

Transitional Council of the College of Homeopaths of Ontario



Annual Report April 1, 2011 to March 31, 2012

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The Mission of the transitional Council of the College of Homeopaths of Ontario is to protect the public interest through self-regulation of the practice of homeopathic medicine by setting high standards for competency and ethical practice. This is achieved through consultation with stakeholders in accordance with the Regulated Health Professions Act, 1991, and the Homeopathy Act, 2007.

Approved in principle January 22, 2010

COUNTDOWN TO PROCLAMATION – A PRODUCTIVE YEAR

REPORT FROM PRESIDENT AND REGISTRAR

The 2011/2012 fiscal year was characterized by significant developments and rapid progress in meeting the transitional Council's mandate and the goal of proclamation at the earliest possible date. During this active and fast paced year, the transitional Council moved from development into the consultation phase on several major projects fundamental to the regulation of the profession of homeopathy. Most notable among these projects was the drafting, consultation and submission to government of the draft Quality Assurance, Registration and Professional Misconduct regulations. This milestone achievement opened the door to the development of supporting policies/programs, entry-to-practice competencies, performance indicators, and practice standards.

This year, also saw the transitional Council move one step closer to independence with a formalized three-year transfer payment agreement with the Government of Ontario. This important document has given stable financial support and confidence to the work of the transitional Council for the period of 2012-2015, after which the College is expected to be independent.

Stakeholder Consultation

Moving from an unregulated into a regulatory practice environment represents a fundamental shift in thinking. This is certainly true for the profession of homeopathy. Consultation is key to a mutual understanding and successful implementation of the mandate of the transitional Council and the College of Homeopaths of Ontario.

With a focus on public protection, the transitional Council has proposed entry-to-practice requirements based on a fair, objective and transparent process for future registrants. During the 2011/2012 fiscal year part of this process included open statutory 60-day consultations on the draft regulations, clinical training requirements and entry-to-practice competency profile. This outreach with stakeholders has given shape and definition to what regulation will mean for individual practitioners, educational bodies, and professional associations. The transitional Council increased communication over previous years to facilitate an improved flow of information from the transitional Council to assist them in better understanding the impact of the regulatory process. Consultation included presentations, distribution of newsletters, emails, stakeholder meetings, and updates to the transitional Council website.

Also, key to the progress made this year, were numerous stakeholder meetings with representatives of the homeopathic educational and professionals associations, the Ministry of Health and Long-Term Care (MOHLTC), Ministry of Training, Colleges and Universities, Office of the Fairness Commissioner of Ontario, the Federation of the Regulatory Health Colleges of Ontario, and countless other health regulatory colleges. All meetings were fundamental to ensuring implementation plans and processes are fair, unbiased and objective processes.

Dedication and Service

The progress noted within this report would not be possible without the commitment of staff and Council. In the past year, members of Council have spent countless hours in meetings discussing the many details in the complex and lengthy process of self-regulation. Staff supported approximately 75 committee and Council meetings including: eleven Council, ten Executive Committee, and ten Registration Committee

meetings; in addition to forty-four working group and panel meetings for Professional Practice, Clinical Practice, Governance, Communications, Steering, Competency development, Performance Indicators development, Assessment, and the Ad Hoc Advisory Working Group.

Thank you to the talented public and professional Council members, legal counsel, and our extremely capable staff who bring a wealth of experience to the table. This team is hard-working, dedicated, and consistently able to meet deadlines. Their service is notable and is sincerely appreciated.

Public Protection

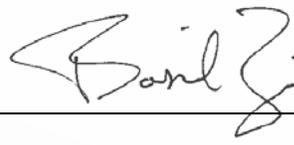
Why regulate homeopathy? As regulated practitioners, homeopaths will be required by law to deliver competent, ethical services and be accountable to the College of Homeopaths of Ontario. This is in the public's best interest and protection.

It has been an exciting time for those involved in the regulatory process. We encourage you to review the accomplishments of each committee, working group and panel in the reports contained within. The simple statements do not do justice to all that has transpired to achieve the outcomes, but they are a start. There is much work still to be done to bring the final pieces together before proclamation. 2011/2012 will go down in history as most pivotal to the future of the College and the profession.

