



Alberta College of
Speech-Language Pathologists
and Audiologists



2022

ANNUAL REPORT

www.acslpa.ca

2022 Highlights



Alberta College of
Speech-Language Pathologists
and Audiologists

20 years of self-regulation!

Pages 20 and 21
**New Continuing Competence
Program (CCP)**

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New
Vision, Mission, and
Values

Pages 9 and 15
Cross-Provincial Practice (MOU)

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2023 - 2025
Strategic Plan

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Enhanced **complaints and**
discipline reporting.

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Vision, Mission, and Values

Vision

ACSLPA is recognized as being a proactive, engaged, and solution-focused regulator.

Mission

ACSLPA regulates the practice of speech-language pathologists and audiologists on behalf of all Albertans by establishing, maintaining, and enforcing standards for competent, safe, and ethical practice.

Values

In delivering on its mission and mandate, ACSLPA demonstrates the following values:

Collaboration

ACSLPA engages meaningfully, respectfully, and proactively with the public, regulated members, government, volunteers, and all stakeholders.

Equity

ACSLPA recognizes the importance of diversity in backgrounds, experiences, voices, and perspectives, and supports and promotes equity and inclusion through its policies, practices, and requirements.

Continuous Improvement

ACSLPA adapts, learns, and grows to meet the evolving needs and expectations of the public, regulated members, government, and all stakeholders.

Transparency

ACSLPA works to ensure that processes, decisions, and requirements are clear and accessible to affected parties and to all stakeholders.

Accountability

ACSLPA takes responsibility for its actions and decisions, and is answerable for them, just as it holds regulated members accountable for their actions as professionals.

Proactivity

ACSLPA identifies and mitigates risks, taking actions and making decisions proportionate to the risks and appropriate in the circumstances.

Fairness

ACSLPA is committed to the procedural fairness of its policies, processes, and practices.

Audiologists and Speech-Language Pathologists (SLPs) are health professionals who serve Albertans from newborn hearing screening to swallowing disorders in the elderly, and all life stages in between. They work independently and as part of interprofessional teams in hospitals, clinics, schools, rehabilitation centres, nursing homes, early intervention programs, universities, colleges, research centres, and private practices.

Being a registered SLP or Audiologist in Alberta starts with a specialized master's degree and requires a lifelong commitment to providing ethical and competent practice. Audiologists and SLPs have been regulated in Alberta under the *Health Professions Act (HPA)* since July 1, 2002.

About the College

The Alberta College of Speech-Language Pathologists and Audiologists (ACSLPA):

- Is a professional regulatory organization operating under the authority of the *HPA*.
- Exists to serve the public interest by regulating and directing the professional practice of audiologists and SLPs in Alberta.
- Our 1,843 registered members work to ensure that the public has access to competent, safe, and ethical audiology and SLP services.

The *HPA* defines the scope of professional regulation and directs activities of ACSLPA such as:

- publishing a public register of regulated members;
- regulating the use of protected titles so that the public can readily identify qualified practitioners;
- establishing and enforcing admission, renewal, and continuing competence standards;
- establishing, maintaining, and enforcing standards of practice and a code of ethics;
- receiving and investigating complaints of unprofessional conduct against regulated members made by clients, other regulated members, colleagues, employers, or others; and
- holding regulated members to account through disciplinary measures if they are found to have behaved unprofessionally in their practice.

ACSLPA serves the public by providing professional practice supports to audiologists and SLPs such as:

- professional practice, regulatory, and ethical advice to registered members through publications, phone calls, and emails on professional, regulatory, and ethical matters;
- providing relevant educational opportunities that align with professional standards and requirements; and
- developing and publishing position statements, guidelines, advisory statements, and protocols related to the delivery of professional services.

About the Professions ACSLPA Regulates

Audiologists

Audiologists must have a master's, doctorate, or equivalent degree in audiology. Audiologists work directly with patients of all ages and their families/caregivers. Certain services, including restricted activities, may be provided by support personnel, who work under the supervision of an audiologist.

Audiologists work in:

- public practice settings such as schools, hospitals, and community health centres;
- private practice clinics; and
- research, education, advocacy, counselling, policy development, and health administration.

Audiologists can help with:

- hearing (all ages and populations);
- balance/vestibular disorders (dizziness or vertigo);
- amplification (hearing aids and other assistive listening devices);
- implantable devices (cochlear implants and bone anchored hearing aids);
- aural (re)habilitation;
- auditory processing;
- tinnitus (noise or ringing in the ears); and
- hyperacusis and misophonia (sensitivities to sounds).



Audiologists are health professionals who specialize in the prevention, assessment, diagnosis, and management of hearing and balance disorders.

About the Professions ACSLPA Regulates

Speech-Language Pathologists (SLPs)

SLPs are professionals who have a master's, doctorate, or equivalent degree in speech-language pathology. SLPs work directly with patients of all ages and their families/caregivers. Certain services may be provided by support personnel, who work under the supervision of an SLP.

SLPs work in:

- public practice settings such as schools, preschools, hospitals, community health centres, long-term care centres, and nursing homes;
- private practice in both office and home environments;
- collaboration with other health care professionals as part of a team; and
- research, education, advocacy, counselling, policy development, and health administration.

SLPs can help with:

- speech (articulation, phonology, motor speech), fluency (stuttering), voice, and resonance;
- language (expression and comprehension);
- swallowing and feeding;
- cognitive communication (social communication, reasoning, problem solving, memory, and executive functions);
- pre-literacy and literacy skills;
- communication and aural (re)habilitation;
- augmentative and alternative communication (AAC); and
- during the pandemic, nasopharyngeal swab testing at COVID-19 centres.



SLPs are health professionals who specialize in the prevention, assessment, diagnosis, and management of communication and swallowing disorders

Message from the President

Deriving its authority from the *Health Professions Act (HPA)*, ACSLPA Council exists as the College's governing body to perform three broad functions:

- 1) establish strategic direction;
- 2) provide effective financial stewardship; and
- 3) deliver oversight for regulatory programs.

To satisfy its statutory obligations, Council works closely with the Registrar/CEO to advance the College's legislated mandate to protect and serve the interests of Albertans.

In May, Council and senior staff met for a facilitated 1.5-day strategic planning session to lay the foundation for a new strategic plan. Council had the opportunity to look at matters through many lenses and perspectives including the political, legislative, and practice environments of our regulated members.

The new 2023-2025 Strategic Plan updates ACSLPA's mission, vision, and values, and focuses on three priorities:

- 1 regulatory effectiveness;
- 2 enhancing governance; and
- 3 improved communication.

In 2022, Council continued overseeing ACSLPA's work adapting to *Bill 46, The Health Statutes Amendment Act (2020)*. This included revisions to ACSLPA's bylaws necessitated by Bill 46 amendments to the *HPA* and *Speech-Language Pathologists and Audiologists Profession Regulation*. A Council sub-working group and the Registrar/CEO worked extensively to revise ACSLPA's bylaws. Council approved and adopted the revised bylaws in November. Subsequent changes to government deadlines provided an opportunity for soliciting member feedback on the revised bylaws in December prior to many revisions coming into effect on January 1, 2023.

