



Alberta College of
Speech-Language Pathologists
and Audiologists

Hear. Speak. Connect.

2016 ANNUAL REPORT



Alberta College of
Speech-Language Pathologists
and Audiologists

Hear. Speak. Connect.

VISION

ACSLPA is a leader in regulating audiologists and speech-language pathologists.

MISSION

ACSLPA protects and serves the public by regulating and ensuring competent, safe, ethical practice of audiologists and speech-language pathologists in Alberta.

VALUES

ACCOUNTABILITY

ACSLPA has a duty to serve and protect the public, and as such is accountable to the public, the government and its regulated members.

COMPETENCE

ACSLPA is a progressive organization committed to excellence. We focus on our mission by regulating members in a way that will enhance their ability to provide competent, safe, ethical services to the public.

COLLABORATIVE RELATIONSHIPS

ACSLPA fosters relationships between the professions of audiology and speech-language pathology and with other professions and stakeholders.

PROFESSIONALISM

ACSLPA provides quality services to the public and our regulated members, demonstrating a high level of professionalism.

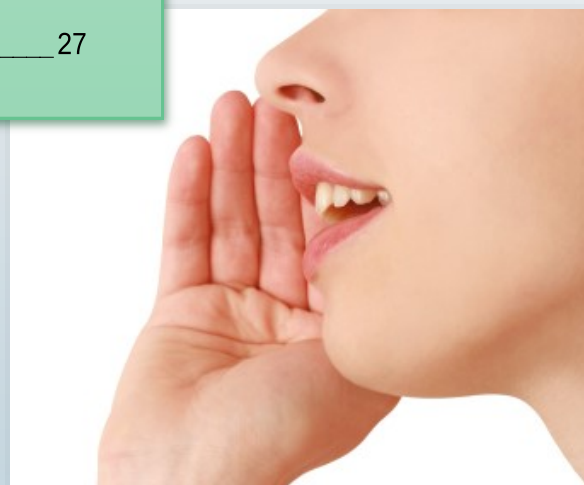
RESPECT FOR ALL PERSONS

In addition to ACSLPA's focused respect for the Alberta public, we respect our Council, our committees, ACSLPA regulated members, ACSLPA staff, and individuals with communication, swallowing and hearing impairments.



CONTENTS

Message from the President	4
Public Members' Report	5
About the College	6
Council, Committees and Staff Overview	7
What is a Speech-Language Pathologist?	8
What is an Audiologist?	9
Year In Review	10–11
Registration of College Members	12–13
Governance Overview	14
Continuing Competence Program	15
Complaints and Discipline	16
Independent Auditors' Report	17
Financial Statements	18–25
Demographic Information–Audiologists	26
Demographic Information–SLPs	27



MESSAGE FROM THE PRESIDENT

On behalf of the Alberta College of Speech-Language Pathologists and Audiologists, we are pleased to present the ACSLPA Annual Report for the period of January 1–December 31, 2016, as approved by Council on April 22, 2017.

For ACSLPA, 2016 was a year of transition as the College bid farewell to our long-serving Registrar/CEO, Anne Assaly. Anne served the College with tireless energy and dedication from 2008–2016 and we wish her all the best in her retirement. In May, Council welcomed ACSLPA's new Registrar/CEO, Michael Neth, to the College. Michael came to us from the Association of Professional Engineers and Geoscientists of Alberta (APEGA) where he had worked for seven years in various senior regulatory and leadership roles. In the fall of 2016, Council also approved the creation of a new staff position, Deputy Registrar, to ensure that the College enjoys long-term sustainability and growth. Susan Rafaat, R.SLP, was welcomed into that position.

Beyond the changes in staff leadership, ACSLPA achieved a great deal in 2016. I invite you to explore our annual report to learn more about the progress that the College made upholding public interest and supporting members in their practice.

Joanne Richer Fodchuk, R.SLP
2017 ACSLPA President



A handwritten signature in black ink, appearing to be 'J Richer Fodchuk'.

J Richer Fodchuk, R.SLP
2017 President

2016 ACSLPA Council

President

Harpreet Chaggar, R.Aud

Vice President

Joanne Richer Fodchuk, R.SLP

Councillors

Sarah Blenkhorn, R.Aud

Geneviève Cloutier, R.SLP

Shanda Duggleby Wenzel, R.SLP

Kathleen Jones, R.Aud

Karen Nolan, R.SLP

Michael Vekasi, R.Aud

Public Members

Jennifer Chan

Lynne Davies

Michael Hart

PUBLIC MEMBERS' REPORT

As public representatives and as part of the Council of the Alberta College of Speech-Language Pathologists and Audiologists (ACSLPA) our role is to work with Council and to ensure that ACSLPA activities protect the public interest, meet the requirements of the *Health Professions Act* (HPA) and support professional services by ACSLPA members. The HPA requires that 25 percent of the voting members of Council be public members. Public members are appointed by the Lieutenant Governor in Council upon recommendation of the Minister responsible for this Act. As such, expenses pertaining to public members are paid directly by the Province and are not charged back to the College.

As public members, we participate fully in the business and debate at Council meetings and serve on subcommittees to which we are appointed. In addition to attending all ACSLPA regular meetings, we are encouraged by Council to be fully informed about ACSLPA issues, plans, concerns and aspirations and this is facilitated through participation in the annual meeting and conference, strategic planning sessions and new member orientation.

The ACSLPA Council is committed to and actively strives to maintain a balance between regulatory responsibilities and membership services. The Council and staff continue in following the strategies to meet the goals outlined in the 2015–2017 Strategic Plan. We commend the ACSLPA staff and the strong supporting volunteer group from the professional membership all of whom strive to serve the best interests of the public through the high quality services that they provide.

There are currently three public members on ACSLPA Council: Lynne Davies, who is serving her second term and Jennifer Chan and Michael Hart, who were appointed to their first term in the fall of 2016.

As government-appointed members of Council, it is an honour to serve the College and our sincere congratulations to the Council members and dedicated staff members who so actively and professionally participate in the affairs of the College.

