

ANNUAL REPORT



2019 - 2020

NSAMRT Annual Report

TABLE OF CONTENTS

2	<u>80TH ANNUAL GENERAL MEETING</u>
3	<u>ANNUAL GENERAL MEETING AGENDA</u>
4	<u>OUR STAFF AND BOARD</u>
6	<u>PRESIDENT AND EXECUTIVE DIRECTOR REPORT</u>
8	<u>CAMRT REPORT</u>
9	<u>2019 HIGHLIGHTS REPORT</u>
13	<u>REGISTRAR'S REPORT</u>
16	<u>FINANCIAL HIGHLIGHTS</u>
17	<u>NSAMRT TOWN HALL MEETING</u>
18	<u>EXECUTIVE COUNCIL</u>
19	<u>COMMITTEE REPORTS</u>
24	<u>SITE VISITS</u>
25	<u>STUDENT REPORT</u>
26	<u>SURVEY RESULTS</u>
29	<u>VOLUNTEER REPORT</u>
30	<u>PROFESSIONAL PRACTICE</u>
31	<u>LUNCH AND LEARN REPORT</u>
32	<u>COMMUNICATIONS OUTREACH</u>
	<u>APPENDIX</u>

THE 80th ANNUAL GENERAL MEETING

OF THE NOVA SCOTIA ASSOCIATION OF MEDICAL RADIATION TECHNOLOGISTS

Notice is hereby given to the registrants of the Nova Scotia Association of Medical Radiation Technologists that the 80th Annual General Meeting of the Association will be held Saturday, June 6th, 2020 1200-1300. 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 prior to the AGM.

Those in attendance are reminded that they are not eligible to vote at the AGM if they are not a registered active member of NSAMRT.

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

Draft financial information is provided in the annual report. NSAMRT is currently in process of its annual financial review. MNP's final report will follow in a subsequent package when complete.

Chrissy Gamache, BHSc, RTR

President, NSAMRT

AGENDA

Nova Scotia Association of Medical Radiation Technologists

80th Annual General Meeting

June 6th, 2020 12:00 - 13:00

Webinar

- 1.0 Call to Order & Roll Call of Executive Council
- 2.0 President's Welcome and Approval of Agenda
- 3.0 Approval of Minutes NSAMRT 79th AGM
- 4.0 Business Arising from the Previous Minutes
- 5.0 Annual Reports
 - 5.1 Executive Council
 - 5.1.1 President's and Executive Director's Report
 - 5.1.2 CAMRT Director's Report
 - 5.1.3 Registrars Report
 - 5.1.4 Volunteer Coordinator's Report
 - 5.2 Member Services Committee Reports
 - 5.2.1 Education Committee Report
 - 5.2.2 Communications Committee Report
 - 5.3 Regulatory Committee Reports
 - 5.3.1 Credentials Committee Report
 - 5.3.2 Nominations Committee Report
 - 5.3.3 Policy and Procedures Committee Report
 - 5.3.4 Professional Conduct Committee Report
 - 5.3.5 Fitness to Practice
 - 5.4 Finances
 - 5.4.1 Treasurer's Report
 - 5.4.2 2020-2021 Budget
 - 5.4.3 Income Statements
- 6.0 New Business
 - 6.1 Election Ratification
 - 6.2 Appointment of Auditors
- 7.0 81st Annual NSAMRT AGM location
- 8.0 Adjournments

Our Staff



Julie Avery
Executive Director
julieavery@nsamrt.ca



Joanne Jones
Administrative Assistant
joannejones@nsamrt.ca



Our Board



Chrissy Gamache
President
chrissygamache@nsamrt.ca



Paul Menhennett
VP
paulmenhennet@nsamrt.ca



Bev Barrios
Secretary
bevbarrios@nsamrt.ca



Rebecca Jessome
Member at Large
rebeccajessome@nsamrt.ca

Diana Sheppard
Treasurer

dianasheppard@nsamrt.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.

Jonathan Bower
CAMRT Director

jonathan.bower@nshealth.ca



Megan Brydon
Past President

meganbrydon@nsamrt.ca



Jennifer Kressebuch
NSSDMS President

nssdms@nsamrt.ca



President and Executive Director Report

In a seemingly perpetual cycle of change and evolution, the NSAMRT is transitioning once again, with a new President and executive at the helm. As we look back over our four-year tenure as President and ED, partnering to lead the NSAMRT, we are proud of the accomplishments and achievements that have been made. The growth as an organization in our capacity to manage the business of a regulator is evident in all three pillars of regulation that includes registration, ongoing competency and complaints.

With improved fiscal resources, the NSAMRT sought the development of a new registration platform which has allowed for long-term organized storage of registrant information and ease of use for registrants. This enables the NSAMRT to have accurate timely data on each registrant and respond to annual reporting requirements and to respond to inquiries regarding registration trends efficiently and accurately with minimal HR resources. Registrants also have access to their own information at their convenience allowing them to update their profile and print out receipts. This platform will continue to grow in functionality. To date an events registration platform, online voting, and complaints management system have been added. In 2020, it is expected that the Continuing Professional Development (CPD) module and email management system will become active.

NSAMRT has developed tools to access and monitor ongoing competency and suitability to practice. The updated disclosure requirements were rolled out in 2019 as part of the renewal and registration process. The CPD program and a new policy on currency hours have been developed for the College and will become active with proclamation. Registrant education has been a priority for the NSAMRT, as continuing education is beneficial for both the professional and the public interest. Educational opportunities continue to be offered to NSAMRT registrants a minimum of twice per year at no cost. In addition in 2019 three webinar sessions have been posted (available to registrants at anytime). Our next educational initiative is the development of a jurisprudence module which will ensure all registrants are aware of the legal standards they must meet as self-regulated professionals caring for the public.

The third pillar of regulation is handling complaints. When complaints are received, NSAMRT is required to investigate them in a procedurally fair manner that is consistent and transparent for both the complainant and respondent. This has been an area of focus this year, with NSAMRT having hired Complaints and Investigative Consultants to help develop policies and process documents.



The past year has been an eventful one for NSAMRT. We began 2019-2020 with a solid work plan aligned to our strategic plan. This plan was modified in May when Department of Health and Wellness (DHW) informed us that our regulations were now being reviewed. While continuing to work on other initiatives, proclamation readiness became the central focus on 2019-20.

The first project was the re-write of our regulations as our 2013 draft no longer met the updated policy requirements of the DHW. With the assistance of legal services, this was completed in two months. NSAMRT also reached out to stakeholders to get input and determine any impact proclamation of the Nova Scotia College of Medical Imaging and Radiation Therapy Professionals (NSCMIRTP) could have for them. NSAMRT Executive Council, Staff and volunteers continue to put in countless hours in preparing for proclamation to ensure websites, registration platforms, financial systems, bilateral agreements with national associations for exams and internationally educated MRTs and sonographers are in place, as well as preparing to register approximately 120 sonographers. Please see the [2019 Highlights](#) report for more detailed information on initiatives of 2019.

We would like to take this opportunity to thank the MRTs and sonographers who continue to volunteer their time and skills to the NSAMRT. Without your dedicated time and efforts NSAMRT could not do its work.

We closed out 2019 with a change in leadership with Megan having completed her tenure as President and moving into the role of past president. Chrissy Gamache brings a breadth of knowledge from her experience as past Vice President and past Registrar to her term as President of NSAMRT. While the NSAMRT leadership team has transitioned, the dedication and focus of the team continues with transparent governance and strong operations to serve the public and its registrants.

Looking forward to 2020 being a pivotal year with the expected transition to the NSCMIRTP.

Many thanks.



Megan Brydon, BHSc
RTNM

Past President, NSAMRT

Julie Avery MHA,
BHSc, RTNM, CTIC
Executive Director,
NSAMRT



CAMRT Report

CAMRT



ACTRM

CAMRT Directors Report –Summary

It has been a busy and exciting year at the CAMRT.

In 2019 we said good-bye to former CEO Francois Couillard and initiated a search for the next CEO of the CAMRT.

The CAMRT was in good hands as we navigated through this transition having Chris Topham, our Director of Advocacy, as the interim-CEO. After an exhaustive search process the hiring committee selected Irving Gold as the next CEO to lead the CAMRT organization. Mr Gold brings with him a wealth of knowledge and experience in strategic as well as operational planning.

In 2019, guided by our director of Education Carrie Bru, the CAMRT was able to finalize the latest iteration of our competency profile and its guiding documents. In November 2019 the competency profiles were approved by the Accreditation Canada Program Council and endorsed by all MRT regulatory bodies in Canada. This process could not have been completed without the countless hours of volunteer work from dedicated CAMRT members; thank you to all involved.

I am also pleased to announce that Megan Brydon will be taking over as the Nova Scotia representative on the CAMRT Board of Directors in 2020. Megan has been a tireless MRT advocate and volunteer at both the provincial and national levels; she will be a great asset to our national association.

You can use the [link](#) to see the full CAMRT report detailing other highlights from 2019 at the CAMRT.

On behalf of the CAMRT Board of Directors I would like to thank all of our members and volunteers for their continued dedication to the MRT professions.