2022 closed with the resignation of ACSLPA's Registrar/CEO of 6 years, Michael Neth. Council moved forward guiding the College through this time of transition. The Executive Committee quickly mobilized to resolve uncertainties and implement a thoughtful handover and transition plan to preserve organizational integrity through this challenging period. At a special meeting on December 7, Council appointed Susan Rafaat as Interim Registrar and Melanie Sicotte as Interim CEO. In Susan and Melanie, Council leveraged an existing depth of knowledge and talent to sustain organizational momentum and a clear trajectory to uphold ACSLPA's mandate.

On behalf of Council, I invite you to read the 2022 Annual Report to learn more about the work of ACSLPA and the Council. The report covers the period from January 1 to December 31, 2022, and was approved by Council on June 3, 2023.

Nicole Baumbach

Nicole Baumbach, R.SLP, 2023 ACSLPA President



6
council meetings

2 virtual

4 hybrid (virtual/in-person)

75% attended 5+ meetings

4
committees of council

18 meetings held

1
council retreat
100% in attendance

1
council orientation
100% in attendance

conduct
0 appeals heard

registration
0 reviews heard

Message from the Registrar & CEO

In 2022 ACSLPA celebrated our 20-year anniversary regulating the professions of speech-language pathology and audiology in Alberta. Fittingly for such a milestone year, ACSLPA leadership and staff spent time developing a new three-year strategic plan for the organization, including updates to ACSLPA's vision, mission, and values. You may view our new 2023-2025 strategic plan on the ACSLPA website.



ACSLPA continued to adapt to changes resulting from Bill 46, *The Health Statutes Amendment Act*, this year. Our new *Standards of Practice* outlining Continuing Competence Requirements for regulated members were approved, and phase one of the new Continuing Competence Program (CCP) was implemented. Additionally, *Standards of Practice on Restricted Activities* were approved, and significant revisions were made to our bylaws to prepare the College for further implementation of Bill 46.

As access to safe, competent, and ethical service continues to be of paramount importance to the public, ACSLPA developed and implemented a memorandum of understanding with speech-language pathology and audiology regulators in four other Canadian provinces. Cross-provincial practice of up to 200 hours in-person or virtually is allowed in a secondary province based on primary registration in one of the five participating provinces (AB, SK, MB, ON, and NB). This initiative aims to fill gaps in service, particularly for underserved areas of the province. Access to regulated virtual services offers choice, while at the same time minimizing the risk of incompetent and/or unscrupulous service to the public.

Furthering our commitment to anti-racist service delivery, in 2022 ACSLPA's Council approved and adopted revised *Standards of Practice* and a *Code of Ethics*, reflecting principles of equity, diversity, and inclusion. An *Anti-Racist Service Provision Guideline* was also approved and adopted, providing regulated members with some key considerations for providing safe and ethical care from an anti-racism perspective. Our Anti-Racism and Anti-Discrimination Advisory (ARADA) Committee was also re-imagined, focusing on Inclusion, Diversity, Equity, and Accessibility (IDEA).

We achieved all the above, while operationally focusing on realizing efficiencies and managing cybersecurity risks. Efficient operations and protecting the personal information of regulated members, staff, and other stakeholders continue to be priorities.

The end of 2022 saw the departure of ACSLPA's Registrar/CEO, Michael Neth, and the interim appointment of ACSLPA staff Susan Rafaat as Registrar and Melanie Sicotte as CEO. We move forward into 2023 re-imaging the organizational and leadership structure that will best position ACSLPA to realize our new vision and fulfill our mission in the years ahead.

Susan Rafaat

Susan Rafaat, R.SLP
Interim Registrar

Melanie Sicotte

Melanie Sicotte, R.SLP
Interim CEO

Public Members' Report

The regulation of speech-language pathology and audiology professionals in Alberta is the responsibility of the Alberta College of Speech-Language Pathologists and Audiologists (ACSLPA). The College is represented by elected regulated members of the College, and public members appointed by the Provincial Government. The aim is to balance the interests of regulated members with those of the public. In 2022, one public member was added to Council. ACSLPA continues to await two public member appointments.

The College rose to the challenges presented over the year and moved forward with many initiatives.

- Committees of Council were engaged in progressing several initiatives. A new Executive Committee of Council, which included a public member of Council, began work on updating the Registrar/CEO's contract and the related performance evaluation processes. The Audit and Risk Management Committee initiated a risk register. The Governance and Nominations Committees of Council envisioned future improvements to regulated member election processes and strategies for ensuring Council has the key skills and knowledge necessary to fulfill its role.
- ACSLPA Council approved revised Bylaws and Standards of Practice in preparation for proclamation of changes to the *Health Professions Act (HPA)*
- Council and leadership worked together to develop a 2023-2025 Strategic Plan, which included an updated vision, mission and values for ACSLPA. This document was approved by Council in November.
- In early December, Council's focus turned to ensuring a smooth Registrar/CEO transition when Michael Neth announced his departure. The public members of Council would like to thank Michael for his dedicated leadership.

As public members we feel honored and privileged to work alongside the College staff and members of Council in the public interest for Alberta.

Respectfully submitted by 2022 Public Members:

Mike DeVuyst

Kenton Dueck

Muhammad Rasheed

Alexandra Zabel



New Vision

New Mission

New Values

New Plan ...



Priority #1

**Regulatory
Effectiveness**

Ensure that regulatory systems are targeted, proportionate, proactive, and accessible, and that our regulation serves and protects the public interest and advances skilled professional practice.



Priority #2

**Enhanced
Governance**

Enhance the way Council functions and interacts with staff to strengthen their ability to make decisions, sustain effort, assess outcomes, assure accountability, and build sustainability.



Priority #3

**Improved
Communication**

Improve the clarity and accessibility of the information ACSLPA provides for its increasingly diverse stakeholder groups, including the public, regulated members, applicants, employers, and the government.

To read the complete 2023-2025 Strategic plan and how it was developed, visit the ACSLPA website and click on 'The College'.

2022 Members of Council

Under the *Health Professions Act (HPA)*, the Council is ultimately responsible for upholding the public interest through the responsible governance of ACSLPA and its activities. In 2022, ACSLPA Council consisted of five (5) regulated audiologists and SLPs who were elected by the regulated members of the College, as well as four (4) public members appointed by the Government of Alberta. Council had two public member vacancies at the end of 2022. ACSLPA is awaiting government appointment of two additional public members .

President	Regulated Members	Public Members
Nicole Baumbach, R.SLP	Joanne Richer Fodchuk, R.SLP	Mike DeVuyst
Vice President	Ajay Mysore Narasimha, R.SLP	Kenton Dueck
Claire Silvera, R.SLP	Beatrice To, R.Aud	Muhammad Rasheed
		Alexandra Zabel

Committees

Active committees of Council:

- Executive Committee;
- Governance Committee;
- Audit and Risk Management Committee; and
- Nominations Committee.