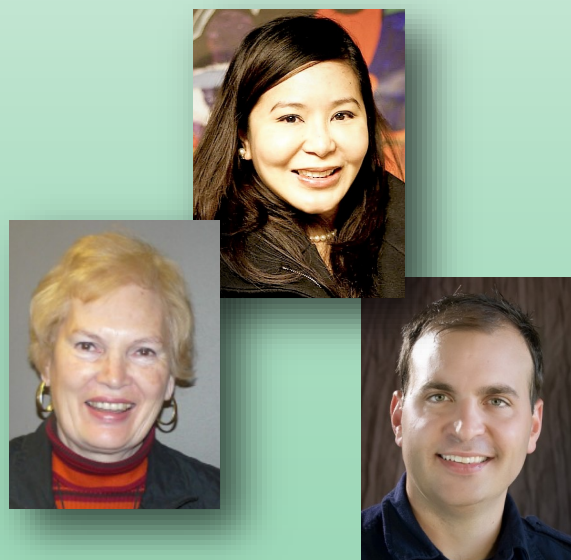
Respectfully submitted by Lynne Davies

2016 Public Members

Jennifer Chan

Lynne Davies

Michael Hart



ABOUT THE COLLEGE

The Alberta College of Speech-Language Pathologists and Audiologists (ACSLPA – pronounced *axel-pah*) is a self-regulating professional body. ACSLPA is empowered by the *Health Professions Act* (HPA) to serve the public interest by providing regulation, direction and professional practice supports to registered speech-language pathologists (SLPs) and audiologists in Alberta. In so doing, ACSLPA and approximately 1700 professional members work to ensure that the public has access to competent, safe and ethical audiology and SLP services.

Speech-language pathologists and audiologists have been regulated in Alberta under the HPA since July 1, 2002. The HPA directs the activities of ACSLPA and defines the regulatory activities of the College.

These include:

- Regulating the use of protected titles related to speech-language pathology and audiology services so that the public can readily identify qualified health professionals;
- Publishing a register of regulated speech-language pathologists and audiologists so that the public can identify qualified health professionals;
- Establishing, monitoring and enforcing admission, renewal and continuing competence standards for regulated speech-language pathologists and audiologists in Alberta;
- Establishing, maintaining and enforcing standards of practice for speech-language pathologists and audiologists in Alberta;
- Receiving and investigating complaints by clients/family members, registrants/peers, employers, or other members of the public regarding the practice of speech-language pathologists and audiologists in Alberta; and
- Holding speech-language pathologists and audiologists who do not practice in accordance with our practice and ethical standards accountable, to ensure competent, safe, ethical practice.

ACSLPA also supports the public by providing professional practice supports to speech-language pathologists and audiologists and elevating them in their practices.

These supports include:

- ACSLPA Annual Conference and other opportunities for professional development;
- Development and publication of position statements, guidelines and protocols related to the delivery of professional services;
- Communications to members on professional, ethical and regulatory matters; and
- Member recognition.



COUNCIL, COMMITTEES AND STAFF OVERVIEW

Council

Under the *Health Professions Act*, the Council is responsible for governing the profession in the public interest. The Council does this through the establishment and enforcement of standards for registration, continuing competence and renewal. The Council also carries out its responsibilities through the development of regulations, bylaws, standards of practice and a code of ethics.

Council consists of eight elected registered speech-language pathologists and/or audiologists and three public members who are appointed by the Lieutenant Governor in Council. The public members provide valuable input to the Council to ensure that the best interests of the public are served in all decisions made.

The Council is supported through the work of two active committees, the Governance Committee and the Nominations Committee.

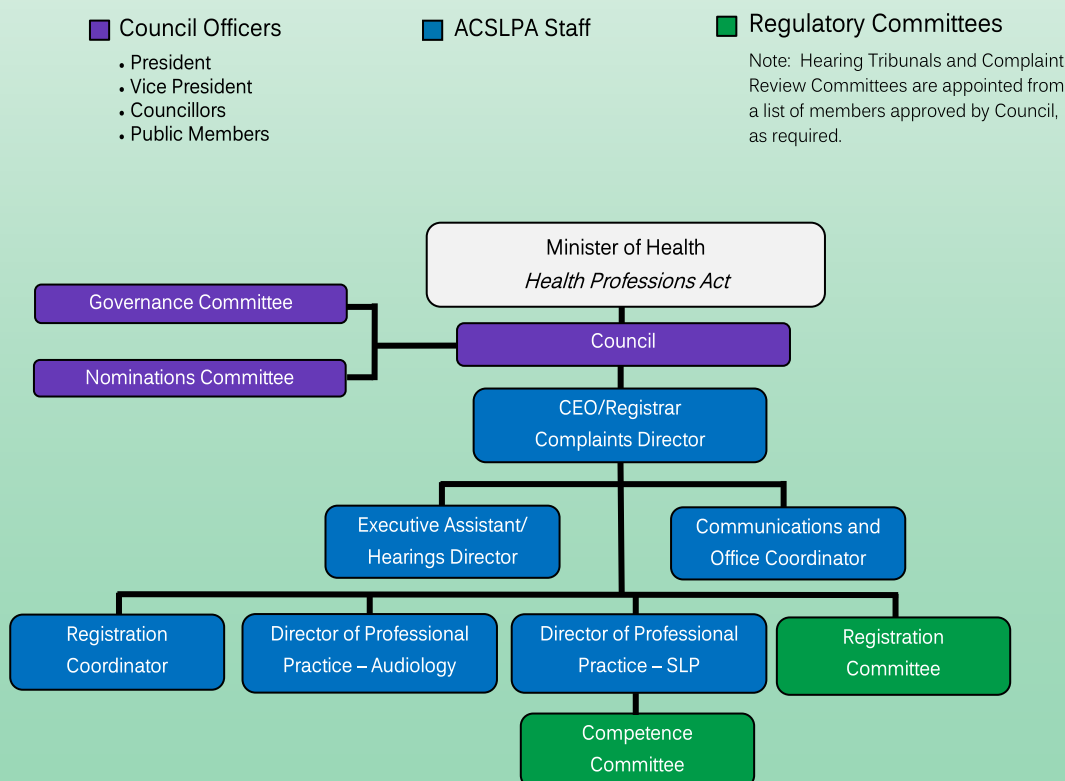
Regulatory Committees

The following committees contribute towards the regulatory functions of ACSLPA:

- Registration Committee
- Competence Committee
- Hearings Tribunal (called upon as needed).

