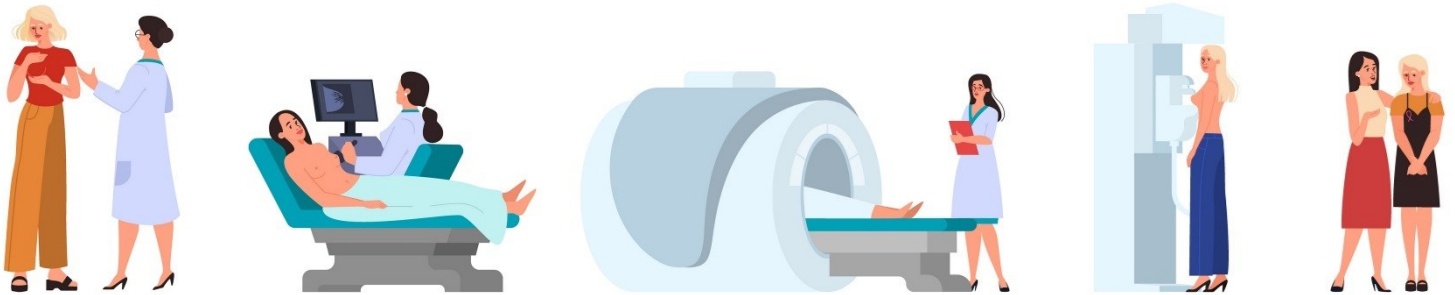




ANNUAL REPORT

2023



Nova Scotia
College of **MiRTP**

UNIFYING FOR A HEALTHY FUTURE



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THE 4th ANNUAL GENERAL MEETING

The Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

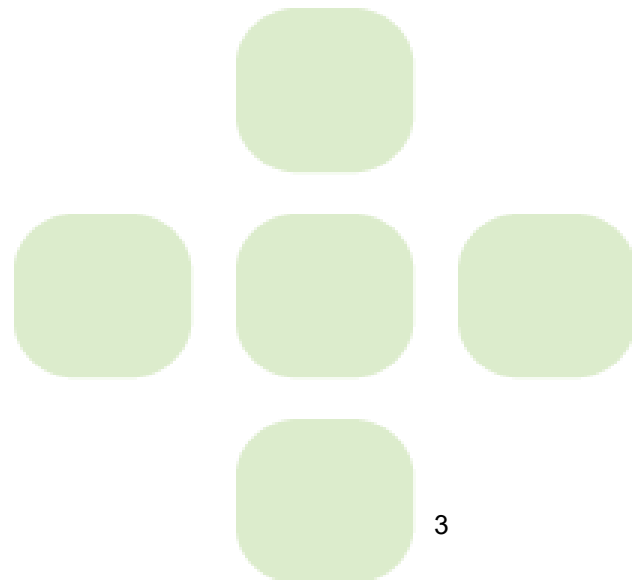
Notice is hereby given to the registrants of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP) of the 4th Annual General Meeting of the College will be held **Saturday, June 8th, 2024 1100-1200**. This will be a webinar event, details on how to connect are posted on the website ,on our FB page at <https://www.facebook.com/nscmirtp/> and was sent to registrants via email. Post AGM there will be an update delivered on the current CPD cycle.

Those in attendance are reminded that they are not eligible to vote at the AGM if they are not an active registrant of the 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 an attached document in the webinar platform.



Kenny Zhan
Chair NSCMIRTP





AGENDA

The Nova Scotia College of Medical Imaging and Radiation Therapy Professionals

4th Annual General Meeting
June 8th, 2024 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 NSCMIRTP's 3rd AGM
- 4.0 Annual Reports
 - 4.1 Executive Board
 - 4.1.1 Chair and Executive Director's Report
 - 4.1.2 Registrar's Report
 - 4.2 Committee Reports
 - 4.3 Finances
 - 4.3.1 Committee Report
 - 4.3.2 MNP Audit Report
- 5.0 New Business
 - 5.1 Election Results
 - 5.2 Appointment of Auditors
- 6.0 Adjournments

NSCMIRTP Staff 2023



Julie Avery
Executive Director/Registrar
julieavery@nscmirtp.ca



Simeon Atunbi
Deputy Registrar
deputyregistrar@nscmirtp.ca



Joanne Jones
Administrative Assistant
joannejones@nscmirtp.ca

Vision

Public trust as the leader in regulating Medical Imaging and Radiation Therapy Professionals.

Mission

Regulating the profession of Medical Imaging and Radiation Therapy Professionals (MIRTPs) in the public interest.

Values

Accountability: We protect the public by holding registrants accountable for delivery of safe, competent and ethical care.

Excellence: We define and maintain the standards of excellence required for high-quality, evidence-informed care.

Inclusion: We are committed to upholding the values intrinsic of equity, diversity and inclusion.

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

Transparency: We are fair, open, and forthright in our processes.

NSCMIRTP 2023 Board



Chrissy Gamache - **Chair**



Kenny Zhan - **Vice Chair**



Nancy Duggan - **Secretary**



Lisa Bonin
Member at Large



Rebecca Jessome
Member at Large



Jason Sheppard
Member at Large

PUBLIC MEMBERS



Ann Mann



Hammad Moyid ud Din



Nick Burke



Joint Message

From Board Chair & ED/Registrar

As Nova Scotia's regulator for medical imaging and therapy professionals, it is essential that the NSCMIRTP Board and staff are responsive to the needs of the health care system and environments in which we work.

Throughout 2023, NSCMIRTP focused significant efforts on adding to the supply of MIRTPs by reviewing and revising our processes that enable us to register and licence safe and qualified MRTs and DMSs as quickly as possible. We reevaluated our approach to MIRTP regulation ensuring our decisions were guided by appropriate safeguards that would prioritize public safety. This included partnering with others to explore increased avenues for collectively improving access for Nova Scotians.

Specifically in 2023 the NSCMIRTP worked to facilitate access to licensure for qualified professionals from around the world, recognizing the valuable contributions they bring to our diverse healthcare landscape. In line with this commitment, NSCMIRTP Board and staff have been working to streamline the application and evaluation procedures for international candidates, aiming to reduce unnecessary delays without compromising on the rigor of our assessment process. This has resulted in the creation of policies that allow for provisional licensing with supervised practice for international applicants who have been granted access to the national exam and an expedited credentials assessment process for applicants from specified countries. The expedited process aligns with regulatory requirements and industry standards, ensuring that licensed professionals admitted through this pathway meet Canadian entry to practice standards.

The 2nd area of focus for 2023 was legislative changes. The Nova Scotia Government has introduced multiple pieces of legislation aimed at enhancing healthcare accessibility and regulation. Notably, the Patient Access to Care Act (PACA) and the Regulated Health Professions Act (RHPA).

The RHPA was proclaimed in the fall of 2023. Under the RHPA, all current health regulators will have their existing acts rescinded and will migrate under the new Act over the next three years. The Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP) is expected to migrate in the fall of 2025. Assessing operational impacts of this new legislation will be an area of focus for 2024.

As ED/Registrar, I want to acknowledge that Chrissy's term as Board Chair will end on Jan 31st, 2024, and I would like to thank her for her leadership over the last decade. As a previous member of the Nova Scotia Association of Medical Radiation Technologists Council, Chrissy played an important role in the creation of the NSCMIRTP. On behalf of our Board and NSCMIRTP staff, I want to extend our sincerest appreciation for her commitment and her impact on MIRTP regulation in Nova Scotia over the past decade.

In closing, we would both like to acknowledge the MIRTPs of Nova Scotia and our health care partners for the important role you continue to play in the care of Nova Scotians. We also extend our thanks to the citizens of Nova Scotia, who serve as the focus behind our work as regulators of Nova Scotia MIRTPs. We encourage you to read more about all of NSCMIRTP's work in our 2023 Annual Report.

Thanks



Chrissy Gamache MRT, CTIC, BHS
Board Chair Sept 2020-Jan 31st



Julie Avery MRT, CTIC, BSc MHA
ED/Registrar NSCMIRTP

2022 - 2024 Highlights

International Applicants



1. **Provisional Licensing** -The Board expanded their policy on provisional licensing to include international applicants awaiting to write the national exam. This policy supports international applicants gaining Canadian experience prior to writing the national exam. This is a conditional license with supervision to ensure any risk to the public is mitigated until the national exam is successfully challenged.

