

ANNUAL REPORT 2023

www.acslpa.ca



Alberta College of
Speech-Language Pathologists
and Audiologists



2023 at a Glance

Leadership

Meet ACSLPA's new leadership team!

Page 8

Registration

The number of registered SLPs in Alberta increased.

Page 14

Complaints

ACSLPA received an increased number of complaints about regulated members.

Page 22

Website

acslpa.ca went through a major refresh to improve online accessibility.

Page 25

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None of the content in this report has been AI generated.

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.

Background

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 an 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.
- Has 1901 registrants, including 1740 regulated members working to ensure the Alberta 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 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, industry, 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 Speech-Language Pathologists

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 function);
- Pre-literacy and literacy skills;
- Communication and aural (re)habilitation; and
- Augmentative and alternative communication (AAC).



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



A Word 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 and CEO to advance the College's legislated mandate to protect and serve the interests of Albertans.

Council's primary focus in 2023 was managing the College's leadership transition that began in late 2022. ACSLPA started 2023 under interim leadership with Susan Rafaat as Interim Registrar and Melanie Sicotte as Interim CEO. Council spent the first half of the year considering the best leadership model for the College moving forward. After deciding on a co-leadership model, Council put into place the structures needed to implement this model. In early July, Council was pleased to announce Susan as Registrar and Melanie as CEO.

Additionally, Council focused on advancing the second priority in ACSLPA's 2023-2025 Strategic Plan: Enhanced Governance.

- Council updated the College's Code of Conduct, which now applies to Council, staff, and volunteers.
- Knowledge, skills and experience self-assessment and self-identification tools were created. These tools support the annual identification of gaps in the knowledge, skills and experience Council requires to fulfill its responsibilities. Training for Council and changes to council recruitment will be used to help fill gaps that are identified.
- At our annual working retreat, Council developed norms with respect to meeting structure and functioning.
- Council approved a statement on inclusion, diversity, equity, and accessibility, which you can view on ACSLPA's website.
- After much thoughtful discussion and consideration of the College's financial situation and environment, Council decided to increase fees over the next three years to ensure the financial sustainability of the College. ACSLPA's environment has been one of increasing costs, increasing public/government/practitioner expectations and flatlining revenues.

On behalf of Council, I invite you to read the 2023 Annual Report to learn more about the work of ACSLPA and the Council. The report covers the period from January 1 to December 31, 2023 and was approved by Council on June 8, 2024.

Nicole Baumbach

Nicole Baumbach, R.SLP
2024 ACSLPA President

5 hybrid council meetings
100% attended
4+ meetings

5 council committees

1 council retreat
70% attended

1 council orientation
100% attended

0 conduct appeals heard

0 registration reviews heard

Regulatory Thoughts from the Registrar and CEO



In 2023, the College focused on key initiatives aimed at continuing to strengthen our effectiveness as a health professions' regulator.

ACSLPA made further strides in its work on fair registration practices. The College implemented Alberta's *Labour Mobility Act* and accompanying *Regulation*, which were proclaimed by the Alberta Government in April. Additionally, ACSLPA's Registration Committee continued to review and revise registration policies with a focus on flexibility for applicants educated outside of Canadian accredited programs. Two such examples include policies on English Language Proficiency and Clinical Practicum Hours Deficiencies.

In addition to enhancing fairness in registration practices, inclusion, diversity, equity and accessibility (IDEA) focused work has occurred across other areas of the College. Notably, ACSLPA's IDEA Committee became a council committee to give it a stronger connection with Council. Furthermore, the College's website was refreshed to improve its accessibility for the Alberta public, regulated members, and applicants. Feedback on the changes has been overwhelmingly positive.

2023 saw a new national focus on communication and collaboration between provincial regulators of the professions, the Canadian Council of University Programs in Communication Sciences and Disorders (CCUP-CSD), and Speech-Language and Audiology Canada (SAC). Collaboration amongst these three groups as part of the Council for the Accreditation of Canadian University Programs in Audiology and Speech-Language Pathology (CACUP-ASLP) has focused on a shared commitment to the continuation of a strong accreditation framework that makes sure Canadian graduates are well prepared for professional practice. Other issues of importance include the promotion of consistency in registration requirements where possible, and the facilitation of communication amongst partners.

The College's work on improving core regulatory programs has continued. Our jurisprudence modules were revised and will become available to regulated members in mid-2024. The first audit under ACSLPA's new Continuing Competence Program (CCP) was completed. And we continued to update and create new Standards of Practice and Guidelines, including the Assessment of Linguistically Diverse Clients Guideline.

We invite you to continue reading our 2023 Annual Report to learn more about how our work on improving collaboration, fair registration practices, IDEA, and our core regulatory programs is moving us towards our vision of being a proactive, engaged, and solution-focused regulator.