Staff

ACSLPA is supported by a staff organization that consists of the Registrar/CEO, Executive Assistant, Communications and Office Coordinator, Registration Coordinator and two Directors of Professional Practice, one for Audiology and the other for SLPs. In the fall of 2016, the new position of Deputy Registrar was created, bringing the total Full-Time Equivalent (FTE) of ACSLPA staff up to 5.5 FTE.



WHAT IS A SPEECH-LANGUAGE PATHOLOGIST?

Speech-language pathologists (SLPs) are professionals who have a master's, doctorate, or equivalent degree in speech-language pathology and specialize in the prevention, assessment, diagnosis and management of communication and swallowing disorders. SLPs work directly with clients of all ages and their families/caregivers. Certain services may be provided by Speech-Language Pathologist Assistants (SLPAs), who work under the supervision of an SLP.

In Alberta, SLPs are recognized by the following protected titles/designations: *speech-language pathologist, speech pathologist, speech therapist, SLP and R.SLP*. SLPs who have completed a doctorate degree may also use the protected title *Doctor* or *Dr.* when providing a health service.



What Do SLPs Do?

SLPs work in a variety of settings including public practice settings such as schools, preschools, hospitals, community health centres, long-term care centres and nursing homes. They may also work in private practice in both office and home environments. SLPs often work in collaboration with other health care professionals as part of a team. SLPs provide a broad range of professional services including the following:

Assessment, diagnosis and management of:

- ◆ Speech disorders, assisting clients in improving articulation (pronunciation, including accent modification); fluency disorders (stuttering); and voice disorders, which relate to vocal quality, pitch and volume;
- ◆ Language disorders, which relate to the ability to express oneself and understand verbal and written communications;
- ◆ Cognitive communication disorders, assisting clients in improving problem-solving, reasoning, memory and organization skills required to communicate effectively;
- ◆ Swallowing disorders, ensuring that clients consume food consistencies that are safe and do not place them at risk for choking or having food/liquids collect in the lungs;
- ◆ Education and supervision of students, professionals and SLPAs;
- ◆ Academic and clinical research; and
- ◆ Administration, management and policy development.

Why Are Speech-Language Pathology Services Important?

One in six Canadians has a speech, language or hearing problem. This means that one in six Canadians has difficulty understanding or being understood by other people.

The ability to communicate effectively is essential to maintaining quality of life, whether it be when interacting in the workplace, managing the academic and communication requirements of a classroom, or having a conversation with family and friends. Being able to communicate effectively is critical in the technologically advanced global economy of today and can impact the ability of an individual to maintain an adequate standard of living.

Untreated swallowing problems place an individual at risk for malnutrition, dehydration and pulmonary compromise. The ability to swallow safely and effectively leads to improved health and well-being. Early identification and management of communication and swallowing disorders is key to long-term success.



WHAT IS AN AUDIOLOGIST?

Audiologists are professionals who have a master's or doctorate degree in audiology and specialize in the prevention, assessment, diagnosis and management of hearing and balance disorders. Audiologists work directly with clients of all ages and their families/caregivers. Certain services may be provided by unregulated professionals or assistants, who work under the supervision of an audiologist.



In Alberta, audiologists are recognized by the following protected titles/designations:

audiologist, Aud and R.Aud. Audiologists who have completed a clinical doctorate degree in Audiology (AuD) may also use the protected title *Doctor* or *Dr.* when providing a health service.

What Do Audiologists Do?

Audiologists work in a variety of settings including public practice settings such as schools, hospitals and community health centres. They may also work in private practice clinics and universities. Audiologists provide a broad range of professional services including the following:

- ◆ Assessment, diagnosis and management of:
 - ◇ Hearing loss and other auditory disorders (i.e., tinnitus or ringing in the ears); and
 - ◇ Vestibular (balance) function disorders.
- ◆ Use of specialized equipment to provide a non-medical diagnosis of auditory or vestibular dysfunction location and to assess “difficult to test” populations (i.e., pediatrics);
- ◆ Provide patients with timely access to a specialist (otolaryngology) through direct referral;
- ◆ Work collaboratively on multidisciplinary medicine, rehab and (auditory) implant teams;
- ◆ Prescribe, fit and dispense hearing aids and assistive listening devices for all ages;
- ◆ Provide education to clients, family and educators on the use of hearing aids and assistive listening devices;
- ◆ Develop strategies for effective communication for those at risk of educational (auditory) disadvantage, learning and communication difficulties;
- ◆ Develop/manage hearing screening and conservation programs for those at risk of hearing loss;
- ◆ Education and supervision of students, professionals and assistants;
- ◆ Leadership in academic and clinical research in audiology; and
- ◆ Established in administration, management and policy development roles.

Why Are Audiology Services Important?

Hearing loss, one of the most common chronic physical conditions at birth and as we age, is due to illness, accident, medication and noise exposure and has been linked to diabetes and dementia. Individuals of any age whose hearing impairment is not properly managed are at risk for the following: compromised speech understanding; delays in speech-language development; educational and literacy deficits; reduced cognitive integrity and social interaction (across the lifespan); isolation and depression. Early identification and management of hearing and balance disorders is key to long-term success.



The ability to hear effectively is essential to maintaining quality of life. According to StatsCan (2006), one-third (33.2%) of employed people with a hearing difficulty said their condition limited the amount or kind of work they could perform, and believed that their condition made it difficult for them to advance or change jobs.