Respectfully Submitted,
Jonathan Bower BHSc RTNM
CAMRT Director Nova Scotia

2019 Highlights Report

2019 marked the completion of the first year of our strategic plan. In reviewing goals for the four identified strategic directions all but one has been achieved, with the development of a board mentorship process still in process. Accomplishments of this year have been highlighted below. The full strategic plan can be accessed on the NSAMRT [website](#).

**Proactive Partnering**

- Dalhousie SHS for regulatory education of students
- Partner with Para-medicine and MLT Colleges for professional conduct work

**Governance for long term viability**

- Annual Governance Training
- Development of Orientation Manual

**Engaged Member**

- Measure registrants satisfactions levels and understandng of NSAMRT mandate
- Develop easily accessible calendar of activity

**Active Promotion**

- Tim Hoton's MRT Ad, Sponsored Article with Chronicle Hearld
- Creation of public service video for role out of NSCMIRTP

Financials:

Beginning Feb 1st, 2019 NSAMRT moved its financial management to Bage Tax. It took a couple months to fully adopt the new process but NSAMRT has done so successfully. Process times for invoicing and payments has been substantially reduced and our payments are made electronically. Operationally this means that finances can be accessed and processed 24/7 from anywhere there is internet access. While improving efficiency and transparency of our financials, monthly management costs have been reduced by more than 50%.

Investment.

As we have begun to build required reserve funds it is recognized that these monies could be working for us. In 2019 the finance committee, with advice from an investment professional, constructed an investment policy which was approved by the board in the fall of 2019. Scotiabank is using this policy to guide the planning of an investment strategy for NSAMRT that will see our reserve funds generate income while remaining accessible to NSAMRT if required. Investment placement is expected to proceed in April 2020.

FRPA Report



The [final report](#) of FRPA's review of our registration practices became available in April 2019. Several areas for improvement were identified, particularly around internationally educated and out of province applicants. Many of which have already been completed and the rest have been added to our worklist to be addressed over the next year.

Accreditation



ACCREDITATION
CANADA

In May 2019 NSAMRT took part in its first accreditation process with accreditation Canada. Three years ago, CMA gave notice they were withdrawing from the accreditation of multiple health accreditation programs, including those of MRTs. A collaborative effort of provincial and national stakeholders was struck to identify a replacement process.

Accreditation Canada was selected by the MRT regulators as the recognized body for educational program accreditation. As the regulators for MRTS in Nova Scotia NSAMRT can appoint a representative to the accreditation panel. This allows NSAMRT to actively be involved in ensuring educational standards for entry to practice are being met.

National Memorandum of Understandings (MOUs)/Terms of References (TORs)



**Canadian
National Network**
of Medical Radiation and
Imaging Technologists

Updates to the MOU and TOR for the National Network were finalized in 2019. This included a name change to recognize that sonography is now part of the group. These documents set out the framework for collaboration that reflects the changing

regulatory/association landscape for the profession across the country. We believe that we can achieve synergy and deliver better value to the profession by working together on a broad and mutual agenda in connection with the practice of the profession in Canada and by tailoring operational efficiencies to meet the needs of all the parties.

Staffing Compliment



The 2019-20 budget allocated resources for the hiring of a part-time administrative assistant and a summer student for 14 weeks. In May Joanne Jones began working two days a week as our administrative assistant and is now charged with volunteer management, handling inquiries from the info@nsamrt.ca line, renewals and newsletters/annual report assembly as well as many other responsibilities. The summer student was able to digitize all our

paper registration records as well as boxes of historical papers and pictures. NSAMRT was successful in applying for a works program student bursary resulting in 60% of this position being paid by the NS Government. NSAMRT has successfully applied for funding again this year and plans to hire a summer student to begin in May 2020.

Professional Practice/Fitness to Practice



A focus for NSAMRT this year was to develop policies and process for professional practice and fitness to practice committees. NSAMRT receives very few complaints, however when one is received, we must have confidence that the complaint is handled in a procedurally fair manner. Investigations are done by a hired professional, but committees must review the investigators report to make final decisions on how to proceed. Given the serious ramifications of these decisions it is essential the committees have confidence they are using a consistent and defensible process. NSAMRT has hired consultants this year to help develop the policies and process templates to assist the committees in understanding their roles, responsibilities and specific processes they must follow. This has been a collaborative process with two other provincial regulatory bodies.

Policy New Grads and CT



NSAMRT is aware that our current legislation is dated and on occasion can impede access through limiting who can practice or how they can practice that is out of step with current clinical standards. This year NSAMRT develop policies in two areas to improve access while still complying with our legislation. Under our current Act new graduates cannot work as MRTs prior to passing the national entry to practice exam. This will remain the case until the new Act is proclaimed. However, to support the onboarding and orientation of new graduates to the work site a [policy](#) was developed to allow them to work in an observational capacity until the first writing of the national exam. Scope of practice was also updated for some nuclear medicine technologist based on the new national competency profile that allows nuclear medicine technologists who meet the criteria set out in [policy](#) and [process](#) to perform stand alone diagnostic CT.

Public Awareness



Each year NSAMRT strives to improve the public's understanding of MRTs' role in healthcare. This year there were three initiatives to help inform the public. The first was a 15 sec [video](#) that aired for 7 days 4 times/hr at over one hundred Tim Horton sites in the province. During the same period the president, VP and ED were interviewed for a [sponsored article](#) in the Chronicle Herald. The article performed above expectations with page views being twice the expected rate at 1147 and a CTR of .35% which is 3 times industry standard. Average time spent for those viewing the article was 2min 12sec while above the average of 58 secs.

The third item was a 40 sec information video on the NSCMIRTP that is now ready to roll out with proclamation. At this time the video is not available publicly but those that attend the AGM will see a preview.

In addition to the work of NSAMRT there was also an article put out by the IWK Public Relations in the hospital newsletter which covered [A Day in the Life Of a MRT](#).

Education

Registrants are expected to stay current in practice throughout their careers making access to educational opportunities important. Each year NSAMRT offers two free educational events to its registrants. In 2019 there was a ½ day event in June linked to the AGM and a ½ day in the fall linked to MRT week and a town hall meeting. Attendance was low in the spring with only about 30 people in attendance, and strong in the fall with over 100 individuals present. In addition to these live events NSAMRT has posted three webinars that are available anytime on the NSAMRT [website](#) that review the impact that proclamation will have on MRTs, sonographers and employers.

Proclamation



Working towards proclamation has been a central focus for 2019.

Every committee has been tasked with objectives related to proclamation. The goal is to ensure MRTs and sonographers in Nova Scotia have access to required information on how proclamation will affect them, and as an organization to have

operational processes in place to support the transition. NSAMRT and NSSDMS have struck a sonography credentials sub committee to address issues related to the regulation of sonographers and have reached out to Sonography Canada to begin conversations on required agreements for the national exam and assessments of internationally educated applicants. The nominations committee is updating processes for board elections and the bylaws committee has updated bylaws to align with revised regulations. Communications committee and staff have outlined updates required on the website and registration platform. Professional practice and fitness to practice committees are awaiting the final documents from consultants to review and approve. While finance is dealing with the budgetary items related to proclamation initiatives. As of the writing of this report proclamation is still on track to occur in 2020 with the first elections of a new board to occur in 2021.

NSAMRT - Registrant Profile



NSAMRT works with the Department of Health and Wellness to generate a MRT profile annually. You can view the 2019 report [here](#). In addition [2018](#) report has been included as it was not available last year.

Registrar's Report

As of midnight Dec 31st, 2019, there were 576 active registrants with the Nova Scotia Association of Medical Radiation Technologists (NSAMRT). This is a decrease of 3 from 579 on Jan 1st, 2019. NSAMRT had 56 new applicants, 52 resignations and 4 lapsed registrants through 2019 which are broken down in the registration renewal chart.

New Applicants	#2019/#2018	Resignation/Lapsed	#2019/#2018
CFTA	7/8	Retirement	17/19
International	1/1	Maternity/Parental	16/17
NON-CFTA Canadian	15/14	Left Jurisdiction	11/10
New NS Grad	8/18	Medical	5/0
Reinstatement	23/16	Personal	2/?
2 nd Discipline	1/2	Working in Sonography	1/?
Withdrawn	1/1	Lapsed	4/6

On Jan 1st, 2020 there was a total of 630 active licenses issued to a total of 577 individuals. A total of 53 MRTs are currently dual licensed. NSAMRT will be working to better collect data around dual licensed technologists so that primary license reflects principle area of practice rather than the 1st discipline an individual was licensed in. Most dual disciplined MRTs have received MRI as a 2nd license but it is their primary area of practice and we would like to better reflect this in our data.

Discipline	#First License	#2 nd License	Totals
RTR	420	0	420
RTT	76	1	77
RTNM	75	1	76
RTMR	6	51	57

Registrant Makeup

The most common jurisdiction for NSAMRT registrants to receive their MRT education is in Nova Scotia but we have MRTs who have received their MRT education from across Canada and Internationally. As of Jan. 1st, our registrants had received MRT education from 7 countries outside of Canada and from all 10 provinces.