2. **Expediated Process**—Research was conducted on scopes of practice and regulatory requirements for multiple countries. Intent was to identify specific countries that have similar standards sent by their regulatory authorities. The Board initially approved six countries and later added a 7th country. Applicants meeting expediated pathway requirements are no longer required to do an individual credentials assessment process. They are still required to write the national exam. This will save applicants costs and time related to the credentialing process. Full details on approved countries and requirements are posted on our [website](#).

Governance

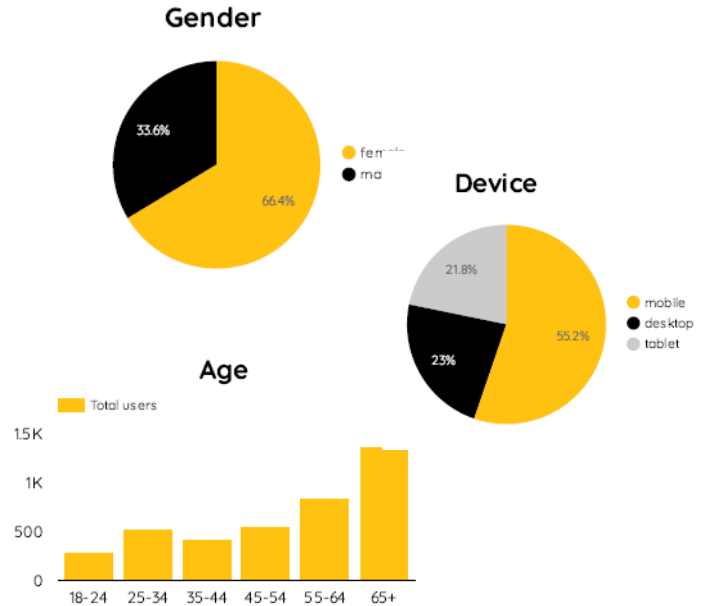
1. **Board Succession Planning**— The College has developed a policy and process related to executive positions on the board to support transition and development of the chair and vice chair roles
2. **Board Roles Defined**—Board roles and responsibilities were reviewed and updated.
3. **Developed request for quote process and scoring rubric for audits.**
4. **Improved financial oversight with development of tracking tool for reporting.**
5. **Echo Contrast Injections**—Board approved position statement on non DMS registrants assisting with contrast

2022 - 2024 Highlights

Public Awareness

1. The College now has a social media calendar for their new College [Facebook](#) and Instagram pages.
2. The website has been reviewed and updated for inclusive language.
3. Policies were reviewed to ensure policies which directly impact registrants are easily available on the [website](#).
4. Board meetings are now open to the public and registrants. Minutes and links to join the meetings are posted on the [website](#).

Results of PR Initiative



Objective #1: Generate Awareness

- The awareness campaign drove awareness and education through storytelling, resulting in **2.1MM+** targeted impressions served and **131K+** total video completions throughout the campaign.
- The inclusion of medical screen signage provided relevance and connection for people in the right frame of mind.

Objective #2: Drive Education

- This campaign drove **18,941 sessions**, with users spending an average time on site of **1min 41sec**.
- The campaign also garnered **164 social engagements**, providing incremental reach through the sharing of posts, reactions, comments, and likes appearing in social feeds.
- Video generated **90%** video view rate. Meaning people were fully consuming our message driving further education around NSCMIRTP.

Objective #3: Drive to site for further exploration

- Over **26,000** pages were viewed on the site.
- While on-site, **2,141 key actions** were taken, with **31%** of conversions coming directly from paid media efforts.
- Overall, **Facebook News Feed** was the top-performing conversion tactic, resulting in **30%** of all conversions taken on-site.

Recommendations for Future Campaigns

- **Opportunity to implement media learnings to enhance engagement on the website:** by taking action on insights from website engagement and mobile usage to provide a user-friendly journey that will yield results.
- **Explore avenues to reach more male audiences:** a slight female skew suggests the male audience is not as engaging online as the female audience. This presents an opportunity to explore offline avenues to reach these users.
- **Incorporate additional ad formats/sizes:** diversifying the ad creative can optimize visibility and engagement. Include various formats such as carousel ads, story ads, & native programmatic ads placements. This allows for a larger range of inventory available for ads to be seen, further developing brand awareness.

2023 Regulatory Changes



Legislation

2023 New Acts

Patient Access to Care Act (PACA) —In the spring of 2023 the NS Government passed PACA. As stated in the Act its purpose “... *is to improve patient access to care by further opening the Province to out-of-province health professionals, ensuring all health professionals can work to the full extent of their training and continuing the reduction of administrative burdens in health care, including incenting companies to reduce their administrative demands on health professionals*”. To date the principal impact of this Act on the NSCMIRTP is how applications from individuals currently licensed in another Canadian jurisdiction are handled. The NSCMIRTP waives the application fee and does not charge initial licensing fees. All waived fees are tracked and will be reimbursed by the government.

Regulated Health Professions Act (RHPA)—In the fall of 2023 this Act was passed and came into force. This Act will replace all regulated health professional acts in the province. Migration under this act will be done occur in three phases. The NSCMIRTP is currently in phase two and expected to migrate in 2025. It is expected migration will be an area of strategic focus for the next two years as operations and College documents are updated to align with the new legislation.

2023 New Regulations

The NSCMIRTP has been working with the DHW to introduce two new regulations under our existing Act. Work on both are still ongoing with an expectation of final approval in 2024.

Advance Practice—By adding an advance practice regulation the College will be able to set standards related to registrants working in advance practice roles. This will support the public accessing safe effective care in a timely manner and support the building of a team approach to delivery of healthcare services.

Registrants of One Discipline Performing Aspects of Another Discipline—Adding this regulation will allow the NSCMIRTP to be more nimble in responding to changes in clinical practice that could negatively impact access to care. An example of this would be the introduction of MRI/Linac to clinical practice. Currently MRI is not part of radiation therapy practice. This regulation will allow the College to set standards related to therapists performing limited scope MRI related to the needs of therapy practice.

Combined X-ray & Lab Tech (CLXT)
The NSCMLT is currently working on legislative changes that will see CLXTs become regulated in Nova Scotia. The NSCMLT has worked closely with the NSCMIRTP in setting the scope of practice relative to the radiography portion of CLXTs practice.

Registrar's Report 2023



As of December 31st, 2023, there were 766 active registrants with the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP). This is an increase of 27 from 739 on December 31st, 2022. NSCMIRTP had 109 applicants in 2022, of these 91 were approved in 2022, while 18 were pending and approved in early 2023. There were a total of 51 resignations and 17 lapsed registrants through 2023 which are broken down in the chart below.