Statutory committees:

- Registration Committee;
- Competence Committee; and
- Membership List (Hearings Tribunal/Complaints Review Roster).

In addition to the committees above, ACSLPA also had:

- Ad-hoc Committee: Hearing Screening Guideline Committee; and
- Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee.

Staff

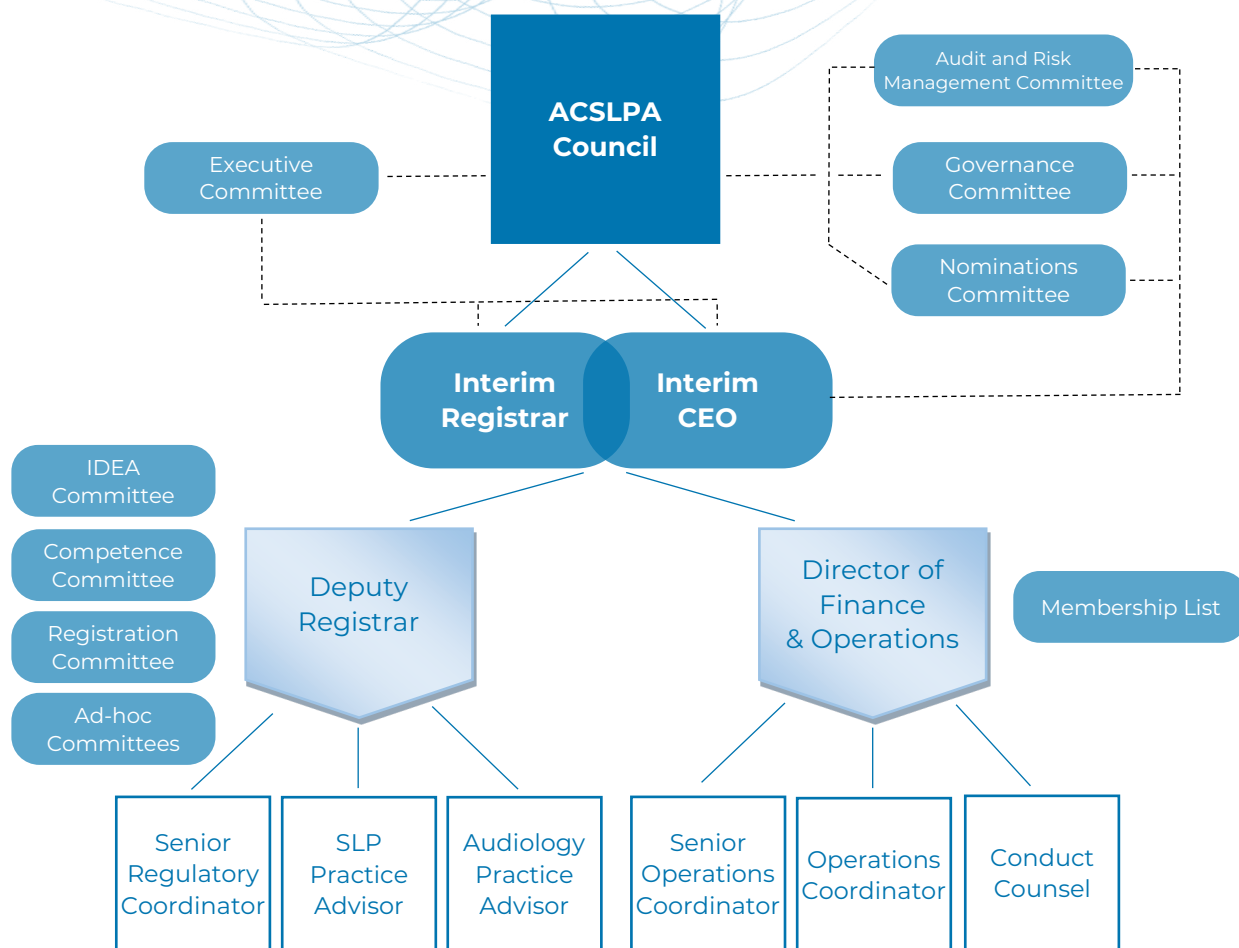
At the end of 2022 ACSLPA's staff organization included the Interim Registrar/ Deputy Registrar, Interim CEO/Director of Finance and Operations, Speech-Language Pathology Practice Advisor, Audiology Practice Advisor, Professional Conduct Counsel, Senior Regulatory Coordinator, Senior Operations Coordinator, and Operations Coordinator. In total ACSLPA staff positions represented 6.2 FTE (full-time equivalent—7.2 FTE with vacant Registrar/CEO position) employees. See the ACSLPA organizational chart on the next page.

College Officials

As of December 31, 2022, the ACSLPA College Officials, appointed in accordance with relevant legislation, were:

- Interim Registrar - Susan Rafaat, R.SLP
- Privacy Officer - Vacant
- Complaints Director - Vita Wensel
- Hearings Director - Mckenzie Henze

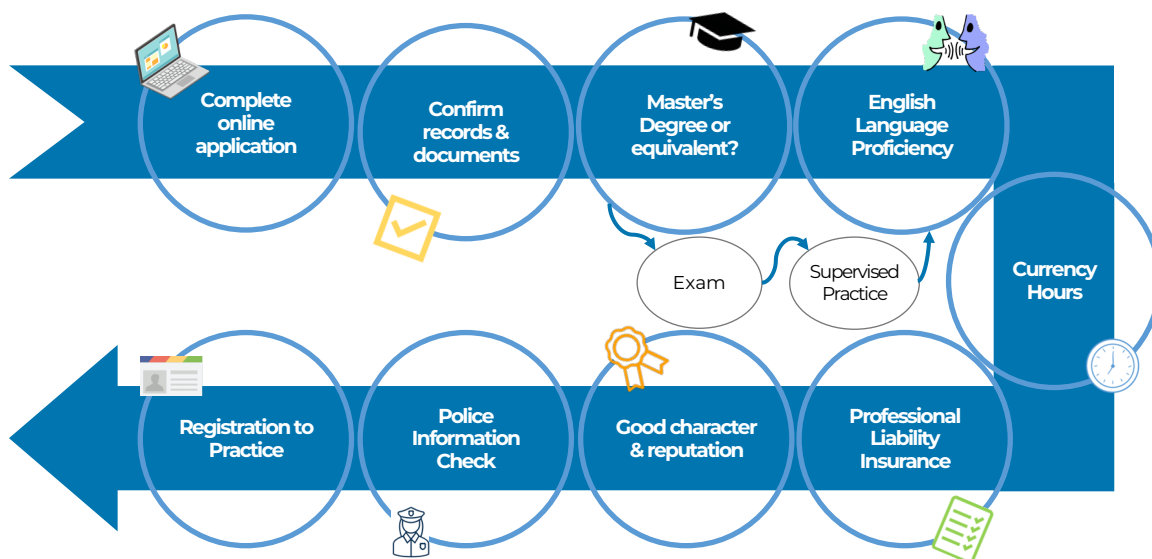
2022 Organizational Chart



Under the *Health Professions Act (HPA)*, ACSLPA has the legislated responsibility to establish, maintain, and enforce entry-to-practice registration standards for audiologists and SLPs in Alberta. ACSLPA establishes the educational 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.

