



College of Traditional Chinese Medicine practitioners and Acupuncturists of British Columbia (CTCMA)

1664 8th Avenue, Vancouver, B.C., Canada. V6J 1V4

Phone: 604-738-7100 Fax: 604-738-7171 email: info@ctcma.bc.ca www.ctcma.bc.ca

Minutes of the Annual General Meeting 2007 on December 9th, 2007, at the SFU Fletcher Challenge Theatre, 515 West Hastings Street, Vancouver, BC.

Board Members Present:

Arden Henley (Board Chair), Chun Yung Tong (Board Member), Jenny Hu (Board Member), Mary Watterson (Registrar), Philippe Souvestre (Board Member), Ann Yuan (Board Member), Glenn Morezewich (Board Member).

Also Present:

Patrick Chan, Charter Accountant

Tom Karisumi, Auditor

5 staff of CTCMA and 82 registrants

Apologies:

Arthur John Lee

Juliana Yung

Michael Chung

Meeting began at 2:08 with Arden Henley in the Chair.

- 1) **Call to Order**
Chair Arden Henley confirmed the presence of the quorum and called the meeting to order at 2:08 pm.
- 2) **Confirm Quorum**
82 registrants in attendance and no proxies presented at the Annual General Meeting.
- 3) **Introduce Guests:**
Arden Henley, on behalf of the Board, welcomed everyone to the 2007 Annual General Meeting of the College and introduced the Board Members, and the accountant.
- 4) **Adoption of the Agenda:**
Agenda approved.
- 5) **Approval of the Minutes of 2006 AGM on November 26th, 2006:**
Minutes adopted.
All in favour, no contrary.
- 6) **Convention Standing Rules:**
Convention standing rules were circulated when registrants came to the meeting.
Approved by majority.

7) **Proposed Resolutions:**
No proposed resolutions.

8) **Chairman's Report:**

'There is a Slow Train coming Around the Bend'

At a recent breakfast meeting with health care executives BC Minister of Health George Abbott pointed out that health care is the largest and fastest growing part of the BC budget increasing from 9.5 billion in 2000 to close to 13 billion this year. BC spends 3.5 billion per day on health care. By 2017 health care will consume 70% of the budget. This increasingly unsustainable increase is driven by an aging population with high expectations for quality of life. 'If the knee stops working I expect a replacement'. In 2005/6 the % of the population over 65 was 14% and by 2031 it will be 24%. Health care costs increase more than proportionately with aging. In this context, Traditional Chinese Medicine, with its holistic, preventative and cost effective approach has a great deal to offer.

In order to respond effectively a strong foundation for the practice of Traditional Chinese Medicine must continue to be developed. Thanks to the efforts of my predecessor as Chair of the B.C. College of Traditional Chinese Medicine Practitioners and Acupuncturists, Mason Loh, QC, past Board members and Traditional Chinese Medicine colleagues, near and far, British Columbia now has the most comprehensive TCM regulatory framework in North America. It is important in appreciating the importance of a regulatory framework to understand its purpose. A regulatory framework assures the public that practitioners are trustworthy; that their practice is based on appropriate preparation; demonstrated competence; and a commitment to ethical standards. The College's paramount responsibility is the protection of the public and in this way it is a part of the foundation of the profession.

The College has taken a number of definitive steps forward this year in advancing its effectiveness and stature. In October the College was awarded a major grant by the BC Ministry of Economic Development to systematically and scientifically develop a competency profile for acupuncture. This profile will provide a basis for improving the examination process and developing quality assurance standards. This is a first in North America and will benefit other jurisdictions as well as British Columbia. At an historic meeting on September 6th between delegations from the State Administration of Traditional Chinese Medicine, People's Republic of China (SATCM) under the leadership of Deputy Director-General, Dr. Wenming Yu and the CTCMA a Memorandum of Understanding between the two organizations providing a framework

for cooperation, especially in the area of qualifying exams was considered. On November 9th the CTCMA Board of Directors endorsed this MOU.

One of the critical areas of protection of the public for which the College has responsibility is assuring that no other organization represents itself as authorizing practitioners. The CTCMA has filed a Statement of Claim against the Council of Natural Medicine College of Canada (CNMCC) because the CNMCC is purporting to register practitioners and approve schools based on applying for and, in some cases, obtaining trademarks for titles relating to Traditional Chinese Medicine and other areas of health care. The CTCMA has taken the position that the CNMCC cannot use such marks to authorize individuals or organizations to practice Traditional Chinese Medicine; operate a clinic of Traditional Chinese Medicine; or provide educational services related to Traditional Chinese Medicine. In addition to the Statement of Claim, based on expressions of concern by the CTCMA a practice advisory from the Trademark Office directed examiners of trademark applications to consider whether a mark appears to be the title of a profession. A press conference on November 8 communicated the College's actions to the public through the media.