On behalf of the entire Council, we look forward to the challenging work ahead of us, as we countdown to proclamation and the registering of homeopaths under the Homeopathy Act, 2007. We will continue to do our work in the public interest by being transparent, fair, objective, impartial and accountable.



Jim Dunsdon, BSc.PHM
President



Basil Ziv, B.Com, RSHom (NA), CCH
Registrar

"The highest ideal of cure is rapid, gentle and permanent restoration of the health, or removal and annihilation of the disease in its whole extent, in the shortest, most reliable, and most harmless way, on easily comprehensible principles."¹

Christian Friedrich Samuel Hahnemann, MD 1755 – 1843, Founder of Homeopathy.

¹ *Organon of Medicine*, 6th Edition, §2, Christian Friedrich Samuel Hahnemann, MD. Published in German, circa 1842. Translated and published by William Boericke in 1922.

Acknowledgements:

The transitional Council of the College of Homeopaths of Ontario is indebted to the Ontario Ministry of Health and Long Term-Care (MOHLTC) for supporting this initiative through funding and the sharing of expertise.

The progress made this year would not have been possible without the valuable support and guidance of the Health Professions Regulatory Policy and Program Branch of the MOHLTC, and the Minister's office for their desire to protect the public in their health care choices. In particular, we wish to acknowledge our sincere appreciation to the team in the Health Professions Regulatory Policy Branch, especially Marilyn Wang, Allison Henry, Tim Blakely, Stephen Cheung, Holly Kerr, Ekta Khullar, Melissa Quan, Linda Au, Frank Schmidt, Doug Ross, and their support staff. Also key in the development of the Registration regulation, the transitional Council would like to acknowledge the wisdom, insight and counsel of the staff at the Office of the Fairness Commissioner of Ontario including Nuzhat Jafri and Jessica Walters. Thank you also to staff and management of HealthForceOntario Marketing and Recruitment Agency with whom we share space on a day-to-day basis.

Regretfully, two professional members—Mirsada Vins and Violetta Ilkiw—departed from the transitional Council in 2011/2012. The transitional Council is grateful to both of these talented individuals and thanks them for their significant contribution and leadership.

We wish to acknowledge the assistance and encouragement of the many other established regulatory health colleges (especially the College of Nurses of Ontario, the College of Physicians and Surgeons of Ontario, the College of Physiotherapists), the Federation of Regulatory Health Colleges of Ontario, and other governmental departments, divisions and agencies who have used both words and actions to assist the transitional Council during this process.

We are appreciative to the other four transitional Councils—Kinesiology, Naturopathy, Psychotherapy/Mental Health, and Traditional Chinese Medicine/Acupuncture—who have worked collaboratively with us in the realization of our collective mandates and establishment of our individual colleges.

We are extremely grateful for the expertise, wisdom, and skill of Legal Counsel Richard Steinecke who makes the development of regulation and the interpretation of the law both fascinating and understandable; and Karine George's from Assessment Strategies Inc. for her dedication, skill and judgment in the development of Ontario's first Entry-to-Practice Competency Profile and Performance Indicators for the profession of homeopathy.

Most importantly, without homeopathic practitioners, schools, associations and patients there would be no profession to regulate or public to protect. Thank you to the hundreds of individuals and groups who provided their input and feedback into the work of the transitional Council.

OBJECTIVES AND OBJECTS OF THE TRANSITIONAL COUNCIL

The Homeopathy Act, 2007, ("the Act") allows for the creation of the transitional Council of the College of Homeopaths of Ontario to allow self-regulation of the homeopathy profession within the framework of the Regulated Health Professions Act, 1991 (RHPA). It has a specific duty to protect the public interest.

The transitional Council is accountable to the Minister of Health and Long-Term Care, and responsible for establishing the College of Homeopaths of Ontario. The transitional Council also exercises the powers of a Council of a health regulatory college. During its existence the transitional Council has the mandate to:

1. Establish an accountability agreement, including a memorandum of understanding and loan agreement, with the Ministry of Health and Long-Term Care;
2. Establish, in collaboration with the Registrar, administrative processes and the infrastructure necessary for the College to operate;
3. Develop by-laws, professional ethics, policies and guidelines;
4. Develop competencies, entry-to-practice criteria, and practice standards, and registration, professional misconduct, and quality assurance regulations;
5. Develop processes to assess and register members;
6. Develop processes to handle complaints and the discipline of members;
7. Develop communication programs to reach members of the profession, the public and other stakeholders.

