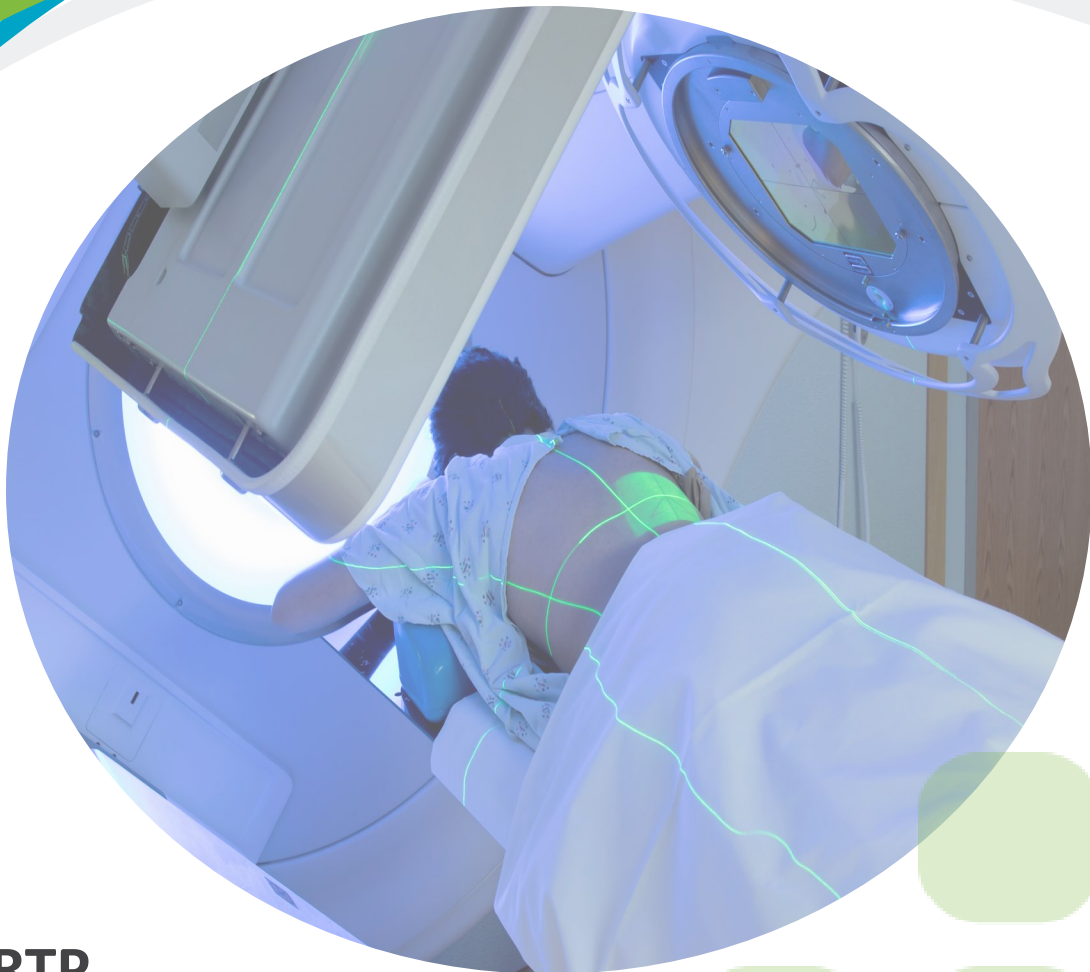


UNIFYING FOR A HEALTHY FUTURE

ANNUAL REPORT



NSCMIRTP

Annual Report 2020



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THE 1st ANNUAL GENERAL MEETING

The Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

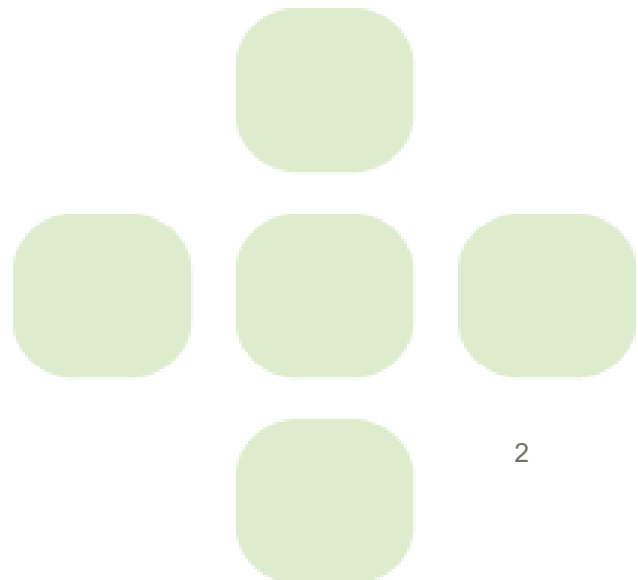
Notice is hereby given to the registrants of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP) that the 1st Annual General Meeting of the College will be held Saturday, June 5th, 2021 1100-1200. This will be a webinar event, details on how to connect will be sent nearer the time. An education event will also take place via webinar from 0930-1030 am prior to the AGM.

Those in attendance are reminded that they are not eligible to vote at the AGM if they are not a active registrant of NSCMIRTP.

The following pages contain the Annual Reports of the Executive and the committees of the NSCMIRTP. Please bring your own copy of the Annual Report with you to the AGM. The report is available in electronic format on the NSCMIRTP [website](#) and will be displayed electronically during the annual meeting.



Chrissy Gamache, BHSc, RTR
Chair NSCMIRTP





AGENDA

The Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

1st Annual General Meeting

June 5th, 2021 11:00 - 12:00

Webinar

- 1.0 Call to Order & Roll Call of NSCMIRTP Board
- 2.0 Chair's Welcome and Approval of Agenda
- 3.0 Approval of Minutes of NSAMRT's 80th AGM
- 4.0 Business Arising from the Previous Minutes
- 5.0 Annual Reports
 - 5.1 Executive Board
 - 5.1.1 Co President's and Executive Director's Report
 - 5.1.2 Registrar's Report
 - 5.1.3 Volunteer Coordinator's Report
 - 5.2 Committee Reports
 - 5.3 Finances
 - 5.3.1 Treasurer's Report
 - 5.3.2 MNP Audit Report
- 6.0 New Business
 - 6.1 Election Ratification
 - 6.2 Appointment of Auditors
- 7.0 2nd Annual NSCMIRTP AGM location
- 8.0 Adjournments

NSCMIRTP Staff



Julie Avery
Executive Director/Registrar
julieavery@nscmirtp.ca



Joanne Jones
Administrative Assistant
joannejones@nscmirtp.ca

Our Mission

Through defining and supporting ethical practice standards and continuous professional development, we instill public confidence and advance the profession.

Our Vision

The leader in regulating dynamic standards of competency and performance for the medical imaging and radiation therapy professionals who ensure Nova Scotians receive exceptional care.

Values

Excellence

We are committed to defining and maintaining high standards of excellence required for high quality, evidence informed care by competent MIRT professionals.

Transparency

We are fair open, and forthright in our processes.

Accountability

We protect the public interest by ensuring our profession is ethical and competent.

Collaboration

We work with internal and external stakeholders to improve practice and professional competency.

NSCMIRTP 2020 Interim Board

Co-Presidents



Chrissy Gamache



Jennifer Kressebuch

Vice President

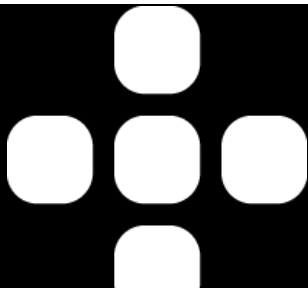


Paul Menhennett

Past President



Megan Brydon



Treasurer



Diana Sheppard
dianasheppard@nscmirtp.ca

Secretary



Miranda Thomson
mirandathomson@nscmirtp.ca

Members-at-Large



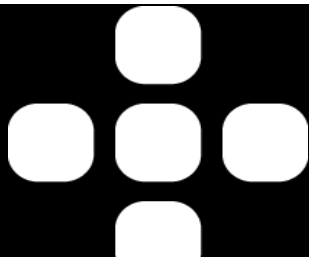
Bev Barrios



Rebecca Jessome



Anna Steeves



Public Members



Nick Burke



Hammad Mohiy ud Din



Ann Mann

Nova Scotia
College of **MIRTP**

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Co-Presidents Report

2020

2020 was certainly a year to remember. Who knew that a worldwide pandemic would play a role in our 12+ year effort in becoming a self-regulated college. The proclamation of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP) is the outcome of a sustained effort to unite professionals in medical radiation and imaging technology into a single regulatory body to serve and protect the public interest. The NSCMIRTP does this by establishing standards of practice for the profession, setting entry to practice requirements, ensuring the continued competence of registrants, and addressing concerns from the public through our complaints and discipline processes.

Journey

As Co- Presidents this has not just been our journey but the journey of successive Councils over the past decade. Without the ongoing

energies and efforts of each Council, this objective could not have been successfully reached. They have moved many initiatives forward to support anticipated proclamation including website design, online registration platform, IT infrastructure to support document retention and security, branding, standards and CPD development, bylaws development and changing governance to a policy board with staff hired to carry out operational activities.

Engagement

A massive task in 2020 was sourcing and engaging every working, or potentially working, MIRTP across the province. Ensuring NSAMRT members were up to date was one thing, but as NSSDMS membership was voluntary, reaching sonographers was a greater challenge. It was essential that all MIRTPs had access to accurate and timely information

regarding College news and registration processes and timelines. Thanks to the efforts of our staff and volunteers, 130+ working sonographers were able to complete their NSCMIRTP registrations within the allotted time.

Structure

Several committees saw structural changes this year, with new TORs and new chairs stepping in. A new sonography-specific sub committee was also created to ensure inclusivity and validity of existing College documentation and processes as it related to sonographers, as well as creating many new documents. This committee was also crucial in assessing diagnostic medical sonographer (DMS) applications that did not meet credentials as laid out in NSCMIRTP registration requirements.

Stability

As part of the Board's strategic outlook of financial long-term stability, the NSCMIRTP approved an investment policy for the reserve funds of the College and these monies are now working to help generate modest income for the College. These monies remain easily accessed in the event they are required. In addition, a review of fees related to registration and renewal was carried out to ensure fees reflected cost recovery for refunds and aligned with standard practices for other fees. This resulted in a \$100 application fee being introduced to ensure those applying for licenses are paying for the costs associated with having applications reviewed. A late fee was also introduced for those renewing after Dec 1st to encourage registrants to renew on time and support staff in timely completion of renewals.

Proclamation

Effective Sept 8th, 2020 the NSAMRT and NSSDMS came together as the NSCMIRTP. The interim board included the executive members of the previous organizations and three publicly appointed members. This interim

board quickly got to work to operationalizing the new mandate of the College. While the NSSDMS' mandate was member interest and NSAMRT's was dual member's interest and public interest, the NSCMIRTP has the principal mandate of public interest. This means at the core of every decision made by the board the question asked should be what is in the best interest of the public.

While the focus has changed from our registrants to the public, the NSCMIRTP mandate remains mutually beneficial, where the goal is to instill public trust and confidence in the five professional groups licensed with the College. The College works towards this by ensuring that anyone providing MIRT services in Nova Scotia are held to the highest standards in delivering ethical and competent care.