Susan Rafaat

Susan Rafaat, R.SLP
Registrar

Melanie Sicotte

Melanie Sicotte, R.SLP
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 governed 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. ACSLPA continues to await two public member appointments.

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

- ACSLPA began publishing information on the College’s website about decisions and other relevant information related to hearings and appeals in the discipline process. The goals of publication include promoting transparency into ACSLPA’s regulatory functions and fostering trust that the College is fulfilling its obligations to protect the public.
- Council committees continued to be active and engaged.
 - **Executive Committee:** Led Council’s management of ACSLPA’s leadership transition.
 - **Audit and Risk Management committee:** Coordinated the appointment of an auditor for the next five years.
 - **Governance Committee:** Stewarded the significant work that was done in 2023 on enhancing the College’s governance.
 - **IDEA Committee:** Evolved into a council committee, giving it a stronger connection to the College’s governing body.
- The College implemented Alberta’s *Labour Mobility Act* and continued to push forward its work on fair registration practices.
- Finally, Council fulfilled its obligation to safeguard the financial viability of ACSLPA by increasing fees so the College will be able to continue to protect the Alberta public.

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

Respectfully submitted by 2023 Public Members:

Alexandra Wright

Kenton Dueck

Mike DeVuyst

Muhammad Rasheed

2023 – 2025 Strategic Plan

Vision

Mission

Values



The 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.

Council, Committees, Staff & Officials

2023 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 2023, ACSLPA Council consisted of six (6) 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 2023. ACSLPA is awaiting government appointment of two additional public members .

Council

President

Nicole Baumbach, R.SLP

Vice President

Beatrice To, R.Aud

Regulated Members

Nancy Bassendowski, R.SLP

Kerry Campbell, R.SLP

Sumari Erasmus, R.SLP

Ajay Mysore Narasimha, R.SLP

Public Members

Mike DeVuyst

Kenton Dueck

Muhammad Rasheed

Alexandra Wright

Committees

Active committees of Council:

- Audit and Risk Management Committee
- Executive Committee;
- Governance Committee;
- Inclusion, Diversity, Equity, and Accessibility (IDEA) Committee;
- Nominations Committee.

Statutory committees:

- Registration Committee;
- Competence Committee; and
- Membership List (Hearing Tribunal/Complaint Review Roster).

In addition to the committees above, ACSLPA also had:

- Ad-hoc Committee: Hearing Screening Guideline Committee; and
- Advanced Authorization Committee.

College Officials

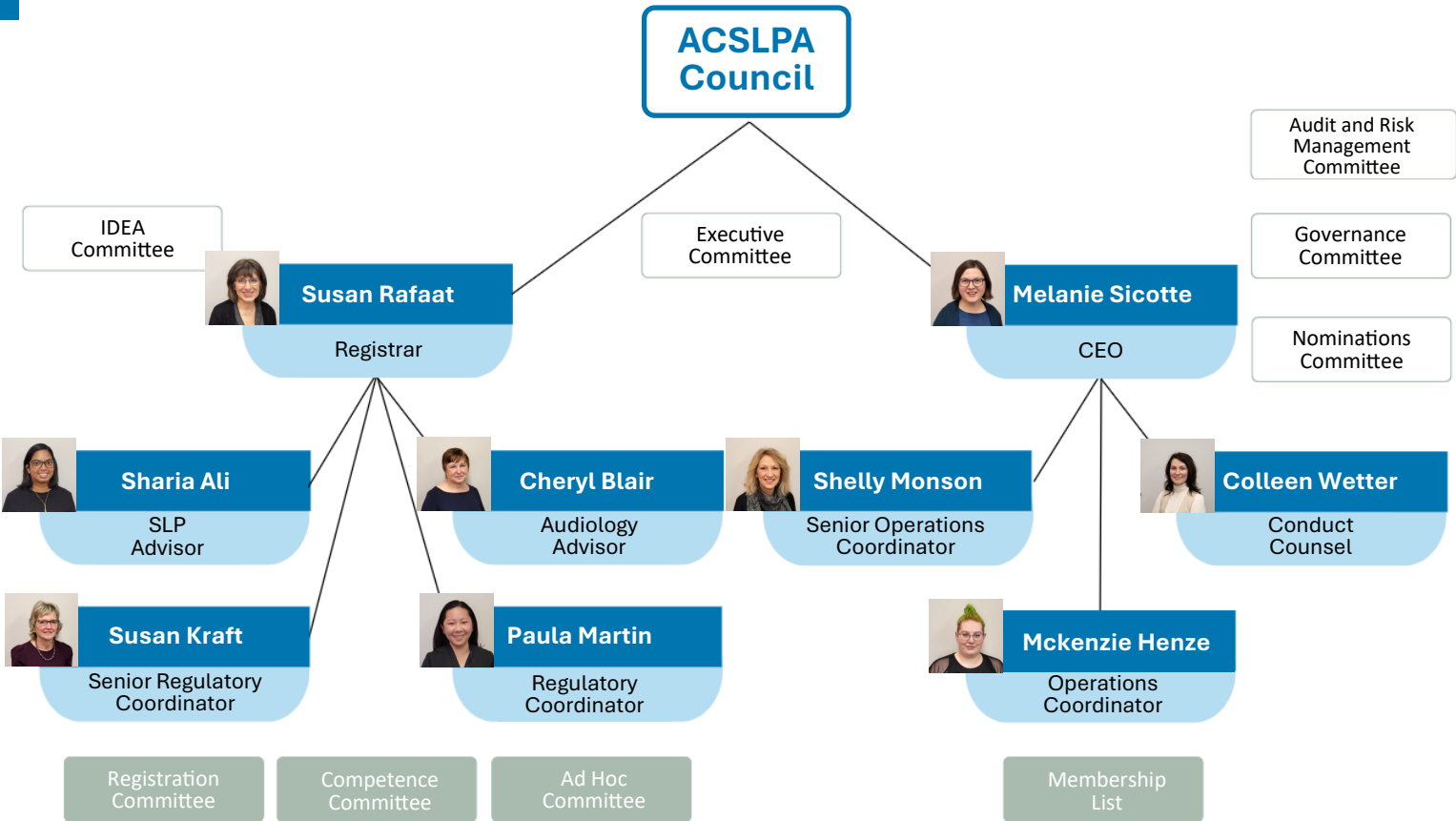
As of December 31, 2023, the ACSLPA College Officials, appointed in accordance with relevant legislation, were:

- Registrar
Susan Rafaat, R.SLP
- Privacy Officer
Melanie Sicotte, R.SLP
- Complaints Director
Colleen Wetter
- Hearings Director
Mckenzie Henze

Staff

At the end of 2023 ACSLPA's staff organization included the Registrar, CEO, Speech-Language Pathology Advisor, Audiology Advisor, Professional Conduct Counsel, Senior Regulatory Coordinator, Regulatory Coordinator, Senior Operations Coordinator, and Operations Coordinator. In total ACSLPA staff positions represented 6.5 FTE (full-time equivalent - 7.3 FTE with a vacant Operations Coordinator position) employees. See the ACSLPA organizational chart on the next page.

2023 Organizational Chart



Registration

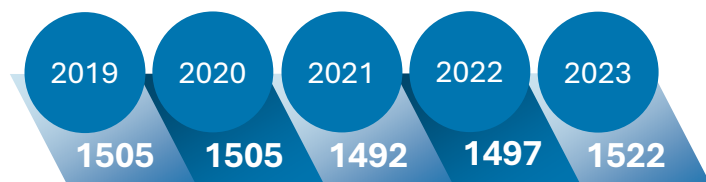
Under the *Health Professions Act (HPA)*, ACSLPA has the legislated responsibility to establish, maintain, and enforce entry-to-practice registration standards for audiologists and SLPs in Alberta. ACSLPA establishes the educational and clinical practice requirements to enter the professions of audiology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

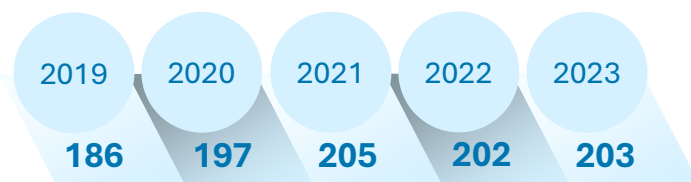
Registration Requirements



SLPs in Alberta over 5 years



Audiologists in Alberta over 5 years



Average Processing Time from Complete Application

New graduates - Canada	1-2 days
New graduates - USA	1-2 days
Labour Mobility - Canada	1 -2 days
Practicing USA applicants	3-4 days
International	40 days to interim decision

Registration Statistics

2023 Registrants by:

Category (As of December 31, 2023)	Audiologists	SLPs	Total
Regulated - Practicing	203	1522	1725
Regulated - Non-Practicing	16	105	121
Honourary	9	31	40
Courtesy	3	12	15
Total	231	1670	1901

Status Changes (January 1 - December 31, 2023)	Audiologists	SLPs	Total
Return to Practice ¹	8	61	69
Leave Practice ²			
Failed to renew	1	17	18
Left the profession	-	-	-
Left Alberta	3	6	9
Retired	3	1	4
Temporary leave	2	29	31
Unknown	0	4	4
Leave Practice -Total	9	57	66

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

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

2023 Courtesy Registrations* January 1 - December 31, 2023

	Audiologists	SLPs	Total
Cross Provincial Practice Memorandum	3	13	16
Clinically related**	0	6	6
Other reasons ** (e.g., teaching, research, etc.)	1	0	1

*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	47	47	47	47
Other Canadian Programs	4	4	14	14	18	18
U.S. Programs	0	0	6	6	6	6
New Graduates – Subtotal	4	4	67	67	71	71
Other Regulated Jurisdictions ¹	4	4	20	20	24	24
Other Non-Regulated Jurisdictions ²	0	0	1	1	1	1
Substantial Equivalency ³	6	5	13	10	19	15
Labour Mobility - Subtotal	10	9	34	31	44	40
Total	14	13	101	98	115	111

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).