Once the transitional Council completes its work, and the Homeopathy Act, 2007 is proclaimed, the College will have the tools to fully regulate the practice of homeopathy in the public interest.

ROLE AND MANDATE OF THE TRANSITIONAL COUNCIL

The transitional Council of the College of Homeopaths of Ontario is a statutory body mandated to regulate the homeopathic profession and to set standards for the profession in Ontario. It has a duty to protect the public interest. The transitional Council is accountable to the Minister of Health and Long-Term Care to fulfill its mandate.

Instituted in 2009, the transitional Council has completed a number of deliverables including developing and submission of draft Registration, Professional Misconduct and Quality Assurance regulations for Ministry approval, and establishing Entry-to-Practice competencies and performance indicators. Currently the transitional Council has a large variety of projects under development including practice standards, policies and guidelines, a Quality Assurance Program, Jurisprudence Program, and individual and curriculum assessment systems and tools. A brief list of the projects and programs under development are included in the table on the next page.

At a Glance Status Report at March 31, 2012

Project / Program	In Conceptual Development	In Progress	Complete
Draft Registration Regulation			✓
Government Approval of Registration Regulations		✓	
Entry-to-Practice Competency			✓
Performance Indicators			✓
Prior Learning Assessment Program & Tools for Individual Assessment		✓	
Curriculum Assessment	✓		
Draft Quality Assurance Regulation			✓
Government Approval of Quality Assurance Regulation		✓	
Basic Quality Assurance Program	✓		
Draft Professional Misconduct Regulation			✓
Government Approval of Professional Misconduct Regulation		✓	
Practice Policies, Guidelines and Standards Development		✓	
Inquiries, Complaints, Reports, Discipline and Fitness to Practice Process		✓	
Database and Public Register		✓	
Jurisprudence Program	✓		
Communications		Ongoing	

ACTIVITY REPORTS

This report details the transitional Council's work during the period of April 1, 2011 to March 31, 2012. During this time period the transitional Council and its committees and working groups has made significant progress in fulfilling its mandate. To follow are reports of accomplished filed by each committee, working group or panel.

Transitional Council

Scope and Purpose:

In accordance with the Regulated Health Professions Act, 1991, Health Professions Procedural Code, Schedule 2, Section 4: "The Council shall have a Council that shall be its board of directors and that shall manage and administer its affairs. 1991, c. 18, Sched. 2, s. 4."

The Council is directly accountable to the government for the effective governance of the transitional Council in accordance with all applicable legislative requirements.

A Council member functions as a director of the transitional Council and has the duty of participating fully in the governance of the transitional Council, which is the self-regulating body for homeopaths in the province of Ontario. In the fulfillment of the role of Council member, each Council member has a fiduciary responsibility for the management and administration of the transitional Council's affairs; and is responsible for upholding the vision of the transitional Council, contributing to its mission, and acting in accordance with its values.

Members:

- Jim Dunsdon, President (Public)
- Violetta Ilkiw, Vice President (Professional) April 2011 – January 2012
- Whitney Collins, Vice President (Professional)
- John Curran (Public)
- Kathy Desjardins (Professional)
- Eden Gajraj (Public)
- Ling Goh (Professional)
- Ron Harris (Professional)
- Margaret Martin (Public)
- John Millar (Professional)
- Wangari Muriuki (Public)
- Luba Plotkina (Professional)
- Bhupinder Sharma (Professional)
- Mirsada Vins (Professional) April – July 2011
- Kelly Warren (Public)

Staff Support:

- Janet Blanchard (Senior Policy and Communications Officer)
- Mary Kennedy (Executive Assistant)
- Allan Mack (Policy Analyst)
- Katharine McEachern (Senior Operations Officer)
- Magdalene Reder (Receptionist)
- Basil Ziv (Registrar)