Self-Regulation

A self-regulated College means that members from within the MIRT professions are the ones helping to create and update the policies, bylaws and regulations that, along with

the ACT, govern the College, thus governing the profession. Self regulation is the recognition that MIRTs are in the best position to assess practice standards, monitor these standards and address registrants that fail to meet these standards. It is a privilege granted to us by the Nova Scotia Department of Health and Wellness.

Strategic Plan

In 2021, we plan to create and implement a new strategic plan more aligned with the new mandate of protecting the public interest. We will continue to align and partner with regional, provincial, and national stakeholders to accomplish mutually beneficial goals. Effective Board governance and succession planning will continue to be an important focus for the Board. The Board will be supported in their work with the provision of education and leadership training through virtual and in-person sessions.

Awareness

NSCMIRTP will continue to educate registrants on the new licence requirements, such as continuing professional development (CPD) credits, currency practice hours, protected titles and the duty to report. There are three main opportunities throughout the year for the NSCMIRTP Board to speak directly with registrants regarding College updates; the Spring AGM, Fall Townhall and site visits. The site visits did not occur in 2020 due to public health restrictions but will resume once it is safe to do so. The 2020 AGM and Townhall were successfully held virtually with excellent turnout. Registrants are encouraged to reach out with any inquiries to info@nscmirtp.ca and to stay engaged with College updates through eblasts, newsletters, Facebook and the NSCMIRTP website. Registrant-focused services, such as awards, publications and education events will see a full review in 2021 as the NSCMIRTP's mandate of public protection now becomes the primary focus.

Participation

Volunteering is a great way to stay informed and help shape the MIRT profession. Our volunteer base has grown significantly in the past year and site champions work to disseminate College news and act as liaison between the NSCMIRTP and the MIRTTPs in their institutions. If you are lacking this in your department and would like to volunteer in this capacity, please reach out to joannejones@nscmirtp.ca

Commitment

We want to take another moment to thank the Board members and staff for their countless hours of hard work in 2020. Reviewing every policy, position statement and vital document, staying up to date on emails and short timeframes, and fielding countless questions from stakeholders and registrants. It would not have been possible without the commitment of so many passionate MIRTTPs.

Future

Here's to the possibilities of 2021 and the bright future of medical imaging and radiation therapy professionals as they continue to serve Nova Scotians with the best possible care.

Respectfully Submitted by



**Chrissy Gamache BHSc,
CTIC, MRT(R),**



**Jennifer Kressebuch BHSc,
DMS(GS)**



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Executive Director's Report

2020

One cannot view 2020 as anything but a historic year for what was the Nova Scotia Association of Medical Radiation Technology (NSAMRT) and is now the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP). The year began with expectations that the Association would continue to focus its energies on proclamation with the belief that this would occur at some time in 2020. March 2020 brought abrupt changes to everyone's plan with the announcement of a worldwide pandemic, bringing normal business operations to a stale for most organizations and putting planned initiatives on hold. Thanks to the Association's recent IT investments the NSAMRT was able to adapt quickly to supporting staff and the Board to work effectively from home. This means day

to day operations continued uninterrupted but the goal of proclamation was expected to be delayed.

Regulation

While in person meetings were cancelled, the collaborative nature of health regulation in the province continued. This included attending virtual meetings and working with DHW to support workforce planning initiatives to ensure the healthcare system had adequate HR resources through the pandemic. The Association and CAMRT worked together and waived all fees to temporarily register past MRTs who still met currency requirements and were willing to come back to work to support healthcare delivery if needed. It was during this process that legal limitations in our Act became evident that reduced our ability to respond. As a result the DHW communicated that

they would like to see our regulations proclaimed by summer. With proclamation now eminent what was already a busy year became a truly hectic one.

Review

NSAMRT did a final Board and legal review of the College regulations. A broad range of stakeholders, who had previously been consulted on the formation of a College for imaging and therapy professionals, were once again contacted to give them an opportunity to add any feedback or concerns they wished to share. Sonographers began to do preliminary applications to enable their files to be preapproved and ready for licensing once proclamation occurred. Board members were required to review every policy, position statement, and foundational document that would direct operations and strategic plan of the College.

Staff began in earnest to brand documents and update document language. Concurrently a new website was under construction and updates to the registration platform were underway to support the addition of diagnostic medical sonographers and the new criteria that would be coming into affect for attaining and maintaining a license to practice for all registrants.

Proclamation

After more than a decade of work by countless MRTs and DMSs, on Sept 8th, 2020 the NSAMRT joined with the Nova Scotia Society of Diagnostic Medical Sonographers (NSSDMS) to become the NSCMIRTP effective immediately. The immediacy of Government approval to proclamation created challenges in rollout. Typically, the date would have been slated for several months into the future allowing for a smoother transition. We had 130+ sonographers that required licensing to be finalized. This was successfully completed by the end of September. Additionally, the Board and

staff were taxed with a 5-page non-exhaustive itemized list of actions that needed to be completed and approved and staff faced a renewal season in just three weeks. This created tight timelines with a few bumps along the way but by year end the College had successfully completed the immediate lists of items required.

Awareness

Throughout 2020 the NSAMRT/NSCMIRTP engaged in a multi-faceted communication strategy to reach sonographers and current registrants of the NSAMRT's four disciplines. This included holding a live stream AGM and townhall with a Q&A session, newsletters, eblasts, FB posts, communication via employers and pre-recorded sessions made available to registrants/students via YouTube. The focus of communication efforts was to educate medical imaging and radiation therapy professionals (MIRTPs) about their new accountabilities under the *Medical Imaging and Radiation Therapy Professionals Act*, SNS 2013, c 7 (the Act), keeping registrants apprised of all professional practice developments including the release of Standards of Practice and Code of Ethics, and provide detailed guidance on how to apply to the

NSCMIRTP in the specialty of diagnostic medical sonography.

Website

The new website is not merely an update but developed from scratch to better serve the needs of the public, employers and registrants and to become a go-to resource for all things regarding self-regulation. Some areas of content are still under development and expected to be completed by fall 2021. NSCMIRTP also rolled out a new Facebook page in November 2020 to use as a tool to communicate with registrants and the public which currently has 105 followers, which we expect to grow over 2021.

Operations

Day to day operations of the NSCMIRTP continued alongside all the demands related to proclamation. We worked with private clinics to ensure safe re-opening, after COVID shutdowns, provided ongoing updates on COVID related matters, handled increasing volumes of practice advisory questions, rescheduled and were part of delivering a virtual Atlantic conference, organized and delivered virtual AGM, spring education and fall education to registrants and provided education to board and professional practice committee members.

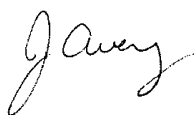
2021

There is still much work to be done to complete the integration of sonography as a fifth specialty. But I promise that the NSCMIRTP will approach these new challenges with the same diligence and professionalism it did in 2020.

Appreciation

Lastly, the College cannot function without the vital work of our MIRTPs volunteering with the College from around the province. Thank you for committing your time and for your valuable contributions. Your efforts continue to support our mandate to ensure that Nova Scotians receive safe, effective, and ethical care.

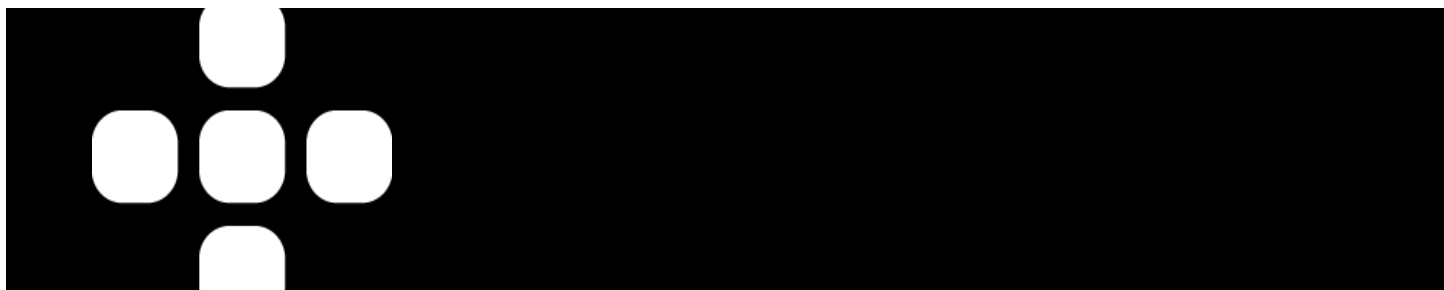
Thank you for your commitment to quality care for all Nova Scotians from around the province.



**Julie Avery MHA, BHSc,
MRT(NM), CTIC
Executive Director,
NSCMIRTP**



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2020 Highlights Report

2020 marked the completion of the 2nd year of our strategic plan. There are five identified strategic directions with some updates related to each of these directions included below. Moving forward the strategic plan will be revisited by the Board in 2021 to ensure the focus of the strategic direction is in fulfilling our primary mandate to serve in the public interest.



Proactive Partnering

- Partner with NS Health Regulators for Governance Education
- Signed MOU with CAMRT for entrance to practice exam and IEMRT assessment



Governance for long term viability

- Access funding for student positions
- Alignment of website and registration platform to new Act and Regulations



Engaged Member

- Registrant surveys on hold for 2020 given other workload demands and College transition
- Posting of webinars



Active Promotion

- Worked early in 2020 with concerns related to PPE and COVID pay for MRTs
- As of Sept 8th pillar no longer active as advocacy is contrary to College mandate



Integration to NSCMIRTP

- Registration of 130+ DMS in Sept 2020
- Revision and approval of all policies and position statements

Financials:

The last increase in dues took place in 2016 when dues were raised to \$450 annually. Through responsible financial management by the board, we are now entering our 6th year with no increase to this dues base. At 2020 year end the College remains in a strong financial position. For full details please refer to the audit statements provided by MNP.



We have now been through a full financial review with our online financial processes and no concerns were identified. The next financial growth in process for us will be the change to conducting a full audit and filing a not-for-profit information return. Both processes will be effective for the 2020 tax year. While new for the College we look forward to the added oversight. It will allow us to better identify any financial risks or gaps in our processes which we can then address.

As of September 2020, the reserve funds of the College are now working for us by being conservatively invested in accordance with policy. Looking to 2021 the finance committee will be developing process changes as recommended by the audit, review reserve funds policy to ensure it remains adequate for College to meet its responsibilities and formalize the new timelines and processes associated with budget development.

FRPA Report



The College continues to work with FRPA to ensure our registration processes and criteria are governed by fair transparent processes. One area of focus for FRPA is ensuring that barriers for internationally educated individuals in the assessment and licensing process are minimized. In support of this FRPA has grants to assist in development of programs that help to reduce these barriers. The NSCMIRTP began the application process in late 2020 for two grants which will aid in the development of programs that will help international applicants in challenging the national exam.

Accreditation



ACCREDITATION
CANADA

With proclamation two additional programs came under the jurisdiction of the NSCMIRTP as it relates to accreditation. Effective Sept 8th, 2020 MRI and Sonography became fully regulated in the province of Nova Scotia. As the regulators for MRI and DMS in Nova Scotia the NSCMIRTP can now appoint a representative to the accreditation panel for these education programs in the province. This allows the College to actively be involved in ensuring educational standards for entry to practice are being met. It is expected that the required updates with Accreditation Canada will be completed by the end of the 2021 calendar year.

Staffing Compliment



Staffing through the early part of 2020 remained unchanged with the administrative assistant working 15hrs/week, the executive director working 30hrs/week and having a student working 30hrs/week over the summer. The College was able to secure provincial funding for the student position covering approximately 60% of costs. Additionally, a national grant was secured that covered 75% of costs to keep the student on for 7 hrs a week through the winter. Upon proclamation the Board requested the ED/Registrar position change from 30 hrs/week to 40hrs/week effective immediately.