Total: 203

Statistics - Audiologists

Primary Scope of Practice



85.2%

Direct Patient Care



3.9%

Consulting



3.0%

Administration



1.5%

Teaching



1.5%

Other



0.5%

Virtual Care



0.5%

Research



3.9%

Unknown

Primary Practice Setting

53.2% Private Practice

Public Health

- 18.7% Community Health
- 2.5% General Hospital
- 5.9% Pediatric Hospital
- 5.9% Rehabilitation Hospital

2.9% Industry

2.5% School/School Board

1.0% University/College

0.5% Government/Official Agency

0.5% Non-Profit Agency

6.4% Other/Unknown

Client Age Groups

Pediatric (0 – 16)

10.8%



Geriatric (+65)

1.0%



Adult (17 – 65)

10.8%



All Ages

70.0%



Non Applicable
3.0%



?

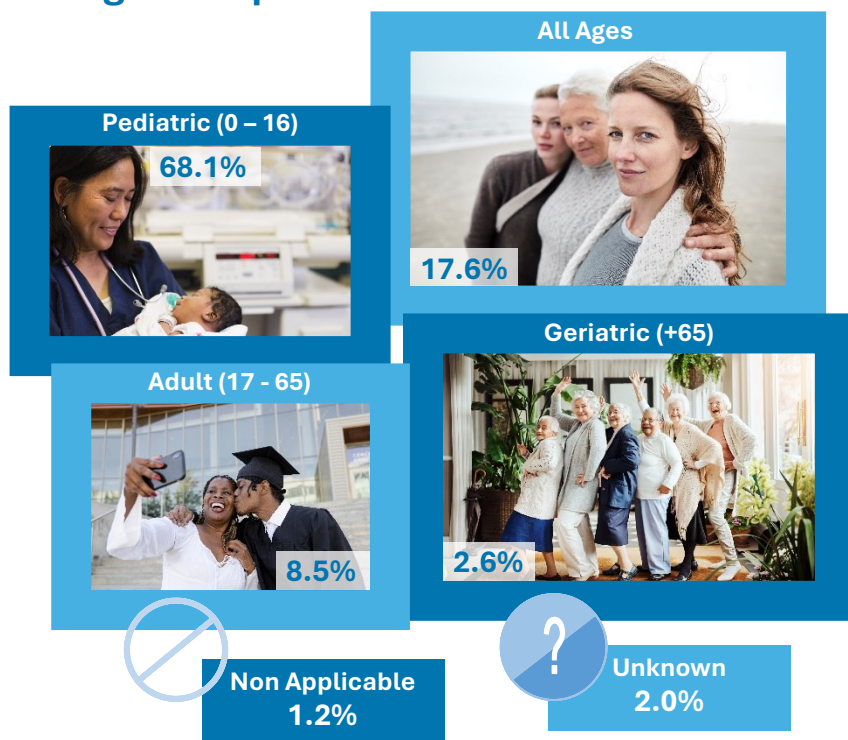
Unknown
4.4%





Statistics - SLPs

Client Age Groups



Primary Practice Setting

34.9%	Public Health
	• 22.9% Community Health
	• 6.4% General Hospital
	• 1.5% Pediatric Hospital
	• 4.1% Rehabilitation Hospital
28.9%	Private Practice
22.1%	School/School Board
8.5%	Non-Profit Agency
2.0%	University/College
0.6%	Government/Official Agency
0.0%	Industry
3.0%	Other/Unknown

Total: 1522

Primary Scope of Practice



Continuing Competence Program

One of the key pillars of ACSLPA's regulatory mandate is to establish, maintain and enforce a Continuing Competence Program (CCP) for its regulated members¹. Primary areas of focus include:

- Establishing and communicating the requirements of the CCP;
- Administering fair and impartial processes and decision-making;
- Conducting an annual audit of participation by regulated members in the program;
- Addressing competence concerns through practice assessment; and
- Elevating general awareness of the importance of continuing competence among regulated members and the public.

Our new CCP program (which was described in the 2022 annual report), has necessitated a change in the timing of our CCP reporting. The significant increase in the percentage of audits completed from previous years (i.e., increasing our numbers from a random audit of 10% of programs to an audit of 20% of the regulated membership each year) and the operationalization of the Practice Assessment components of the program requires additional time to gather and collate the data. The audited results of the CCP, including practice assessment information will now be documented in the annual report of the same year as the audit.