Registration Process

It has been a full year working with the Guild Registration platform. The system has improved NSAMRT's responsiveness to registration issues and allows enhanced tracking of registration data. During the summer of 2019 a student was hired to digitized existing paper documents. Those related to registration were then linked to the appropriate registrant profiles and are now accessible to the registrant when they login.

In addition to handling registration, complaints and CPD this platform now incorporates an ability to run events and hold secure votes. It is expected to also support email blasts to registrants in the near future. Each of these added features allows NSAMRT to discontinue use of other platforms, simplifying administrative process and controlling costs.

It is important to remind all our registrants that accurate information is essential to the proper running of your Association and may be a legal requirement. Please ensure your personal information, name, address, date of birth and licensing numbers for the Canadian Association of Medical Radiation Technologists (CAMRT) 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. In 2020 we expected to make further updates to the platform. One will be expanding what is available on the public registry. Both a registrant's legal name and the name they use in practice will be listed and searchable in the public registry.

Collection and correlation of dues collected via payroll deduction went smoothly for 2019 renewals. Updated listed were sent to NSHA and IWK in mid Dec 2019. Remember to check your payroll to determine if dues deduction is coming off your check. If there are any issues with dues deduction, please contact your payroll department to have them corrected.

A total of 419 selected payroll deduction for 2020 leaving 157 who opted out or were not eligible to participate. Eligibility was expanded this year to include anyone working in long-term assignments.

Registrants who did not renew their license have been removed from active status with the NSAMRT and the CAMRT. These registrants no longer have personal liability insurance and must apply for reinstatement in order to practice as a MRT in Nova Scotia. If you are retiring or taking a Leave Of Absence, we ask that you please complete the resignation form on the registration platform. If you do not submit your resignation 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 MRT is in violation of provincial law and is subject to prosecution and penalty under the Medical Radiation Technologists Act cited as R.S.N.S., 1967 Chapter 180.

Moving forward NSAMRT has made two adjustments to fees related to registration. Effective March 1st, 2020 the administrative fee related to requests for refunds will increase from \$25 to \$35. This is being done as a review on costs demonstrated that each refund carries direct and indirect costs of approximately \$35 on average. The 2nd fee change will take place during the next renewal season. Those individuals that do not renew by Dec 1st of each year will have a late fee of \$50 applied to their renewal. Renewal opens Oct 1st each year and is due Nov 1st each year. Dec 1st reflect 30 days in arrears status that triggers the additional late fee. It is hoped renewals will be submitted on time and no late fees will be collected. The intent is to improve NSAMRT'S ability to respond to administrative requirements for payroll deduction, CAMRT notification and employer notifications around registrant status prior to year end.

Financial Highlights

NSAMRT Is currently in process of its annual financial review. When MNP completes its review their report will be shared with all registrants.

Nova Scotia Association of Medical Radiation Technologists Profit and Loss

	Budgeted 2019-2020	Actual 2019-2020	Budgeted 2020-2021
		Draft	Draft
	Total	Total	Total
INCOME			
40100 Membership Dues	\$261,900.00	264,626.92	270,000.00
40200 Student Membership	0.00	390.00	800.00
40500 CAMRT Dues	\$130,900.00	133,783.35	135,000.00
41400 Refresher Program	0.00	525.00	0.00
42500 Gain (Loss) on Investments	0.00	3,329.45	0.00
43000 Miscellaneous Revenue	0.00	4,344.52	0.00
Services	0.00	10.00	0.00
Total Income	\$ 392,800.00	\$ 407,009.24	\$ 405,800.00
COST OF GOODS SOLD			
50050 Accounting	5,520.00	7,590.00	5,520.00
50100 Alliance Membership Fees	4,000.00	4,000.02	4,000.00
50150 Atlantic Regulation Representation	3,800.00	1,924.31	2,815.00
50170 Amortization	1,250.00	1,869.73	900.00
50220 Financial Review	4,000.00	3,441.38	3,500.00
50250 Awards	\$2,620.00	0.00	2,620.00
50300 Bad Debt	0.00	10.41	0.00
50400 Bank Service Charges	500.00	652.32	600.00
50500 Board and Committee Development	9,000.00	4,300.44	6,000.00
50620 CAMRT Dues.	130,900.00	135,021.69	135,000.00
50680 Fall Education Event	\$7,500.00	9,573.03	7,500.00
50700 NSAMRT Conferences - AGM	5,000.00	1,454.81	3,000.00
50770 Consultants	5,500.00	-1,695.00	3,000.00
50920 CAMRT Leadership Development Inst	2,000.00	1,928.06	2,000.00
50930 Insurance	1,400.00	1,327.86	1,400.00
50950 Dues & Subscriptions	6,000.00	4,826.24	9,500.00
51400 Honorariums - President	\$1,675.00	1,675.00	1,675.00
54000 Legal/Legislation	5,000.00	21,639.87	20,000.00
50450 Benefits (In Leiu)	10,125.00	0.00	10,125.00
54050 Salaries	90,900.00	95,658.68	100,000.00
54100 EI Expense	1,500.00	1,603.47	1,600.00
54150 CPP Expense	3,000.00	3,493.64	3,500.00
54200 Executive Director PD	1,500.00	140.00	500.00
54250 Management Services - ABT	0.00	54.14	0.00
54270 Media Buy	7,000.00	8,444.46	7,000.00
54300 Meeting	3,000.00	1,595.99	1,500.00
54700 National Representation	9,000.00	9,642.50	9,000.00
547500 Webhosting	1,000.00	0.00	720.00
55000 Office Expenses	9,000.00	4,257.36	6,500.00
55510 Provincial Tour	2,500.00	3,172.46	2,500.00
55870 Local Education Events	2,500.00	1,534.69	2,500.00
55950 Registration Credit Card Fees	4,000.00	1,683.80	1,900.00
Total Cost of Goods Sold	\$ 340,690.00	\$ 330,821.36	\$ 356,375.00
GROSS PROFIT	\$ 52,110.00	\$ 76,187.88	\$ 49,425.00
OTHER EXPENSES			
56000 Registrations	10,000.00	15,162.75	10,500.00
56100 HR Management	3,000.00	1,686.05	0.00
56150 Education Program Accreditation	2,000.00	3,388.00	1,850.00
56200 Office Rental	11,730.00	11,902.50	12,075.00
56400 Special Projects	5,300.00	3,881.25	25,000.00
56500 Contingency/Complnts/Investigations	0.00	7,590.09	0.00
Total Other Expenses	\$ 32,030.00	\$ 43,610.64	\$ 49,425.00
PROFIT	\$ 20,080.00	\$ 32,577.24	\$ 0.00

NSAMRT Town Hall Meeting

November 2, 2019 Halifax, NS

A total of 41 in attendance

Update and Presentation

Julie Avery executive director and registrar began with an update on the NSAMRT with a PowerPoint presentation. This covered primarily work that NSAMRT has completed in 2019. The main areas discussed included;

- FRPA Review Findings
- Accreditation of Education Programs
- Financial Management Changes
- Hiring of Admin Assistant
- Digitized of NSAMRT Records
- New Board Assessment Process
- MRT Week PR video and online newspaper
- MOUs for national exam and IEMRT
- Spring Education

Two questions received from the floor.

If the regulations need to be redrafted what are the significant differences in the new draft?

- The college will not retain their right to appoint their own public members. The government will do this through the agency, board and commissions process. We expect to have 3 public members appointed to our board.
- A clause was added stating that if any portion of our Act or regulations contravene the Fair Registration Practices Act that that Act will supersede our Act.
- The previous draft regulations were silent on the 25-bed rule. The Act allows for us to have regulations to give guidelines on how the 25-bed rule can be utilized and its limitation. We are in the process with a working group in developing these guidelines.

You stated that we will not be using Sonography Canada to do assessment of internationally educated sonographers because their process is not compliant with fair registration practices. Have you asked them if they are willing to change their process as this will be a challenge for the college to do the assessments?

- NSAMRT is following recommendation of NSSDMS in how to approach Sonography Canada (SC). Advice from sonographers that are on committees or other roles with SC state that if we ask them to change their process this will be seen as us dictating. We are trying to build a collaborative relationship with SC. A meeting is scheduled where SC and NSAMRT will be in attendance and we plan to have an initial conversation. In discussing the draft MOUs we hope that SC makes the suggestion themselves to review their practices for international assessment to bring them in line with fair registration practices legislation.

Following the question and answer period Megan Brydon sadly announced the passing of Dorothy Archibald highlighting the role she played for MRTs. She was a mentor to many and demonstrated the pinnacle of professionalism throughout her long career and remained involved long after retirement.

During awards and volunteer recognition portion Sandra MacDonald was recognized for exemplary patient care skills as nominated by her co-workers. Certificates were also presented to volunteers who had completed their terms in recognition of the service they gave to NSAMRT and its registrants.



Welcome Executive Council

2020-2022

WELCOME NEW EXECUTIVE COUNCIL MEMBERS

NSAMRT were seeking nominations for 2 board positions. By acclamation these positions have now been filled. Please welcome Miranda Thomson and Bev Barrios. The results will be ratified at our AGM in June. Miranda and Bev will assume their roles on July 1st 2020, each role will be for a 2 year term.