Reliability and accuracy of assessment leads to proper diagnosis and effective rehabilitation. Inappropriate use of hearing aids and assistive listening devices also places individuals at risk and may result in further hearing damage.

YEAR IN REVIEW

Advancing Practice of the Professions:

An external stakeholder consultation with Alberta Health was completed regarding our request for a subset of SLPs to obtain an advanced authorization to order ionizing radiation for the purposes of videofluoroscopic swallowing studies. The response was overwhelmingly positive and we will be proceeding with educational module and exam development. An advanced authorization restricted activity competency profile was also developed by our Advanced Practice Advisory Group, was vetted by the ACSLPA membership, and has been reviewed by ACSLPA Council.

Enhancing and Maintaining Professional Competence

- A new ACSLPA Code of Ethics was developed, vetted by the membership, and reviewed by Council prior to being submitted to government for external stakeholder consultation. We hope to have the new Code of Ethics in place in 2017.
- The jurisprudence education modules and examination developed and piloted in 2015 became part of ACSLPA's initial registration requirements.

Supporting Members in their Practice

- A new *Informed Consent for Service Guideline* was approved by Council and circulated to the ACSLPA membership. Two live webinars regarding the guideline provided in-depth discussion regarding content. An additional session was made available to Alberta Health Services Managers and Professional Practice Leaders, with over 50 attendees. A copy of the guideline including Frequently Asked Questions (FAQs) is available at acslpa.ab.ca/for-slp-audiologists/key-college-documents/position-statementsguidelines/.
- ACSLPA provided funding sponsorship for the following professional development events organized by regulated members across the province:
 - ◇ Alberta Aphasia Knowledge Exchange Day - Calgary
 - ◇ Fibreoptic Endoscopic Evaluation of Swallowing (FEES) - Calgary
 - ◇ Understanding, Preventing and Responding Effectively to a Child's Challenging Behaviour - Lethbridge
 - ◇ Reference and Regulate for Autism - Grande Prairie
- ACSLPA successfully hosted its 16th annual educational conference, *Embrace Your Professional Identity*, held at the Coast Plaza Hotel and Conference Centre in Calgary. The conference attracted over 275 speech-language pathologist and audiologist delegates, included four concurrent educational streams over two days, an awards celebration, and a members' forum.



YEAR IN REVIEW

Spreading the Word About Speech-Language Pathology and Audiology

- ACSLPA staff worked at display booths and shared information regarding the professions and professional regulation at the following events:
 - ◊ Alberta Health Services Quality Summit
 - ◊ Alberta Medical Students Conference and Retreat (AMSCAR)
 - ◊ University of Alberta Interprofessional Practice Launch
- ACSLPA participated in the Pan-Canadian Alliance of Speech-Language Pathology and Audiology Organizations *May is Speech and Hearing Month 2016* event, which involved developing a promotional video for SLPs and audiologists, which was released via social media. Clients were encouraged to film and share a short video that talked about the impact a speech-language pathologist, audiologist and/or communication health assistant had on their life.



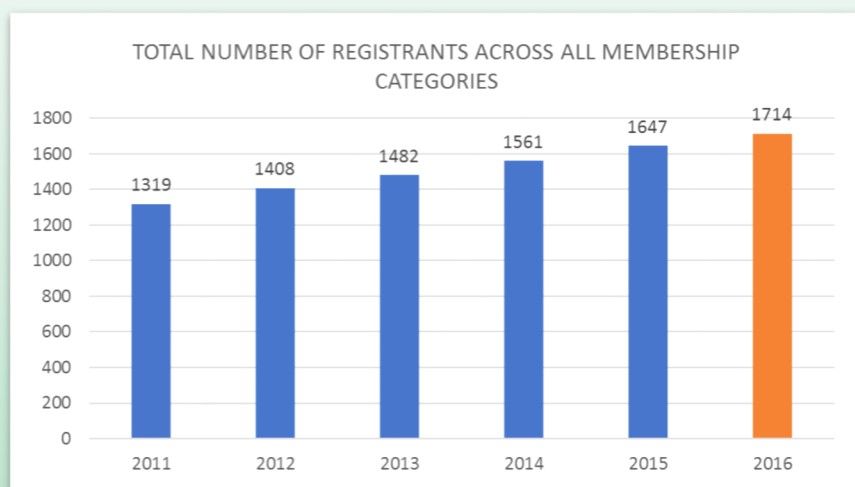
REGISTRATION OF COLLEGE MEMBERS

JANUARY 1 – DECEMBER 31, 2016

Under the *Health Professions Act* (HPA), ACSLPA has the legislated responsibility to establish, maintain and enforce standards for registration and licensing of audiologists and speech-language pathologists in Alberta. In meeting this responsibility, ACSLPA establishes the education and clinical practice requirements to enter the professions of audiology and speech-language pathology, and ensures that applicants meet the established requirements prior to becoming registered. Registration with ACSLPA assures the public and employers that a practitioner has met the standards for academic and clinical experience that are required to practice in the professions of audiology or speech-language pathology.

In accordance with the HPA, the Registration Committee meets at the request of the Registrar to review applications for ACSLPA registration and to make recommendations related to registration/renewal application requirements and processes.

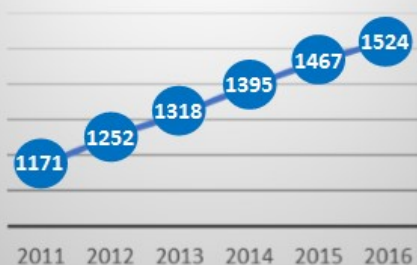
Registration statistics for 2016 are summarized below.