Hence, for this 2023 annual report, the data collected at the end of 2022 that was audited in 2023, is re-presented for your review with the addition of data from the pilot of the peer interview component of the CCP practice assessment.

¹As per ACSLPA's standards of practice, only regulated members holding a valid practice permit are required to participate in the CCP.

2023 CCP Audit Information

The CCP operates on an annual cycle, with a percentage of submissions being audited annually by members of the ACSLPA Competence Committee. Our new audit process was piloted for the 2023 CCP cycle.

	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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Continued

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 2023 allowed the Competence Committee and ACSLPA Advisors to:

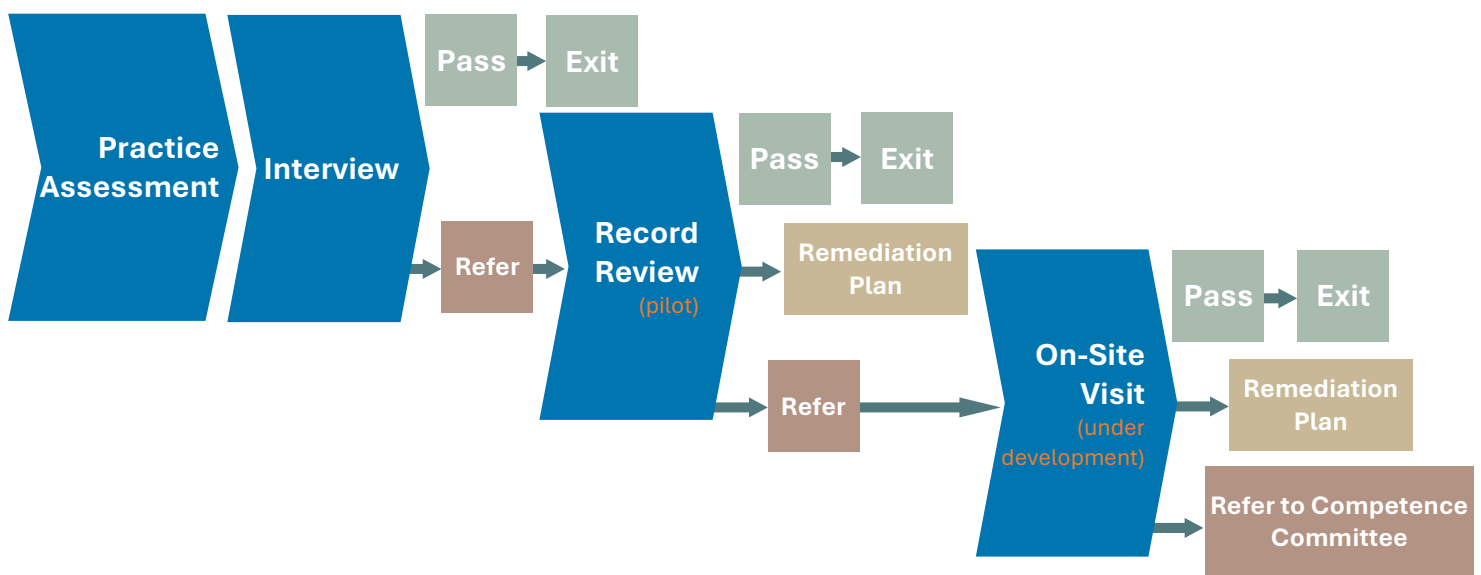
- identify and fill information gaps for regulated members on how to successfully complete the CCP; and
- make minor program changes, as necessary.

After the pilot CCP audit, the ACSLPA SLP and Audiology Advisors then piloted the peer interview portion of the CCP practice assessment. Of the 39 members referred to the interview stage, 11 members were included in the interview pilot. The remaining 28 members were returned to the audit pool to ensure that their submissions will be audited and reviewed more completely in the current five-year cycle.

	SLP	Audiology
# of Members interviewed	8	3
# of Members Referred to Record Review	0	0

During the audit and interview stages, it was apparent that some members were unclear on the level of detail required for written CCP submissions. The interviews with College Advisors were effective in allowing regulated members to provide additional or clarifying information to demonstrate that they were completing the continuing competence program activities satisfactorily, resulting in a 0% referral rate to the next stage of the practice assessment, that being Record Review.