Number of Meetings: Eleven

Accomplishments of the transitional Council:

- Approved the creation of the Clinical Practice Working Group, Competency Working Group, Performance Indicators Panel, Individual Assessment Working Group, and Ad Hoc Advisory Working Group.
- Approved committee, working group and panel terms of reference and work plans.
- Approved budgets, revenue projections, Council priorities documents, and timelines for proclamation.
- Received written reports and verbal presentations on the process of required procurements. Approved selection of consultants and non-Council members as required.
- Reviewed, discussed and approved draft Quality Assurance, Professional Misconduct and Registration regulations and entry-to-practice competency profile for 60-day statutory consultation.
- Received written reports and verbal presentations of stakeholder feedback received from 60-day statutory consultations.
- Approved submission of the draft Quality Assurance, Professional Misconduct and Registration regulations to the Ministry of Health and Long-Term Care based on committee/working group recommendations following 60-day statutory consultation.
- Approved the client-centered framework for the competency profile.
- Approved the *Entry-to-Practice Competency Profile for Homeopaths Practicing in Ontario* following validation, receipt, review and committee recommendations on the results of the 60-day statutory consultation.
- Approved the Performance Indicators based on the *Entry-to-Practice Competency Profile for Homeopaths Practicing in Ontario* following validation, receipt and review of committee recommendations.
- Received presentation on regulation development, competency development, performance indicator development and preliminary results of the University of Toronto survey of the homeopathic profession in Ontario.
- Approved in principle, for consultation, Standard of Professional Ethics.
- Received Chair reports on work progress of committee, working groups and panels.
- Held elections for officers in February 2012.
- Approved two "Call for Volunteers – non-Council committee members".
- Appointed representatives to Registration, Clinical Practice Working Group, Competency Working Group, Performance Indicators Panel, Individual Assessment Panel, and the Ad Hoc Advisory Working Group.
- Approved Bylaw changes related to:
 - definition of member for the duration of the transitional period;
 - introduce changes in the governance structure to move from transitional into the regulatory structure as prescribed by the Regulated Health Professions Act, 1991, thereby, increasing the number of committees to ensure inclusion of all statutory committees and panels;
 - the process for selecting committee chairs (from selection by Council to selection by committee);
 - process change to timing of annual selection of committee members to the meeting following the election of officers); and
 - Election of officers from one at a time to the option of electing officers by slate should the composition of the slate and requirements be identical.

Report – Executive Committee (Statutory)

Scope and Purpose:

The Executive Committee has all the powers of the Council to deal with any matter that, in its opinion, requires immediate attention other than the power to make, amend or revoke a regulation or bylaw. The Executive Committee is directly accountable to the Council and indirectly accountable to the government, the public, the profession for the effective governance of the College in accordance with all applicable legislative requirements.

Members: Jim Dunsdon, President (Public)
Violetta Ilkiw, Vice President (Professional) April 2011 – January 2012
Whitney Collins, Vice President (Professional) February – March 2012
Ling Goh (Professional)
Margaret Martin (Public)
Luba Plotkina (Professional)

Staff: Janet Blanchard (Senior Policy and Communications Officer)
Mary Kennedy (Executive Assistant)
Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: Eleven

Accomplishments of the Executive Committee:

- The President maintains regular meetings with the Registrar and Vice President to ensure that Council and Executive Committee business runs smoothly leading up to and between meetings.
- Received and approved government submissions of budgets, revenue projections, Council priorities plans, and timelines for proclamation.
- Prepared responses to Health Professions Regulatory Advisory Council on the Criteria for Regulation of a New Health Profession under RHPA, the College of Physicians and Surgeons of Ontario Policy on Delegation of Controlled Acts, and the transitional Council of the College of Naturopaths of Ontario on review of Authorized Acts.
- Reviewed and moved forward policies for Council on communications protocol, draft regulations, and draft standard on professional ethics, and new committee terms of reference.
- Approved process for recruitment and selection of non-Council committee and working group members, using a transparent process through a posting on the transitional Council website, selection was based on experience and representation in the community.
- Received a report on the Certification of Homeopathic Education summit.
- Reviewed communication pieces for stakeholders.
- Participated in the review and release of procurement documents, and processes for projects initiated in 2011/2012 and 2012/2013. Projects include procurements for: competency development, jurisprudence project, performance indicators, individual assessment, curriculum assessment, database, and bookkeeping services.
- Oversight role for the development and implementation of a plan for the transfer of operations from the MOHLTC to the transitional Council of the College of Homeopaths of Ontario as of April 1, 2012 including negotiations on behalf of Council on the Transfer Payment Agreement with the Government of Ontario.