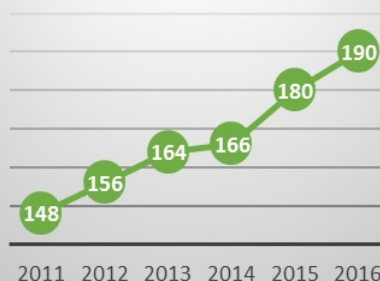
2016 REGISTRANTS BY CATEGORY
as of December 31, 2016

	AUD	SLP	TOTAL
Registered	173	1406	1579
Non-Practicing	12	86	98
Honourary	5	31	36
Courtesy	0	1	1
Total	190	1524	1714

SLP Registrants — 2011–2016



Audiologist Registrants — 2011–2016



REGISTRATION OF COLLEGE MEMBERS

STATUS CHANGES

(not occurring at renewal)

January 1 – December 31, 2016

	AUD	SLP	TOTAL
Practitioners Returning to Practice ¹	2	58	60
Practitioners Leaving Practice ²	2	12	14

¹ Includes inactive members and previously cancelled members who returned to active practice.

² Includes active members who became inactive or retired.

REGISTRATIONS – COURTESY REGISTER

January 1 – December 31, 2016

	AUD	SLP	TOTAL
Number Registered	2	10	12

Courtesy Registration was granted for specified periods ranging from 1–30 days for the following purposes:

- Conducting an audiology or speech-language pathology training course or clinical presentation at an approved teaching site; and
- Demonstrating equipment or techniques to be used in direct clinical care.

Number of Applicants and New Registrants – General Register

January 1–December 31, 2016

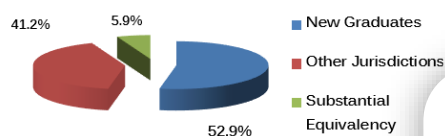
	AUD		SLP		TOTAL	
	Applicants	Registered	Applicants	Registered	Applicants	Registered
New Graduates						
University of Alberta	n/a	n/a	48	46	48	46
Other Canadian Programs	6	6	22	22	28	28
U.S. Programs	3	3	13	12	16	15
New Graduates – Total	9	9	83	80	92	89
Other Regulated Jurisdictions ¹	7	7	17	14	24	21
Other Non-Regulated Jurisdictions ²	0	0	5	5	5	5
Substantial Equivalency ³	6	1	11	1	17	2
Total	22	17	116	100	138	117

¹ Includes applicants and registrants from other regulated jurisdictions in Canada.

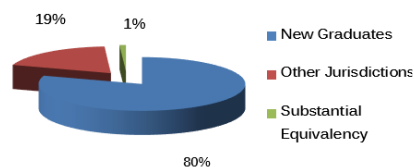
² Includes applicants and registrants from non-regulated jurisdictions in Canada and ASHA.

³ Includes applicants and registrants assessed for substantially equivalent qualifications (i.e., applicants educated outside of Canada or the United States where Alberta was the first point of entry into practice in Canada).

Source of New Registrants
Audiologists - 2016



Source of New Registrants
SLPs - 2016



Reviews by Council

If the Registrar or Registration Committee refuses to issue or suspends a practice permit, or issues a practice permit subject to conditions, an applicant may request that the Council review that decision. In 2016, there were no reviews by the Council.

GOVERNANCE OVERVIEW

Governance

In 2016, ACSLPA continued its work on a new Code of Ethics, which began in late 2015. This work involved bringing in a consultant who undertook an extensive environmental scan and review of the Code of Ethics. The work of the consultant was brought to the Code of Ethics Advisory Committee, an ad-hoc group of volunteer members, and they worked with ACSLPA staff to develop a draft Code of Ethics, which was circulated to all members for feedback in the fall of 2016. The Code of Ethics project will continue in 2017 with external stakeholder and government consultation.

Dialogue was initiated with the government on updating ACSLPA's Regulations, which were last updated in 2002 despite efforts to have them amended since then. Work with the government on the regulations was approved to begin in earnest in 2017.



CONTINUING COMPETENCE PROGRAM

CONTINUING COMPETENCE PROGRAM

ACSLPA implemented a Continuing Competence Program (CCP) in 2008 in compliance with the *Health Professions Act*. The program was designed to ensure that regulated members remain competent and provide safe, ethical services that meet professional practice standards, thereby protecting the public.

The CCP is adaptable, allowing regulated members to develop and implement competence plans that relate to their unique practice, work environment and learning style. The CCP operates on a yearly cycle and consists of the following components:

1. Self-assessment to identify practice strengths and learning needs related to practice;
2. Formulation of competence goal(s) based on identified learning needs;
3. Implementation of learning activities to achieve competence goal(s);
4. Completion of one of three *external feedback to support learning* options a minimum of once every three years; and
5. Evaluation and reflection on how practice was enhanced through completion of the competence goal(s).

Regulated members registered in 2014 or earlier have until December 1, 2017 to submit their first external feedback form. A CCP video tutorial, lunch-and-learn teleconference sessions, and a condensed PowerPoint presentation have been made available to support regulated members as they incorporate the new elements of the program into their CCP.

Results of 2016 Regulated Member Program Audit

A total of 10% of all regulated members' continuing competence submissions were audited this year, translating to a total of 16 audiologists and 134 speech-language pathologists. The results of the 2016 CCP Audit are summarized as follows:

2016 CCP REVIEW STATISTICS

	AUD %	SLP %
Criteria met	44	72
Resubmission required	56	28
Total	100%	100%

Each regulated member whose submission was audited received a letter that provided feedback, suggestions for future submissions, and/or a specific request for revision or resubmission, if required.

The number of competency submissions that required resubmission by SLPs decreased this year whereas the number of resubmissions for audiologists increased. Data will be examined to determine if there are any trends that might explain these results. Some of the instructions within the online competence system will be revised to ensure clarity for regulated members about the expectations outlined above.

COMPLAINTS AND DISCIPLINE

COMPLAINTS AND DISCIPLINE

Under the *Health Professions Act* (HPA), ACSLPA has a responsibility to deal with written complaints made by clients/ family members, regulated members/peers, employers, or other members of the public regarding the practice of speech-language pathologists and audiologists in Alberta. The HPA states the process by which ACSLPA must deal with any written complaints that are received.

The table below provides a summary of complaint statistics for 2016.