Miranda is new to the board and brings with her many years of experience in multiple radiography modalities. Standardization, patient care and professional advocacy are her passions.

Bev currently serves on the Board as secretary, with this term ending June 30th 2020. We are pleased that she has re-offered to serve another 2 year term.

Board positions will be determined at the first Board meeting subsequent to the AGM.



Miranda Thomson
Board Member



Bev Barrios
Board Member

Our Committees



Bylaws Committee Report

Meeting Dates:

Jan 15, 2020

Chair: Sherry Chauder MEd, BSc, CRGS, RDMS
sherry.chauder@nshealth.ca

Members: Greg MacLean BSc, RTNM, RTMR
Megan Brydon BHSc, RTNM
Jonathan Murphy BSch, BHSc, RTNM

Achievements:

The committee became active again in 2020 after the bylaws were drafted back in 2017. The committee reviewed the draft bylaws and made several edits to reflect the updated regulations.

Concerns/Issues:

No concerns or issues noted

Current Work:

The committee is currently reviewing the latest edits and this project is expected to be completed in early spring. The newest version of the draft bylaws will be ready to be implemented when the College is formed.

Future Work:

The committee will conclude their work this spring finalizing the draft bylaws and the committee will be asked to revise bylaws as needed.

Communications Committee Report

Meeting Dates:

Via video chat: Mar, May, Sept, Oct, 2019

Via email: Nov 2019

In person: Feb 2020

Chair: Chrissy Gamache BHSc, RTR
chrissygamache@nsamrt.ca

Members: Amy Munroe BA, BHSc, and RTR
Krista MacInnis BHSc RTR
Nicole Mroz BHs RTNM
Megan Farrell BHSc, RTMR, RTR
Phoebe Mandry RTR CRGS
Keltie O'Brien DMS Student

Achievements:

For MRT Week we focused again on raising awareness of MRTs to the public. We ran an updated "Tims TV" campaign, where a 15 sec video played four times per hour in all 118 Tim Hortons locations across Nova Scotia for the entire week. A NSAMRT's Facebook post was boosted as a "suggested post" which received lots of exposure and interaction. In lieu of the standard print ads in the newspaper, we ran a Sponsored Editorial through the Chronicle Herald. This article had great reach with the public, both in print and online throughout the Maritimes as well as out West. Our Facebook page continues to grow in followers, likes, shares and interactions. It is proving to be a great source for members to find information easily.

Concerns/Issues:

Our public member stepped down last year and we are in need of a new one. We are really missing the invaluable insight from someone with a PR/Marketing/Social Media background.

Current Work:

Facebook content.

NSCMIRTP website content/organization.

Future Work:

Bigger/better advertising and marketing campaigns that position MRTs as experts in their field.
NSCMIRTP Brochures/Posters for both members and the public.

Our Committees

Continued →

Finance Committee Report

Meeting Dates:

Feb 14, 2020 All other business was able to be done via email

Chair: Diana Sheppard BSc RTR, CBI

dianasheppard@nsamrt.ca

Members: Julie Avery MHA, BSc, RTNM, CTIC
Megan Brydon BHSc RTNM
Chrissy Gamache BHSc, RTR
Kelly Maloney RTNM

Achievements:

Financial Management has changed from Pathfinders Group to Bage Tax. This move has allowed us to save 60% a month in fees and to have fully digital management of our finances.

The committee through consultation with a financial expert has developed an investment policy that will be used to direct the investment of a portion of our reserve funds to have this money work for us.

Concerns/Issues:

No concerns or issues noted

Current Work:

Review Reserve Funds Policy
Review Per Diems and Mileage Allowances

Future Work:

To evaluate how these recent changes are working for us based on annual financial reviews.

Fitness to Practice Committee

Meeting Dates:

Mar 27 2019 Videoconference
Feb 13 2020 Videoconference

Chair: Julie Avery MHA, BSc, RTNM, CTIC

julieavery@nsamrt.ca

Members: Bev Barrios RTR, CTIC

Jeremy Myshrall RMR, RTNM

Thomas Ashford RTT

Nina Reddick BSc, RTR

Achievements:

A consultant was hired to develop plain language process and flow charts. These resources will assist in helping MRTs that are inexperienced to follow procedurally fair consistent process when reviewing a fitness to practice issue. This was a joint effort with two other regulatory bodies which allowed for professional development at a manageable cost.

Concerns/Issues:

Given the infrequency of complaints it is a challenge to maintain volunteer pool and readiness of this committee.

Current Work:

Given the concerns of committee readiness NSAMRT is in process of restructuring the Fitness to Practice, Professional Conduct and Investigation Committees. The restructuring will reduce the number of volunteers required and better delineated their roles and responsibilities. It will also make it easier to identify training needs and which individuals will benefit from the opportunity to attend training.

Future Work:

This committee is intended principally as a hearing committee. If no fitness to practice issues arise, they are not called upon. However, as we have new processes freshly developed it is the intent to have members of the committee to review the processes for clarity and give feedback on areas for improvement.

Our Committees

Continued ➔

Credentials Committee Report

Meeting Dates:

Mar 18, Apr 3, Jun 26, 2019

Chair: Lisa Bonin BHSc, RTNM

lisa.bonin@nshealth.ca

Members: Rebecca Jessome BHSc, RTNM, RTMR
Stefany Paulmert RTR, CRGS
Julie Avery MHA, BSc, RTNM, CTIC

Achievements:

- CT Education/Experience Equivalency Assessment document completed.
- NSAMRT website reviewed.
- Terms of Reference revised.

Concerns/Issues:

Need for Radiation Therapy and general public representatives on committee

Current Work:

- Policy writing: Applications and Appeals, Temporary Licensure, Registration Decisions, National Language Standards, Currency Hours.
- Process Outlining: CFTA and IE Applicants, Document Authenticity Verification.
- Currency hours in primary and secondary disciplines.
- Subcommittee formed for onboarding sonographers following proclamation.

Future Work:

- Developing audit review and tracking process.

Education Committee Report

Meeting Dates:

Jan 28, Mar 7, Apr 16, Sept 25,
Oct 28, 2019

Chair: Rebecca Jessome BHSc, RTNM, RTMR

rebeccajessome@nsamrt.ca

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

Achievements:

Planned and held first Spring Education Session.
Planned and held successful Fall Education Session.

- 120 MRT and Sonographer attendees.
- Went back to paper method for feedback and had much more responses than with online method (34 vs. 2, respectively).
- Utilized email RSVP to more accurately predict numbers (only 11 out of 75 MRTs did not RSVP).

Selected recipient for Distinction in Patient Care award, presented at Fall Education Session.
Funded 6 lunch and learn events for the province.

Concerns/Issues:

Huge unknown for Education Sessions now that College is expected to be proclaimed in 2020.

- Restricted registration for cost control?
- Unlimited registration and have MIRTps pay a portion out-of-pocket?
- New budget?
- Location that will accommodate numbers greater than current 120?

Chair unavailable for Spring Education Session.

- Working to find stand-in volunteer.

Current Work:

Budget, for both Lunch and learn and Education Sessions, once College is proclaimed.
Lunch and Learn report.

Future Work:

Plan spring and fall education sessions.

Our Committees

Continued →

Nominations Committee Report

Meeting Dates:

Feb 6, 2020 Videoconference
Remainder of work done through email exchange

Chair: Julie Avery MHA, BSc, RTNM, CTIC
julieavery@nsamrt.ca

Members: Jennifer Sperry RTNM
Colin McIntyre BHSc, RMR, RTNM

Achievements:

Recruited for and successfully filled presidents and board vacancies for 2019/2020. As we did not have more individuals stand for nomination than there were vacancies the candidates assumed roles by acclamation and no election was held.

Advertised and recruited for upcoming vacancies (2 boards vacancies) for 2020 election.

Concerns/Issues:

There is recognition that some processes need to be more formalized and a skills matrix of current board members used to help identify gaps on the board. This is an ongoing project.

Current Work:

2020 nomination and election process.

Future Work:

Review newly developed drafts for nomination and election processes.

Policy and Procedure Committee Report

Meeting Dates:

Feb, Aug and Dec 2019

Chair: Nicole Deveau RTR, CTIC
nicoledeveau@nsamrt.ca

Members: Julie Avery MHA, BSc, RTNM, CTIC
Susan Delaney RT(R), MHA, CHE
Jennifer Kressebuch BHSc, CRGS
Amanda Boyd BHSc

Achievements:

New committee member - Amanda Boyd

Policies developed:

Voting via Webinar.
Guidelines on gift acceptance for individuals acting on behalf of NSAMRT.
Draft policy document and processes for privacy breach.
Destruction of Information.
Drug use policy (Fitness for Duty and Substance Abuse).
Disclosure of Personal Information Policy
Criminal Records, Vulnerable Sectors Check and Online Search Criteria Policy.
Booking of Hotel Rooms.
Sharing of info with other regulators.
NM Techs in CT Statement.

Concerns/Issues:

Committee is looking for a new chair.