Report – Registration Committee (Statutory)

Scope and Purpose:

The Registration Committee provides direction to the College and the Registrar with regard to the registration processes. The Committee will develop standards, policies, guidelines, and regulations. The Registration Committee is also responsible for the study, review and development of policies and protocol pertaining to entry-to-practice registration that are transparent, objective, impartial and fair.

Members: Wangari Muriuki (Public), Chair (August 2011 – March 2012)
Mirsada Vins (Professional), Chair (March – July 2012)
Whitney Collins (Professional)
Ling Goh (Professional) (August 2011 – March 2012)
Violetta Ilkiw (Professional)
Bhupinder Sharma (Professional)
Kelly Warren (Public)

Staff: Mary Kennedy (Executive Assistant)
Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: Ten

Accomplishments of the Registration Committee:

- With the assistance of Legal Counsel the members of the committee researched, reviewed, drafted and discussed at length the individual provisions of the proposed Registration regulation. Discussions included registration issues specific to homeopathy and those related to professionals under the *Regulated Health Professions Act, 1991*.
- Consulted with the Regulatory Health Policy Branch of the MOHTLC, the Office of the Fairness Commissioner of Ontario (OFC), Ministry of Training, College and Universities, and academic and association stakeholders on the creation of the draft Registration regulations. The transitional Council met with the MOHTLC and OFC and academic stakeholders on several occasions.
- Prior to informal consultation, the Registration Committee examined clinical training requirements from within Canada and around the world, and other professions regulated under the RHPA.
- In June 2011, the transitional Council conducted an informal consultation on the proposed Registration Regulation and received mixed feedback on the clinical practice provision.
- In August 2011, the draft regulation was released for 60-day statutory consultation. Committee reviewed written and verbal reports on informal and formal consultation feedback received from over 140 individuals and organizations.
- Parallel to the 60-day statutory consultation the Clinical Practice Working Group was created to review in detail the clinical practice provision. This working group made minor recommendations which were accepted by the Registration Committee, and incorporated into the draft regulation.
- In November 2011, following the formal consultation, and prior to Council approval of the proposed Registration Regulation, the transitional Council staff and the Registration Committee Chair met with a group of homeopathic educational stakeholders as a group to present the recommendations of the Clinical Practice Working Group.
- Following all consultation, this Registration regulation was approved, unanimously, by the transitional Council.

- The transitional Council agreed that the delivery of homeopathic education from private career colleges was acceptable acknowledging that a process needs to ensure that educational institution's curriculum is based on the approved competencies. This action ensures public protection. At fiscal year end the transitional Council began the process of retaining a third-party expert to undertake a comprehensive review of these curricula. This activity will be overseen by the Registration Committee.
- The proposed Registration regulation and accompanying supporting documentation was submitted to the Ministry of Health and Long-Term Care in early 2012 for their review and consideration.

Report – Clinical Practice Working Group (Non-Statutory)

Scope and Purpose:

The Clinical Practice Working Group is a non-statutory working group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. The group's mandate was to consider and operationalize the clinical practice provision of the draft Registration regulation in a transparent, objective, impartial and fair manner.

Members: Bhupinder Sharma (Professional), Chair
Akshay Banker (Professional, non-Council)
Whitney Collins (Professional)
John Curran (Public)
Inna Dolgopolsky (Professional, non-Council)
Violetta Ilkiw (Professional)
Olga Imas (Professional, non-Council)
John Millar (Professional)
Iman Navab (Professional, non-Council)
Kelly Warren (Public)

Staff: Mary Kennedy (Executive Assistant)
Janet Blanchard (Senior Policy and Communications Officer)
Basil Ziv (Registrar)

Number of Meetings: Seven

Reports to: Registration Committee

Accomplishments of the Clinical Practice Working Group:

- Parallel to the 60-day consultation this working group reviewed in detail the clinical practice provision of the draft Registration regulation.
- This group evaluated, researched and defined the clinical practice requirements, and made minor recommendations back to Registration Committee. These recommendations have been incorporated into the draft regulation.