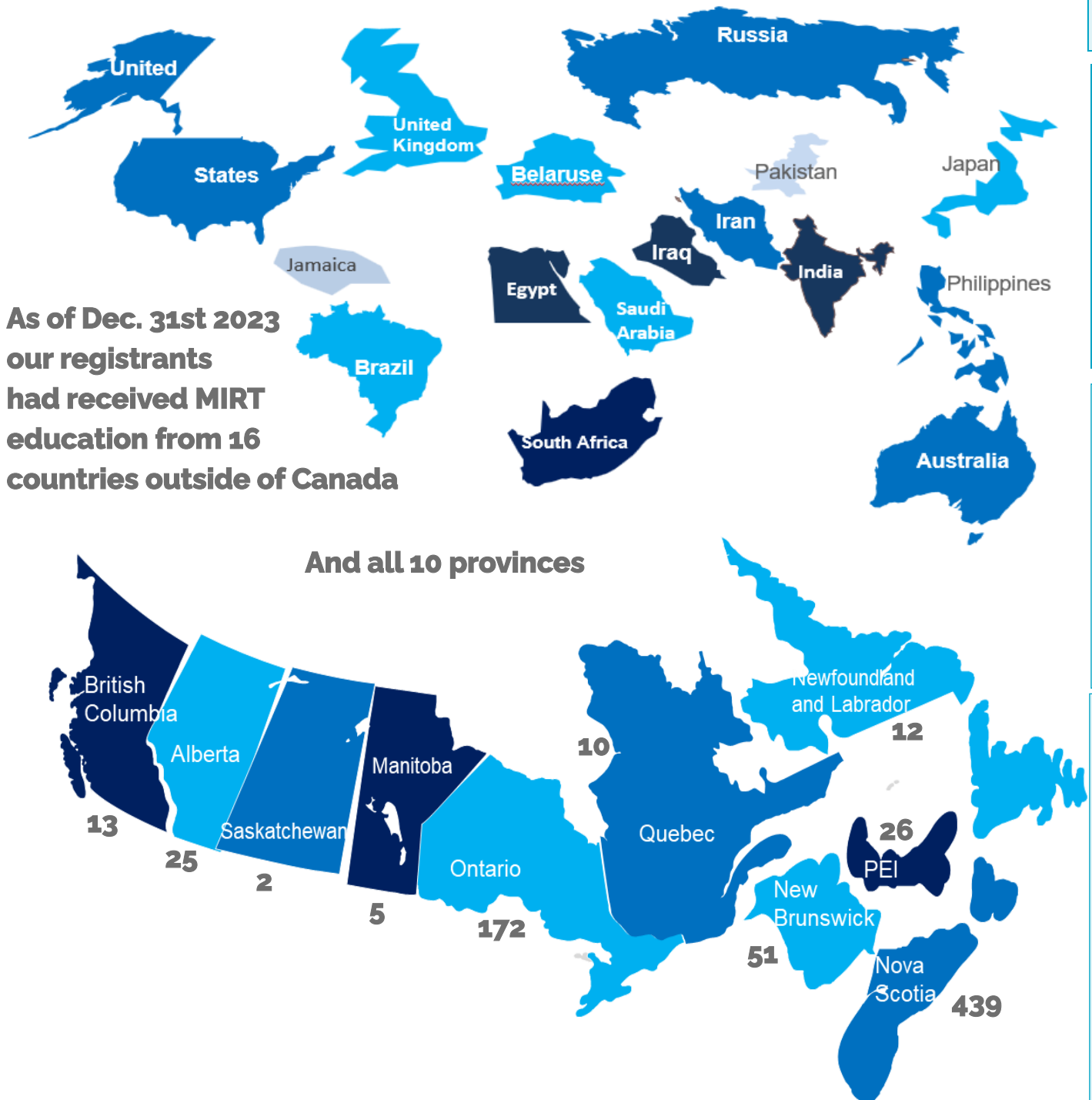
New Applicants	#2023/#2022	Resignation/Lapsed	#2023/#2022
CFTA	18/12	Retirement	8/27
International	6/5	Maternity/Parental	17/20
NON-CFTA Canadian	15/20	Left/Not in Jurisdiction	19/16
New NS Grad	21/27	Medical	2/9
Reinstatement	30/19	Unemployed/Other	2/6
Temp Locum	1/0	Working in Non MIRTP Role	3/4
# Applicants for 2 nd Discipline	9/3	Lapsed	17/6

On December 31st, 2023 there was a total of 819 active licenses issued to a total of 766 individuals. A total of 53 MIRTTPs were dual licensed at this date. NSCMIRTP continues to update information on dual licencing to ensure primary license reflects primary area of practice rather than first license received.

Discipline	#First License	#2nd License	Totals
DMS	148	4	152
MRT(R)	409	20	429
MRT(T)	86	0	86
MRT(NM)	67	7	74
MRT(MR)	56	22	78

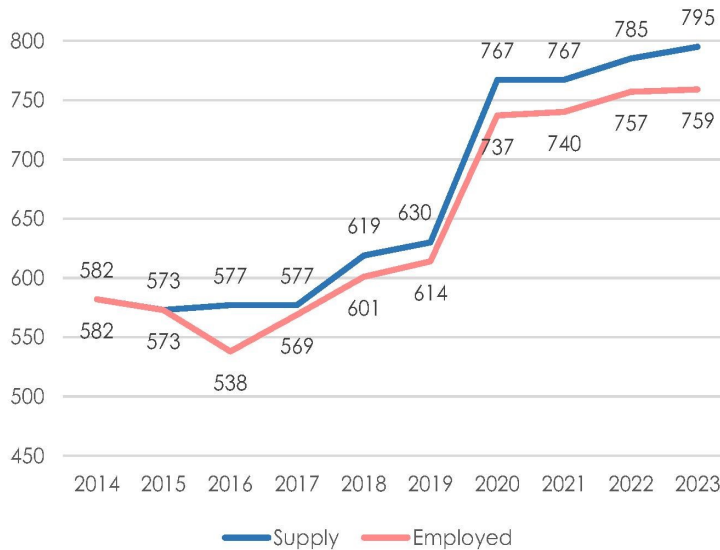
Registrant Makeup

The most common jurisdiction for NSCMIRTP registrants to receive their MIRTP education is in Nova Scotia. As of Dec 31st, 2023, our registrants had received MIRTP education from 16 countries outside of Canada and from all 10 provinces. With 40 registrants receiving their MIRTP education internationally and 316 in Canada, but outside Nova Scotia. This equates to 40% of the Nova Scotia MIRTP workforce educating in Canada but outside Nova Scotia and 5% being educated internationally.



Medical Imaging and Radiation Therapy Professionals (MIRTPs) 2023

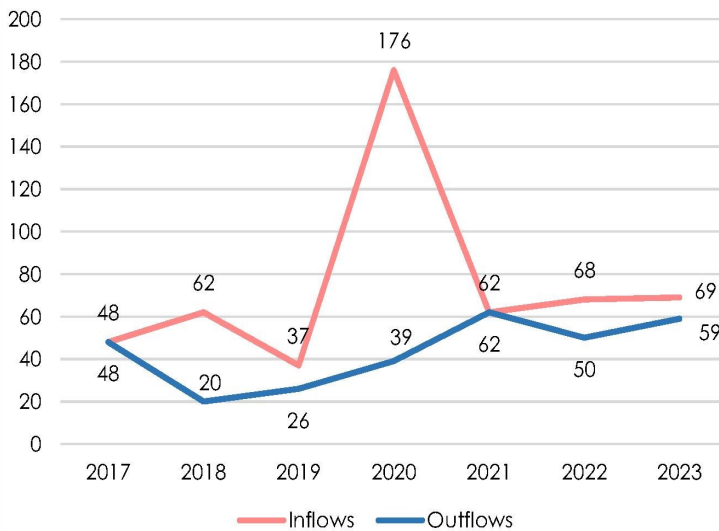
Supply vs Employed (NS, 2014-2023)



Quick Facts

Registrants	795	
Employed	759	95.5%
Change in Reg (1 year)	28	3.7%
Inflow*	69	8.7%
Outflow†	59	7.4%
Outflow 55+	21	2.6%
Outflows Avg Age	47.0	
Full-Time	567	74.7%
Part-Time	85	11.2%
Casual	107	14.1%
Average Age	40.9	
Avg Experience	14.7	

Inflow Outflow Trends (NS 2017-2023)



Location of Graduation

MIRTps (Total = 795)		
Nova Scotia	443	55.7%
Other Provinces	316	39.7%
International	36	4.5%
New Registrants ¹ (Total = 61)		
Nova Scotia	23	37.7%
Other Provinces	31	50.8%
International	7	11.5%
New Graduates (Total = 35) those who graduated in 2022 or 2023		
Nova Scotia	19	54.3%
Other Provinces	16	45.7%
International	0	0.0%

DATA SOURCE: Nova Scotia College of Medical Imaging and Radiation Therapy Professionals Registration period: Jan 1st, 2023–Dec 31st, 2023
Notes: Total MIRTps (795) excludes those on-leave.