	2016	2015
Written Complaints Received	3*	2
Files Referred for Investigation	1	1
Complaints Referred to the Alternative Complaint Resolution Process	0	0
Complaints Dismissed	0	0
Complaints Resolved Informally	0	1
Hearings	0	0
Hearings Closed to the Public	0	0
Complaint Decisions Appealed	0	0
Complaints Carried Over to Next Year	3	1
Files Referred for Capacity Assessments under S. 118 of HPA	0	0

*Two written complaints were initiated by an employer.

***SPEECH AND HEARING:
MORE THAN JUST TALK!***



INDEPENDENT AUDITORS' REPORT

To the Members of Alberta College of Speech-Language Pathologists and Audiologists

We have audited the accompanying financial statements of Alberta College of Speech-Language Pathologists and Audiologists, which comprise the statement of financial position as at December 31, 2016 and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of Alberta College of Speech-Language Pathologists and Audiologists as at December 31, 2016 and its financial performance and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

SVS Group LLP
Chartered Accountants
Edmonton, Alberta
March 21, 2017

STATEMENT OF FINANCIAL POSITION

As at December 31, 2016

	2016	2015
ASSETS		
CURRENT		
Cash	\$ 730,249	\$ 307,101
Marketable securities <i>(Note 3)</i>	1,843,958	2,108,206
Accounts receivable	100	6,330
Prepaid expenses	13,870	23,691
Goods and Services Tax recoverable	15,433	7,089
	2,603,610	2,452,417
PROPERTY AND EQUIPMENT <i>(Note 4)</i>	25,315	47,132
	\$ 2,628,925	\$ 2,499,549

LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities <i>(Note 5)</i>	\$ 37,043	\$ 102,127
Deferred revenue – membership dues <i>(Note 6)</i>	903,487	866,201
Deferred revenue – grant revenue <i>(Note 6)</i>	6,268	9,353
	946,798	977,681

NET ASSETS		
UNRESTRICTED	849,457	621,809
FINANCIAL RESERVE	775,000	775,000
INVESTED IN EQUIPMENT	25,315	47,132
INTERNALLY RESTRICTED FOR JURISPRUDENCE PROJECT	25,000	25,000
INTERNALLY RESTRICTED FOR CODE OF ETHICS PROJECT	—	35,000
INTERNALLY RESTRICTED FOR GOVERNANCE AND BYLAWS REVIEW	7,355	17,927
	1,682,127	1,521,868
	\$ 2,628,925	\$ 2,499,549

APPROVED ON BEHALF OF THE COUNCIL:



Joanne Richer Fodchuk, 2017 President



Laura Manz, 2017 Council Member

STATEMENT OF CHANGES IN NET ASSETS

For The Year Ended December 31, 2016

	Unrestricted	Financial Reserve	Invested in Equipment	Internally Restricted for Jurisprudence Project	Internally Restricted for Code of Ethics Project	Internally Restricted for Governance and Bylaws Review	Internally Restricted for Restricted Activities Project	2016 Totals
NET ASSETS, beginning of year	\$ 621,809	\$ 775,000	\$ 47,132	\$ 25,000	\$ 35,000	\$ 17,927	\$ —	\$ 1,521,868
Excess of revenue over expenses	240,777	—	(34,946)	—	(35,000)	(10,572)	—	160,259
Investment in equipment	(13,129)	—	13,129	—	—	—	—	—
Transfer of funds	—	—	—	—	—	—	—	—
NET ASSETS, end of year	\$ 849,457	\$ 775,000	\$ 25,315	\$ 25,000	\$ —	\$ 7,355	\$ —	\$ 1,682,127

(Note 9)

	Unrestricted	Financial Reserve	Invested in Equipment	Internally Restricted for Jurisprudence Project	Internally Restricted for Code of Ethics Project	Internally Restricted for Governance and Bylaws Review	Internally Restricted for Restricted Activities Project	2015 Totals
NET ASSETS, beginning of year	\$ 371,359	\$ 775,000	\$ 77,352	\$ 25,000	\$ —	\$ 30,000	\$ 25,000	\$ 1,303,711
Excess of revenue over expenses	288,645	—	(33,415)	—	—	(12,073)	(25,000)	218,154
Investment in equipment	(3,195)	—	3,195	—	—	—	—	—
Transfer of funds	(35,000)	—	—	—	35,000	—	—	—
NET ASSETS, end of year	\$ 621,809	\$ 775,000	\$ 47,132	\$ 25,000	\$ 35,000	\$ 17,927	\$ —	\$ 1,521,868

STATEMENT OF OPERATIONS

For the Year Ended December 31, 2016

REVENUE	2016	%	2015	%
Membership fees	\$ 940,182	89.1	\$ 893,425	85.1
Conference	73,910	7.0	99,275	9.5
Investment income	25,692	2.4	24,020	2.3
Government of Alberta grant revenue	3,085	0.3	20,415	1.9
Advertising	12,618	1.2	12,089	1.2
	1,055,487	100.0	1,049,224	100.0

EXPENSES

Amortization	34,946	3.3	33,415	3.2
Awards and nominations	5,909	0.6	3,632	0.3
Bad debt	1,500	0.1	—	—
Bank charges and interest	19,816	1.9	19,178	1.8
Conferences	84,066	8.0	89,879	8.6
Code of Ethics Project	35,000	3.3	—	—
Contract services	64,603	6.1	11,153	1.1
Council	24,683	2.3	25,453	2.4
Donations and sponsorship	5,000	0.5	—	—
Dues and memberships	14,244	0.4	9,859	0.4
Equipment rentals	4,020	0.4	3,898	0.4
Goods and Services Tax	8,303	0.8	7,089	0.7
Governance and Bylaws Project	10,573	1.0	12,073	1.2
Insurance	6,978	0.7	5,450	0.5
Investigations and hearings	2,588	0.2	2,744	0.3
Jurisprudence Project	3,085	0.3	20,415	1.9
Office, postage and stationery	9,169	0.9	10,021	1.0
Professional fees – discipline	1,263	0.1	4,548	0.4
Professional fees – regulatory and other	25,150	2.4	15,555	1.5
Public awareness	—	—	2,225	0.2
Publications	4,587	0.4	2,380	0.2
Rent	37,530	3.6	36,883	3.5
Restricted Activities Project	—	—	30,425	2.9
Technology programs and support	30,610	2.9	32,268	3.1
Telephone	8,436	0.8	7,915	0.8
Travel	16,998	1.6	10,001	1.0
Utilities	2,194	0.2	1,918	0.2
Wages and benefits	433,977	41.1	432,690	41.2
	895,228	81.3	831,067	77.4
EXCESS OF REVENUE OVER EXPENSES	\$ 160,259	18.7	\$ 218,157	22.6