Current Work:

Review of current policies for relevance to the NSCMIRTP and currency for NSAMRT.

Future Work:

Identification and development of new policies as required under self regulation.



Our Committees

Continued



Professional Practice Committee

Meeting Dates:

No meetings 2019. Updates via e-mail given:

Jan 14, May 21, Nov 6, 2019.

Combined Skype meeting with Fitness to Practice Committee: 13 Feb, 2020

Chair: Lynsey Davey RTR

lynseydavey@nsamrt.ca

Members: Erica Fraser BHSc DMS

Burt Langille RTR, ACR

Kelly Lawrence RTR

Amanda Boyd BHSc

Raymond Wright BSc, RT(T)

Achievements:

All members made a commitment to continue to participate on the Professional Practice Committee in its current format. Consultants have been hired to work on the Complaints Process and Policy development. No complaints have been brought to the panel for review at this time.

Concerns/Issues:

With no current work being undertaken maintaining current core membership of the committee could become a challenge.

Current chair will be assuming vice chair role of new committee structure. Seeking a chair for this new committee. Registrar cannot assume role of chair due to conflict of interest.

Current Work:

Committee structure has recently been reviewed to better serve the needs of NSAMRT and the volunteers on the committee. Combining with the Fitness to Practice Committee and Investigations Committee will create a larger core group which can be called upon when required.

Future Work:

Review of Process and Policy documents on completion.



Site Visits

NSAMRT Site Visits

As in 2018 throughout May and June, 2019, Julie Avery, Executive Director of NSAMRT, and a member of the NSAMRT executive council visited clinical sites across the province. This is an opportunity to talk to as many technologists, therapists and sonographers as possible and gives registrants the chance to have face to face discussions with the leadership of NSAMRT. Four of these visits were also available via live streaming to allow MRTs four opportunities to participate. NSAMRT use these conversations to help inform decisions and improve NSAMRT leadership understanding of registrants' concerns.

NSAMRT had planned on doing site visits again in May 2020 but these will be delayed due to Covid-19 restrictions. It is hoped site visits will occur in the fall of 2020 so please watch for notification via our website, Facebook and eblast of when we will be at your site and live streaming dates.

We visited the following sites in 2019

- Aberdeen Regional Hospital
- Amherst Regional Hospital
- Bridgewater Regional Hospital
- Cape Breton Regional Hospital
- Cobequid General Hospital
- Dartmouth General Hospital
- Victoria General
- Halifax Infirmary
- IWK Health Centre
- Valley Regional Hospital
- Stadacona
- St Martha's Regional Hospital
- Truro Regional Hospital
- Yarmouth Regional Hospital

Teleconferencing was available at the following sites in 2019

- All Saints
- Annapolis Community Health Centre
- Buchanan Memorial
- Digby Regional
- Eastern Kings Eastern Memorial Hospital
- Eastern Shore Memorial
- Fishermen's Memorial
- Glace Bay Hospital
- Guysborough Memorial
- Hants Community Hospital
- Inverness Consolidated
- Lillian Fraser Memorial
- Musquodoboit Valley Regional
- New Waterford Consolidated
- North Cumberland Memorial
- Northside General
- Queens General Hospital
- Roseway Hospital
- Sacred Heart Community Health Center
- Soldiers Memorial
- South Cumberland Memorial
- St. Mary's Memorial Hospital
- Strait Richmond Hospital
- Twin Oaks
- Victoria County Memorial
- Western Kings Memorial



Student Report

As of Sept 2019, there are 79 student members composed of 51 RTR and 28 RTNM students. MRI is a 2nd discipline program in Nova Scotia so all MRI students are either registered with us as a RTR or RTNM student.

In 2019 graduates were given 3 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 2019 saw two Canadian Educated students successfully challenge the MRI Exam as a 2nd discipline.

May 2019 saw seven Canadian Educated students successfully challenge the Radiation Technology exam, seven Canadian Educated students successfully challenge the Nuclear Medicine exam and one Canadian Educated MRT unsuccessfully challenge the MR exam as their 2nd discipline.

September 2019 saw one Canadian Educated MRTs successfully challenged the Magnetic Resonance exam as a 2nd license.

January 2020 saw two Canadian Educated MRT successfully challenged the Magnetic Resonance exam as a 2nd license, five Canadian Educated students successfully challenge the Radiation Technology exam and one Internationally Educated student unsuccessfully challenge the Radiation Technology exam.

CONGRATULATIONS TO ALL SUCCESSFUL CANDIDATES.

May 2020 Exams

NSAMRT wants to recognize the hard work by CAMRT in developing a solution to offer a May exam during the restrictions put in place due to Covid-19. MRT Regulators including NSAMRT have worked with CAMRT to ensure the exam meets regulatory requirements. The exam will be delayed by a few weeks but it will go ahead.

Survey Results

NSAMRT 2018 and 2019 Survey Results Comparison

NSAMRT conducted a survey in 2018 to establish members participation, understanding and satisfaction with NSAMRT and what it means when we become a college. After collating the results and implementing targeted initiatives NSAMRT then conducted a second survey in October 2019.

Participation

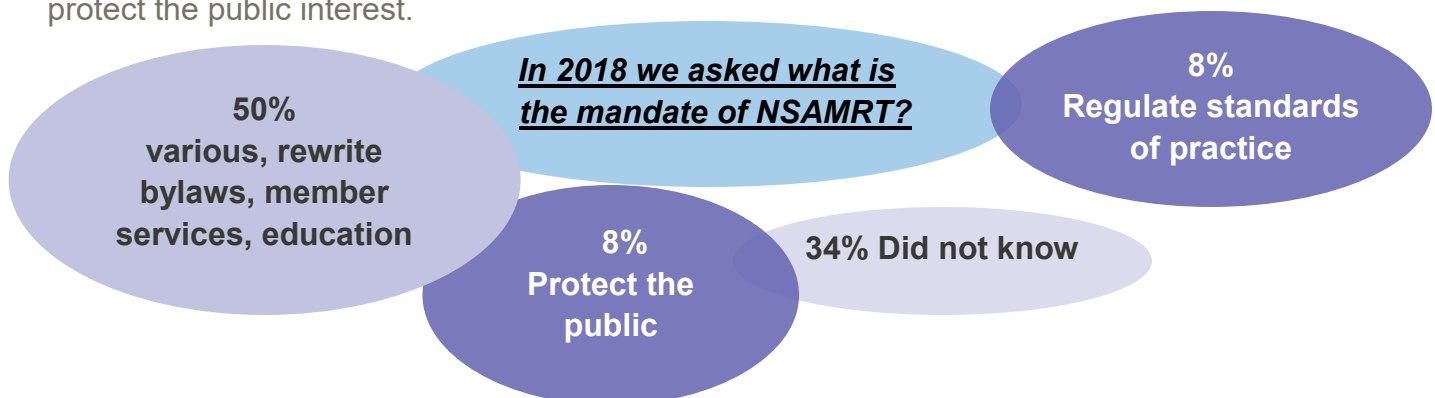
The 2018 and 2019 surveys indicated that in 12 months the participation rate in NSAMRT has remained at approximately 50%.



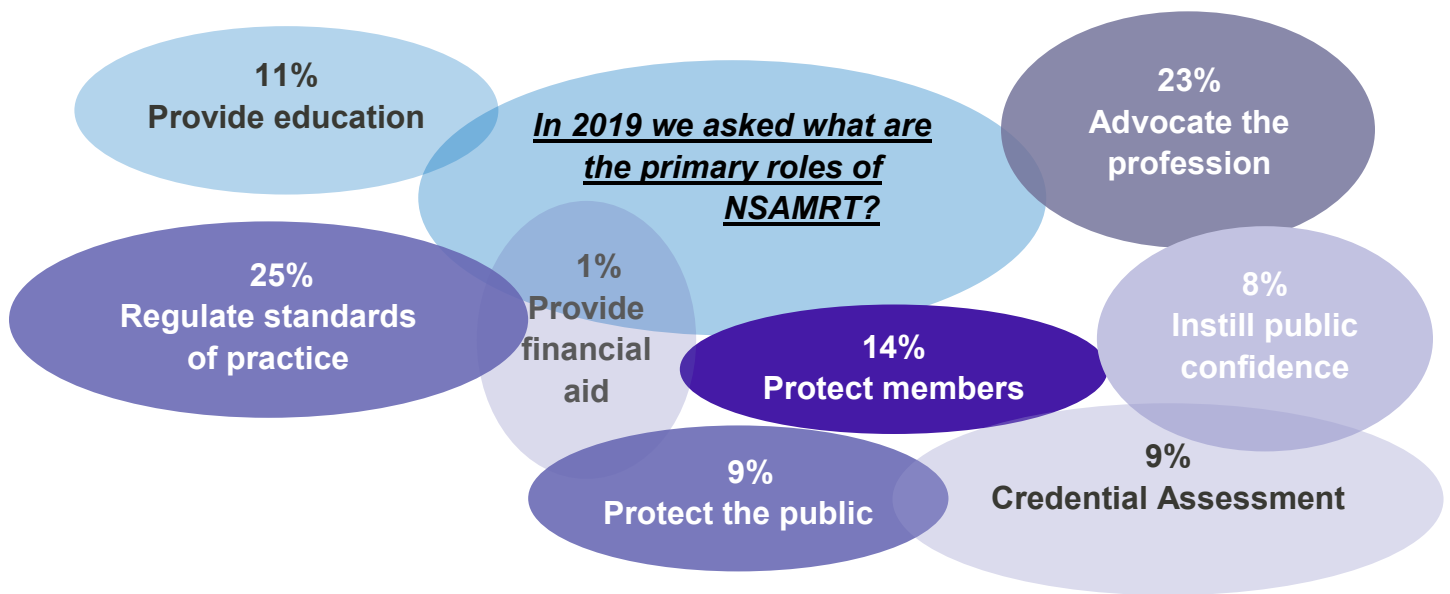
NSAMRT's goal is to expand participation rate by 25% over five years. In order to achieve this we have been working on communication surrounding calling for volunteers and will continue to do so. We are establishing a point of contact, a call process, and webinars to tackle geography.