* Inflow refers to the number of registrants who were not registered in the previous year (i.e., new or returning registrants)

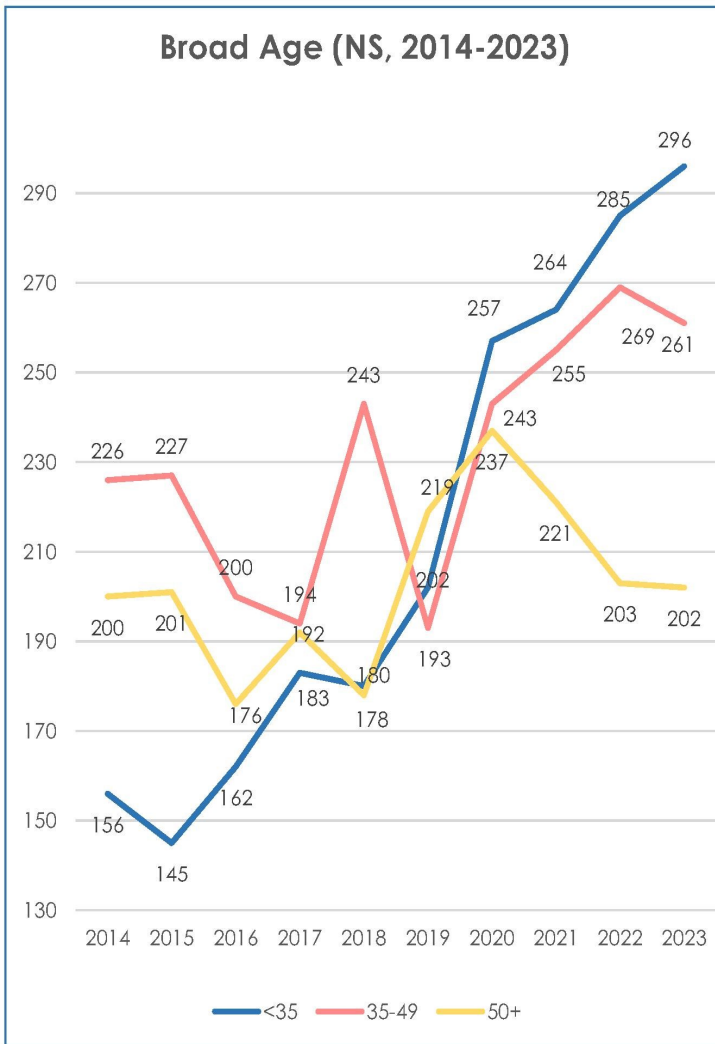
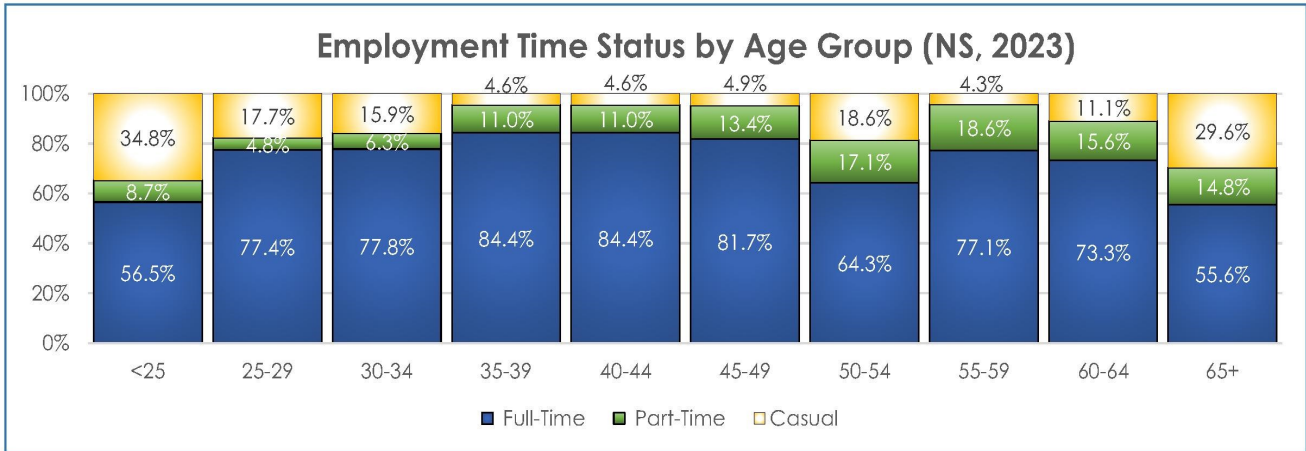
† Outflow refers to the number of registrants who register in the previous year who did not register in the current year.

Questions regarding this Provincial Profile can be directed to:

Jane Filina, Senior Data Analyst, NS Department of Health and Wellness

E-mail : jane.filina@novascotia.ca Phone : 902-229-6414

Medical Imaging and Radiation Therapy Professionals (MIRTPs) 2023



Area of Practice	Total	%
General Radiography	255	32.1%
General Sonography	90	11.3%
General Radiation Therapy	67	8.4%
Computed Tomography	53	6.7%
General MRI	54	6.8%
General Nuclear Medicine	44	5.5%
Mammography	31	3.9%
Cardiac Sonography	39	4.9%
Administration	28	3.5%
Interventional	22	2.8%
IT Technologist	12	1.5%
Dosimetry	12	1.5%
Education	11	1.4%
Applications Specialist	8	1.0%
Fetal Assessment	7	0.9%
Vascular Sonography	4	0.5%
Quality Assurance	5	0.6%
Cyclotron	2	0.3%
Radiation Safety	1	0.1%
Research	1	0.1%
PET/CT	1	0.1%
Radiopharmacy	0	0.0%
BMD (Bone Mineral Density)	1	0.1%
Unknown	47	5.9%

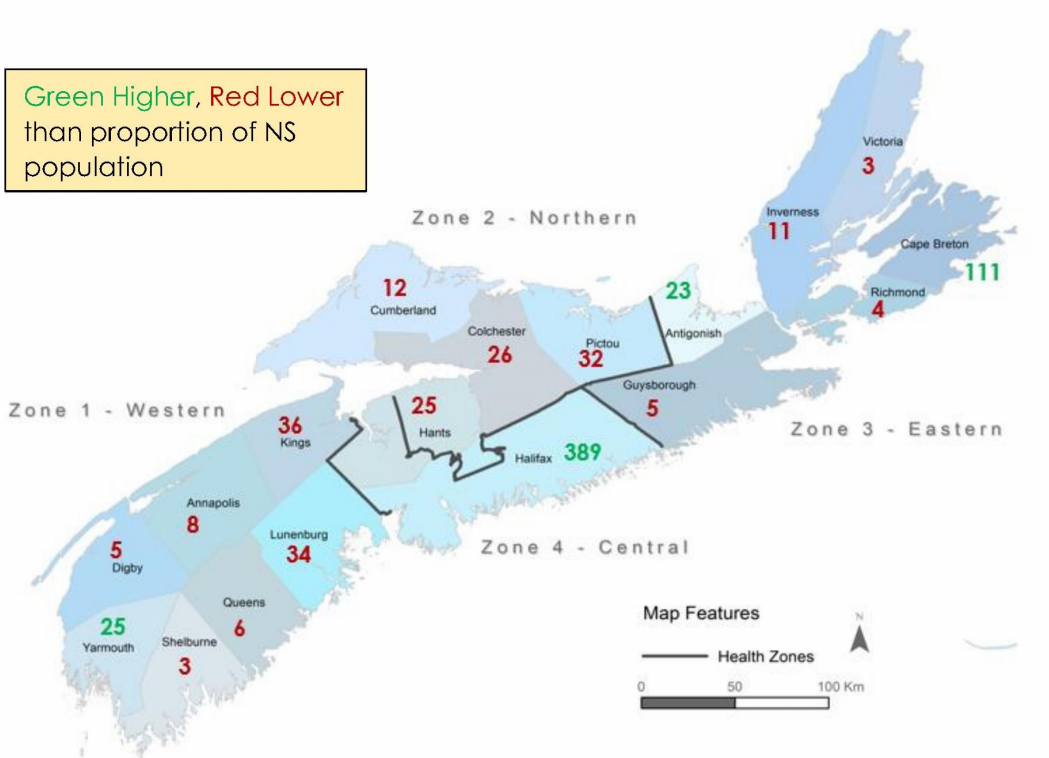
Medical Imaging and Radiation Therapy Professionals (MIRTPs) 2023