One of the keys to communicating the trustworthiness of the TCM profession to the public is a prompt and clear response to complaints and misunderstandings. The spirit of this part of the CTCMA's responsibility is educate where possible and address grievances where required. With the direction of practitioner Registrar, Dr. Mary Watterson and the able assistance of Board member, Art Lee and his committee the inquiry and discipline process has been improved and streamlined over the past year.

In 2006/7 the CTCMA has continued to emphasize the importance of the orderly, academic and scientific development of the profession. The inclusion of an academic component in today's program reflects this intention. Similarly, the College makes an effort to encourage dialogue with registrants. The 2nd Annual Chair's reception and this evening's community dinner provide occasions for informal connection and dialogue. In addition, the College maintains an up to date web site and publishes a quarterly newsletter.

This year in BC the TCM profession has experienced some of the initial fruits of increasing harmony and professionalism in the form of the provincial government's announcement of supplementary coverage for acupuncture. With the leadership of the QATCMA's Dr. Harvey Hu

and the selfless support of many TCM colleagues this landmark was finally reached. Countless individuals and their families will experience the precious and irreplaceable gift of good health because of their efforts. From the academic perspective a number of conferences featuring international presenters were held. UBC professors Ken Fung and Ian Tsang have formed a groundbreaking Center of Excellence in conjunction with Guangzhou University of Traditional Chinese Medicine and Simon Fraser University to research the efficacy of TCM treatment of rheumatoid arthritis. The TCM Institute announced a partnership with Guangzhou University in providing a graduate program in Traditional Chinese Medicine.

In concluding this report, the chair would like to extend my best wishes for the good health of practitioners, a harmonious professional community and continued academic and scientific development.

Committee Reports:

Finance Committee - Jenny Hu

The Registrar presented a summary of the financial report to the AGM.

Quality Assurance Committee – Philippe Souvestre

The Quality Assurance Committee is mandated to review the Standards of Practice and to enhance the Quality of Practice by reducing incompetent, impaired or unethical Practice among Registrants. The Committee shall establish and maintain a continuing Competency Program to promote high Standards of Practice among Registrants and it shall recommend and monitor Continuing Education regarding conditions of Registration renewal. The Committee shall meet on a regular basis.

The Committee met two times in 2007 with on-going business working on:

Furthering and Establishing Policies and Guidelines that include:

- Continuing Education
- Practice Statements and Advisory Statement Policy

Reviewing and approving CE programs submitted by registrants/organizations

Reviewing and updating areas of unauthorized practices

Prevention of improper and exaggerated professional advertisement issues

Elaborating education programs for the profession and public

Strong emphasis on elaborating a specific medical Code of Ethics

QA Audit Program under the HPA Section 26

Actions have been as follows:

1. Review the Quality of Continuing Education received by registrants for Registration renewal.
2. Since other Professions at present also use Acupuncture without a CTCMA license, the Committee works closely with the Scope of Practice Committee to warrant proper practice of Acupuncture in British Columbia.
3. Draft Continuing Education proposal
4. Review and update of the QAC Terms of References

These actions have been undertaken through the year besides our meetings.

The Committee always welcomes constructive suggestions to promote high standards of practice.

Discipline Committee - Glenn Morezewich

The Discipline Committee is mandated to

1. Deal with matters related to the Professional Medical Code of Ethics and Code of Conduct.
2. Conduct evaluation of investigation results handed over by the Inquiry Committee, and
3. Issue citation for and conduct hearing session(s)
4. Consider and take action if necessary as follows:
 - a) dismiss the matter
 - b) reprimand the respondent
 - c) impose limits or conditions
 - d) suspend respondent's registration
 - e) cancel respondent's registration
 - f) fine the respondent
 - g) assess costs (or part of them) of the hearing against the respondent

The Committee shall function in accordance with the relevant provisions set out in the Health Professions Act and the College Bylaws. The Committee meets as required and shall report its findings and issue recommendations to the Board through the Chair or Registrar.

Actions:

The Discipline Committee did not meet during the year. Thanks to the work of the Inquiry Committee under the leadership of Chair Art Lee, no Discipline Hearings were required this year.

Examination Committee – Michael Chung

The Examination Committee is responsible for advising the Registrar with regard to registration examinations, and acts as a consulting body to the Registrar in the appropriate testing of applicants' knowledge and skills. Since this Committee should be the policy making body for examinations, the determination of passing grades in licensing examinations is logically transferred to this Committee from the Registration Committee

Actions:

The Examination Committee had three meetings in 2007.