Understanding of NSAMRT

NSAMRT's mandate is to regulate the profession of medical radiation technology to serve and protect the public interest.

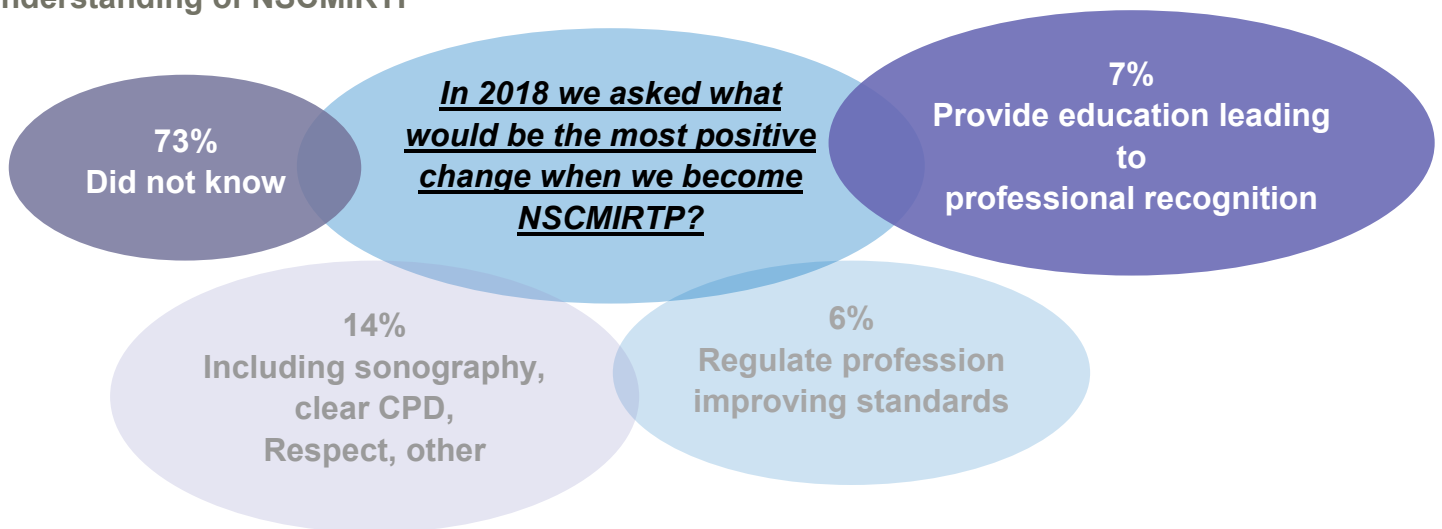


Based on this information NSAMRT set about improving awareness, by developing webinars and providing information in newsletters and the website around the mandate of NSAMRT and the transition to becoming the NSCMIRTP.



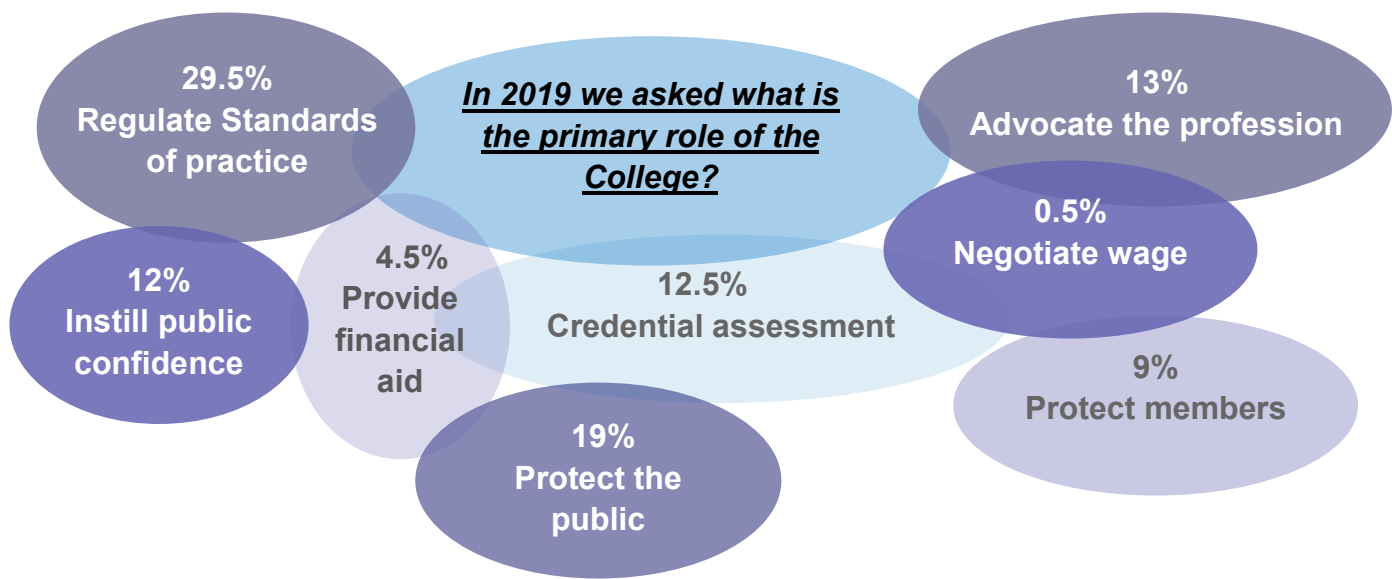
There was an improvement on awareness within 12 months with more than a third of registrants clear on NSAMRT's role. NSAMRT's goal is to increase the number of members who are knowledgeable about the role to a minimum of 75%. We still have a long way to go. Many believe the primary mandate of NSAMRT advocacy for the profession, provide education and protect its members and are unaware of the regulatory responsibilities NSAMRT has.

Understanding of NSCMIRTP



NSAMRT delivered presentations at the Spring, Fall Education events and Site Visits to explain to registrants how the College will affect them, the profession and the public.

The primary role of the College is to Protect the public with the additional mandate to regulate standards of practice and instil public confidence in the profession



Understanding of the mandate for the NSCMIRTP has vastly improved, going from the majority of registrants being unclear to just over half of registrants understanding the role but the full complexity of what the College means is still unclear.

Satisfaction

In 2018 the satisfaction with NSAMRT

47.72%
Satisfied,
Very Satisfied,
Extremely Satisfied

Satisfaction

In 2019 the satisfaction with NSAMRT

67%
Satisfied,
Very Satisfied,
Extremely Satisfied

NSAMRT has been working hard to engage with registrants and will continue to do so in order to continue to improve satisfaction and reach our mandate of 75% satisfaction by 2022

Volunteer Report

We would like to thank all of our volunteers for their achievements throughout 2019. 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 NSAMRT to achieve its objectives.

With the 2020 registration process complete, and registrants confirming their interest in volunteering we currently have 109 registrants who have expressed an interest in volunteering.

In order to determine at what level registrants want to get involved and what skills they have in addition to their professional skill set we have developed a skills matrix. Once we have collated this information we can approach individuals that have the skills NSAMRT is looking for.

We currently have 22 Site Champions across the province who share information and communications from NSAMRT on a regular basis within their work areas. We are looking still looking for Site Champions at the following sites.

MRT's

Aberdeen Hospital
Cobequid Community Health Centre
Dartmouth General Hospital
Inverness Consolidated Memorial Hospital
Lilian Fraser Memorial Hospital
Musquodoboit Valley Memorial Hospital
Sacred Heart Community Health Centre
St Anne Community and Nursing
Care Centre
Twin Oaks Memorial Hospital

Sonographer's

Cape Breton Regional DI
Cumberland Regional
Kentville
New Glasgow
South Shore
Truro
Yarmouth

Our Committees are almost fully complimented, but we will be reaching out for new members for the policy committee, chair of professional practice and fitness to practice pool, and seeking radiation therapy representation across NSAMRT as they are currently under represented. During 2019 11 volunteers have completed their committee terms and 9 are either volunteering with NSAMRT for the first time or taking on additional roles. We have strong representation of sonographers with representation in all appropriate committees.

It is expected that during MRT week on Nov. 7th 2020 NSAMRT will provide a free volunteer educational activity.