Proclamation



Proclamation has impacted MIRTTPs in several areas. Specifically, the College now has new graduate licensing, a continuing professional development program (CPD), the addition of DMS and MRI technologists as regulated professionals and a new standards of practice that took effect immediately.

New Graduate Licensing



Under the new Act new graduates are now eligible for conditional licensing upon completion of an accredited Canadian program. New grads are able to license by following the directions on the [website](#), uploading evidence that they have registered for the next sitting of the national exam and a signed letter of [acknowledgement](#). Employers and licensed graduates must follow the conditions of the license. Once the College receives evidence that the entry to practice exam has been passed the license is flipped to a full active license without restrictions. If an individual fails the exam, it will result in the immediate expiration

of their license and they will be unable to practice as a MIRTTP until they successfully challenge the national exam.

Continuing Professional Development (CPD)



Registrants must now demonstrate ongoing engagement and education in their profession. This is done through the CPD program. The first cycle of this program will run from Nov 1st, 2020 through to Oct 31st, 2022. To support the transition for MIRTs to this process the College is allowing activities from June 1st, 2020 onward to be used in this cycle. In Nov. 2022, all

registrants who are non-compliant with the CPD program will be part of an audit as well as a random selection of registrants for a total of 10% of all registrants. To renew their license, registrants must be compliant with CPD. For full details on this program please refer to the [CPD program manual](#) which is available on the website. The NSCMIRTTP is working with Sonography Canada to streamline the reporting of CPD for sonographers. When finalized it is expected that NS Sonographers will only need to record their activities in the NSCMIRTTP platform.

Scope of Practice



Scope of practice of a profession vs individual scope of practice is an important concept that all MIRTTPs need to understand. Under the new Act each MIRTTP is expected to reflect, and self assess on their own skill sets and knowledge as it relates to their individual scope of practice. The College licenses in 5 disciplines but recognizes that each of these areas has subspecialties which not all individuals in

each discipline are competent to perform. It is the MIRTTP's responsibility to recognize the limits of their individual scope and only practice within this scope. For further information please read the position statement on [scope of practice](#). If you have questions or concerns related to scope of practice the NSCMIRTTP is also a resource to have your questions answered.

Sonography Practice



Nova Scotia is only the 2nd province to regulate sonographers making it truly a new landscape for sonography practice. Effective Sept 8th, 2021 all sonographers must be licensed to work as a DMS in the province. This includes generalist, vascular and echo

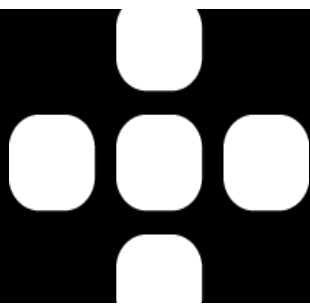
technologists. As of Dec 31st, 2020 the transition period closed for licensing and applicants must now have graduated from an accredited sonography program and passed the national entry to practice exams through Sonography Canada to be eligible for licensing. In addition to the diagnostic practice of sonography which is regulated there is also point of care sonography which is unregulated. The difference between point of care and diagnostic ultrasound can sometime be difficult to define. To support MIRTTPs and employers to better guide them in recognizing this difference the College has begun work on a position statement that it expects to be available in May 2021.

2021

The current year promises to be as busy as the past. The College will continue to manage daily operations and address outstanding initiatives related to proclamation. Beyond these goals the College has several special projects planned to include the updating of existing refresher programs and the

development of two new programs (MRI, Sonography) that will give individuals who no longer meet currency requirements the ability to regain currency and ability to license. A jurisprudence module is also under construction in collaboration with the New Brunswick regulator (NBAMRT). This module will help to inform applicants on their legal responsibilities in practice. Additionally, the construction of registration and renewal guides books is planned for roll out to coincide with annual renewals. The basic information will remain on the website but a link to more detailed information will also be available.

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Registrar's Report

As of Dec 31st, 2020, there were 718 active registrants with the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP). This is an increase of 142 from 576 on Jan 1st, 2020. NSCMIRTP had 188 new applicants, with 180 being successful, 80 resignations and 7 lapsed registrants through 2020 which are broken down in the registration renewal chart.

New Applicants	#2020/#2019	Resignation/Lapsed	#2019/#2018
CFTA	36/7	Retirement	25/17
International	3/1	Maternity/Parental	23/16
NON-CFTA Canadian	11/15	Left/Not in Jurisdiction	19/11
New NS Grad	130/8*16/8	Medical	4/5
Reinstatement	20/23	Unemployed/Other	4/1
2 nd Discipline	7/1	Working in Non MIRTP Role	5/1
Withdrawn/Closed	8/1	Lapsed	7/4

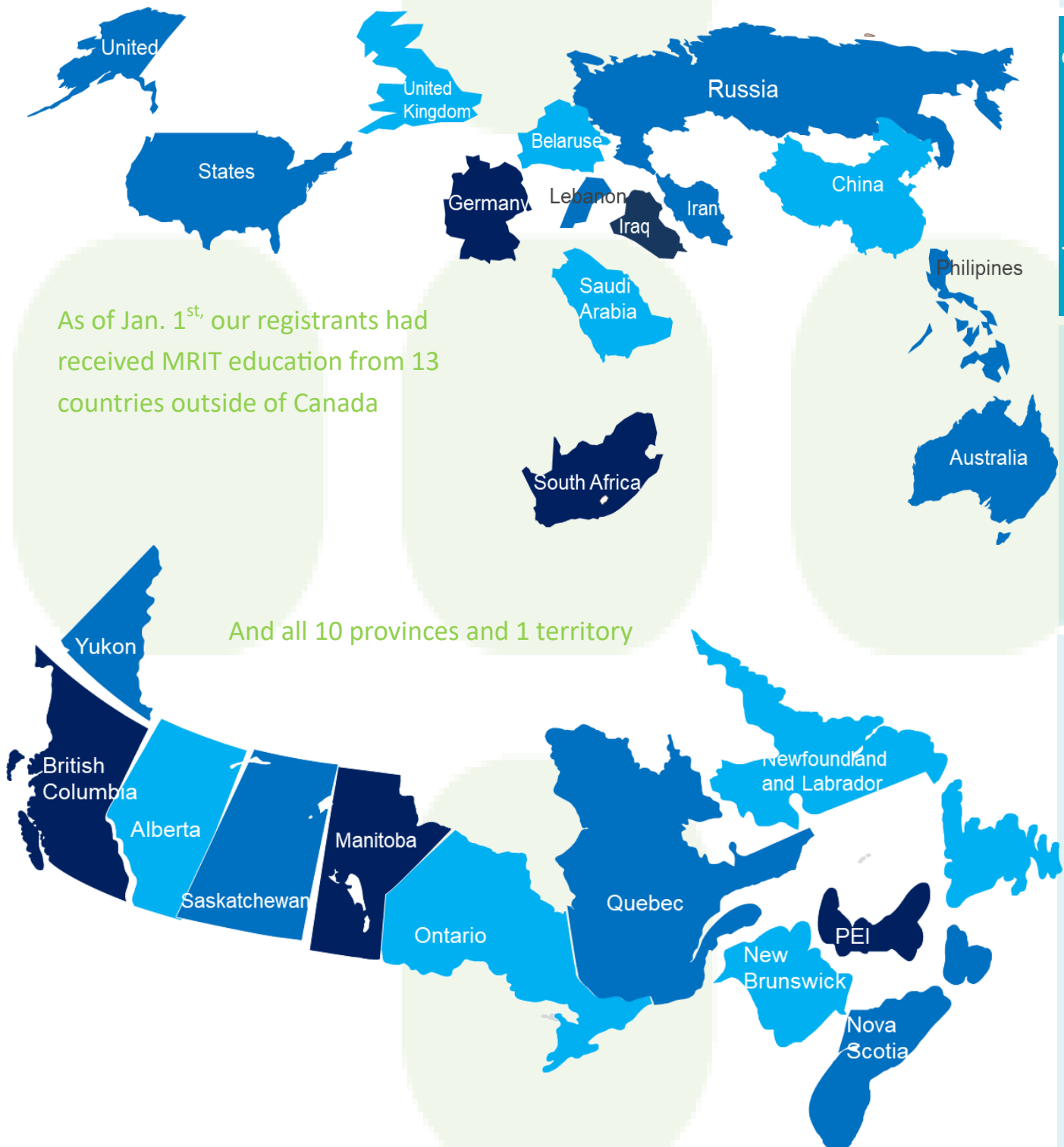
** Most NS Sonographers registering for first time with NSCMIRTP selected NS New Grad. Actual number of new grads more represented by the second number of 16.*

On Jan 1st, 2021 there was a total of 740 active licenses issued to a total of 689 individuals. A total of 51 MIRTPs are currently dual licensed. NSCMIRTP has worked this year to update information on dual licencing to ensure primary license reflects primary area of practice rather than first licensed received.

Discipline	#First License	#2nd License	Totals
DMS	119	9	128
MRT(R)	393	14	407
MRT(T)	74	1	75
MRT(NM)	63	7	70
MRT(MR)	40	20	60

Registrant Makeup

The most common jurisdiction for NSCMIRTP registrants to receive their MIRTP education is in Nova Scotia but we have MIRTPs who have received their MIRTP education from across Canada and Internationally. As of Dec 31st, 2020, our registrants had received MIRTP education from 13 countries outside of Canada and from all 10 provinces and 1 territory.



Registration Process

The registration process continues to be adjusted. This year the focus has been on aligning the platform with the NSCMIRTP Legislation and allowing for the addition of DMSs to the registry. These changes have resulted in some anomalies to our data for this year. This included the reinstatement of individuals that were members of NSAMRT as radiological technologists that had ceased practice and became DMSs. There was also the issue that most DMSs did not fit into any of our categories for new applicants as they were not new graduates or coming from another jurisdiction. This anomaly has been addressed by presenting two numbers reflecting new grad licensing.

The number of new applicants was high due to DMS applications and next year we can expect this to drop by about 120 applications. The final revisions to the registration platform to remove any NSAMRT language should be completed by the end of March 2021. In addition, the student support staff is working on reviewing names in the registry to ensure name entered aligns with

credentials/Govt ID. This is not such an issue with individuals that have applied to license since adopting the Guild platform but there are several naming issues carried forth from the previous system.

The live registry was updated in 2020 and now carries both the name aligned with submitted credentials/ID and the name a registrant uses in practice, the specific discipline/s they are licensed to practise in, and any conditions associated with their license.

Edits to the CPD platform are underway that will add additional administrative access to the platform. This will allow staff and credentials committee the ability to review CPD portfolios but not change the content. It will also automatically notify us when a registrant enters an activity that does not have CPD values that needs to be reviewed. This is expected to be completed by the end of May. Credentials committee will then review any outstanding activities that require an assessment for CPD value.

It is important to remind all our registrants that accurate information is essential to the proper running of the College. Please ensure your personal information, name, address, date of birth and licensing numbers are all correct. If you are currently using a different name in practice than what you are registered under, or if any of your contact information has changed, please login to the registration platform and update your information. Please ensure the email associated with your account is one that you check regularly.

Collection and correlation of dues collected via payroll deduction went smoothly for renewals. Updated lists were sent to NSHA and IWK in mid Dec 2020. There seemed to be an issue with the NSHA listed being accurately updated so this was resent in March 2021. Remember to check your payroll to check if dues deduction is coming off your check. If there are any issues with dues deduction, please contact your payroll department to have the issue corrected.