STATEMENT OF CASH FLOWS

For The Year Ended December 31, 2016

	2016	2015
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Cash receipts from members, advertising, conferences and other	\$ 1,087,576	\$ 1,088,496
Cash paid to suppliers and employees	(941,239)	(754,147)
Interest received	25,692	24,020
	172,029	358,369
CASH USED IN INVESTING ACTIVITY		
Purchase of property and equipment	(13,129)	(3,195)
INCREASE IN CASH DURING THE YEAR		
	158,900	355,174
CASH, beginning of year	2,415,307	2,060,133
CASH, end of year	\$ 2,574,207	\$ 2,415,307
REPRESENTED BY		
Cash	\$ 730,249	\$ 307,101
Marketable securities	1,843,958	2,108,206
	\$ 2,574,207	\$ 2,415,307



NOTES TO FINANCIAL STATEMENTS

For The Year Ended December 31, 2016

NOTE 1 – NATURE OF OPERATIONS

The College was incorporated under the *Health Professions Act* as a not-for-profit organization. The College's mandate is to regulate the professions of speech-language pathology and audiology in Alberta. As a not-for-profit organization under the *Income Tax Act (Canada)*, the College is not subject to either federal or provincial income taxes. No dividends may be paid or assets distributed to the members of the College. The College is a registered charity with the Canada Revenue Agency.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations and include the following accounting policies:

(a) Use of Estimates

The preparation of financial statements in conformity with Canadian Accounting Standards for Not-For-Profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the current period. These estimates are reviewed periodically and adjustments are made to income, as appropriate, in the year they become known.

(b) Financial Instruments

Measurement of financial instruments

The College initially measures its financial assets and liabilities at fair value.

The College subsequently measures all of its financial assets and financial liabilities at amortized cost except for investments in equity instruments that are quoted in an active market, which are measured at fair value.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

The College's financial assets measured at fair value include marketable securities.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

Transaction costs

The College recognizes its transaction costs, if any, in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption.

(c) Property and Equipment

Property and equipment are stated at cost. Amortization is provided annually based at rates and methods calculated to write-off the property and equipment over their estimated useful lives. These rates and methods are as follows:

Office Equipment	20% declining balance
Computer equipment	30% declining balance
Computer software	100% declining balance
Database and registration system	3 years straight line
Website	3 years straight line

NOTES TO FINANCIAL STATEMENTS

(d) Revenue Recognition

The College follows the deferral method of accounting for contributions, including government grants. Contributions subject to external restrictions are deferred and recognized as revenue in the year in which the related expenses are incurred.

Membership fees are recognized as revenue in the fiscal year in which membership services are provided and when collection is reasonably assured. Membership fees that are collected and relate to a period subsequent to the fiscal year of the College have been recorded as deferred revenue.

Conference revenues are recognized in the fiscal year in which the conference is held and when collection of registration fees is reasonably assured.

Investment income is recognized when earned.

Advertising revenues are recognized when the related services are performed and collection is reasonably assured.

(e) Cash and Cash Equivalents

The College's policy is to disclose bank balances under cash and cash equivalents. Cash equivalents include treasury bills, guaranteed investment certificates, bonds and mutual funds. These investments are highly liquid in nature and are redeemable at the option of the holder.

(f) Contributed Goods and Services

The College records the fair market value of contributed goods only in the circumstances when the fair market value is determinable and when the goods would otherwise be purchased by the College.

The work of the College is dependent on the voluntary services of many members. The value of donated services is not recognized in these statements.

NOTE 3 – MARKETABLE SECURITIES

	2016	2015
Guaranteed Investment Certificates, including accrued interest	\$ 1,235,903	\$ 1,430,729
BNS Investment Savings	95,062	95,087
Hollis Wealth Mutual Funds	95,076	95,120
Altamira High Interest Cash Performer	95,822	95,107
B2B Trust	98,077	97,302
RBC Investment Savings	—	97,984
CIBC Renaissance High Interest Savings	98,723	97,986
Manulife Trust Investment Savings	25,381	—
Home Trust Savings	99,914	98,891
	\$ 1,843,958	\$ 2,108,206

Marketable securities are comprised of Canadian money market funds and guaranteed investment certificates that have varying interest rates and maturity dates in the next fiscal year.

NOTES TO FINANCIAL STATEMENTS

NOTE 4 – PROPERTY AND EQUIPMENT

			2016	2015
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Office equipment	\$ 41,805	\$ 30,348	\$ 11,457	\$ 14,321
Computer equipment	60,444	46,586	13,858	8,930
Computer software	17,448	17,448	—	—
Database and registration system	170,406	170,406	—	14,291
Website	28,772	28,772	—	9,590
	\$ 318,875	\$ 293,560	\$ 25,315	\$ 47,132

NOTE 5 – ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2016	2015
Trade accounts payable	\$ 27,593	\$ 92,927
Accrued liabilities	9,450	9,200
	\$ 37,043	\$ 102,127

NOTE 6 – DEFERRED REVENUE

The College has received grants to be used for specific purposes and membership revenue for the subsequent fiscal period. The College recognizes revenue from the grants in an amount equal to the related expenditures incurred while membership revenue is recognized in the period the membership relates to. The unexpended funds and membership revenue for future periods are classified as deferred revenue on the balance sheet. Details of the grants and deferred membership revenue are as follows:

	2016	2015
Membership Dues		
Deferred beginning of year	\$ 866,201	\$ 815,073
Dues received	977,468	944,553
Dues recognized	(940,182)	(893,425)
Deferred end of year	903,487	866,201
Grant Revenue		
Unexpended grant, beginning of year	9,353	—
Funds received	—	29,768
Eligible expenditures	(3,085)	(20,415)
Unexpended grant, end of year	6,268	9,353
Total Deferred Revenue	\$ 909,755	\$ 875,554

NOTES TO FINANCIAL STATEMENTS

NOTE 7 – COMMITMENTS

The College has an operating lease for its premises at \$1,854 per month, under a lease expiring January 31, 2022. Under the lease, the College is also required to pay condominium fees and property taxes.