If you are looking for a volunteer opportunity please contact info@nsamrt.ca

Professional Practice

2019 Professional Practice Complaints



Three written complaints received in 2019



Communication was a component of all three complaints



Two complaints were resolved informally. One complaint was dismissed as it was related to sonography services

Lunch and Learn Report 2019

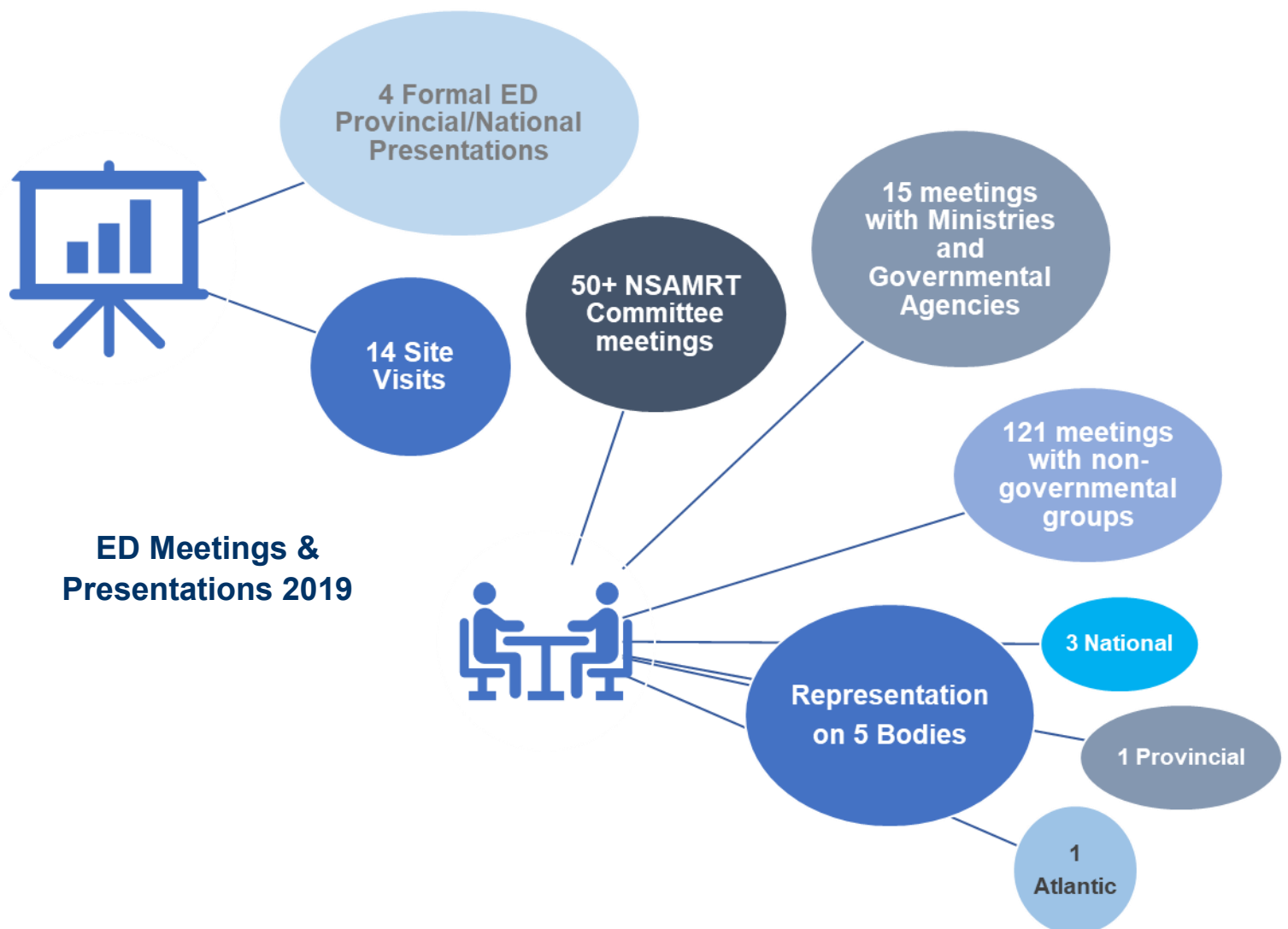
Location	Speaker / Topic	Amount Requested	Date	Targeted Audience	Attendance
CBRH	Speaker: Not disclosed Topic: Buscopan Education	\$500	March 8, 2019	RTNM, RTMR, RTR, RTR-CT	30-40
Victoria Gen. (2 presentations)	Speaker: Will Creene Topic: Experience and Volunteer Opportunities as a MRT with Mercy Ships	\$300	April 4, 2019	RTNM, RTMR, RTR, RTR-CT	40-50
Various Sites in Cape Breton (2 online presentations)	Speaker: Not disclosed Topic: 1) Bringing Your Ambition to Work, 2) Professional Boundaries and Social Media	\$597.50	Week of Nov 4-8, 2019	All MRTs	Not disclosed
Nova Scotia Cancer Centre	Speaker: Dr. Martin Bullock & Dr. Lara Best Topic: HPV and its Impact on Head & Neck Cancers	\$330	Nov 7, 2019	RTT	55
Halifax Infirmary	Speaker: Christina Phomsavanh Topic: Experience from Siemens Symposium (BC, 2019)	\$120	Nov 14, 2019	RTR-CT	10-20
CBRH	Speaker: Jeffrey Poirier Topic: Cardiac CTA for CAD: An Overview for Technologists	\$50	Nov 28, 2019	RTR-CT	10-20

Communications Outreach

Information Sessions

2019 was a busy year for NSAMRT, Registrar & ED Julie Avery traveled across the province in May to have conversations with registrants and sonographers on several important topics. Approximately 200 individuals attended these 14-site visits.

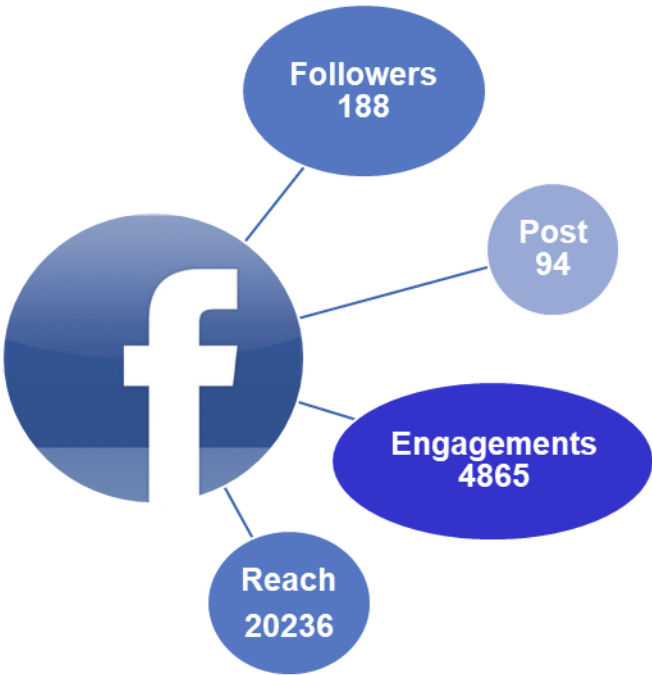
During these sessions, Julie discussed the opening of NSAMRT's regulation in May and the expectation of the new college being proclaimed in 2020 including the impact this would have on MRTs and Sonographers. She also participated in conversations with registrants and sonographers about the issues they currently feel are affecting medical imaging and therapy.



Webinars

NSAMRT taped the fall education plenary session and posted it to allow others to view on demand. The session covered the changes the MRTs and sonographers can expect once the NSCMIRTP is proclaimed. As of Jan 31st, 2019, the video has been watched 92 times on the YouTube Platform in addition to approximately 125 people who attended the live session.

Webinars are a cost-effective method of connecting with registrants at their convenience. Future efforts will focus on identifying topics that are of the greatest use and relevance to our registrants in meeting their professional accountabilities.



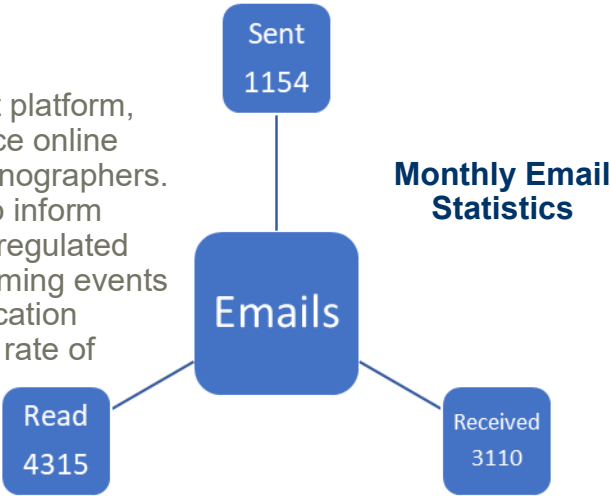
Social media

NSAMRT also bolstered communications efforts online in an effort to reach and grow audiences via Facebook. Our most widely adopted social media platform continues to be Facebook, which saw an increase in followers of 25% year-over-year and 4,865 engagements (likes, shares, comments, clicks, etc.) on 94 posts over the course of the year. Ultimately, these results show that our audience is seeking us out on different social media platforms and that continued commitment to sharing content on social media should result in an increasingly

Email communications

Upon moving to a new customer relations management platform, the NSAMRT leveraged newly available tools to enhance online communication efforts with registrants, students and sonographers. A total of 23 targeted bulk email messages were sent to inform them of new developments, outline their obligations as regulated health professionals, and share information about upcoming events and activities of interest. This focus on online communication delivery was successful, as demonstrated by a delivery rate of 95.2% to sonographers and 100% to MRTs and students. With an open rate of 53.2% this translates into recipients opening 7702 of the e-blasts sent out.