A total of 445 registrants selected payroll deduction for 2021 leaving 244 who opted out or were not eligible to participate. Going forward the NSCMIRTP will no longer collect fees on behalf of CAMRT. Registrants will need to arrange payment of membership fees with CAMRT or Sonography Canada directly with these organizations.

Registrants who did not renew their license have been removed from active status with the NSCMIRTP.

These registrants must apply for reinstatement to practice as a MIRTP in Nova Scotia.

If you are retiring or taking a Leave of Absence, we ask that you please complete the resignation notification on the registration platform. If you do not submit this notification and choose to reinstate in the future, you will be subject to

an additional \$100 lapsed registrant fee. All new and returning registrants must complete the full registration process before returning to practice. Practicing as an unregistered MIRTP is in violation of provincial law. 2020 was the first year a \$50 late fee was applied to renewals received after November 30th. This has assisted the College in submitting accurate payroll deduction lists and completing review of application/renewals prior to mid December. A total of 10 registrants were subject to the fee.



Julie Avery
MHA, BHSc, MRT(NM),
CTIC
Registrar, NSCMIRTP



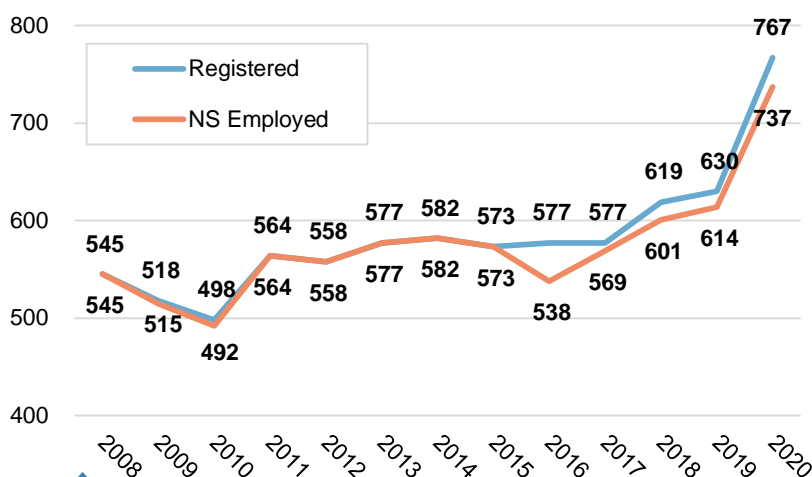
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Medical Imaging and Radiation Therapy Professionals (MIRTP) 2020

Nova Scotia Profile

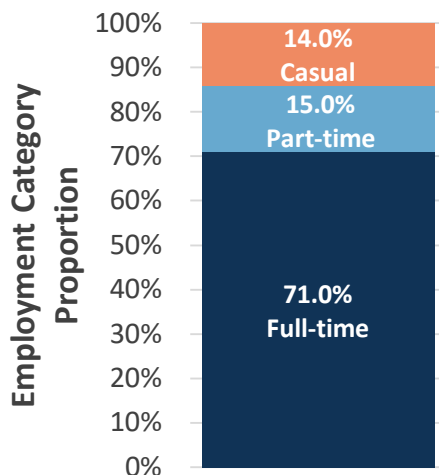
Supply & Employment

MIRTP REGISTERED VS EMPLOYED (2008-2020)



The supply of MIRTP in 2020 was 767, an increase of 22% (+137) since 2019 with the addition of 131 sonographer registrations for the first time in 2020.

Employment Rate of MIRTP: **96.1%**



Location of Graduation

All MIRTP (total = 762)	#	%
Nova Scotia	431	56.6%
Other Provinces	276	36.2%
International	55	7.2%
New registrants (total = 176, 131 Sonographers, 45 other MIRTP)	#	%
Nova Scotia (including 75 Sonographers)	94	55.0%
Other Provinces (including 42 Sonographers)	65	38.0%
International	12	7.0%
New graduates (total = 47)	#	%
Nova Scotia (including 17 Sonographers)	32	68.1%
Other Provinces (including 5 Sonographers)	15	31.9%

Quick Facts Count

Total registered	767
Difference in registrations since previous year (excluding Sonographers)	+6 (+1.0%)
Sonographers added in 2020	+131
Total employed	737 (96.1%)
Inflow* – New and returning registrants (excluding Sonographers)	45
Outflow† – Registrants who did not re-register	39

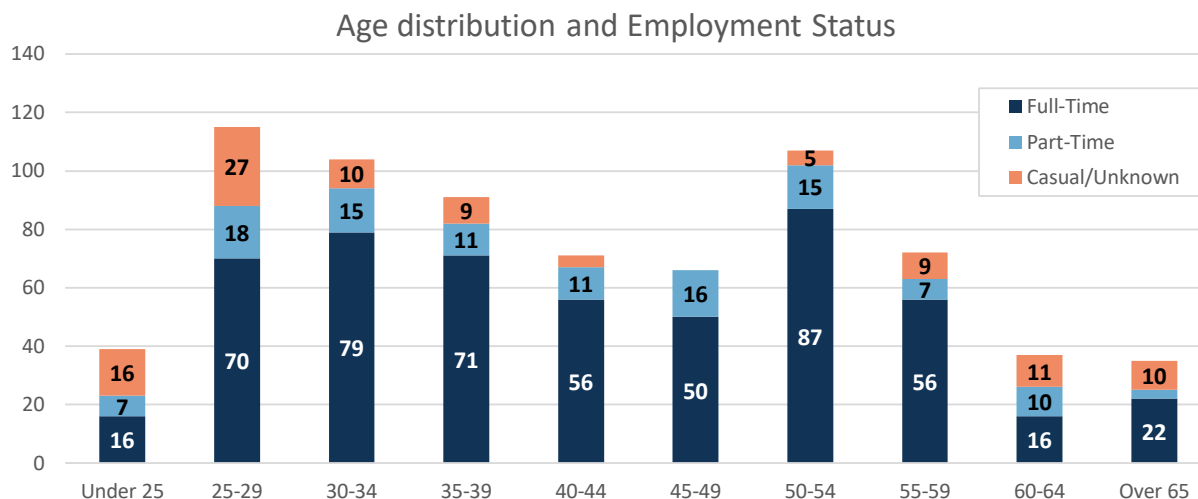
Notes: Please note that some small numbers have been masked for privacy reasons. Missing information is excluded from the total counts.

* Inflow refers to the number of registrants who were not registered in the previous year (i.e. new or returning registrants) new graduates are new registrants who graduated in the two most recent years and is likely higher than it should be due to the addition of sonographers.

† Outflow refers to the number of registrants who registered in the previous year who did not register in the current year.

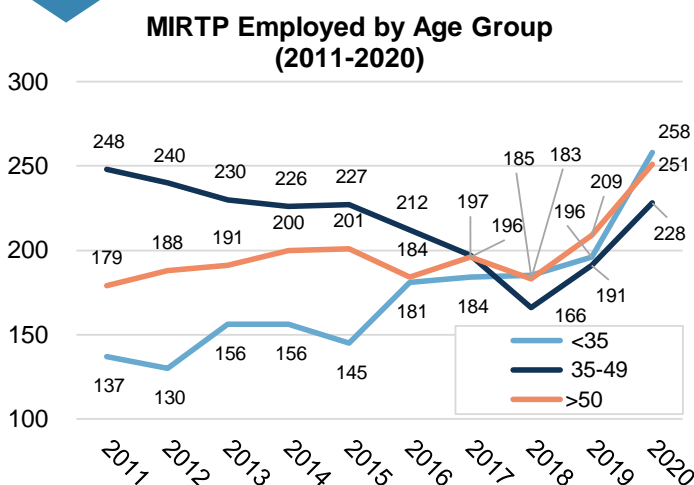
DATA SOURCE: The Nova Scotia College of MIRTP [Registration period: January 1st, 2020 – December 31st, 2020.]; Information prior to 2016 is sourced from CIHI health workforce reported provincial registration data. **The NSCMIRTP has included sonographers in the 2020 registration period, a profession including 131 registrants who are new to this registration data.**

Questions regarding this Provincial Profile can be directed to: **Laura Nauta-Richards**, Research and Statistical Officer 3, Health Workforce Planning and Regulatory Affairs, NS Department of Health and Wellness. E-mail : laura.nauta-richards@novascotia.ca Phone : 902-424-4455



- The largest proportions of the workforce are those aged 25-34 and 50-54, 29% of MIRTP.
- 41% of casual employments are 55 years or older.

Since 2011, generally, the MIRTP age groups <35 and >50 have increased and 35-49 has decreased; in 2020, <35 and >50 are high while 35-49 is lower in total.



Discipline (All MIRTP)	Primary [767 (%)]	Secondary [77 (%)]
Radiological Technology	456 (59%)	10 (13%)
Sonography	132 (17%)	11 (14%)
Nuclear Medicine	83 (11%)	1 (1%)
Radiation Therapy	81 (11%)	1 (1%)
Magnetic Resonance Imaging	15 (2%)	54 (70%)

Age & Experience (All MIRTP)

Age Profile	#	%	Years of Experience	#	%
<35	264	34.4%	<5	155	20.4%
35-49	234	30.5%	6-30	467	61.4%
>50	269	35.1%	>30	139	18.3%
Average	43.1		Average	16.7	

Note: 6 missing records.

MIRTP Zone of primary employment	Health Zone [total = 703]			
Primary Discipline	1 – Western (15.5%)	2 – Northern (11.2%)	3 – Eastern (20.8%)	4 – Central (52.5%)
Radiological Technology	72	61	95	199
Sonography	22	11	19	59
Nuclear Medicine	13	6	13	44
Radiation Therapy			19	60
Magnetic Resonance Imaging	10			

To the Board of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals:

Opinion

We have audited the financial statements of Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (the "College"), which comprise the statement of financial position as at December 31, 2020, and the statements of operations, changes in net assets and cash flows for the period then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at December 31, 2020, and the results of its operations and its cash flows for the period then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter - Amalgamation

We draw attention to Note 2 to the financial statements, which describes that an amalgamation occurred during the year. Our opinion is not modified in respect of the matter.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Dartmouth, Nova Scotia

May 1, 2021

MNP LLP
Chartered Professional Accountants

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals
Statement of Financial Position

As at December 31, 2020

2020

Assets

Current

Cash	532,270
Accounts receivable	1,124
Prepaid expenses and deposits	2,874

536,268

Investments (Note 5)

183,984

Capital assets (Note 6)

20,845

741,097

Liabilities

Current

Accounts payable and accruals	29,999
Deferred revenue (Note 7)	303,314

333,313

Commitments (Note 9)

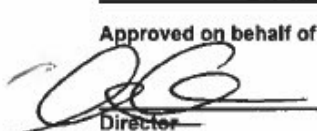
Net Assets

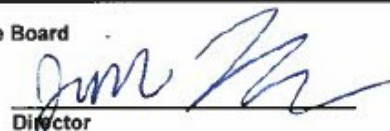
Operating fund	67,784
Operational reserve fund	40,000
Special reserve fund	50,000
Contingency fund	250,000