Primary Discipline			Experience		
Workplace	#	%	Years Experience	#	%
Radiological Technology	416	52.3%	0-4	173	22.8%
Sonography	158	19.9%	5-15	292	38.5%
Radiation Therapy	90	11.3%	16-30	187	24.6%
Nuclear Medicine	73	9.2%	>30	107	14.1%
Magnetic Resonance Imaging	58	7.3%	Average Experience: 14.7		

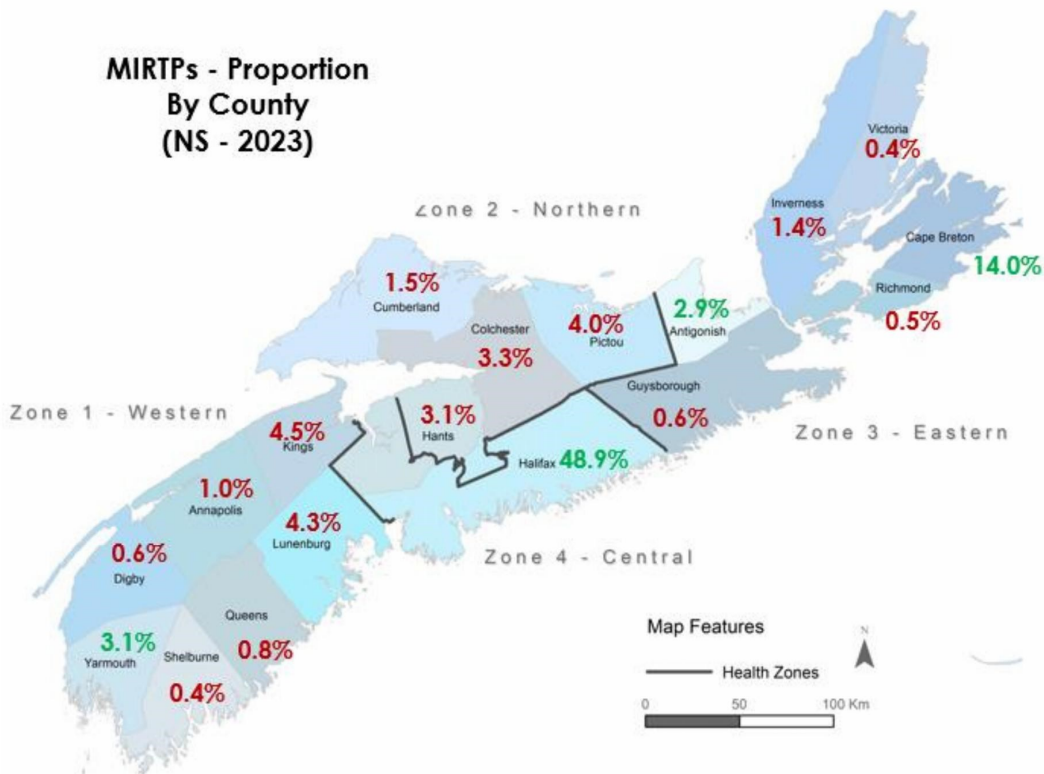
County	Population 2023		College	
	Count	Percentage	Count	Percentage*
Annapolis	23,114	2.2%	8	1.0%
Antigonish	20,937	2.0%	23	2.9%
Cape Breton	99,070	9.5%	111	14.0%
Colchester	53,832	5.2%	26	3.3%
Cumberland	30,996	3.0%	12	1.5%
Digby	18,026	1.7%	5	0.6%
Guysborough	7,492	0.7%	5	0.6%
Halifax	496,471	47.7%	389	48.9%
Hants	44,993	4.3%	25	3.1%
Inverness	17,724	1.7%	11	1.4%
Kings	65,323	6.3%	36	4.5%
Lunenburg	50,360	4.8%	34	4.3%
Pictou	45,468	4.4%	32	4.0%
Queens	10,686	1.0%	6	0.8%
Richmond	9,217	0.9%	4	0.5%
Shelburne	14,063	1.4%	3	0.4%
Victoria	7,209	0.7%	3	0.4%
Yarmouth	25,543	2.5%	25	3.1%
Unknown/ Out of Province			37	4.7%
Nova Scotia	1,040,524	100%	795	100%

* Green and Red highlights indicate whether the proportion of registrants by county is higher (green) or lower (red) than proportion of population by county.

Medical Imaging and Radiation Therapy Professionals (MIRTPs) 2023



MIRTPs - Proportion By County (NS - 2023)



To see the breakdown of data by discipline
please select provided link below



[Radiation Therapists](#)

[Nuclear Medicine](#)

[Sonographers](#)

[Magnetic Resonance Imaging](#)

[Radiological Technology](#)



Welcome 2024 Board Members



Call for nominations were sent out in November 2023 for the 2024 Board. Two individuals put their name forth for two vacant positions so they were acclaimed.



Carly Burry DMS

Term
February
2023-2026



Edmond Kodua MRT

We also wish to thank and say goodbye to Chrissy Gamache who are completing her term as Board Chair and Nancy Duggan who is completing her term as Board Secretary and Ann Mann completing her term as a public rep on the Board.

Board Executive for 2024



Chair: Kenny Zhan



Vice Chair: Carly Burry



Secretary: Lisa Bonin



Our Committees

Credentials Committee Report



Meeting Dates: January 26, 2023, March 27, 2023, September 26, 2023, and November 16, 2023

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

Members: Adam MacDonald, MRT(T), Breanna Bauchman, CRCS, CRGS, Crystal Smeaton, MRT(R) Nicholas Burke, BA, LL.B. (public member), Rachel MacLeod, MRT(R) Julie Avery, MHA, RTNM, CTIC (ex-officio), Simeon Atunbi, LL.M, BL, LL.B. (ex-officio)

Achievements:

- Drafted, revised, and approved several policies relevant to credentials
- Reviewed and rendered decisions on applications that did not meet standard licensing or national exam access requirements seeking consideration of alternative evidence.
- Reviewed and rendered decisions on applicants requesting extensions related to not meeting minimum CPD requirements
- Reviewed and rendered decisions on several educational activities that did not fit into the current CPD Program
- Reviewed and gave feedback on proposed advance practice regulation.

Concerns/Issues:

- Four out of six committee members have terms about to expire. However, all have the option to renew for a 2nd term if they are interested.

Current Work:

- Temporary Licensing (new grad vs. IEMRT)
- CPD Program Review
- Updating CPD policies/processes based on review of inaugural CPD cycle
- Reinstatement without meeting CPD requirements

Future Work:

- Advanced Practice Framework for MIRTTPS
- Advance practice criteria for palliative care radiation therapists
- Create mini modules for ongoing Jurisprudence education

Nominations Committee Report

Meeting Dates: July 4th, Sept 2023, Additional business done via email



Chair: Ann Mann RN, MN annmann@nscmirtp.ca (stepped down in Sept 2023) Amy Munroe is now chair.

Members: Amy Munroe BA, BHSc, MRT (RT), Edmond Kodua BSc, MRT(RT), Jonathan Murphy BSc, BHSc, MRT (NM), Julie Avery MHA, BSc, MRT(NM) (ex officio)

Achievements:

- Begin work on updating competency framework for board members and how to better operationalize it.
- Oversaw the annual board election/appointment process

Concerns/Issues:

- With incoming changes to TOR under the new Act they will be required changes to make up of committee including public rep that is not part of the current Board.

Future Work:

- Continue work on updating competency framework for board members and how to better operationalize it.

Policy and Procedures Committee Report

Meeting Dates: Jan 9th, April 18th, Aug 22nd, Sept 13th, Dec 12th 2023

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

Members: Jennifer Kressebuch BHSc, DMS(GS), Megan Donovan BSc, MRT(RT), Miranda Thomson BHS, RTR (RT)

Achievements:

- Edited 46 policies slated for review in 2023. All have been sent to board for approval of suggested updates
- Created 4 new HR Policies which have been approved by the Board

Concerns/Issues: Seeking new Chair

- With pending migration under the new Act decisions related to TOR for this committee need to be considered and if this committee will mirror TOR for legislative committees.