NSAMRT is also busy communicating internally and externally with stakeholders via emails, sending 1154, reading 4315 and receiving 3110 emails to NSAMRT emails addresses on an average monthly bases.



Appendix

Nova Scotia Association of Medical Radiation Technologists

79th Annual General Meeting

June 8th, 2019

12:00-13:30

Bethune Ballroom, Bethune Building

University Avenue, Halifax, NS

Bourinot's rules of order followed.

1.0 Call to Order & Roll Call of Executive Council

1.1 Regrets from N. Deveau,

1.2 President's Welcome M. Brydon

Introductions

Chief Scrutineer C. Gamache Assisted by H.O'Laughlin

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

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

All members of the board. There were no past presidents present nor life members.

Quorum was reached with 22 members, 17 in the room and 5 online.

2.0 Approval of Agenda NSAMRT 79th AGM

Motion: Melissa Sponagle

Seconded: Paul Menhennett

Motion carried

3.0 Approval of the NSAMRT 78th AGM Minutes

Motion: Lisa Bonin

Seconded Hanna O'Laughlin

All in favor, motion carried

4.0 Business Arising

No business arising from minutes.

5.0 New Business

5.1 Annual Reports

Annual Reports Julie Avery- Overview of past year and glimpse of what's upcoming:

- Standards of Practice and the Code of Ethics were fully complete in the fall of 2018. They are now on the website. We worked in collaboration with NB.
- The Strategic Plan is a 4-year plan, 2018-2022 with four initiatives.
- For accreditation, we need a new accreditor. Identified as HSO- using the old CMA model but building their own process.
- Registration Platform went live in October 2018. Now everything regarding registration is in one platform. Each member can change and access their own profile. They will also be able to upload CPD credit when it goes live.
- FRPA- Fair Registration Practices Act is a legal requirement to be followed and there will be a full review this year.
- New website also went live. Still working on it to update it.
- Financial Management- severed ties with Pathfinders. They did our last financial matters and answered questions February 1st, 2019. We are now with Bage Tax CPA firm- this is mostly online as everything can be done electronically now. Payments are also done electronically with proof to show where it is. It is expected to have savings of 60%.
- Proclamation- Approximately one month ago, DHW contacted us and are eager to push it through. They want the regulations completed by August. It needs some edits and changes due to policy change. We are reaching out to all stakeholders to have conversations as to how they may be affected.
- We should be proclaimed sometime in 2020 but all info will be communicated with members as it becomes available.
- Awards- we have 4 awards for our members, sadly, we only received nominations in one category this year.

Motion to approve reports en masse excluding the financial reports: Paul Menhennett

Seconded: Chrissy Gamache

Motion carried

Financial Reports-

Mover to approve reviewed financial statements for 2018

Seconder- Shawna Baughman

We invite Dave McAloney, our Treasurer to speak to his report.

- Dave would like to thank the financial committee and Julie Avery for their hard work.
- This year, we had to go into the special projects fund due to the Strategic Plan and the Platform projects.
- This is condensed form of budget vs actuals. We will discuss large variances.
- Conference in Yarmouth was not properly captured last year so some transactions had to be included in this fiscal year.
- Education/conference- We didn't spend expected amount because a speaker cancelled last minute.
- National Representation amount- This was lower because the President did not go to CNAR
- Compensation- This is including the hiring of an admin assistant as well as a student as well as the Executive Director's compensation.

Registration platform- Approximately \$10,000 for Guild.

R. McLeod- There were no dues increase for this year. If we have proclamation, will it be increased? Shouldn't we have a plan to do increases slowly?

M. Brydon- We don't expect a rise. Sonography will now be paying dues; therefore, we do not expect a raise in dues at this time.

J. Avery- When dues increase, it will be done on an incremental basis based on NSAMRT policy.

C. Gunn- How many members pay by credit card?

J. Avery- approximately 200 members by credit card and approximately 400 by payroll deduction. We now have a new provider so that our cost has decreased by 1%

C. Gunn- Are we allowed to pass cost on to the individuals who do not want to pay by payroll deduction?

M. Brydon- We don't think this is possible, but we will inquire.

J. Avery- In the future we may get electronic transfer instead of credit card payment. If that occurs we will likely no longer accept credit card.

C. Gunn- Accreditation is showing as \$2000.00. Is that expense not only every 6 years?

M. Brydon- Costs was broken down with a set payment for each year. However, in first year the first and last year of the contract were due. Annual amounts going forward will be lower.

C. Gunn- where would money show on budget for a person participating in an accreditation survey?

J. Avery- There was no cost anticipated so it is not captured in the budget. NSAMRT has had to request someone serve on the accreditation committee on our behalf. That organization can bill us for the person's time. This will go under the accreditation line. We still do not know if they will bill us or do it as an in kind service.

M. Brydon- This was not anticipated in budget line.

The question to approve the reviewed financial statements for 2018/19:

All in favor? All

All those opposed? 0

Motion Carried

Questions:

R. McLeod- How will new board form when we are proclaimed?

J. Avery- Currently, we sit together with the sonographers for things that effect both groups. When proclaimed, there will be an interim board which will merge both boards and there will be Co-Presidents. There will then be a six-month period to host elections for the new college board. This will consist of 6 sonography/MRT as well as 3 members of the public. The first election there will be a caveat that 1 person from each of the existing boards is elected in order to have historical input.

M. Sponagle- Can we have a brief clarification of NSAMRT as an association and how things will change as a college?

J. Avery- The College's mandate will be Self Regulation in the interest of the public. We will not be able to take on any advocacy roles and we will be limited to providing education that serves the public interest. Under the new Act there is a detailed investigations and complaints process with a much higher level of accountability. Including the duty to report placed on all registrants. Continuing professional development and currency hours will become a requirement of maintaining licensure and the College will be able to perform audits of registrants.

M. Brydon- To clarify NSAMRT -The Association is currently a dual role association and regulatory body but the College will only be a regulatory body.

C. Gunn- For members, how will things look different for us?

M. Brydon- Initially, members will not see much difference. There will be an onboarding for continued education. Process for complaints and investigations will be more transparent. We are now following what will be regulation for the college. Still duty of the NSAMRT to investigate any issues that come up.

J. Avery- When regulations are final there will be a broken-down info of everything and how they will change. There will be more structured information on currency hours.

M. Brydon- We encourage the members to ask questions. Sometimes we don't see all issues. We want people to ask so there can be complete transparency.

C. Gunn- Moving forward, it will be requested to have members of the public. What is the strategy to get public members?

J. Avery- We should have public members appointed by the government. Government will not allow us to self appoint.

6.0 Motions Presented to the Membership

6.1. **M. Brydon**- Is there a mover to ratify the election of Rebecca Jessome, Paul Menhennett and Diana Sheppard to the NSAMRT Board of Directors? - **J. Taylor**
Is there a seconder? - **S. Baughman**

It is moved and seconded to ratify the election of Rebecca Jessome, Paul Menhennett and Diana Sheppard to the NSAMRT Board of Directors.

Motion Carried.

6.2 **M. Brydon**- Is there a mover to ratify the election of Chrissy Gamache as incoming president of NSAMRT? – **M. Sponagle**
Is there a seconder? **P. Menhennett**

It is moved and seconded to ratify the election of Chrissy Gamache as incoming president of NSAMRT.

Motion Carried.

6.3 Appointment of Auditors

The NSAMRT Board is recommending the appointment of the firm of MNP to perform a financial review for 2019-20 fiscal year.

M. Brydon- Is there a mover to appoint the firm of MNP as the financial reviewers for 2019-20 fiscal year?– **D. McAloney**
Is there a seconder? **B. Barrios**

It is moved and seconded to appoint the firm of MNP as the financial reviewers for 2019-20 fiscal year.

Motion Carried

8.0 Other Business

8.1- **M. Brydon**- I would like to introduce the Board of Directors for 2019/2020:
Chrissy Gamache- President Elect Megan Brydon- Past President
Jonathan Bower, Bev Barrios, Rebecca Jessome, Paul Menhennett, Diana Sheppard

Thank you to all outgoing board members for the hard work. We hope to see you volunteer as there is still lots of work to do!

9.0 Closure

M. Brydon- Thank you all for attending and for your participation.
I declare this 79th Annual General Meeting of the Nova Scotia Association of Medical Radiation Technologists closed.

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NSAMRT