407,784

741,097

Approved on behalf of the Board


 Director
 Chissy Gamache


 Director

The accompanying notes are an integral part of these financial statements

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Statement of Operations

For the period ended December 31, 2020

	Operating Fund	Special Projects Fund	2020 (10 months - Note 2)
Revenue			
Registration fees	269,920	-	269,920
CAMRT dues	90,814	-	90,814
Atlantic conference	8,469	-	8,469
Other income	2,115	-	2,115
Total revenue	371,318	-	371,318
Expenses			
Amortization	3,397	-	3,397
Awards and honorariums	3,478	-	3,478
Bank charges and interest	378	-	378
CAMRT dues	90,814	-	90,814
Conferences	13,320	-	13,320
Insurance	1,119	-	1,119
Legal fees	27,850	-	27,850
Licences and fees	15,140	-	15,140
Management fees	2,003	-	2,003
Membership fees	3,950	-	3,950
Office rent	10,063	-	10,063
Office supplies	2,398	-	2,398
Professional fees	20,401	-	20,401
Salaries and benefits	94,334	-	94,334
Special projects	-	6,174	6,174
Subscriptions	11,094	-	11,094
Training and education	5,685	-	5,685
	305,424	6,174	311,598
Excess (deficiency) of revenue over expenses before other items	65,894	(6,174)	59,720
Other items			
Unrealized gain on investments	5,997	-	5,997
Dividends	3,420	-	3,420
	9,417	-	9,417
Excess (deficiency) of revenue over expenses	75,311	(6,174)	69,137

The accompanying notes are an integral part of these financial statements

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals
Statement of Changes in Net Assets
For the period ended December 31, 2020

	<i>Operating Fund</i>	<i>Operational reserve fund</i>	<i>Special Projects Fund</i>	<i>Contingency Fund</i>	2020 <i>(10 months - Note 2)</i>
Net assets beginning of period	33,429	30,000	32,776	242,442	338,647
Excess (deficiency) of revenue over expenses	75,311	-	(6,174)	-	69,137
Fund transfers (Note 8)	(40,956)	10,000	23,398	7,558	-
Net assets, end of period	67,784	40,000	50,000	250,000	407,784

The accompanying notes are an integral part of these financial statements

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Statement of Cash Flows

For the period ended December 31, 2020

	2020
	<i>(10 months - Note 2)</i>
Cash provided by (used for) the following activities	
Operating	
Excess of revenue over expenses	69,137
Amortization	3,397
Unrealized gain on investments	(5,997)
	66,537
Changes in working capital accounts	
Accounts receivable	14,392
Prepaid expenses and deposits	3,672
Accounts payable and accruals	24,255
Deferred revenue	34,836
	143,692
Investing	
Purchase of capital assets	(22,080)
Purchase of investments	(177,987)
	(200,067)
Decrease in cash resources	(56,375)
Cash resources, beginning of period	588,645
Cash resources, end of period	532,270
Cash resources are composed of:	
Cash	428,832
Investment savings account	103,438
	532,270

The accompanying notes are an integral part of these financial statements

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Notes to the Financial Statements

For the period ended December 31, 2020

1. Incorporation and nature of the organization

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (the "College") was established pursuant to the Medical Imaging and Radiation Therapy Professionals' Act of the Province of Nova Scotia. The College was formed upon the amalgamation of two former organizations effective September 8, 2020 as described in Note 2. The College is a non-profit organization that collects registration fees for the College and membership dues on behalf of the National Association. The College acts as the regulator for Medical Radiation Technologists and Sonographers in Nova Scotia, and provides continuing education to its registrants. Under the Income Tax Act of Canada, the College is not subject to income taxes.

Impact on operations of COVID-19

In early March 2020 the impact of the global outbreak of COVID-19 (coronavirus) began to have a significant impact on businesses and organizations through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders.

The College's operations were impacted by COVID-19 due to the closure of the main office, requiring management and staff to work from home. The College engages in national collaboration which requires travel multiple times per year; COVID-19 has restricted all travel during the year, and the foreseeable future, which has reduced some costs during the year and is expected to reduce costs going forward. However, this does not impact the College's ability to generate revenues as they are based on registration fees from individuals who work in an essential service.

Other than the above changes to operations, the College remains largely un-impacted by the pandemic.

2. Amalgamation

The Nova Scotia Association of Medical Radiation Technologists (NSAMRT) and the Nova Scotia Society of Diagnostic Medical Sonographers (NSSDMS) were amalgamated during the year pursuant to the proclamation under the Medical Imaging and Radiation Therapy Professionals Act, effective September 8, 2020. Effective the date of proclamation, the amalgamated entity will be known as the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals.

The statement of operations for the period ended December 31, 2020, represents the combined 10 month period from March 1, 2020 to December 31, 2020 of the amalgamated entities.

The following is a summary of the financial position of the Nova Scotia Association of Medical Radiation Technologists (NSAMRT) as at its most recent reporting date of February 28, 2020:

Cash	555,216
Other current assets	22,062
Capital assets	2,162
Current liabilities	(274,222)
Net Assets	305,218

The following is a summary of the financial position of the Nova Scotia Society of Diagnostic Medical Sonographers (NSSDMS) as at its most recent reporting date of June 18, 2020:

Cash	33,429
Net Assets	33,429

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Notes to the Financial Statements

For the period ended December 31, 2020

3. Fund accounting

Operating Fund

The Operating Fund accounts for the current operations of the College.

Operational Reserve Fund

The purpose of this fund is to build and maintain an adequate level of unrestricted net assets to fulfil contractual obligations in the event of unforeseen shortfalls. The Operational Reserve Fund is not intended to replace a permanent loss of funds or eliminate an ongoing budget gap.

Special Projects Fund

The purpose of this fund is to build and maintain an adequate level of unrestricted net assets to fund one-time, nonrecurring projects that will build long-term capacity, such as strategic initiatives or investment in infrastructure. The College intends for the Special Projects Fund, when used, to be replenished.

Contingency Fund

The purpose of this fund is to build and maintain an adequate level of unrestricted net assets to support legal and investigative costs of the complaints process. The College intends for the Contingency Fund, when used, to be replenished.

4. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Cash and cash equivalents

Cash and cash equivalents includes balances with banks and funds held in an investment savings account.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution plus all costs directly attributable to the acquisition.

Amortization is provided using the declining balance and straight-line methods at rates intended to amortize the cost of assets over their estimated useful lives as follows:

	Rate
Computer equipment	55 %
Website and software	5 years

Revenue recognition

Registration fees

The College follows the deferral method of accounting for registration fees and student fees. Registration fees and student fees are considered unrestricted contributions and are recognized as revenue in the fiscal year to which they relate, if the amounts to be received can be reasonably estimated, and collection is reasonably assured.

Conference fees

The College follows the deferral method of accounting for conference sponsorship and registration fees. Conference sponsorship and registration fees are recognized as revenue in the fiscal year in which the conference is held, if the amounts to be received can be reasonably estimated, and collection is reasonably assured.

Investment and other income

Unrestricted investment income and other income is recognized as revenue in the period earned when collection is reasonably assured.

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Notes to the Financial Statements

For the period ended December 31, 2020

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Estimates are used when accounting for items and matters such as allowance for uncollectible accounts receivable, useful lives of property and equipment, deferred revenue and certain accrued liabilities.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary.

Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in the earnings in the years in which they become known.

Financial instruments

The College recognizes its financial instruments when the College becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management.

At initial recognition, the College may irrevocably elect to subsequently measure any financial instrument at fair value. The College has not made such an election during the period.

The College subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments, which are measured at fair value. Changes in fair value are recognized in the statement of revenues and expenditures.

Financial asset impairment

The College assesses impairment of all of its financial assets measured at cost or amortized cost. The College groups assets for impairment testing when there are sufficient indicators of impairment. When there is an indication of impairment, the College determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the College reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess of revenues over expenses.

The College reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of excess in the year the reversal occurs.

Transaction costs

The College recognizes its transaction costs in the statement of revenues and expenses in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

Marketable securities

Marketable securities with prices quoted in an active market are measured at fair value while those that are not quoted in an active market are measured at cost less impairment.

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Notes to the Financial Statements

For the period ended December 31, 2020

5. Investments

2020

Investments - Fair Value
Fixed Income
Equities

172,844
11,140

183,984

These investments have a carrying value of \$180,191.

6. Capital assets

	<i>Cost</i>	<i>Accumulated amortization</i>	<i>2020 Net book value</i>
Computer equipment	2,162	1,189	973
Website and software	22,080	2,208	19,872
	24,242	3,397	20,845

7. Deferred revenue

Registration fees are for a 12 month period which runs January 1 to December 31. The College defers and recognizes the revenue into the statement of operations based on the months that fall within the fiscal year.

Deferred revenue is comprised of the following:

2020

Deferred provincial registration fees
Atlantic conference fees

300,314
3,000

303,314

Opening balance
Provincial registration fees collected during the year
Atlantic sponsorship funds repaid during the year
Atlantic sponsorship funds included in revenue
Provincial registration fees included in revenue

268,478
332,880
(21,670)
(6,454)
(269,920)

Ending balance

303,314

8. Fund transfers

During the year, the board approved the following transfers from the Operating Fund: \$23,398 to the Special Projects Fund, \$7,558 to the Contingency Fund, and \$10,000 to the Operational Reserve Fund.

The amounts due to the Operational Reserve Fund, Special Projects Fund and Contingency Fund from the Operating Fund are non-interest bearing and have no set terms of repayment.

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

Notes to the Financial Statements

For the period ended December 31, 2020

9. Commitments

The College's total obligation for the next fiscal year, assuming renewal of current agreement, for an operating lease for occupied premises with a lease term of 12 months, exclusive of realty taxes and other occupancy charges, is \$12,075.

10. Financial instruments

The College, as part of its operations, carries a number of financial instruments. It is management's opinion that the College is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

Concentration of credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The College's main credit risks relate to its cash, investments and accounts receivable. The College is exposed to concentration risk on its cash and investments held with financial institutions. To minimize this risk the College holds its cash and investments with high quality Canadian financial institutions. The College provides credit to its registrants in the normal course of its operations.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The College is mainly exposed to other price risk.

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The College is exposed to other price risk through its investments.



NSCMIRTP Town Hall Meeting

Saturday November 7, 2020

The Town Hall and plenary session were streamed live this year, 134 registrants attended the live event.

Chrissy Gamache Co President of NSCMIRTP
Rebecca Jessome Board Member and
Julie Avery Executive Director/Registrar
hosted the event.

The presentation covered

- Awards
- Volunteer Appreciation
- Interim Board
- Board Nominations
- Proclamation
- Next 6 months
- Future Projects

If you missed the townhall it can be accessed through the provided [link](#).



Welcome Executive Council 2021

The NSCMIRTP held its first board elections in December 2020 and would like to welcome our recently elected MIRTPs and appointed public members to our inaugural board.

MIRTP Board Members



Chrissy Gamache BHSc, MRT(R), CTIC
Chair

Term : Feb 2021-2024



Nancy Duggan DMS(V)(C)(GS), MMedUS
Secretary



Rebecca Jessome BHSc, MRT(MR)(NM)
Vice-Chair

Term : Feb 2021-2023



Kenny Zhan MRT(T), BSc
Member-at-Large



Jennifer Kressebuch BHSc, DMS(GS)
Member-at-Large

Term : Feb 2021-2022



Diana Sheppard BSc, MRT(R), CBI
Treasurer

UNIFYING FOR A HEALTHY FUTURE



MIRTP Public Board Members

Term : October 2020-2023



Ann Mann RN, MN



Hammad Mohiy Ud Din



Nick Burke BA, LL.B

Under the new Act there is structural changes to our board governance. There is no longer a CAMRT Board member on the College Board and we are now required to have 1/3 of board members be public reps. In November after almost 30 years with no public representation on our board the Government appointed three public reps. Having public representation on our board is essential to carrying out our mandate of governing in the public interest. The Board is excited to welcome the input of ideas and recommendations from the public and the expertise they bring to the table.