Report – Professional Practice Working Group (Non-Statutory)

Scope and Purpose:

The Professional Practice Working Group is a non-Statutory working group struck as allowed by the *Bylaws of the College of Homeopaths of Ontario*. The Professional Practice Working Group is tasked with the development of the Professional Misconduct and Quality Assurance regulations, and developing the standards, policies, guidelines relating to the practice and conduct of practitioners.

Members: Whitney Collins (Professional), Chair
John Curran (Public)
Ron Harris (Professional)
Margaret Martin (Public)
John Millar (Professional)

Staff: Janet Blanchard (Senior Policy and Communications Officer)
Basil Ziv (Registrar)

Number of Meetings: Seven

Reports to: Executive Committee

Accomplishments of the Professional Practice Working Group:

- With assistance from Legal Counsel, drafted, discussed, and refined Professional Misconduct regulation for Council approval. Participated in informal stakeholder consultation and circulated the regulation for 60-day statutory consultation.
- With assistance from Legal Counsel, drafted, discussed and refined Quality Assurance regulation for Council approval. Participated in informal stakeholder consultation and circulated the regulation for 60-day statutory consultation.
- Reviewed written and verbal reports on informal and formal consultation feedback received from over 140 individuals and organizations.
- Consulted with the Regulatory Health Policy Branch of the MOHLTC on the creation of the draft Professional Misconduct and Quality Assurance regulations.
- Following informal and 60-day statutory consultation, these regulations were approved, unanimously, by the transitional Council.
- The proposed Professional Misconduct and Quality Assurance regulations and accompanying supporting documentation was submitted to the Ministry of Health and Long-Term Care in early 2012 for their review and consideration.
- Researched homeopathic Code of Ethics from across the world and from across the homeopathic profession and within other health regulatory colleges; and drafted a proposed Code of Ethics for review by Council. (Pending 60-day consultation with stakeholders.)
- Drafted and reviewed policy statements on public health, advertising, use of title and credentials, record keeping, and guidelines on professional conflict of interest.

Report – Governance Working Group (Non-Statutory)

Scope and Purpose:

The *Governance Working Group* is a non-statutory working group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. The *Governance Working Group* is tasked with monitoring the governance policy adopted by Council and developing governance policies and practices to ensure an effective system of governance. The group is responsible for recommending to Executive and Council changes to governance policies, the working group also oversees the nominations procedure (By-law 12.03), including making recommendations to Council regarding the membership and leadership of the transitional Council committees.

Members: John Curran (Public), Chair
Whitney Collins (Professional)
Kathy Desjardins (Professional)
John Miller (Professional)
Jim Dunsdon (Public)

Staff: Janet Blanchard (Senior Policy and Communications Officer)
Mary Kennedy (Executive Assistant)
Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: Three

Reports to: Executive Committee

Accomplishments of the Governance Working Group:

- The Governance Working Group examined the Bylaws of the College of Homeopaths of Ontario and recommended to the transitional Council:
 - Revisions to the definition of member to include administrative professions during the transitional period;
 - Minor adjustments to streamline the election of Executive Committee members, the timing of the determination of committee and panel composition, and the process of selecting committee chairs.
- All recommendations were approved by Council.

Report – Communications Working Group (Non-Statutory)

Scope and Purpose:

The *Communications Working Group* is a non-statutory working group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. During the 2011/2012 fiscal year the *Communications Working Group* was tasked will monitor the communication policies adopted by Council and to develop policies and practices to ensure an effective system of communication. The Group may be called upon to collaborate on additional functions as identified by Council.