The Council, Registrar, and Registration Committee each have responsibilities in the registration process in accordance with our governing legislation.

Registration Requirements



SLPs in Alberta over 5 years



Audiologists in Alberta over 5 years



Average Processing Times

	To Interim Decision**	To Registration**
New graduates—U of A	N/A	1-2 days
New graduates—Canada	N/A	1-2 days
New graduates—USA	N/A	4-5 days
Labour Mobility	N/A	1-2 days
International	40 days	165 days***

** Fair Registration Practices Act (FRPA)

*** estimate includes exam, assessments, etc.

2022 Registrants by:

Category (As of December 31, 2022)	Audiologists	SLPs	Total
Regulated - Practicing	202	1497	1699
Regulated - Non-Practicing	13	104	117
Honourary	9	32	41
Courtesy	1	8	9
Total	225	1641	1866

Status Changes (January 1 - December 31, 2022)	Audiologists	SLPs	Total
Return to Practice ¹	7	82	89
Leave Practice ²			
Failed to renew / unknown	7	18	25
Left the profession	1	5	6
Left Alberta	6	22	28
Retired	1	17	18
Temporary leave	3	19	22
Leave Practice -Total	18	81	99

¹Non-Practicing and previous members who returned to active practice.

²Active members who became Non-Practicing, retired or resigned.

2022 Courtesy Registrations* January 1 - December 31, 2022

	Audiologists	SLPs	Total
Cross Provincial Practice Memorandum of Understanding (MOU)	0	5	5
Clinically related**	0	3	3
Other reasons **(e.g., teaching, research, etc.)	1	6	7

*duration ranged from 3 days to 12 months, depending on the purpose.

**not part of Cross Provincial Practice MOU

Number of Applicants & New Registrants - General Register

	Audiology		SLP		Total	
	Applicants	Registered	Applicants	Registered	Applicants	Registered
New Graduates						
University of Alberta	n/a	n/a	40	40	40	40
Other Canadian Programs	4	4	7	7	11	11
U.S. Programs	0	0	4	4	4	4
New Graduates – Subtotal	4	4	51	51	55	55
Other Regulated Jurisdictions ¹	4	4	25	25	29	29
Other Non-Regulated Jurisdictions ²	1	1	6	5	7	6
Substantial Equivalency ³	4	3	8	5	12	8
Labour Mobility - Subtotal	9	8	39	35	48	43
Total	13	12	90	86	103	98

¹ From other regulated jurisdictions in Canada.

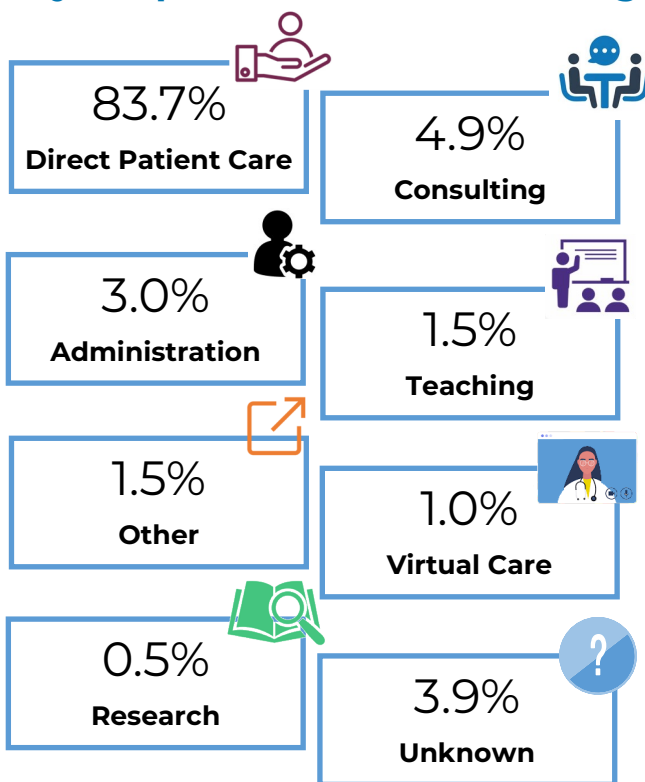
² From non-regulated jurisdictions in Canada and ASHA members from the USA.

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

Primary Practice Settings

Audiologists—202	SLPs—1497
32.0% Public Health <ul style="list-style-type: none"> • 17.2% Community • 2.5% General Hospital • 5.0% Pediatric Hospital • 7.3% Rehabilitation Hospital 	35.7% Public Health <ul style="list-style-type: none"> • 23.5% Community • 6.5% General Hospital • 1.5% Pediatric Hospital • 4.2% Rehabilitation Hospital
55.0% Private Practice	28.5% Private Practice
2.5% School/School Board	22.4% School/School Board
2.5% Industry	8.2% Non-Profit Agency
1.5% Gov't/Official Agency	2.1% University/College
1.5% University/College	0.1% Industry
0.5% Non-Profit Agency	0.5% Gov't/Official Agency
4.5% Other/Unknown	2.5% Other/Unknown

Primary Scope of Practice—Audiologists










TOTAL 202

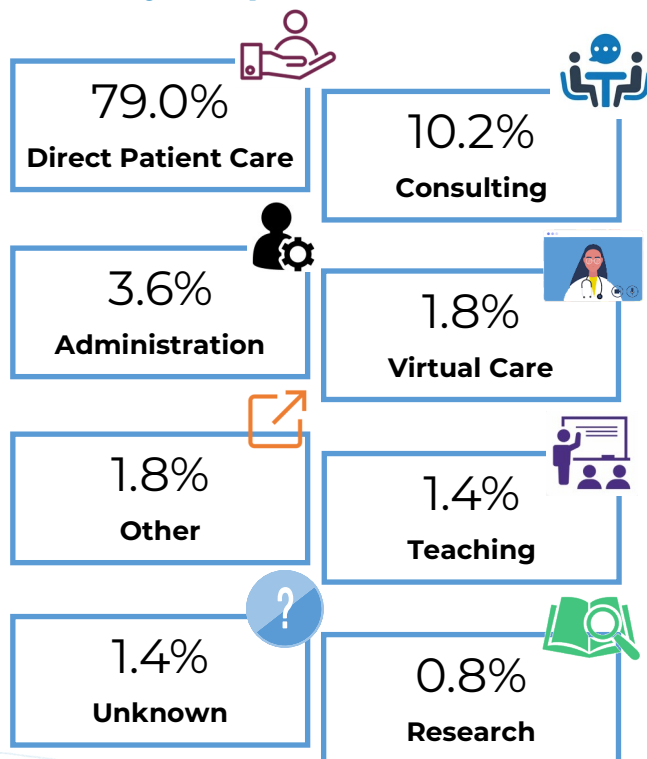
Client Age Groups

Audiologists

SLPs

						
Pediatric (0-16)	Adult (17-65)	Geriatric (+65)	All Ages	Not Applicable	Un-known	Total
11.4%	8.4%	0.9%	71.3%	3.5%	4.5%	202
69.9%	9.1%	2.3%	16.4%	1.3%	1.0%	1497

Primary Scope of Practice—SLPs



TOTAL 1497

Key College Documents

In 2022, the College continued its prioritization and development of several documents and resources to guide regulated members in their professional practice.