- Ann Mann is a nurse that possesses a vast knowledge and experience in the realm of health regulation. In addition to being on the board Ann will be chairing the nominations committee, helping us to build stronger governance frameworks and processes
- Hammad Mohiy Ud Din has a background in accounting. He will bring this knowledge to our finance committee and help the NSCMIRTP board and committees improve their financial literacy.
- Nick Burke is a lawyer by profession. He will bring a legal perspective to decisions at the board level and be a resource for the writing of legal decision letters related to the credentials committee.

In addition all three will be public reps for the professional conduct committee to serve on investigation committees or hearing panels as required,

The other major change to board composition under the new Act is the Chair (previously called President) is no longer a directly elected position. Now there are 6 MIRTPs positions that are elected to the board and the 3 public member position that are appointed. After the board members are selected each year the executive positions of Chair, Vice-Chair, Treasurer and Secretary will be appointed by the Board through the approved nominations committee procedures.

Our Committees



Communications Committee Report

Meeting Dates:

Feb, May, Sept, Oct 2020, Mar 2021

Chair: Chrissy Gamache BHSc, MRT(R)
chrissygamache@nscmirtp.ca

Members: Krista MacInnis BHSc, MRT(R)
Satayesh Sabar MRT(R)
Nicole Mroz BHs MRT(NM)
Megan Farrell BHSc, MRT(MR)(R)
Phoebe Mandry MRT(R), DMS(GS)
Keltie O'Brien DMS Student

Achievements:

- Organized tabs and sub lists for the new NSCMIRTP Website
- Proofread full NSCMIRTP website prior to it going live
- Created a NSCMIRTP Facebook page. It is proving to be a great source for registrants to find information easily. The old NSAMRT Facebook page remains for historical purposes only.
- Acknowledged Sonography Week and MRT Week via Facebook posts

Concerns/Issues:

- Unclear goals/purpose of this committee under the College mandate
- Chair unable to dedicate quality focus to committee

Current Work:

- Creating a YouTube channel for NSCMIRTP to post educational content
- Figuring out how to use the Facebook page under the new College mandate
- NSCMIRTP website content/organization

Future Work:

- Review/Revise registration processes and website wording to ensure inclusiveness and diversity
- Media releases to assure the public that MIRTPs in NS are held to the highest standards

Credentials Committee Report

Meeting Dates:

Jun 18, Oct 19, Dec 2, 2020

Chair: Rebecca Jessome BHSc, MRT(MR)(NM)
rebeccajessome@nscmirtp.ca

Members: Adam MacDonald MRT(T)
Crystal Smeaton MRT(R)
Nicolas Burke BA LL.B (public member)
Rachel MacLeod MRT(R)
Stefany Paulmert MRT(R), DMS(GS)
Julie Avery MHA, BSc, MRT(NM), CTIC (ex-officio)

Achievements:

- Resumed committee functions after a dormancy period
- Appointed public member
- Revisited CPD Program to incorporate additional activities
- Began drafting new and updating existing policies relevant to credentials
- Reviewed and rendered decisions on 5 applications that did not meet standard licensing requirements

Current Work:

- Developing new policies relevant to credentials
- Jurisprudence model development
- Updating Nuclear Medicine and Radiological Technology refresher programs
- Creating Sonography and MRI refresher programs

Future Work:

- Develop an audit process for biennial CPD auditing
- Develop an agreement for National Exam and Internationally Educated DMS Assessment with Sonography Canada
- Review activities for CPD that do not fit in existing Program (standing item)



Education Committee Report

Meeting Dates: Jan 23, Apr 1, Sept 9, Oct 22, 2020

Outgoing Chair: Rebecca Jessome BHSc, RTNM, RTMR rebeccajessome@nscmirtp.ca

Incoming Chair: Hannah Connolly BHSc, RTNM hannah.connolly@nshealth.ca

Members: Chrissy Gamache BHSc, RTR
Hannah Connolly BHSc, RTNM (Chair incoming)
Jennifer Taylor BHSc, RTNM, RTMR
Michael LeLievre RTR (outgoing)
Natasha McMaster RTT
Taylor Tobin BHSc, DMS

Achievements:

- Planned and held first virtual Spring Education Session
 - Great attendance and outreach: Over 120 MRTs and Sonographers attended
 - Over 100 feedback forms submitted
- Planned and held successful virtual Fall Education Session
 - Again, great attendance and outreach: Over 130 MRTs and Sonographers attended
 - Pre-recorded breakout sessions to be viewed at registrant's convenience
 - Over 100 feedback forms submitted
- Selected recipient for Young Professional Award (MRT) and Jeanne MacDonald Memorial Award (DMS), presented at Fall Education Session
- Funded 2 lunch and learn events for the province
 - This low number is likely due to COVID-19 gathering restrictions this year

Concerns/Issues:

- X-Ray and Radiation Therapy positions vacant
- Awaiting vote on CAMRT-ATL to determine structure of continuing education/awards in NS

Current Work:

- Chair stepping down, prepping future Chair
- Budget
- Recruitment for vacancies
- Lunch and Learn report

Future Work:

Finance Committee Report

Meeting Dates: Nov 3rd 2020 All other business was able to be done via email

Chair: Diana Sheppard BSc, MRT(R), CBI dianasheppard@nscmirtp.ca

Members: Megan Brydon BHSc MRT(NM)
Chrissy Gamache BHSc, MRT(R), CTIC
Kelly Maloney MRT(NM)
Hammad Mohiy Ud Din (public member)
Julie Avery MHA, BSc, MRT(NM), CTIC (ex-officio)

Achievements:

The College has moved a large portion of its reserve funds into an investment account that is able to be liquidated if monies are needed to support a complaints process.

Finance committee policies were reviewed and updated.

Committee has hired MNP to conduct the College's first full audit and filing of a NFP information return.

Concerns/Issues:

No concerns or issues noted

Current Work:

Updating reporting framework and tracking tools for financial reporting

Future Work:

Assess recommendations brought forth from audit and implement changes to support the recommendations.



Investigative Committee

Members of the investigative committee will be drawn from the professional practice committee when need arises for an investigation. In 2020 no investigations were conducted.

Fitness to Practice Committee: Members of the Fitness to Practice committee would be appointed and provided with required education in the event of a FTP case being filed. No FTP cases were filed in 2020.

Registration Appeal Committee: Members of the Registration Appeal Committee would be appointed by the board and provided with required education in the event of an appeal being filed. No appeal cases were filed in 2020

Reinstatement Committee: Members of the Reinstatement Committee would be appointed and provided with required education in the event of a request for reinstatement post license revocation. No requests were filed in 2020

Nominations Committee Report

Meeting Dates: Sept. 21st 2020 and Nov 24th 2020, Videoconference
Remainder of work done through email exchange

Chair: Vacant

Members: Jennifer Sperry MRT(NM)
Colin McIntyre BHSc, MRT(MR)(NM)
Megan Farrell BHSc, MRT(MR)(R)
Ann Mann RN, MN incoming Chair (public member)
Julie Avery MHA, BSc, MRT(NM), CTIC (ex-officio)

Achievements:

Recruited for and successfully filled board vacancies for 2021 inaugural board of College.

Built base processes for election of board members and for appointment of executive roles.

Concerns/Issues:

Proper needs assessment of board for skills and knowledge needs to be done and this built into process of board elections.

Current Work:

Building board nominations framework and process for College

Future Work:

Complete current work and develop supporting policies, templates and documents to support

Policy and Procedures Committee Report

Meeting Dates: Sept 17th 2020

Chair: Julie Avery MHA, BSc, MRT(NM), CTIC
julieavery@nscmirtp.ca (acting)

Members: Jennifer Kressebuch BHSc, DMS(GS)
Megan Donovan BSc, MRT(R)

Achievements:

This committee was dormant most of 2020 as focus was on proclamation and Covid –19.

Policies Developed:

Meeting in Sept focused on two items.

- NSAMRT polices/position statements that required updates to comply with Act/Regulations/Bylaws of the College.
- Identification of polices and position statements that should be archived as no longer appropriate.

Concerns/Issues:

Committee is looking for a new chair.

Current Work:

Continue to update polices as required to align with NSCMIRTP mandate and operations.

Future Work:

Identify area of operation with policy gaps and work toward filling these gaps.

Professional Practice Committee Report



Meeting Dates: Nov 14th 2020 Investigation Workshop conducted by Bernard and Associates
Review of documents and processes done via email.

Chair: Nancy Duggan DMS(GS)(V), MMedUS
nduggan@nscmirtp.ca

Vice Chair: : Lynsey Davey MRT(R)MR)

Members: Raymond Wright BSc, MRT(T)

Erica Fraser BHSc DMS

Burt Langille MRT(R), ACR

Kelly Lawrence MRT(R)

Amanda Boyd BHSc, MRT(MR)(NM)

Jeremy Myshrall BSc, MRT (MR)(NM)

Thomas Ashford BSc, MRT(T)

Bev Barrios MRT(R)

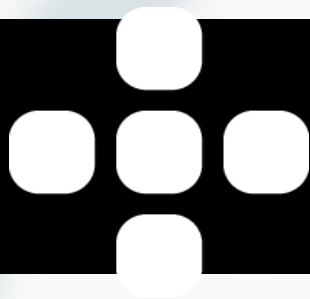
Nina Reddick BHSc, MRT(R)

Ann Mann RN, MN, (public member)

Hammad Moyhin Ud Din (public member)

Nicolas Burke BA LL.B (public member)

This committee conducted education this year on how to review and make decision based on an investigator's report. As no complaints went to investigation or hearing this year no individuals were called to serve in this capacity.



Student Report

As of Dec 2020, there are 57 student members composed of 41 RTR and 15 RTNM and 1 Sonography student. MRI is a 2nd discipline program in Nova Scotia so MRI students are registered with us as a student in another area of study. There are no radiation therapy programs in the province of Nova Scotia thus we have no student members in the discipline of therapy.

In 2020 MRT graduates were given 4 opportunities to write the national exam. The results for those who challenged the exam in Nova Scotia are below. CAMRT's annual report gives national exam results for each year.

January 2020 - Total of 8 NS Writers

- Two Canadian Educated students successfully challenge the MRI exam as a 2nd discipline.
- Five Canadian Educated students successfully challenge the radiological technology exam.
- One Internationally educated candidate failed the radiological technology exam

May 2020- Total of 16 NS Writers

- Six Canadian Educated students successfully challenge the NM exam.
- Eight Canadian Educated students successfully challenge the radiological technology exam.
- One Internationally educated candidate and one Canadian Educated student failed the radiological technology exam

July 2020– No NS Writers

September 2020 -Total of 2 NS Writers

- One Internationally educated candidate and one Canadian Educated student failed the radiological technology exam

No entry to practice exams for sonography have taken place in 2020 after proclamation of the College. Beginning next year stats related to sonography entry to practice exams will also be made available.

CONGRATULATIONS TO ALL SUCCESSFUL CANDIDATES.



Volunteer Report

NSCMIRTP would like to express thanks to all of our volunteers for their efforts on behalf of NSAMRT/NSSDMS and NSCMIRTP throughout 2020.

Taking time out of your busy schedules to volunteer on a committee, take on site champion duties or volunteer for specific projects, is very much appreciated and enables the NSCMIRTP to continue to achieve its objectives.