The Committee has worked with the Registrar who is in charge of operating the Examination Development Team in the continuing development of examinations for the registrant categories. There were three written examinations offered this year with 46 candidates for the Dr. TCM , 128 candidates for the Herbology, and 179 candidates for Acupuncture. In addition, practical examinations were held for each category.

Psychometric training sessions have been conducted for the Examination Development Teams. Plans for the next year include a pilot project in which candidates may log-in to the CTCMA website for results, upgrading of examination item bank software, and working toward an objective standardized clinical examination for acupuncture.

Registration Committee – Philippe Souvestre

The Registration Committee (RC) is mandated to review and approve the registration of a person as a member of the College. The Committee shall function in accordance with the relevant provisions set out in the *Health Professions Act* and the College Bylaws.

Actions:

Several briefings besides our meetings, approval of applications for appropriate licenses, approval of registration applications recommended by the Staff, review and decision regarding problem student registration application, transfer registration status and 2-year prerequisite status

The RC Working Committee was formed in order to develop a registration manual of policies and procedures. It is anticipated that the work, which will continue through the next year, will result in increased efficiency

The Registration Committee met 5 times during the past 12 months.

(a) Licenses issued during the year	217
(b) Student licenses issued during the year	107
(c) De-registration:	32
(d) <u>Registrants Breakdown (as of March 31, 2007)</u>	
Doctors of TCM	301
Registered TCM Practitioners	251
Registered Acupuncturists	626
Registered TCM Herbalists	57

As of March 31, 2007 the total number of registrant was 1,235

Patient Relations Committee – Jenny Hu

This Committee mandate is to deal with complaints of professional misconduct of sexual nature by:

1. establishing and maintain procedures to deal with such complaints
2. developing and coordinating educational programs for professionals and the public
3. developing guidelines for professional conduct
4. providing information to the Public re College's complaint and disciplinary process

The Committee shall function in accordance with the relevant provisions set out in the Health Professions Act and the College Bylaws, and shall report its findings and recommendations to the Board.

Actions:

The first phase on developing guidelines for professional conduct, and the boundaries and ethics of professional practices is currently under way. A literature review has been conducted on the patient relations policies established by other health regulatory bodies provincially, nationally and internationally. The initial phase will include English/Chinese website information. Phase two will entail a benchmarking report on identified regulatory organizations. Phase three will involve extensive committee work in drafting and translating guidelines. The third phase will expand into the development of educational material and programs in respect to the Registrant-Patient relationship.

Standards and Education Committee – Arden Henley

The Education Committee is to advise the Board of the College in establishing Standards of academic achievement and the Qualifications required for registration a member of the College.

Actions:

Standards of Education Committee had five meeting in 2006.

A function of the Standards of Education Committee is to evaluate the suitability of credentials submitted by applicants in meeting the two year university or equivalent for student membership in the College. Using standard reference materials from Universities has enabled the Committee to attain a higher degree of consistency. This standard and its implementation are the subject of ongoing dialogue with the Ministry of Health.

The committee continues to work with the TCM training programs in quality assurance in the clinical teaching facilities. All student registrants are required to wear CTCMA identification tags while in clinic.

On the agenda for future meetings:

- Review of significant proposed by-law changes
- Consideration of the application of Evidence Based Medicine in the regulatory environment
- Review of the status of student internships in China
- Continued support of the Private Career Training Institutions Agency of B.C. (PCTIA) as the primary enforcer of private college standards and to collaborate with PCTIA in the accreditation reviews of private colleges.

CTCMA Registrar's Report:

The College has had a full year of activities and accomplishments. This is thanks to our number one resource – People. The Registrants, the Board and the Staff together represent a network of teams working in unison.

The Registrar is amazed and constantly grateful for the continual willingness of Registrants to give their time and expertise to the College. The value of registrant participation is felt across the entire range of activities -- and is the reason why the College has been able to overcome the initial growing pains and today is a mainstream regulatory organization.

Many of the Committees include members of the public who volunteer their time and expertise. Their support and assistance is invaluable in meetings goals set by the committees.

The Board members are an attentive and dedicated team. There is a proverb that says:

“A great fortune depends on luck, a small one on diligence”

Led by our multi-talented Chair, Dr. Arden Henley, we have a small fortune in the diligence exercised by the Board.

CTCMA Staff is made up individuals with the knowledge, skills and abilities that produce first class work. Two administrative staff members are on maternity leave; their replacements are with us today. We also have two part-time professional contractors assisting in the regulatory responsibilities of the College. We have a team whose creative and innovative ideas have assisted in moving us forward this year.