Members: Eden Gajraj (Public), Chair
Ron Harris (Professional)
Wangari Muriuki (Public)
Luba Plotkina (Professional)

Staff: Janet Blanchard (Senior Policy and Communications Officer)
Basil Ziv (Registrar)

Number of Meetings: One

Reports to: Executive Committee

Accomplishments of the Communications Working Group:

- This group met to discuss communication outreach strategies for the education and consultation of stakeholders on matters of the regulations and competencies.
- Strategies were implemented through the operational structure.

Report – Steering Working Group (Non-Statutory)

Scope and Purpose:

The Steering Working Group is a non-statutory working group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. The Steering Working Group develops the framework under which the competencies and performance indicators are to be developed.

Members: Eden Gajraj (Public), Chair
Kathy Desjardins (Professional)
Ling Goh (Professional)
Bhupinder Sharma (Professional)
Kelly Warren (Public)

Staff: Mary Kennedy (Executive Assistant)
Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: Nine

Reports to: Executive Committee

Accomplishments of the Steering Working Group:

- Developed terms of reference for the Clinical Practice Working Group, Competency Working Group, Performance Indicator Panel, and Ad Hoc Advisory Working Group.
- Developed the process for identifying the need for Non-Council committee members, and recruiting and selecting individuals.
- Interviewed, selected and recommended to the transitional Council non-council committee members for the Competency Working Group and Performance Indicator Panel.
- Competency development oversight including – issuing of Request for Proposal, oversight of procurement process, approving and monitoring timelines, project deliverables, and consultant selection and screening process.
- Approved the competency development project methodologies, in consultation with project consultant.
- Participated in the review and validation of the Entry-to-Practice Competency Profile for Homeopaths Practising in Ontario and Performance Indicators, including review of stakeholder feedback from the 60-day statutory consultation on the Competency Profile. Recommended both documents to the transitional Council for approval.
- Reviewed recommended assessment methods based on Entry-to-Practice Competency Profile for Homeopaths Practising in Ontario.

Report – Competency Working Group (Non-Statutory)

Scope and Purpose:

The Competency Working Group is a non-statutory working group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. The Competency Working Group participated collaboratively with a purpose to develop and populate a preliminary entry-to-practice competency framework (Competency Profile).

Members: Wangari Muriuki (Public), Chair
Laurie Ann Allen (Professional, non-Council)
Lisa Decandia (Professional, non-Council)
Inna Dolgopolsky (Professional, non-Council)
Lucie Fournier (Professional, non-Council)
Ling Goh (Professional)
Kashka Kril-Atkins (Professional, non-Council)
Luba Plotkina (Professional)

Staff: Mary Kennedy (Executive Assistant)
Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: One – Five Day Meeting

Reports to: Steering Working Group

Accomplishments of the Competency Working Group:

- The transitional Council determined that a competency-based model assures fair access for current active practitioners and future applicants. This approach was commended by the Office of the Fairness Commissioner, who supports a full competency-based model.
- This working group was comprised of experienced and entry-to-practice practitioners who created a competency profile after receiving training in competency development.
- The Competency Working Group diligently spent five days crafting Ontario's first Competency Profile for Entry-to-Practice Homeopaths within a regulatory environment.
- This project was managed by staff and a project consultant to gain input from stakeholders and approval from the Steering Working Group and transitional Council through the following phases;
 - (1) Review and update from the Ad-Hoc Advisory Group and Transitional Council of the College of Homeopaths of Ontario;
 - (2) Validation using an online psychometrically statistically sound validation survey accessible to all interested stakeholders; and
 - (3) Finalization and additional review of the profile. In December 2011, the profile was disseminated for a 60-day statutory consultation to solicit additional feedback from stakeholders to ensure that the competency profile reflected the practice of the entry-to-practice homeopath. The final competency profile was approved by Council on February 27, 2012.

Report – Performance Indicators Panel (Non-Statutory)

Scope and Purpose:

The Performance Indicators Panel is a non-statutory group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. The Performance Indicators Panel was tasked with the development of the performance indicators based on the approved Competency Profile.