Consistent with Bill 46 Amendments to the *Health Professions Act*:

- new *Standards of Practice on Restricted Activities* were developed and approved by ACSLPA Council.
- ACSLPA supported its regulated members in their transition to the new Continuing Competence Program with new *Standards of Practice on Continuing Competence*, and the development of the *Continuing Competence Program Manual*. The *Standards of Practice* outline the program requirements, while the manual provides more detail on how to complete the program.



ACSLPA policy 4.020 *College Documents* was revised, approved, and adopted by Council. The policy addresses consultation and validation requirements regarding development and amendment of different types of documents, including *Standards of Practice* and *Code of Ethics*. It also identifies the level of approvals necessary prior to the implementation of new and revised documents.



- ACSLPA Council approved and adopted revised *Standards of Practice* and a *Code of Ethics*, incorporating themes of equity, diversity, and inclusion.
- An *Anti-Racist Service Provision Guideline* was approved and adopted by Council. This guideline provides regulated members with key considerations for providing safe and ethical care from an anti-racism perspective.



Continuing Competence Program

In 2022 ACSLPA piloted the implementation of its revised Continuing Competence Program (CCP). The revisions bring the College's CCP in line with the most current evidence on continuing competence, supporting the importance of participation in continuing education, obtaining feedback from peers, and risk factor identification.

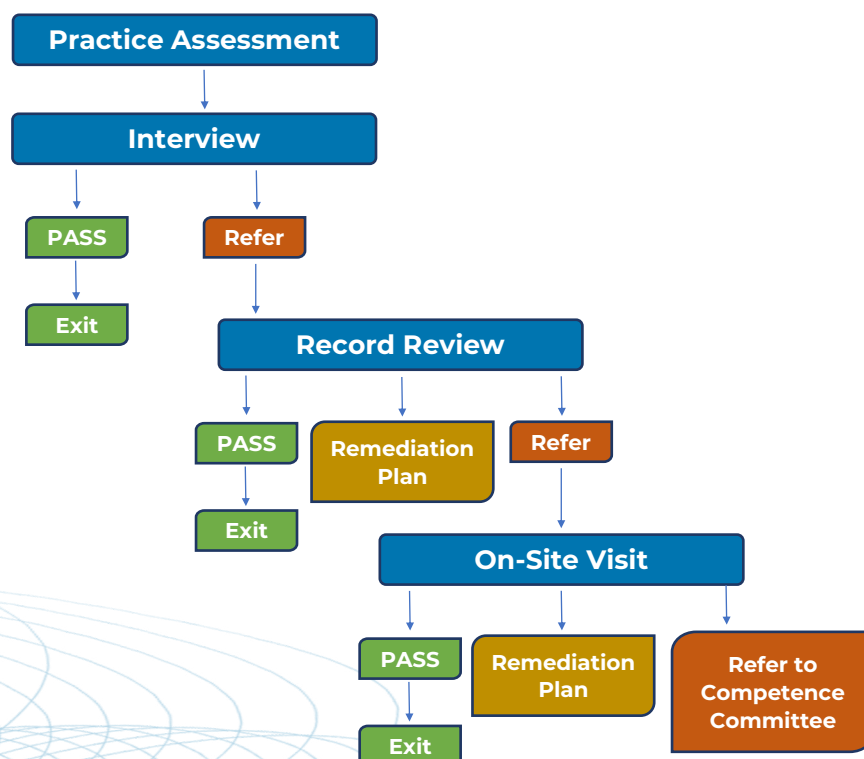
Regulated members are required to:

- Identify key continuing education activities undertaken during the practice year, and to reflect on how these have impacted their competence to practice;
- Reflect on a dialogue with a peer that impacted their competence to practice; and
- Identify and reflect on existing risks and supports to their practice.

The revised CCP now includes a practice assessment, for regulated members whose audited submissions do not meet requirements. The purposes of the practice assessment are:

- To better understand the regulated member's CCP submission and how it reflects on the regulated member's engagement in the CCP activities meant to promote competence;
- To determine whether the regulated member meets ACSLPA minimum competence to practice standards in their provision of professional services; and
- To provide support and guidance to the regulated member to meet minimum competence requirements when required.

The practice assessment is comprised of progressive stages, and may include one or more of the following competence evaluation processes:



The CCP will continue to operate on an annual cycle, with a percentage of submissions being audited annually by members of the ACSLPA Competence Committee. The audit process was piloted for the 2022 CCP cycle. The CCP practice assessment stages will be piloted throughout 2023.

2022 CCP Audit Information

	SLP	Audiology	ACSLPA
Submissions Reviewed (% of eligible membership)	198 (13.2%)	31 (15.3%)	229 (13.5%)
Identified for practice assessment (referral rate)	34 (17.2%)	5 (16.1%)	39 (17.0%)

The percentage of the 229 audited submissions that did not meet requirements for the CCP activities:

Continuing Education Report 13%	Peer Dialogue Reflection 11%	Risks & Supports Profile 9%
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The percentage of the 229 audited submissions that did not meet requirements for one or more CCP activities:

1 CCP Activity 4%	2 CCP Activities 9%	3 CCP Activities 3%
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A common reason submissions did not meet the requirements was an absence of specific examples of how competence was impacted.

The pilot CCP audit for 2022 allowed the Competence Committee and ACSLPA Practice Advisors to:

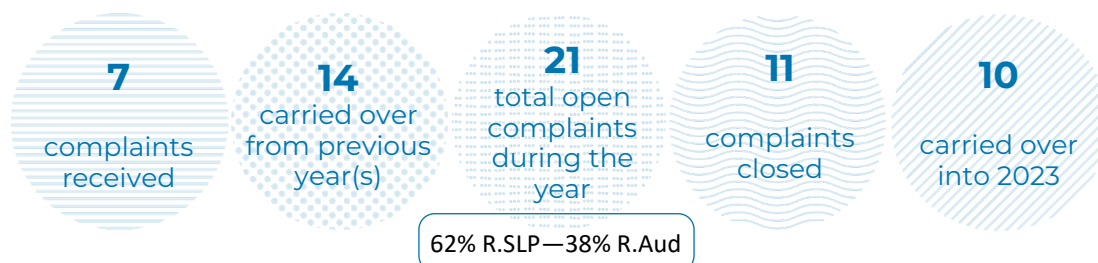
- identify and fill information gaps for regulated members on how to successfully complete the CCP; and
- make minor program changes, as necessary.