With the 2021 registration process complete, we have 147 registrants confirming their interest in volunteering 22 Sonographers and 125 MRT's, an increase of 38 from last year.

In 2020 the task of developing a skills matrix, was under taken. This is a ongoing piece of work that will assist NSCMIRTP to better identify gaps in skills sets needed for specific committees and projects. It will also be used to better match interests and skills sets of volunteers with appropriate volunteer roles.

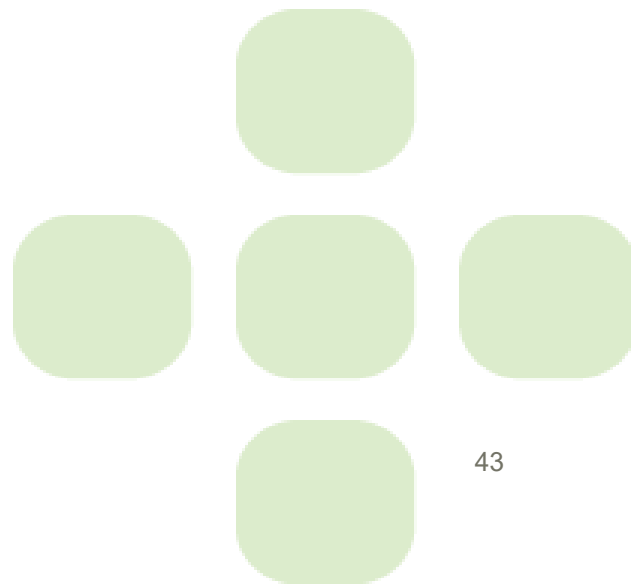
The College has seen an uptake in an interest of registrants to volunteer since College proclamation. As of the writing of this report all committees have a full complement of members. We have 36 Site Champions across the province who share information and communications from NSCMIRTP on a regular basis within their work areas and assist local MIRTPs in connecting them to resources to answer any NSCMIRTP related questions. We are still seeking site champions for some locations. If you are interested please reach out to info@nscmirtp.ca. Also remember that volunteering activities with the NSCMIRTP can be used towards CPD credits.

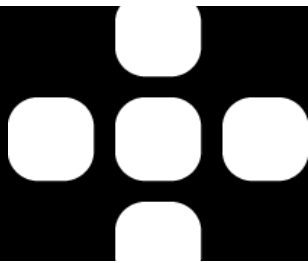
As needs for volunteers are identified they will be posted to the [website](#) and communicated through our newsletters.

A handwritten signature in black ink, appearing to read 'Joanne Jones'.

Joanne Jones

Administrative Assistant/Volunteer Coordinator





2020 Professional Practice Complaints



Written Complaints received in 2020- 1
Inquires re possible complaint 2020 - 2



Fitness to Practice Inquiry (FTP) - 2



Written complaint dismissed as issue did not relate to regulation



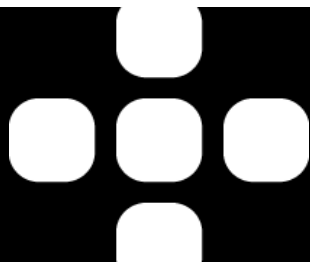
Complaint Inquiries - 1 dismissed not related to regulation and one individual opted not to complete compliant. Registrar had insufficient information to proceed.



FTP - Both dismissed as HR issues



Two informally resolved from 2019 were closed with all conditions now fulfilled.



Lunch and Learn Report 2020

Location	Speaker / Topic	Amount Requested	Date	Targeted Audience	Attendance
CBRH	Spring AGM - Online	\$88.25	June 6, 2020	RTR, RTR-CT	6
CBRH	Speaker: Unknown Topic: Patient Experience & Satisfaction	\$250	Nov 12, 2020	RTNM, RTMR, RTR, RTR-CT	20-30 requested. Unknown Attendance

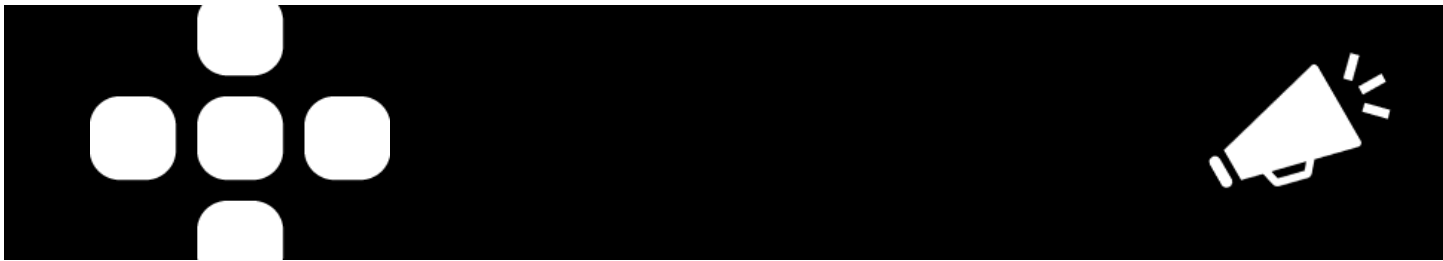
Survey Results

Due to all the events that took place in 2020, preparing for Proclamation, and the affects of COVID-19 NSCMIRTP decided to put all surveys on hold.

Surveys will be reconfigured and brought back in the Fall of 2021 or Winter 2022



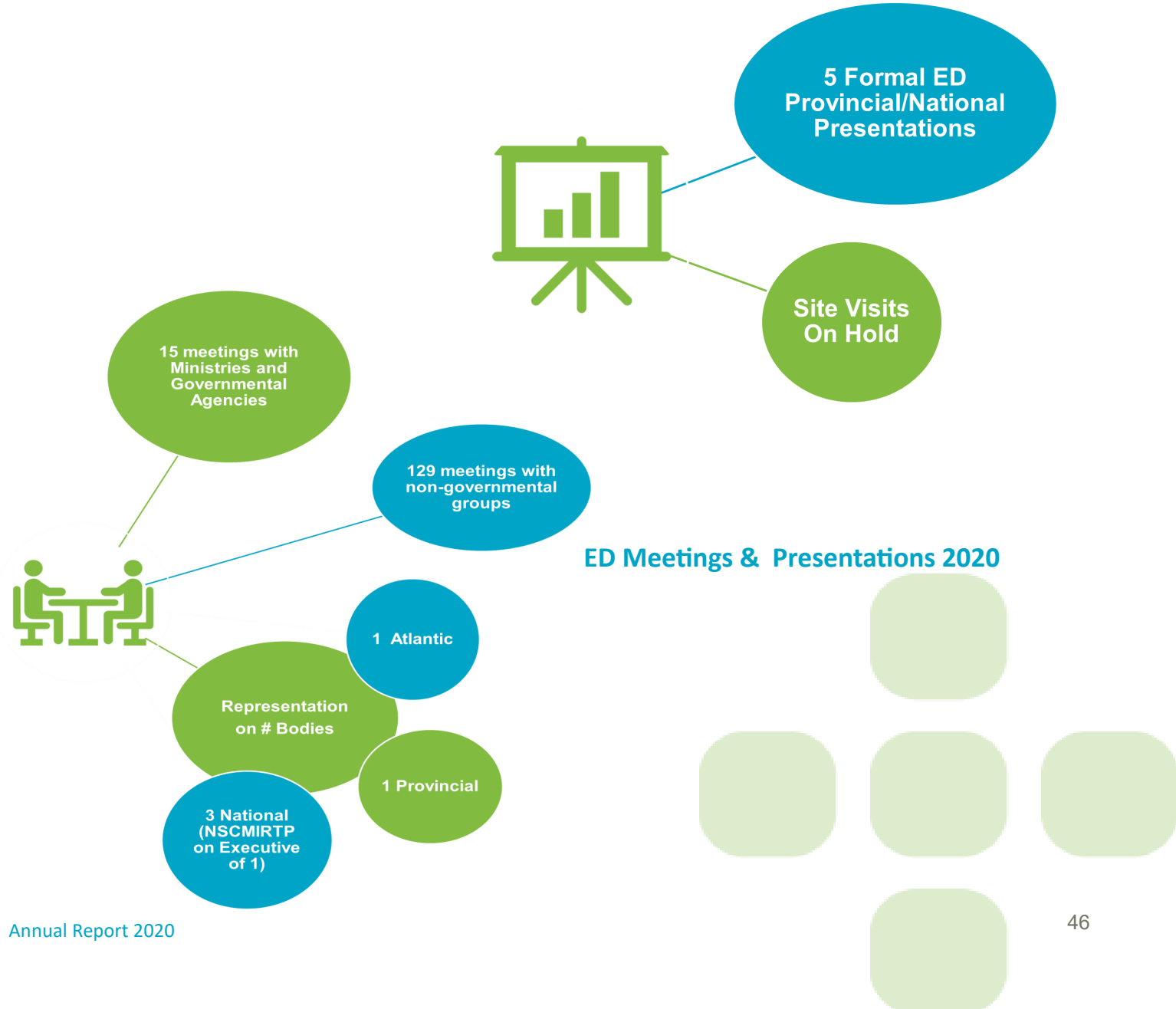
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Communications Outreach

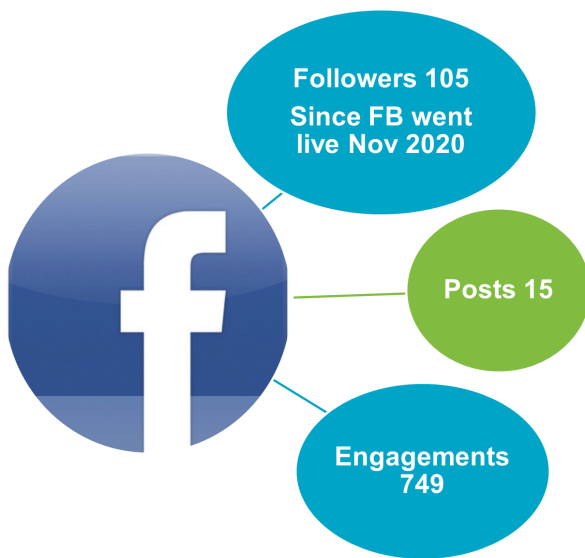
Information Sessions

Since 2016 NSAMRT has made it a priority to do site visits across the province each year. This was an opportunity to have discussion with registrants and provide regulatory updates. Due to Covid-19 restrictions this did not happen in 2020. The NSCMIRTP plans to resume these site visits when public health measures support this.



Webinars

Both the AGM and Fall Town Hall sessions were taped along with several education presentations and posted for those that were unable to view the live stream. Both the AGM and Fall Town Hall included an open Q&A session after the formal updates. There was strong attendance for both with 134 online for the fall education and 153 for the AGM.



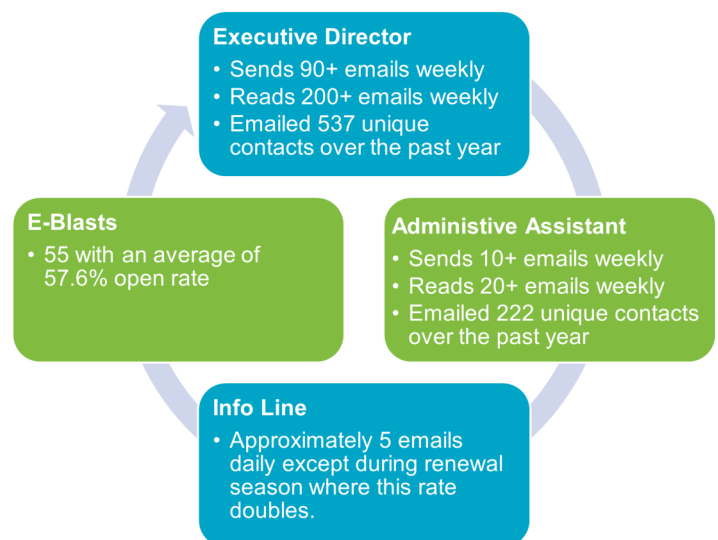
Social media

The NSCMIRTP has rolled out a new Facebook page and encourages registrants to follow for an alternative way of staying up to date with College news.