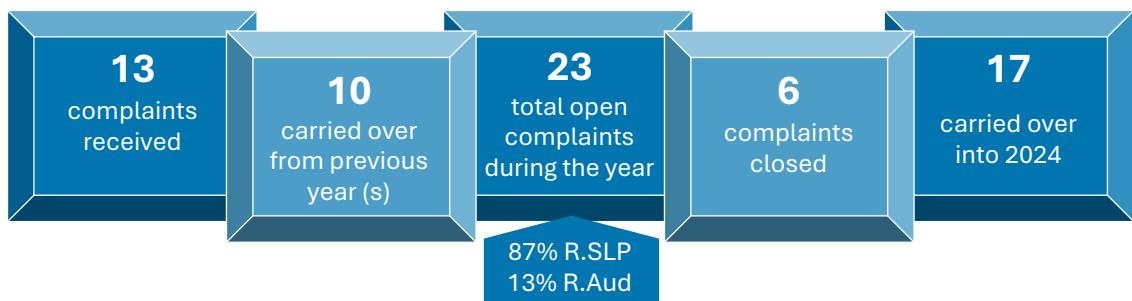
In 2024, the College plans to include a pilot of the record review portion of the practice assessment.



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 (HPA)*. With procedural fairness, objectivity, and transparency in mind, the College aims to appropriately and efficiently address unprofessional conduct and remediate regulated members.

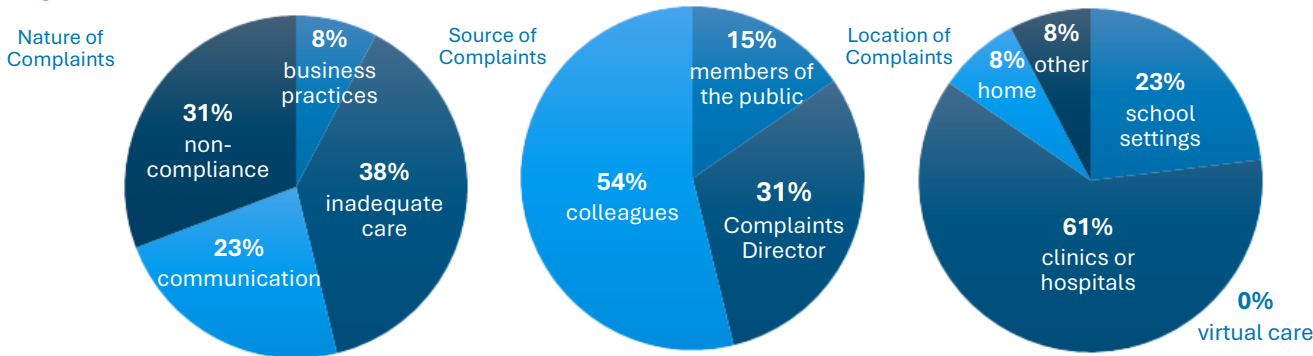
In 2023, the College received thirteen (13) new complaints in addition to the ten (10) complaints that were carried over from the previous 2021-2022 year. Overall, twenty-three (23) complaints were open between January 1, 2023 and December 31, 2023. In 2023, six (6) complaints were closed. On December 31, 2023, seventeen (17) complaints remained open and were carried forward into January 1, 2024.



Complaints Received Per Year:

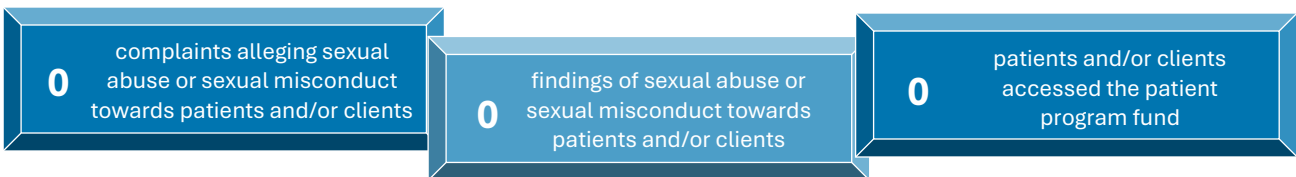


Complaints Received in 2023



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

Continued

Hearings, Appeals, and Complaint Review Committee Meetings

In 2023, the College held zero (0) hearings and zero (0) appeals. There was one (1) Complaint Review Committee (CRC) review. 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 (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 (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

Of the 6 complaints closed in 2023:

- | | |
|---|---|
| 1 | Was dismissed ² . |
| 0 | Required compliance arising from a HT order. |
| 4 | Required compliance arising from resolution or were resolved ³ . |
| 1 | Withdrawn. |

Of the 10 complaints carried into 2023 from 2022:

- | | |
|---|--|
| 3 | Proceeded to a hearing in a previous year and have pending compliance. |
| 0 | Proceeded to a hearing in 2023 and have pending compliance. |
| 3 | Resolved with a resolution agreement pursuant to section 55(2)(a.1) of the <i>HPA</i> and have pending compliance. |
| 0 | Resolved pursuant to the Alternative Complaint Resolution (ACR) process pursuant to section 58 of the <i>HPA</i> . |
| 0 | Referred to resolution pursuant to section 55(2)(a.1) of the <i>HPA</i> but have not yet resolved. |
| 2 | Referred to a hearing. |
| 0 | Referred to an incapacity assessment pursuant to section 118 of the <i>HPA</i> . |
| 2 | Referred to an investigation or continued to be investigated. |

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*.