The College looks forward to completing the pilot of the CCP practice assessment, and to continuing evaluation and analysis of the CCP in this initial year of implementation of the revised program. This will allow us to make necessary adjustments and meet our aim of administering an effective and efficient continuing competence program for our regulated members.

Complaints and Discipline

Professional conduct and discipline are a primary function of the regulatory responsibility of the College and ensuring that the College meets their mandate and protects the public. The College receives and acts on complaints against regulated members as outlined in the *Health Professions Act* (the “HPA”). With procedural fairness, objectivity, and transparency in mind, the College aims to appropriately and efficiently address unprofessional conduct and remediate regulated members.

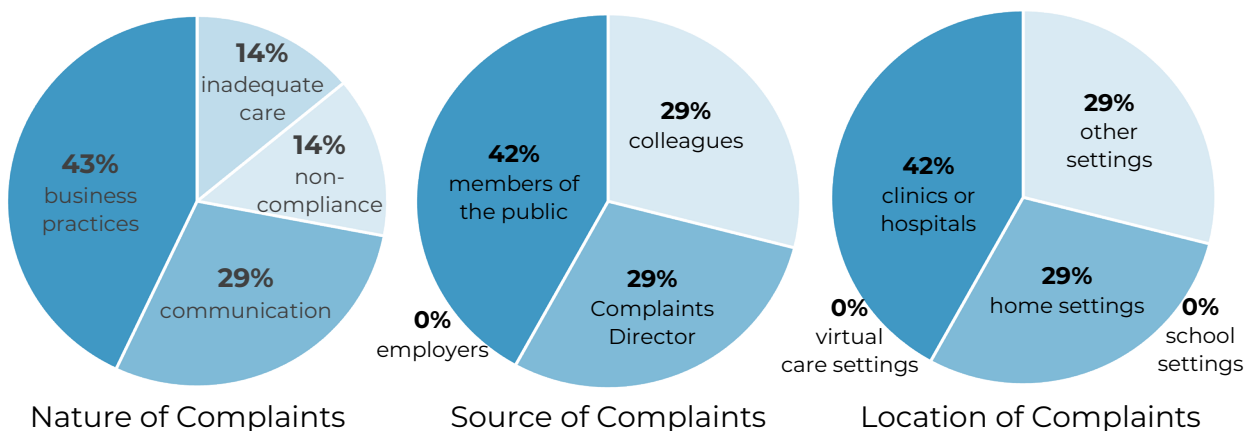
In 2022, the College received seven (7) new complaints in addition to the fourteen (14) complaints that were carried over from the previous 2020-2021 year. Overall, twenty-one (21) complaints were open between January 1, 2022 and December 31, 2022. In 2022, eleven (11) complaints were closed and on December 31, 2022, ten (10) complaints remained open.



Complaints Received Per Year:

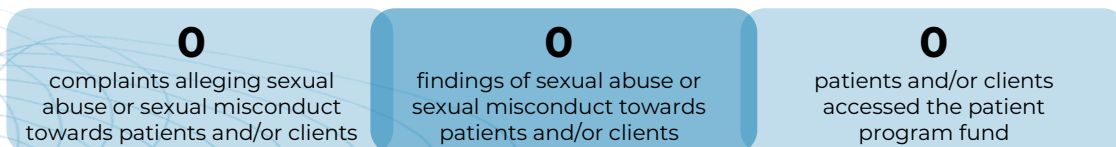


Complaints Received in 2022



Sexual Abuse and Sexual Misconduct Complaints

Relating to sexual abuse and sexual misconduct, the College received zero (0) complaints alleging sexual abuse or sexual misconduct towards patients and/or clients and had zero (0) findings of sexual abuse or sexual misconduct towards patients and/or clients. Additionally, no patients and/or clients accessed the patient program fund.¹



¹ No funds were dispersed

Hearings, Appeals and Complaint Review Committee Meetings

In 2022, the College held zero (0) hearings and zero (0) appeals or CRC meetings. As no hearings were held, no hearings were closed to the public in whole or in part. Additionally, the College initiated zero (0) orders pursuant to section 118 of the *HPA*.



Disposition of Complaints

Once a complaint is received, the Complaints Director may attempt to resolve, dismiss, investigate, or take other appropriate action. Every complaint is reviewed and addressed uniquely based on its circumstances and context. Not every complaint is investigated and not every complaint is resolved. However, all complaints are reviewed and considered in an objective, transparent, confidential, and procedurally fair manner.

If a complaint is investigated, after the investigation the Complaints Director may again attempt to resolve, dismiss, or in some cases, refer to a hearing before the College's Hearing Tribunal (the "HT"). A hearing may proceed before the HT on a consent basis (similar to a guilty plea) or contested basis (similar to a trial). Although outcomes from the HT may be appealed by either a regulated member or the Complaints Director, where matters proceed on a consent basis, appeals are infrequent. Appeals are heard by Council, or their designated committee, and may be further appealed to the Court of King's Bench of Alberta, if applicable.

If the Complaints Director dismisses a complaint at any stage, the person who submitted the complaint, also known as the complainant, may request a review of the Complaints Director's decision by a Complaint Review Committee (the "CRC"). The CRC may uphold the decision or order further action to be taken, for example returning the matter to an investigation if one has not yet been completed.

Statistics

Out of the 11 complaints closed:

- 0** Were dismissed².
- 0** Required compliance arising from a HT order.
- 11** Required compliance arising from resolution or were resolved³.

Out of the 10 complaints carried into 2023:

- 3** Proceeded to a hearing in a previous year and have pending compliance.
- 0** Proceeded to a hearing in 2022 and have pending compliance.
- 2** Resolved with a resolution agreement pursuant to section 55(2)(a.1) of the *HPA* and have pending compliance.
- 0** Resolved pursuant to the Alternative Complaint Resolution (the "**ACR**") process pursuant to section 58 of the *HPA*.
- 2** Referred to resolution pursuant to section 55(2)(a.1) of the *HPA* but have not yet resolved.
- 0** Referred to a hearing.
- 0** Referred to an incapacity assessment pursuant to section 118 of the *HPA*.
- 3** Referred to an investigation.

² Dismissals may be pursuant to section 55(2) or section 66(3) of the *HPA*.

³ Resolution may be pursuant to section 55(2)(a.1) or section 55(2)(a) of the *HPA*.

Financial



- A full insurance review was completed in 2022. Changes were made to ACSLPA's insurance policies to fill gaps and reduce costs. A cybersecurity policy was also added to the portfolio.
- A review of employee health and dental benefits realized savings by switching providers for 2023.

Communications



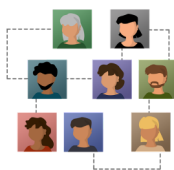
- The Complaints and Concerns area of the website was updated. The goals of the update were to clarify the information presented and make it easier for the public and regulated members to find answers to their questions about ACSLPA's complaints and concerns processes.
- The annual communications survey showed regulated members continue to prefer to receive communications from their regulatory College via email and ACSLPA's website.
- Social media posting styles were adjusted to short videos to accommodate changes to the Instagram and Facebook algorithms.