Email communications

Due to proclamation occurring this year bulk emails were increased from 23 last year to 55 this year. Not all emails went to all registrants as some were targeted to specific subgroups such as sonography during their onboarding. The College recognizes email fatigue is a growing issue and will decrease the volume of bulk emails sent out next year to approximately 2/month. These emails are used to inform registrants of new developments, outline their obligations as regulated health professionals, and share information about upcoming events and activities of interest. E-blasts are an effective method of ensuring information is readily available to all registrants with a successful delivery rate of online 99.9%. The open rate has improved by 4.4% to 57.6%.

Email Statistics



*Info line (info@nscmirtp.ca) cannot generate stats as not associated with MS office account.

Appendix

**Nova Scotia Association of Medical Radiation Technologists
80th Annual General Meeting
June 6th, 2020
12:00-13:00
Virtual Go To Meeting**

1.0 Call to Order & Introduction of Executive Council

1.1 President's Welcome Chrissy Gamache

Introductions

Chief Scrutineer and moderator Harriette Schumacher

NSAMRT ED J. Avery and B. Barrios recording secretary.

Welcome distinguished guest Ryan Baxter from McGinnis Cooper our legal representative.

Also present is Jennifer Kressbauch, NSSDMS President to help answer any sonography related questions.

We will be using a polling app to vote on motions during this AGM.

Quorum was reached with 98 members and 7 board members for a total of 105 voting members present.

1.2 Recognition of Past Presidents: Megan Brydon

Karen Fader

Brian Martell

Burt Langille

1.3 Volunteers- Last but not least, I recognize the valuable contributions of our many NSAMRT volunteers who work on various committees, workgroups, and projects and without whom we would not be able to accomplish our initiatives. Thank you.

1.4 Quorum: Quorum was reached. With a total of 105 eligible voters

2.0 Approval of Agenda NSAMRT 80th AGM

Motion: Paul Menhennett

Seconded: Miranda Thomson

Motion carried: 12:14

3.0 Approval of the NSAMRT 79th AGM Minutes

Motion: Paul Menhennett

Seconded: Miranda Thomson

Motion carried: 12:16

4.0 Business Arising

No business arising from minutes.

5.0 New Business

5.1 Annual Reports- C. Gamache would like to thank everyone for their hard work in developing the annual reports that you will find in the workbook provided to review.

Executive Director Reports J. Avery- Overview of past year and glimpse of what is upcoming:

- J. Avery notes we will discuss proclamation after AGM
- Strategic Plan there are 5 principle objectives for our 4-year strategic plan. I will discuss a couple of items under each of these objectives.
- **1) Governance** -for long term viability
 - **Registrants participation survey**- is being carried out annually so we have a better understanding of the level of participation and in what forms registrants are participating. NSAMRT uses this information to inform how to share information and engage registrants.
 - **Board Skills Matrix**- NSAMRT has introduced a board skills matrix to better evaluate the skills that are on the Board and identify any gaps may require additional training to fill or use of outside consultants.
 - **Cloud based financial management**- We have been using this for one full year now. We have only needed to write one physical cheque. This makes the audit and review process much easier and it is operationally more cost effective
 - **Investment policy**- Current reserve funds are not being effectively managed to generate money for NSAMRT. We had a consultant attend a board meeting to discuss investment strategy and assisted the finance committee in formulation of an investment policy. This policy was approved by the Board in the fall. As of March 2020, \$280,000 was put into investments.
- **COVID-19** has had some financial impact. The budget was made before it hit. Some areas in the bottom line may be affected:
 - **Costs associated:**
 - ◆ Legal fees- costs for review of some communications drawn up \$100's
 - ◆ Retirees coming back to help- waiving fees- \$100's
 - ◆ Atlantic Conference- probably biggest risk of increased expense due to cancellation. It has been postponed, but if it gets cancelled there may be \$5000-10,000 in fees as it was fully funded by sponsorship and these monies will need to be returned to sponsors if the event is cancelled. But there are still contractual obligations that will need to be paid.
 - ◆ **Savings include:**
 - ◆ Travel due to cancellation of national meetings \$4000.00. If further cancellations occur in the fall this number will increase
 - ◆ Site Visits \$2500.00
 - ◆ LDI \$2000.00 Cancelled
 - ◆ Bursaries \$1000.00 on hold
- **2) Registrant Engagement**-
 - NSAMRT has done an inventory of communication to determine what communication strategies we currently are using and what ways these can be improved or expanded
 - **Website**- A new website is being developed with organization of information geared to the public, applicants, employers, and registrants for easier navigation. Also checking to make sure it is compatible for users with various disabilities.

- **Satisfaction and knowledge survey-** NSAMRT has survey and will continue to survey registrants to understand how satisfied they are with the work of the NSAMRT as well as gathering information on how well registrants understand the mandate of NSAMRT. This information will be used to focus areas for improvement.
- **3) Proactive Partnering-** We continue to find additional ways to partner with various stakeholders. Some that we have done in past year include.
 - Working with other regulators to share in consultant fees to save money
 - Partnering with CAMRT for exams and IEMRT assessment, Sonography Canada beginning process as well and with the Schools of Health Sciences for regulatory education for students.
- **4) Promotions** NSAMRT expanded promotion of the profession this year.
 - Tim Horton's Ad- ran on the video terminals in Tim Horton's across Nova Scotia for one week every 15 min.
 - Chronicle Herald article – this was an online sponsored article and performed very well exceeding expected views
 - IWK newsletter article
 - College Video was made. This will be featured on the new college website and in any future sponsored ads, and we will preview it today.
- **5) Integration** The last area of the plan is integration of NSSDMS and NSAMRT into the College. This is an ongoing area of work.
 - Sonographers – currently working communication with sonographers and have over the year compiled email list for sonographers and included them in NSAMRT eblasts
 - Committee/Board Structure – board and committee structure has been in place for the College for a number of years. Bylaws reviewed this year to update the structure
 - Policies, SOP/COE, CPD Program are all currently under review for the College
 - Integration Plan is being developed
- **Staffing-** has stayed the same.
 - Executive Director Julie Avery 30 hrs/week
 - Admin assistant who works 15 hours/week
 - Summer Student who is sponsored by the government and they pay 75% of the wage.
- **Celebrating our registrants-**
 - Bursaries – on hold
 - Distinction in Patient Care Award- this will be awarded in the fall session
 - LDI- Suspended but congrats to those who had applied. There were many great applications received for consideration. NSAMRT is still committed to send someone to this program when it resumes.
- **Volunteers:** Recently left us to move on to other commitments.
 - Nicole Deveau- Chair of Policy and Review Committee
 - Colleen Keoughan- Sonography Sub Committee
 - Megan Brydon- I would like to make a few comments to recognize Megan's contributions. Megan was a president for 2 terms and was member of the board prior to this. When I think of engaged, passionate MRTs Megan quickly comes to mind. She has put an immense amount of time, energy and passion into this profession. She has

been instrumental in moving the NSAMRT forward in the past few years. I want to thank her for all her efforts and especially thank her for the support she has extended to me over the past 4 years in my role as executive director. Due to Covid-19 we cannot get her up to the podium to present her with her NSAMRT pin, but we will be doing this in a future event to recognize her contribution.
I will turn it back to Chrissy.

Motion to approve reports en masse excluding the financial reports:

Motion: Paul Menhennett

Seconded: Miranda Thomson

Motion carried: 12:35

Financial Reports- Mover to approve reviewed financial statements for 2019-2020:

Motion: Paul Menhennett

Secunder- Miranda Thomson

We invite Dianna Sheppard, our Treasurer, to speak to this report.

- Dianna wants to make note of some variation from the budget
- For the miscellaneous income there is a PLI rebate from the CAMRT
- Accounting was higher than expected due to cost on onboarding and because previous provider did not complete last two months of finances once notice was given so had to pay new provider to do these.
- Board and Committee Development- \$4700.00 This was lower than expected as governance education costs were shared with other regulators and there was no volunteer education session during the fall education session this year.
- Consultants was a negative amount as last year NSAMRT paid for consultant that later other regulators wanted to share costs of. The monies they remitted to NSAMRT ended up in this fiscal year while costs were in last fiscal year.
- Legal-\$15,000.00 over- This budget line was set before the Department of Health and Wellness wanted to begin the regulation review for Proclamation.
- Registration platform- \$5000.00 added voting module to the platform

Questions:

Q) B. Martell: Regarding membership fees, have all NSAMRT and NSSDMS been paying the same dues?

A) C. Gamache: These are still two separate entities. Currently, NSSDMS are not a part of the NSAMRT. After the college is proclaimed, college documents will be merged. We are currently onboarding sonographers, once proclaimed, they will be paying the same fees that the MRT's currently pay.

Q) B. Matell: So only the NSAMRT members have been paying for the costs associated with the college?

A) J. Avery: The NSSDMS have contributed where they can. They have contributed to the website and they pay for their own education. The legal costs have been absorbed by the NSAMRT.

J. Kressebuch- there is a voluntary membership of \$125.00 per year. Therefore, some of these funds do get transferred to the college fund.

Q) B. Martell: Do we have adequate reserve funds to handle complaints?

A) J. Avery: Yes, the average cost of a complaint is \$10 000 assuming it is resolved by the investigation committee. If it goes to full panel hearing it will be substantially more. Our current reserve fund has been building and we are confident it would withstand the costs of a full hearing.

Q) P. Daniels: PLI, what does this stand for?

A) C. Gamache: Professional Liability Insurance

Any other questions, please send along to info@nsamrt.ca. All questions are important!

The question is to approve the reviewed financial statements for 2019-2020.

Motion Carried: 12:46

6.1 Motions presented to the membership: is there a mover to ratify the election of Bev Barrios and Miranda Thomson to the NSAMRT Board for Directors?

Motion: Paul Menhennett

Second: Julie Avery

Motion carried: 12:48

6.2 Appointment of Accounting Firm for Financial Review: The NSAMRT Board is recommending the appointment of the firm of MNP to perform a financial review for 2020-21 fiscal year. Is there a mover to appoint the firm of MNP as the financial reviewers for 2020-21 fiscal year?

Motion: Paul Menhennett

Second: Miranda Thomson

Motion carried: 12:50

8 Other Business-I would like to introduce the Board of Directors for 2020/2021

1. Megan Brydon
2. Bev Barrios
3. Rebecca Jessome
4. Paul Menhennett
5. Diana Sheppard
6. Miranda Thomson
7. Chrissy Gamache- president

9 Closure-Thank you all for attending and for your participation. I would like to thank Ryan Baxter from McInnes Cooper and everyone else for their assistance today.

I declare this 80th Annual General Meeting of the Nova Scotia Association of Medical Radiation Technologists closed. We will now turn the podium to Harriette Schumacher as moderator for the question portion of the meeting.

Notes

Nova Scotia
College of  **MIRTP**

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