Future Work:

- 2024 has only a small number of polices slated for review. Committee is waiting on planning related to migration under the new act to determine timing and who will be reviewing all existing polices for alignment with the Act and Regulations.

Finance Committee Report



Meeting Dates: Jan 26th, April 5th, Aug 14th, Nov 2nd, 2023

Chair: Kenny Zhan kzhan@nscmirtp.ca

Members: Chrissy Gamache BHSc, MRT(RT), CTIC, Hammad Mohiy Ud Din (public member) Sara Witzell DMS, Pearl Duffy BHSc, MRT(RT)(MR), Julie Avery MHA, BSc, MRT(NM), CTIC (ex-officio)

Achievements:

- Provided financial oversight of financial operations and reported to the board on a quarterly basis.
- Approved final rubric for assessment of auditor proposals
- Reviewed and updated draft budgets prior to sending to the Board
- Reviewed current College fees and dues and made recommendations to board re changes
- Made GIC investment recommendations to the Board for \$200,000
- Drafted, revised, and approved several policies relevant to finance committee
- Approved a new financial tracking document to better monitor financial oversight

Concerns/Issues:

- Need new chair as current chair is also Chair of the Board
- With pending migration under the new Act decisions related to TOR for this committee need to be considered and if this committee will mirror TOR for legislative committees.
- Costs related to migration under the Act will need to be consider related to 2025 budget.

Current Work:

- Continued financial oversight of the college

Future Work:

- Per auditing policy seek RFP for audit.
- Implement audit recommendations

Other Committees

No requests were made to the professional conduct, fitness to practice, registration appeal or reinstatement committees in 2023.

Investigation Committee 2023

In 2023 two complaints were received. Both required the appointment of an investigation committee to handle the complaint.

Registrar dismissed one of the complaints with advice, it related to professional practice. Decision was appealed. Decision was upheld by the investigation committee.

The other is ongoing and relates to competency.

There is one complaint received in 2022 that was ongoing at the end of 2023 but expected to reach a resolution in early 2024.

There were also 3 acknowledgments signed related to practicing without required PLI or a License and one undertaking signed by a registrant related to conduct unbecoming the profession.

New Grad Report



In 2023 MRT and DMS graduates were given 3 opportunities to write the national exam. The results for those who challenged the exam in Nova Scotia are below. NSCMIRTP only receives individual results for those that pick Nova Scotia, this means the number of Nova Scotia writers do not align with the number of students graduating from Nova Scotia Programs. Some Nova Scotia writers will have graduated from other jurisdictions in or outside of Canada.

National level results are published each year in the annual reports from CAMRT and Sonography Canada. CAMRT annual report is not yet available. Sonography Canada pass rates for 2023, were Generalist 74%, Cardiac 68% and Vascular 53%, and Core 66%. These results are a combination of Canadian and Internationally educated students.

January 2023 - Total 13 NS Writers.

- 5- Canadian Educated successfully challenge the MRI exam
- 7 - Canadian Educated successfully challenged the Rad Tech exam
- 1 - Internationally Educated student unsuccessfully challenged the Rad Tech exam

May 2022 - Total of 33 NS Writers

- 4 - Canadian Educated successfully challenge the Radiation Therapy exam
- 3 - Canadian Educated successfully challenge the NM exam.
- 8 - Canadian Educated successfully challenged the Rad Tech exam
- 3 - Internationally Educated unsuccessfully challenged the Rad Tech exam
- 8 - Canadian Educated successfully challenged sonography exams, 8 core, and 1 vascular.
- 3 - Canadian Educated unsuccessfully challenged sonography exams, 1 core and 2 cardiac.
- 2- Internationally Educated unsuccessfully challenged sonography exams, 1 core and 2 cardiac.
- 2- Internationally Educated successfully challenged sonography exams, 1 generalist, 1 core and 1 vascular

Sept 2022 - Total of 27 NS Writers

- 9 - Canadian Educated successfully challenged sonography exams. 8 generalist and 1 Cardiac.
- 4- Canadian Educated successfully challenge the MRI exam
- 1 - Canadian Educated successfully challenged the Rad Tech exam
- 1 - Internationally Educated successfully challenged the Rad Tech exam
- 1 - Internationally Educated unsuccessfully challenged the Rad Tech exam
- 8 - Canadian Educated successfully challenged sonography exams, 6 generalist, 1 core & 3 in cardiac
- 2- Internationally Educated unsuccessfully challenged sonography exams for core
- 1- Internationally Educated successfully challenged sonography exams, 1 for cardiac

CONGRATULATIONS TO ALL SUCCESSFUL CANDIDATES.

Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP)
Minutes of the meeting: 3rd Annual General Meeting (AGM)
June 10th, 2023
11:00-12:00
Virtual Webinar

1.0

C. Gamache opened the 3rd annual meeting of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals by recognizing that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. Registrants were informed of how to take part in the meeting through the Go-to-Webinar platform, the time allocated for the AGM and Q and A session. Finally, the registrants were informed the AGM would be recorded for those unable to attend.

Past Presidents/Chairs. NSAMRT/NSSDMS/NSCMIRTP:

The NSCMRTP board of directors were introduced:

Chrissy Gamache- Chair

Kenny Zhan – Vice Chair

Nancy Duggan – Secretary

Jason Sheppard – Member at Large

Lisa Bonin- Member at Large

Rebecca Jessome- Member at Large

Ann Mann – Public Member

Hammad Mohiy Ud Din – Public Member

Nick Burke – Public Member

2.0

The following introductions were made:

NSCMRTP staff:

Julie Avery- the NSCMIRTP Executive Director and Registrar

Jacqueline Metzler-Deputy Registrar

Joanne Jones -NSCMIRTP Admin Staff

Guests

Legal: Ryan Baxter from McGinnis Cooper

MNP financial auditors: Monita Taylor

Past Presidents:

Burt Langille MRT-(R)

Karren Fader MRT-(NM)

Megan Brydon – MRT-(NM)

NSCMIRTP volunteers, committees, and workgroups were recognised.

C. Gamache explained how and who can vote on motions, as well as group polling protocols, then provided a test question. She then polled registrants for quorum, which was met.

BRIEFING ON AGM PROCEDURES:

C. Gamache informed registrants where to find the contents of the annual report which is reference material corresponding to the AGM. K. Zhan motioned to accept the agenda for the 3rd AGM. L Bonin seconded the motion. It was moved and seconded to accept the agenda for the 3rd AGM. No corrections to the agenda were submitted. C. Gamache then launched the voting poll for registrants to vote to approve the agenda for the 3rd AGM. Motion carried at 11:13 am.

3.0 MINUTES OF THE 2ND ANNUAL GENERAL MEETING

K. Zhan motioned to approve the minutes of the 2nd AGM with L. Bonin seconding the motion. It was moved and seconded to accept the minutes of the 2nd AGM. No corrections to the minutes were submitted. C. Gamache launched the voting poll for registrants to approve the minutes to the 2nd AGM. Motion carried at 11:15 am.

4.0 BUSINESS ARISING FROM THE MINUTES:

J. Jones informed C. Gamache there were no questions regarding the discussion of business arising from the minutes of last year's meeting.

5.0 ANNUAL REPORTS:

C. Gamache invited J. Avery, Executive Director, and Registrar, to provide a report on the past year and next year's expectations.

J. Avery stated that we like to take the opportunity to share the work of the college over the past year. Work was centred around two strategic pillars, Stakeholder Awareness and Effective Governance. Stakeholder Awareness: Focusing on communication with the public, registrants and other stakeholders. Effective Governance: Concerned with how Committees and Board are functioning.

1st Pillar

Public Awareness: Through 2022, strategic initiatives focused on our public awareness and communication plan.

- The college hired a PR firm and carried out an assessment on how communication was conducted, and how to improve it with the help of the PR firm.
- The college has developed a communication plan and a social media planner along with communication materials.
- In 2023 these are in the process of being operationalized. The college has hired a PR summer student to operationalize some of the initiatives of 2022 which includes the social media planner and some of the communication material. Roll out of communication material will happen in the coming months.
- Website usability survey has been developed which will be sent out shortly to registrants and

public. This will enable us to identify any potential improvements. It is hoped to have improvements in place by the end of the year.