Technology



- Continuing to focus on security and protecting the data of regulated members and staff, ACSLPA's password policy was improved, and a password vault was added.
- A new digital file architecture was developed, with finalization in 2023. As part of this process, the current file library was reviewed, unnecessary files were deleted, and data storage savings were realized.

Human Resources



- Staff supported Council's review of their compensation and performance review processes for the Registrar/CEO.
- New annual processes for developing goals and training plans, and reviewing performance were implemented for all staff.



Independent Auditor's Report

To the Council of the Alberta College of Speech-Language Pathologists and Audiologists:

Opinion

We have audited the financial statements of Alberta College of Speech-Language Pathologists and Audiologists (the "College"), which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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

Leduc, Alberta

MNP LLP, Chartered Professional Accountants

Statement of Financial Position

As at December 31, 2022

	2022	2021
Assets		
Current		
Cash	\$ 814,797	\$ 943,390
Accounts receivable	1,412	987
Portfolio investments (Note 3)	1,637,990	1,821,840
Prepaid expenses	26,495	22,189
Goods and Services Tax recoverable	8,196	9,592
	2,488,890	2,797,998
Capital assets (Note 4)	39,623	52,233
Long term receivable (Note 5)	20,000	—
	\$ 2,548,513	\$ 2,850,231
Liabilities		
Current		
Accounts payable and accruals	\$ 84,285	\$ 59,698
Deferred contributions (Note 6)	1,042,635	1,044,770
	\$ 1,126,920	\$ 1,104,468
Net Assets		
Unrestricted net assets	\$ 281,970	\$ 593,530
Internally restricted net assets (Note 9)	1,100,000	1,100,000
Equity in capital assets	39,623	52,233
	1,421,593	1,745,763
	\$ 2,548,513	\$ 2,850,231

APPROVED ON BEHALF OF THE COUNCIL:

Nicole Baumbach

Nicole Baumbach, R.SLP
2023 President

Beatrice To

Beatrice To, R.Aud
2023 Vice President

Statement of Operations

For the year ended December 31, 2022

Revenue	2022	2021
Membership fees	\$ 1,122,977	\$ 1,113,943
Investment Income	41,685	41,592
Fines and cost recovery	20,000	—
Advertising	—	9,050
Total Revenue	\$ 1,184,662	\$ 1,164,585
Expenses		
Wages and benefits	\$ 890,637	\$ 860,076
Rent	62,503	63,650
Professional fees	61,543	117,965
Technology	50,148	59,833
Contract services	41,109	57,089
Travel	24,418	12,195
Investigations	24,195	1,772
Honorariums	20,693	12,012
Bank charges and interest	20,691	21,551
Amortization	17,977	39,119
Training and education	14,393	14,256
Investment management fees	10,189	10,997
Dues and memberships	9,578	11,694
Office supplies, postage and deliveries	9,106	8,225
Insurance	8,856	8,252
Goods and Services Tax	8,196	9,592
Telephone and internet	7,865	8,060
Recognition	3,784	3,346
Publications	2,532	884
Equipment rental	1,294	2,248
Member education	1,000	450
Total Expenses	1,290,707	1,323,266
Deficiency of revenue over expenses before other items	\$ (106,045)	\$ (158,681)
Other Items		
Net College and Association of Acupuncturists of Alberta revenue	\$ —	\$ 945
Intangible asset impairment loss	—	(17,206)
Loss on disposal of capital assets	(4,856)	—
Gain (loss) on portfolio investments	(213,269)	57,925
	(218,125)	41,664
Deficiency of revenue over expenses	\$ (324,170)	\$ (117,017)

Statements

For the year ended December 31, 2022

CHANGES IN NET ASSETS

	Unrestricted net assets	Equity in capital assets	Internally restricted net assets (Note 9)	2022	2021
Net assets, beginning of year	\$ 593,530	\$ 52,233	\$ 1,100,000	\$ 1,745,763	\$ 1,862,780
Deficiency of revenue over expenses	(324,170)	—	—	(324,170)	(117,017)
Purchase of capital assets	(10,254)	10,254	—	—	—
Disposal of capital assets	4,857	(4,857)	—	—	—
Proceeds on disposal of capital assets	30	(30)	—	—	—
Amortization	17,977	(17,977)	—	—	—
Net assets, end of year	\$ 281,970	\$ 39,623	\$ 1,100,000	\$ 1,421,593	\$ 1,745,763

CASH FLOWS

	2022	2021
Cash provided by (used for) the following activities		
Operating		
Cash receipts from members and other services	\$ 1,120,417	\$ 1,135,280
Cash paid for program service expenses	(334,207)	(418,500)
Cash paid for wages and benefits	(896,156)	(880,898)
Cash paid for bank charges	(20,691)	(21,551)
Cash receipts from portfolio investments	41,685	41,592
	\$ (88,952)	\$ (144,077)
Investing		
Purchase of capital and intangible assets	\$ (10,254)	\$ (24,544)
Proceeds on disposal of capital assets	30	—
Proceeds from sale of (purchase of) investments (net) (Note 3)	(29,417)	200,051
	(39,641)	175,507
Increase (decrease) in cash resources	(128,593)	31,430
Cash resources, beginning of year	943,390	911,960
Cash resources, end of year	\$ 814,797	\$ 943,390

Notes to the Financial Statements

1. Incorporation and nature of the organization

The Alberta College of Speech-Language Pathologists and Audiologists (the "College"), was incorporated under the *Health Professions Act (HPA)* as a not-for-profit organization. The College's mandate is to regulate the professions of speech-language pathology and audiology in Alberta.

The College is not taxable under Section 149 of the *Income Tax Act* and is a registered charity with the Canada Revenue Agency.

2. Significant accounting policies

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

Cash

Cash includes balances with banks and short-term investments with maturities of three months or less.

Portfolio Investments

Portfolio investments with prices quoted in an active market are measured at fair value while those that are not quoted in an active market are measured at cost less impairment. They consist of investments managed by RBC Dominion Securities which are made up of fixed income and equity pooled securities which are all traded in the public markets. Changes in fair value are recorded immediately in the excess of revenue over expenses.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the following methods at rates intended to amortize the cost of assets over their estimated useful lives.

	Rate and Method
Computer equipment	30% declining balance
Computer software	30% declining balance
Equipment	20% declining balance
Leasehold improvements	8 years straight-line
Database and registration	3 years straight-line
Website	3 years straight-line

Long-lived assets

Long-lived assets consist of capital assets and intangible assets with finite useful lives. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The College writes down long-lived assets held for use when conditions indicate that the asset no longer contributes to the College's ability to provide goods and services. The assets are also written-down when the value of future economic benefits or service potential associated with the assets is less than its net carrying amount. When the College determines that a long-lived asset is impaired, its carrying amount is written down to the asset's fair value.

