for adjudication.

8. Commitments and Contingencies

The College receives the use of their premises on a rent free basis and subsidized telephone services 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 cease the provision of subsidized telephone services. At March 31, 1998 the current market value of leasing premises similar to those occupied by the College is estimated to be \$30,000 per annum and the estimated value of the subsidized telephone services is \$10,000 per annum.

9. Comparative Figures

Certain of the comparative figures have been reclassified to conform to the current year's financial statement presentation.

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