- Examples of PR images were shown, these will be displayed on TV screens in physicians' offices later in the year to help improve public awareness.

Communication with Registrants:

- The college completed the Jurisprudence package which was rolled out March 2023. Applicants who apply to the college must complete a Jurisprudence Module, this is intended to ensure those that are coming to practice in Nova Scotia know the rules and laws that govern their practice.
- Site visits are something the college likes to do but with restriction on unnecessary clinical site visits the college has not yet gotten back to this.
- Renewal and registration guidebooks are now available on the college website, they provide a step-by-step guide to these processes.
- Refresher programs were completed in 2022 and rolled out this year for four of our five disciplines. Therapy does not currently have a refresher program and for sonographers it is geared towards generalist not for cardiac or echo sonographers. We have also created some Internationally Educated Programs for those seeking help in preparing for the national exam. These programs have all gone live in 2023.
- In 2023 we are working on national initiatives with the Alliance which is a body of all the MRT and Sonography regulators in the country, to do a full review of the process of assessment for international educated applicants. Sonography Canada have been invited to the review process.
- The CAMRT, in collaboration with the regulators, has applied for a grant to look at a national bridging program.
- The college has hired a summer master student to do research around international applicants. They are currently looking at 7 identified countries and reviewing the pathway to working in those countries in each of the 5 disciplines. We are looking for countries who have a similar competency profile and standards of practice and similar licensing criteria. Therefore, allowing international applications from specified countries the ability to access the national exam without first having to go through a full credentials assessment process.
- The college has just signed on to an LMS platform, we will be moving our refresher programs and jurisprudence to interactive learning online over the next couple of years.
- Example of the International Application Guidebooks were shown on screen, they are linked on the website.

2nd Pillar

Effective Governance:

- In 2022 we looked at the Committee Terms of Reference to ensure we were abiding by them. Some TOR's needed amending and some had to be adjusted to better reflect the functioning of the committee
- We are now aligning and tracking committee members to ensure those who have met term conditions are not reoffering and ensuring we get new members.

- Working on a committee feedback survey, it was delayed but we are working on getting feedback on what has and hasn't worked with the committees.
- In 2022 an Executive Committee Selection process was developed by the Nominations committee. The Executive of the Board being the Chair, Vice Chair and Secretary. The process was approved by the Board in January 2023
- As part of succession planning detailed Staff Guidebooks were developed for each staff position. This will help anyone transitioning into a role with the college.
- We had Teams and SharePoint training for staff to better utilize the platforms we have. The summer student is working on creating Team sites for each of the committees to streamline communication.
- In 2023 we updated some Bylaws. We corrected some typos and removed honorary membership categories that were not being used.
- We have been working on getting Committee Standard Operating Procedures developed in 2023.
- In 2023 we are looking to formalize an onboarding process for the Chair
- We currently have a skills matrix that our Board and Chairs fill out, this is not being utilized well. Going forward we need to look at what skills are lacking on the Board and how we can utilize the matrix.
- 2023 we are looking at Role Clarification, so everyone knows exactly what the roles are.
- We will be looking at Board Succession planning, when people are moving on and off the Board, to ensure it is still stable.

Staffing:

- Staffing in 2022 stayed constant, we hired a summer student for 4 months through a grant, the three permanent staff positions remained constant.
- For 2023 we do not expect any difference in the Executive Director or Administrative Assistant positions, but the Deputy Registrar is in the process of moving on to another opportunity. We are therefore in the process of posting that position for 20 hours per week. We hired two summer students, both under grants.

Fees:

- The Board has reviewed fees for 2024, this is done at the beginning of 2023. They have voted that fees remain at \$450; this will be the eighth year with no fee change for registrants.
- The Board looked at other fee changes which are under development.
 - working without PLI policy effective January 2024, fines will mirror working without a licence.
 - CPD extension requests fee
- NSF Fees have increased to \$70 to meet cost recovery.
- Once fees are approved, they will be communicated with registrants.

Professional Conduct 2022:

- We received two complaints in 2022
 - One is resolved one is still ongoing.
- Three people identified as working without a license, they had to cease working until this was rectified and paid any back dues and fines which ranged from \$100-\$500.

- CPD Extensions, 97 audits were conducted, and 16 extensions granted. 15 of the extensions complied and one person opted not to renew their license.
- Six people were given warnings for about a six-week period and still did not renew their PLI. Licenses were suspended until they provided proof of PLI. All six provided proof within a day and licenses were approved.

J. Avery hands back to Chrissy.

C. Gamache thanks J. Avery and asks if there are any questions.

Question:

1. How do you decide who is audited for CPD's?

J. Avery. The system looks for anyone who is noncompliant, so someone who hasn't submitted. If that number is less than 10% the system will randomly select from the registrant pool to bring it up to 10%. In this case we didn't do any random selection as we were over 10% with noncompliant registrants.

2. Why wasn't there more advocacy to get our retention bonus increased to the nurses? I heard us mentioned once on CTV Atlantic. It was a bit insulting.

J. Avery. We are not an advocacy group; we are a regulator so we would not be involved with advocating for pay adjustments. If you have questions about advocacy reach out to CAMRT and CAMRT Atlantic.

3. Do you investigate if the CPDs submitted are legitimate?

J. Avery. 50% of your credits are verifiable so you will need evidence, the other 50% we do on the honors system, there is some trust and professionalism that you have as a registrant. If there is a reason for suspicion, we have the latitude to do a deeper dive into someone's profile. If we find someone has been untruthful then that will be a much bigger issue for that person as it would become a professional practice complaint.

J. Avery If anyone has any additional questions please email.

Motions on Report:

C. Gamache thanked all for developing their reports, then asked for a motion. K. Zhan moved to accept the reports en masse excluding the financial reports and L. Bonin seconded the motion. It was moved and seconded to accept the reports en masse excluding the financial reports. There were no questions on the Chair & Executive Director's report, as well as on the remaining reports excluding the financial reports. C. Gamache asked to accept the reports en masse excluding the financial reports. The voting poll was launched, and the motion was carried at 11:33 am.

Monita Taylor from MNP was introduced by C. Gamache and asked to present the board approved College's 2022 audited results. Documents are available in the annual report.

Audit Report:

Monita thanked the college for allowing MNP to present the 2022 financial audit.

The independent audit report is MNPs report on the college's financial statements. It was reported as a clean unqualified report, meaning the statements are presented fairly in all material aspects in accordance with accountants for not-for-profit organizations.

Statement of financial position:

Assets: Increased approximately \$ 53,000 from 2021 to 2022, mainly due to an increase in cash, decrease in investments and an increase in capital asset. Cash has increased because of cash generated from operating activities and some of that cash was used to purchase capital assets. Long term assets capital assets have increased due to additions to Guild for the exam platform and other enhancements of approximately \$43,000 which have been amortized based on accounting policies set for the organization. Investments outlined in note 5 are recorded at fair market value which was down at the end of 2022, for the first quarter of 2023 investments were starting to improve so the value was increasing again for the 2023 year.

Liabilities: Increased by about \$14,000, largely due to some enhancement in capital assets there was government assistance, which is amortized into revenue over the life of the assets.

Net Assets: Shows the different funds which are outlined in note 2 to the Financial Statements

Statement of operations: Changes between 2021 vs 2022

Revenue: Stayed consistent year over year, make up of revenue has changed, registration fees have increased, but there were no government grants for special projects in 2022.

Expenses: Have increased by approximately \$26,000, due to consulting fees which is expensed in the contingency fund and increase in salaries and conferences, these are expenses we would expect to see increase in all organizations due to moving back to not entirely virtual. Overall, the organization had an excess of revenue over expenses from operating activities approximately \$58,000.

Other items: Loss of the fair value of investments approximately \$25,000.

Excess of revenue over expenses: The organization has approximately \$39,000 excess revenue over expenses, which is allocated to the different funds of the organization.