Revenue recognition

The College follows the deferral method of accounting for contributions including government grants. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

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.

Continued next page ...

Notes to the Financial Statements

2. Significant accounting policies (continued from previous page)

Investment income is recognized when earned.

Fines and cost recovery revenue and revenue from other professional associations is recognized when the related services are performed and collection is reasonably assured.

Contributed materials and services

Contributions of materials and services are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the College's operations and would otherwise have been purchased.

Contributions of voluntary services of many members are relied on by the College. Due to the difficulty in determining the fair value of voluntary services they are not recognized in these statements.

Measurement uncertainty (use of estimates)

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

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital and intangible assets.

These estimates and assumptions are reviewed periodically and as adjustments become necessary they are reported in excess (deficiency) of revenue and expenses in the periods in which they become known.

Nature of funds in net assets

The College maintains three net asset funds to track net assets for the following purposes:

- I. The unrestricted net assets fund represents the funds available that are not internally restricted by the Council and are available for future operations.
- II. The internally restricted net assets fund is intended to be used to provide future protection against unseen interruption of income and unanticipated expenses as well as specific future projects. Transfers to/from the internally restricted net assets requires Council approval.
- III. The equity in capital asset fund represents the net book value of the capital and intangible assets held at year-end.

Financial instruments

The College recognizes financial instruments when the College becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

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

The College subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the College's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Notes to the Financial Statements

2. Significant accounting policies (continued from previous page)

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in deficiency of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Related party financial instruments

The College initially measures the following financial instruments originated/acquired or issued/assumed in a related party transaction ("related party financial instruments") at fair value:

- Investments in equity instruments quoted in an active market
- Debt instruments quoted in an active market
- Debt instruments when the inputs significant to the determination of its fair value are observable (directly or indirectly)
- Derivative contracts.

All other related party financial instruments are measured at cost on initial recognition. When the financial instrument has repayment terms, cost is determined using the undiscounted cash flows, excluding interest, dividend, variable and contingent payments, less any impairment losses previously recognized by the transferor. When the financial instrument does not have repayment terms, but the consideration transferred has repayment terms, cost is determined based on the repayment terms of the consideration transferred. When the financial instrument and the consideration transferred both do not have repayment terms, the cost is equal to the carrying or exchange amount of the consideration transferred or received.

At initial recognition, the College may elect to subsequently measure related party debt instruments that are quoted in active market, or that have observable inputs significant to the determination of fair value, at fair value.

The College has not made such an election during the year, thus all such related party debt instruments are subsequently measured at amortized cost.

The College subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Financial instruments that were initially measured at cost and derivatives that are linked to, and must be settled by, delivery of unquoted equity instruments of another entity, are subsequently measured using the cost method less any reduction for impairment.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of related party financial instruments are immediately recognized in deficiency of revenue over expenses.

Financial asset impairment

The College assesses impairment of all its financial assets measured at cost or amortized cost. The College groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty in determining whether objective evidence of impairment exists. When there is an indication of impairment, the College determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

With the exception of related party debt instruments and related party equity instruments initially measured at cost, the College reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Notes to the Financial Statements

2. Significant accounting policies (continued from previous page)

For related party debt instruments initially measured at cost, the College reduces the carrying amount of the asset (or group of assets), to the highest of: the undiscounted cash flows expected to be generated by holding the asset, or group of similar assets, excluding the interest and dividend payments of the instrument; the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

For related party equity instruments initially measured at cost, the College reduces the carrying amount of the asset (or group of assets), to the amount that could be realized by selling the assets at the statement of financial position date.

Any impairment, which is not considered temporary, is included in current year deficiency of revenue over expenses.

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

3. Portfolio investments

Portfolio investments are comprised of a RBC Dominion Securities Portfolio, consisting of fixed income and equity pooled securities with a cost of \$1,693,154 (2021 - \$1,723,568).

Cash flows related to purchases and proceeds of portfolio investments have been presented on a net basis as it is impracticable to determine the gross purchases and proceeds.

4. Capital assets

			2022	2021
	Cost	Accumulated amortization	Net book value	Net book value
Computer equipment	\$ 43,404	\$ 29,725	\$ 13,679	\$ 18,485
Computer software	3,461	3,461	—	—
Equipment	32,520	22,606	9,914	13,439
Leasehold improvements	12,822	4,399	8,423	8,389
Website	49,088	48,628	460	920
Database and registration	233,126	225,979	7,147	11,000
	\$ 374,421	\$ 334,798	\$ 39,623	\$ 52,233

5. Long term receivable

The College has an outstanding receivable in the amount of \$20,000 (2021 - \$nil) as a result of a Hearing Tribunal. The invoice was issued in 2022, however, payment is not due until February 2024.

6. Deferred contributions

The College has received membership revenue for the subsequent fiscal period. 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 statement of financial position. Details of deferred membership revenue are as follows:

	2022	2021
Balance, beginning of year	\$ 1,044,770	\$ 1,049,805
Amount received during the year	1,042,635	1,044,770
Less: Amount recognized as revenue during the year	(1,044,770)	(1,049,805)
Balance, end of year	\$ 1,042,635	\$ 1,044,770

Notes to the Financial Statements

7. Commitments

The College signed an operating lease for office premises which commenced May 1, 2020 and expires April 30, 2028. Under the lease, the College is required to pay common costs and property taxes in addition to rent, however these are not included in the summary below due to the variable nature of the expenses.

The College has also entered an operating lease for equipment. The equipment is leased at \$513 per quarter. The equipment lease expires in March 2028.

The commitments over the next five years and thereafter are:

2023	2024	2025	2026	2027	Thereafter to 2028	Total
\$ 32,372	\$ 34,969	\$ 36,635	\$ 37,885	\$ 39,135	\$ 13,013	\$ 194,009

8. Significant event

On March 11, 2020, the World Health Organization declared the outbreak of COVID-19 (coronavirus) a pandemic. This has had a significant impact on businesses through the restrictions put in place by the Canadian, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the College as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

9. Restrictions on net assets

Internally restricted net assets

During the year, the College's Council internally restricted a net of \$nil (2021 – \$225,000) of unrestricted net assets as follows:

	Opening	Transfers In	Transfers Out	Closing
Operating Reserve	\$ 650,000	—	—	\$ 650,000
Professional Conduct Reserve	150,000	—	—	150,000
Legal Defense Reserve	100,000	—	—	100,000
Opportunities Reserve	200,000	—	—	200,000
	\$ 1,100,000	—	—	\$ 1,100,000

These internally restricted amounts are not available for other purposes without approval of the Council.

10. Financial instruments

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

Other price risk

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or foreign currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The College's investments in publicly-traded securities and corporate bonds exposes the College to price risk as these investments are subject to price changes in an open market due to a variety of reasons including changes in market rates of interest, general economic indicators and restrictions on credit markets.



Alberta College of
Speech-Language Pathologists
and Audiologists



ANNUAL REPORT

www.acslpa.ca

2022