Introduce:

Angus Yuen

Krista Liu

and new Staff members..... *Winnie Hung* *Dion Zhai*

The Registrar is going to use this report as an opportunity to give the participants at the AGM an update on some of the College's activities during the year.

Examinations

- Item bank software was purchased in order to increase capacity for record-keeping on psychometric performance of each item
- A Pilot examination Log-in project resulted in a fully functioning Log-in program for all examinations. Candidates can now check their status using the internet.
- Examination results are now given to candidates within 3-4 weeks; they previously waited 3-4 months for results.

SERVICES TO REGISTRANTS

Health profession corporations

- After extensive work with government officials and legal counsel, it is now possible for registrants to incorporate their practices – further information will be forthcoming

Newsletter (Quarterly publication – mandatory reading for registrants)

- Regulatory Bulletins are written by the Editorial Board
- Feature topics address issues/questions raised by registrants (i.e. GST, patient records)
- Policies and Procedures are regularly updated

Public Awareness

- Yellow pages throughout the province include a notice from CTCMA
- A recent press conference was held to get a clear message out to public about trademark practitioners
- Media interviews on the regulation of our profession and public safety have been conducted in response to public interest about Supplementary MSP coverage AND private health plans (RCMP, City of Vancouver)

Unauthorized Practice

- The streamlining of Inquiry cases has now given us time to address unauthorized practitioners ... including
 - (i) registrants using incorrect title &
 - (ii) non-registrants treating the public

Interprovincial Activities & Reciprocity

- Trade, Investment & Labour Agreement (TILMA) – CTCMA Committee members, government officials and registrars from Alberta and BC met for two days last Summer –
- Recently appointed Registrar of the College of TCM of Ontario accompanied by an Ontario MOH official came to Vancouver to meet with CTCMA last month

Future Plans include...

- Continue to work with other health regulatory organizations (HROs), raising the profile of our health care professions with other health care providers
- Website improvements for registrants, applicants, and members of the public
- Work with the Union of TCM Associations in identifying our respective goals, and how we can work together in accord
- Develop a Long-term Plan & Strategy for meeting responsibilities in the area of Quality Assurance
- Support the establishment of Patient Records Workshops – currently accepting proposals from educators
- Competency project to be completed by January 2009 : CTCMA was granted government funding, and has brought the 4 provinces together to work on the project which will start January 2008
- Develop and administer a valid clinical examination for entry-level practice in Acupuncture

In closing, the registrar would like to highlight the fact that each one of you plays a significant role in the health and development of the CTCMA. Thank you for a successful year.

Questions & Answers:

Question was raised about communication with other colleges to protect the public and the profession. CTCMA informed colleges of the restriction of titles used in BC. CTCMA deals with illegally used titles at the source – letters were sent.

Question was raised regarding different health care professionals practicing acupuncture. What is CTCMA doing to safeguard the public? The Ministry of Health informed CTCMA that we have limited authority due to Health Professions Act. We have no authority to go into other colleges to regulate their registrants. The regulatory body of the different health care professionals is responsible of what their registrants do.

Suggestion was raised about the scope of practice of different professions that invade that of the Acupuncturist: we should clarify the scope of practice of the TCM profession with the government. However, the government has not move to review the scope of practice of the different professions at the ministry level and does not have the intention to do so. CTCMA has been in contact with the Ministry for the last six (6) weeks regarding this issue.

A few questions were raised regarding public education about TCM. CTCMA has been communicating with the public through big media such as *VancouverSun* to publicize issues like trademark and the growth of Acupuncture Industry. Professional organizations also need to get together to respond and education the public about the profession of their registrants.

Suggestion that the word “Acupuncture” should be controlled was raised from representative of QATCMA. The word “Acupuncture” should be stopped using for skills that are not the traditional needling technique.

Suggestion that it is also in the CTCMA registrants efforts to persuade the public that they are the most educated with the TCM practice.

Suggestion was brought up that CTCMA should modify the Official Website so that the public is able to acknowledge the college of any unauthorized TCM practice.

Comment was brought up that there is a big difference between the Renewal fee for TCMP and Dr.TCM. However, although the Renewal fee for Dr.TCM. is more expensive, they do not get privilege.

Question was raised about the Competency Project. It is a reciprocity project. CTCMA is looking to a more valid examination to be used across the country. We would like to take more TCM practice skills into account when creating the examinations (while Alberta uses the Tilma examination, BC uses point location examination). Phase I of the project will take place next year in 2008.

The meeting adjourned at 3:30 pm.