Changes in Net Assets: There is an extra fund Operational Reserve Fund, which was not of the statement of operations as there was no activity in the year. Revenues and expenses are allocated between the funds based on activity, then funds are transferred so there are no funds left in the Operating Fund as this fund is to generate income and help build the different funds. *Operational Reserve Fund:* capped at \$150,000 based on estimate of 6 months operating activities - currently at \$128,000.

Special Projects Fund: capped/currently at \$50,000

Contingency Fund: capped \$500,000 – currently \$363,000

Minimums for funds and purpose of funds are outlined in note 2 to the financial statements.

Statement of Cash Flows: Operating activities generated over \$87,000, used to purchase capital assets, net increase in cash resources of approximately \$47,000. Broken down to cash in operating

account and marketable securities.

In the notes to the Financial Statements the accounting policies used in 2022 are consistent with previous years.

M. Taylor: Asked for questions.

Questions

1. Once we reach the 150K for the reserve fund how will the funds then be allocated?

M. Taylor. This is the Operational Reserve Fund – up to the Executive and Board, but the organization is conservative to the balance it is building in the reserve fund and as costs increase some organizations have moved to 12-18 months anticipated operating expenses in the reserve fund, which is something for the organization to consider.

J. Jones: Confirmed no more questions.

C. Gamache: Thanked Monica Taylor and introduced Julie Avery to present the Financial Variance Analysis.

Financial Variance Analysis.

J. Avery: Displayed on screen budget vs actuals document for 2022 to show registrants and stakeholder what the college budget for against what happens, and to go over those areas with substantial differences.

Amortization: Was almost twice the expectation, increase was due to capitalizing improvements on the registration platform

AGM: Under budget as originally budgeted for the speaker fees prior to the AGM, these fees have now been reclassified under Registrant Education

National Representation: Under budget, expected to go back to full in person events, but this only happened for one meeting of which the Chair could not attend, so expenses less than anticipated.

Investment Management Fees: Not been budgeted as difficult to establish the cost, this will be budgeted in future now as we can see trending in costs.

Office Expenses: Under budget as the college was looking at moving so budgeted for office equipment, the move did not happen.

Audit Fee: Over Budget due to 5 years of tax returns having to be submitted after receiving improper advice, in addition there are issues on reporting payables and receivables from our third-party accounting services which has created issues and costs cleaning up documents. If this cannot be resolved, then will be looking at changing provider.

Special Projects: Under budget, we allocated money to Guild for platform improvements which was amortized.

Public Relations: Under budget, planned to roll out a campaign but this has been delayed and costs will be transferred to 2023.

Overall, we are in a healthy position, but budgets are getting tighter due to increase costs. In addition, a new act was passed in the province “Patient Access to Care Act” which has a direct

impact on regulators. Anyone who is licensed in another jurisdiction who wishes to licence in Nova Scotia, we are now unable to charge application or licensing fees in their first year and we must approve their license within 5 days of submitting the application. We expect that cost of waived fees to be approximately \$10,000 each year. The government is in the process of writing an MOU which will reimburse any fees we were unable to collect. Regulations are not yet written for the act, so we expect more to come into effect. Under this act we are working with the College of Medical Laboratory Technologists to licence CLXTs. In the fall we expect a new act to be brought to the house so there is one health care act for all health regulators.

C. Gamache thanked J. Avery and asks if there are any questions.

Questions:

1. What were the consultant fees for?

J. Avery. That was for contingency, we had two complaints we investigated. We hire a third party to do the investigation and it will include legal fees. This included any fees relating to investigations.

2. Why is there a discrepancy in salary?

J. Avery. The Deputy Registrar position started in Spring 2022 which would increase costs.

3. Combined tech license. Is it for existing workers or future employees?

J. Avery. The regulations haven't been passed yet, but there would be specific criteria to recognize education and exams, it would be for a specific class of people called CLXTs. There are currently no CLXT's working in the province.

6.0 NEW BUSINESS:

6.1 ELECTION RESULTS

Call for nominations was sent out in November of 2022 for two vacant positions on the board for 2023. Rebecca Jessome and Kenny Zhan reoffered; these were the only names put forward, so they were acclaimed.

C. Gamache welcomed R. Jessome and K. Zhan back to the board now serving on their second term commenced February 2023.

6. 2 APPOINTMENT OF ACCOUNTING FIRM FOR FINANCIAL REVIEW

The NSCMIRTP Finance committee recommended the board retain MNP services to for the 2023 fiscal audit, which was voted on and approved.

7.0 CLOSE:

C. Gamache thanked all attending and participating particularly Ryan Baxter from McInnes Copper and everyone else for their assistance today. C. Gamache declared the 3rd Annual General Meeting of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals closed at 12:05 pm

Post AGM Open Question and Answer Period:

1. What are the implications to MRT practice of regulation of CLXT's?

J. Avery. Until we see the act, it's hard to be specific, it shouldn't impact MRT's, and you would be working alongside CLXT's. If a CLXT is licenced they will have their own standards of practice, competency profile, and accountability to the MLT college. Our college is working closely with the MLT college so be assured when they are making decisions around radiography portion of practice, they will be consulting with us. We will have an MOU in the long term, any documents they are making they are sharing with the college. As their entry standard they will be looking at plain film x-ray. Exact procedure will be outlined in the future and the MLT college are working with stakeholders and employers so that people can comment and get involved.

2. Any talk of sonography Canada accepting NSCMIRTP registration and credits?

J. Avery. Sonography Canada hasn't reached out to us. They do have a professional development program of their own. From my understanding if you are a sonographer licensed in Nova Scotia, you can go to the Sonography Canada portal and check a document or page saying you are doing CPD through us, then you don't need to upload it to their portal. but be prepared if they audit you, you need to present evidence. We would not be changing our standards to their standards. They will take credits you have earned for our CPD program, but they may not take them all.

3. What are the 2 professional misconduct complaints regarding and how serious are they?

J. Avery. Due to privacy, I can't give specifics; they are both related to professional conduct. One was informally resolved, the other is ongoing.

4. Has the association considered any enticement for retirees to return to work where there is such a shortage in the work force. Such as lower fees and less CPD credits.

J. Avery. I would just like to correct, we are a college not an Association, which changes what we would look at. If you look at fees the cost of having you as a registrant is the same regardless of days licensed. There is a short-term license fee for 3 months but any more it's the same. We will be doing a full CPD review in July, if there is any feedback you want to share, please email and we will incorporate that into our review. We will take any suggested changes to the Credentials Committee who will take it to the Board. As of now the number of credits required is about remaining engaged in the profession regardless of the number of shifts you work. The public, using your services expects the same level of competences regardless whether you are casual or full-time employment. You could argue casuals need more professional development as they are working less. At this point there are no plans in reducing CPD credit requirements.

5. Can the slides from the first presentation be made available to share to friends and family?

J. Avery. Unfortunately, no, we asked but they declined.

6. Can the time increments on the CDP portfolio be adjusted to 30 min intervals? Not all sessions are as posted example, half day training or in-service sessions.

J. Avery Depends on the category, webinars and lunch and learns are already put in for 30 mins, certain things are half day learning. When you look at your CPD, look at the different categories, if you hover over the name of the category, it gives information on what would belong there. Pick what aligns best with the activity, we cannot capture every activity, but if it doesn't fit in any category please reach out.

C. Gamache. Stated you can manually type in credits for some categories.

7. How early can we submit our CPD if we have filled the 30 credits?

J. Avery. You can submit right away, but we would rather you didn't. We have had occasions where registrants have submitted and then wish to edit. We are charged 30 min tech time to reset. There is no need to submit in advance, its due October 2024 so we suggest submitting a month before which enable you time to edit.

8. Would anyone happen to know if the cyclotron will become regulated by the college in the future?

J. Avery. There is already a position statement about that on Nuc Med techs working down there. The colleges stance is that Nuc Med Techs working in the cyclotron should be licenced.

9. There is no free text option to adjust the time.

J. Avery. You can change the length of time in certain categories.

10. Just to clarify - are there regulations around non-nuc med techs in the cyclotron.

J. Avery. No not as this time.

Nova Scotia
College of  **MIRTP**

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