Members: Kelly Warren (Public), Chair
Whitney Collins (Professional)
Lucia Dias (Professional, non-Council)
Kerri Flood (Professional, non-Council)
Savitri Kulkarni (Professional, non-Council)
Bhupinder Sharma (Professional)

Staff: Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: Five Days of Meetings

Reports to: Steering Working Group

Accomplishments of the Performance Indicators Panel:

- The Performance Indicators Panel spent five days working with an external consultant to discuss and document the performance indicators for each competency listed in the *Competency Profile for Entry-to-Practice Homeopaths Practising in Ontario*.
- The outcomes were validated by the Steering Working Group as well as by an Ad-Hoc Advisory Working Group (AWG). This group consisted of nine homeopaths who did not participate in the development of the initial performance indicators.
- The Performance Indicators were reviewed, modified and approved by the transitional Council on March 26, 2012.

Report – Assessment Working Group (Non-Statutory)

Scope and Purpose:

The Assessment Working Group is a non-statutory working group struck as defined in the *Bylaws of the College of Homeopaths of Ontario*. The Assessment Working Group is tasked with creating the framework under which the individual assessment tool(s) will be developed. The Assessment Working Group is responsible for the study, review and development of policies and protocol pertaining to the development of assessment tool(s) that are transparent, objective, impartial and fair. Individual assessment is supported by the draft Registration Regulation.

Members: John Millar (Professional), Chair
John Curran (Public)
Eden Gajraj (Public)
Margaret Martin (Public)
Luba Plotkina (Professional)
Bhupinder Sharma (Professional)
Kelly Warren (Public)

Staff: Mary Kennedy (Executive Assistant)
Katharine McEachern (Senior Operations Officer)
Basil Ziv (Registrar)

Number of Meetings: Three

Reports to: Executive Committee

Accomplishments of the Assessment Working Group:

- In collaboration with staff and in consultation the MOHLTC and Legal Counsel a Request for Proposal was developed. A consultant was selected at year's end. Plans for implementation of this project will commence in the 2012/2013 fiscal year.

Report – Ad Hoc Advisory Group (Non-Statutory)

Scope and Purpose:

The Ad Hoc Advisory Working Group reports to the Communications Working Group through the Registrar. The Ad Hoc Advisory Working Group is responsible for: Providing feedback to the transitional Council on sensitive and important areas within the Council's mandate related yet not exclusively to entry to practice.

Members: Eden Gajraj (Public), Chair, (November 2011 – March 2012)
Jim Dunsdon (Public), Chair, (April – October 2011)
Nadia Bakir (Board of Directors of Drugless Therapy - Naturopathy)
Sushila Lalsingh (British Institute of Homeopathy)
Iman Navab (Canadian College of Holistic Medicine)
Lisa Decandia (Canadian College of Homeopathic Medicine)
Joe Kellerstein (Canadian College of Homeopathic Medicine)
Charlotte Robertson (Canadian College of Homeopathic Medicine)
Sheila McKenzie (Canadian College of Humanitarian Medicine)
Alka Dalal (Homeopathic Medical Association of Canada)
Clarissa Stephenson (Homeopathic Medical Council of Canada)
Helen Hardinge Field (National United Professional Association of Trained Homeopaths)
Kashka Kril-Atkins (North American Society of Homeopaths)
Haroula Battista (Ontario College of Homeopathic Medicine)
Mirsada Vins (Ontario College of Homeopathic Medicine)
Dennis Chadbourne (Ontario Homeopathic Association)
Olga Imas (Ontario Homeopathic Association)
Christine Jambrosic (School of Homeopathy)

Staff: Janet Blanchard (Senior Policy and Communications Officer)
Basil Ziv (Registrar)

Number of Meetings: Five

Reports to: Executive Committee

Accomplishments of the Ad Hoc Advisory Group:

- The Ad Hoc Advisory Working Group is comprised of representatives from the profession's academic and association organizations. The working group provided input and feedback on the following projects:
 - Draft Registration, Professional Misconduct and Quality Assurance regulations; Draft Entry-to-Practice Competency Profile for Homeopaths Practicing in Ontario prior to stakeholder validation;
 - Draft clinical practice requirements of the Registration regulation; and
 - Draft Performance Indicators.

GOVERNANCE STRUCTURE
Reflective of April 1, 2011 to March 31, 2012