The College has also entered an operating lease for equipment. The equipment is leased at \$509 per quarter. The equipment lease expires in 2017.

The minimum annual lease payment for the year is \$3,381.

NOTE 8 – FINANCIAL INSTRUMENTS

Risks and concentrations

The College is exposed to various risks through its financial instruments, without being exposed to concentrations of risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial statement liabilities. The College is exposed to this risk mainly in respect of its receipt of funds from its members and its accounts payable and accrued liabilities.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The College's main credit risks relate to accounts receivable. The College provides credit to its clients in the normal course of operations.

Market risk

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

NOTE 9 – INTERNALLY RESTRICTED FUNDS

Financial Reserve

The funds in the financial reserve are intended to be used to provide protection against unforeseen interruption of income and unanticipated expenses. Transfers to/from the financial reserve require Council approval.

Jurisprudence Project

Funds restricted for the jurisprudence project were intended to be used to develop training materials for the College's registrants, and to educate and monitor the College's members. The College received grant funding from the Government of Alberta to cover costs associated with this project. Funds remain internally restricted to continue with the education implementation portion of the project.

Code of Ethics

Funds restricted for the code of ethics development project are intended to be used to develop a new Code of Ethics with the assistance of a consultant.

Governance and Bylaws Review

Funds restricted for governance and bylaws review are intended to be used to cover the expenses associated with the review and revision of governance practices and current bylaws. This project was finalized in the 2016 fiscal year.

Restricted Activities Project

Funds restricted for the restricted activities project are to be used to cover expenses associated with the development of competency profiles and performance indicators for restricted activities. This will improve the assessment and monitoring of members' activities and performance. As of year end, all funds have been spent and no amounts remain internally restricted as at December 31, 2016.

DEMOGRAPHIC INFORMATION

AUDIOLOGISTS

Registered Members by
Practice Profile*

	2016	2015
Direct Patient Care	152	136
Consulting	9	8
Teaching	3	3
Administration	3	5
Research	1	0
Other	1	4
Unknown	4	8
Total	173	164

* Note: Based on primary scope of practice only.

Registered Members by Average
Hours Worked Per Week*

	2016	2015
35 hours or more	112	103
20 – 34 hours	43	37
10 – 19 hours	7	9
9 hours or less	7	7
0 hours	0	0
Unknown	4	8
Total	173	164

* Note: Based on primary employment.

Registered Members by
Primary Practice Setting

	2016	2015
General Hospital	5	5
Pediatric Hospital	12	9
Rehabilitation Hospital	13	13
Developmental Delay Facility	0	0
Long-Term Care	0	0
Community Health	29	31
Private Practice	98	88
Home Care Program	0	0
Non-Profit Agency	0	0
Student Health Program	0	0
Industry	2	3
School/School Board	4	3
University/College	4	3
Government/Official Agency	2	1
Other/Unknown	4	8
Total	173	164

Registered Members by
Age of Clients

	2016	2015
Pediatric (0 – 16)	21	18
Adult (17 – 65)	16	19
Geriatric (over 65)	1	1
All Ages	126	112
Unknown	4	8
Not Applicable	5	6
Total	173	164

Registered Members by Gender

	2016	2015
Female	134	128
Male	39	36
Total	173	164



DEMOGRAPHIC INFORMATION

SPEECH-LANGUAGE PATHOLOGISTS

Registered Members by
Practice Profile*

	2016	2015
Direct Patient Care	1130	1098
Consulting	152	137
Teaching	16	16
Administration	45	44
Research	10	8
Other	14	14
Unknown	39	35
Total	1406	1352

* Note: Based on primary scope of practice only.

Registered Members by Average
Hours Worked Per Week*

	2016	2015
35 hours or more	740	707
20 – 34 hours	448	417
10 – 19 hours	137	155
9 hours or less	35	33
0 hours	7	4
Unknown	39	36
Total	1406	1352

* Note: Based on primary employment.

Registered Members by
Primary Practice Setting

	2016	2015
General Hospital	93	96
Pediatric Hospital	21	23
Rehabilitation Hospital	62	63
Developmental Delay Facility	0	0
Long-Term Care	0	0
Community Health	438	442
Private Practice	292	288
Home-Care Program	0	0
Non-Profit Agency	123	114
Student Health Program	1	1
Industry	0	0
School/School Board	310	265
University/College	25	21
Government/Official Agency	1	3
Other/Unknown	40	36
Total	1406	1352

Registered Members by
Age of Clients

	2016	2015
Pediatric (0 – 16)	1043	987
Adult (17 – 65)	150	140
Geriatric (over 65)	27	30
All Ages	132	144
Unknown	39	35
Not applicable	15	16
Total	1406	1352



Registered Members by Gender

	2016	2015
Female	1365	1313
Male	41	39
Total	1406	1352



Alberta College of
Speech-Language Pathologists
and Audiologists

Hear. Speak. Connect.



#209, 3132 Parsons Road
Edmonton, AB T6N 1L6 Canada

Ph: 780-944-1609

TF: 1-800-537-0589

Fx: 780-408-3925

admin@acslpa.ab.ca | www.acslpa.ab.ca