Key College Documents



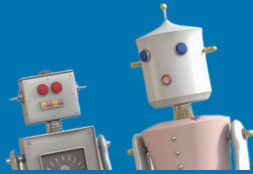
The College continued its prioritization and development of several documents and resources to guide regulated members in their professional practice.

In 2023 the College focused on:

Health Professions Act Amendment	Consistent with Bill 10: Health Professions Protecting Women and Girls Amendment Act (2022), ACSLPA's Standard of Practice 5.0 was re-organized to address female genital mutilation. The revised standard is now titled Area 5.0 Sexual Abuse, Sexual Misconduct and Female Genital Mutilation (FGM).
Hearing Screening	ACSLPA's Hearing Screening Guideline and Protocol was updated and revised to include information on current practice issues and developments in technology.
Informed Consent	ACSLPA's Informed Consent for Service Guideline was re-formatted and re-organized to improve readability and now includes practice guidance for minors in custody or foster care situations.
Assessment of Clients	The Assessment of Linguistically Diverse Clients Guideline was made available to regulated members. This guideline updates practice guidance for audiologists and speech-language pathologists with the most current evidence-based practice and principles of equity, inclusion, and accessibility.
Policy	ACSLPA's registration policy 6.024 English Language Proficiency was updated, and 6.029 Clinical Practicum Hours Deficiency was created in order to better align ACSLPA's registration requirements with principles of administrative fairness.

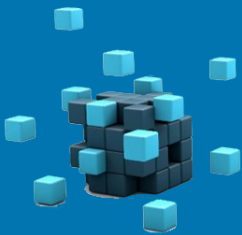
Operations

Technology



- ACSLPA completed its transition to cloud-based computing. The completion of this significant project positions the College to:
 - Realize ongoing savings on hardware and licensing; and
 - Mitigate risks of unplanned office events like power outages and unauthorized access to ACSLPA's data.

Human Resources



- Multiple HR projects were undertaken:
 - The College started a multi-year review and revision of its HR policies.
 - All employee contracts were reviewed and updated where required.
 - To achieve ongoing savings, ACSLPA successfully applied for an employment insurance (EI) premium reduction.
 - The College advertised three permanent, part-time positions, and successfully filled two of them. ACSLPA was pleased to receive many strong applications.

Communications



- The College's website was refreshed to improve its accessibility for the Alberta public, regulated members, and applicants.
 - Changes, guided by WCAG AAA compliance criteria, included streamlining the navigation of the website, adding descriptions for images, improving the clarity and size of fonts, making webpages compatible with screen readers, and simplifying language.
 - Feedback on the changes has been overwhelmingly positive.
- A renewed focus on engagement began with the hosting of the College's first regulated member forum since 2018.

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, 2023, 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, 2023, 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

Chartered Professional Accountants

March 9, 2024

Statement of Financial Position

As at December 31, 2023

	2023	2022
Assets		
Current		
Cash	\$ 1,018,813	\$ 814,797
Accounts receivable (Note 3)	16,900	1,412
Portfolio investments (Note 4)	1,502,460	1,637,990
Prepaid expenses	26,510	26,495
Goods and Services Tax recoverable	7,649	8,196
	2,572,332	2,488,890
Capital assets (Note 5)	36,469	39,623
Long term receivable (Note 3)	—	20,000
	\$ 2,608,801	\$ 2,548,513
Liabilities		
Current		
Accounts payable and accruals	\$ 58,366	\$ 84,285
Deferred contributions (Note 6)	1,062,676	1,042,635
	\$ 1,121,042	\$ 1,126,920
Commitments (Note 7)		
Net Assets		
Unrestricted net assets	\$ 351,290	\$ 281,970
Internally restricted net assets (Note 8)	1,100,000	1,100,000
Equity in capital assets	36,469	39,623
	1,487,759	1,421,593
	\$ 2,608,801	\$ 2,548,513

APPROVED ON BEHALF OF THE COUNCIL:

Nicole Baumbach

Nicole Baumbach, R.SLP
2024 President

Ajay Mysore Narasimha

Ajay Mysore Narasimha, R.SLP
2024 Vice President

Statement of Operations

For the year ended December 31, 2023

Revenue	2023	2022
Registration fees	\$ 1,144,078	\$ 1,122,977
Investment Income	48,396	41,685
Fines and cost recovery	1,400	20,000
Other Revenue	1,100	—
	\$ 1,194,974	\$ 1,184,662
Expenses		
Wages and benefits	\$ 842,480	\$ 890,637
Technology	66,741	50,148
Rent	65,126	62,503
Professional fees	61,929	61,543
Travel and meetings	49,539	24,418
Bank charges and interest	23,191	20,691
Amortization	19,033	17,977
Honorariums	16,105	20,693
Training and education	12,053	14,393
Insurance	9,985	8,856
Investment management fees	9,147	10,189
Dues and memberships	8,245	9,578
Telephone and internet	8,083	7,865
Office supplies, postage and deliveries	7,809	9,106
Investigations	7,670	24,195
Goods and Services Tax	7,649	8,196
Contract services	4,953	41,109
Equipment rental	2,277	1,294
Publications	2,209	2,532
Registered member education	2,000	1,000
Recognition	983	3,784
Total Expenses	1,227,207	1,290,707
Deficiency of revenue over expenses before other items	\$ (32,233)	\$ (106,045)
Other Items		
Gain (loss) on portfolio investments	105,355	(213,269)
Loss on disposal of capital assets	(6,956)	(4,856)
	98,399	(218,125)
Excess (deficiency) of revenue over expenses	\$ 66,166	\$ (324,170)

Statements

For the year ended December 31, 2023

CHANGES IN NET ASSETS

	Unrestricted net assets	Equity in capital assets	Internally restricted net assets (Note 8)	2023	2022
Net assets, beginning of year	\$ 281,970	\$ 39,623	\$ 1,100,000	\$ 1,421,593	\$ 1,745,763
Excess (deficiency) of revenue over expenses	66,166	—	—	66,166	(324,170)
Purchase of capital assets	(22,834)	22,834	—	—	—
Disposal of capital assets	6,956	(6,956)	—	—	—
Amortization	19,033	(19,033)	—	—	—
Net assets, end of year	\$ 351,291	\$ 36,468	\$ 1,100,000	\$ 1,487,759	\$ 1,421,593

CASH FLOWS

	2023	2022
Cash provided by (used for) the following activities		
Operating		
Cash receipts from registered members and other services	\$ 1,171,130	\$ 1,120,415
Cash paid for program service expenses	(370,526)	(334,205)
Cash paid for wages and benefits	(839,844)	(896,156)
Cash paid for bank charges	(23,191)	(20,691)
Cash receipts from portfolio investments	48,396	41,685
	\$ (14,035)	\$ (88,952)
Investing		
Purchase of capital and intangible assets	\$ (22,834)	\$ (10,254)
Proceeds on disposal of capital assets	—	30
Proceeds from sale of (purchase of) investments (net) (Note 4)	240,885	(29,417)
	218,051	(39,641)
Increase (decrease) in cash resources	204,016	(128,593)
Cash resources, beginning of year	814,797	943,390
Cash resources, end of year	\$ 1,018,813	\$ 814,797

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 (deficiency) 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 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.

Registration fees are recognized as revenue in the fiscal year in which services are provided and when collection is reasonably assured. Registration 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 ...

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 regulators 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 registered 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 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 excess (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 excess (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.

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 excess (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 excess (deficiency) of revenue over expenses in the year the reversal occurs.

3. Accounts receivable

The College has an outstanding receivable in the amount of \$16,000 (2022 - \$20,000) as a result of a Hearing Tribunal.

The invoice was issued in 2022, however, payment is not due until February 2024.

4. Portfolio investments

Portfolio investments are comprised of a RBC Dominion Securities Portfolio, consisting of fixed income and equity pooled securities with a cost of \$1,462,270 (2022 - \$1,693,154).

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.

5. Capital assets

	2023		2022	
	Cost	Accumulated amortization	Net book value	Net book value
Computer equipment	\$ 37,039	\$ 20,778	\$ 16,261	\$ 13,679
Computer software	3,461	3,461	—	—
Equipment	32,326	24,408	7,918	9,914
Leasehold improvements	12,822	6,002	6,820	8,423
Website	7,162	3,307	3,855	460
Database and registration	233,688	232,073	1,615	7,147
	\$ 326,498	\$ 290,029	\$ 36,469	\$ 39,623

6. Deferred contributions

The College has received registration revenue for the subsequent fiscal period. Registration revenue is recognized in the period the registration relates to. The unexpended funds and registration revenue for future periods are classified as deferred revenue on the statement of financial position. Details of deferred membership revenue are as follows:

	2023		2022	
Balance, beginning of year	\$	1,042,635	\$	1,044,770
Amount received during the year		1,268,451		1,042,635
Less: Amount recognized as revenue during the year		(1,248,410)		(1,044,770)
Balance, end of year	\$	1,062,676	\$	1,042,635

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:

2024	2025	2026	2027	2028	Total
\$ 34,969	\$ 36,635	\$ 37,885	\$ 39,135	\$ 13,013	\$ 161,638

8. Restrictions on net assets

Internally restricted net assets

During the year, the College's Council internally restricted a net of \$nil (2022 – nil) 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



www.acslpa.ca