

PUBLIC BOARD MEETING

December 10, 2016

In attendance: Ben Cao (Chair), Paul Sit Cheong Ho, Joseph Ranallo, Weijia Tan, Mark Warkentin, Mary Watterson (Registrar), Maharukh Bhagat (Recorder)

Teleconference: John Yung Chou Lee

Absent: Bar-Chya Lee, Queenie Choo (attendance In-Camera 9:00 - 11:0 a.m. only);
Te Cheng Kao

1.0 CALL TO ORDER

The meeting was called to order by the Chair at 11:10 a.m.

2.0 AGENDA

The agenda was adopted as amended by adding to item 10 Other Business:
Honorariums - Review.

3.0 Minutes

Minutes of the last meeting October 29, 2016, approved December 7, 2016, were read for information.

4.0 CHAIR'S REPORT (Summary)

There it is a very normal common phenomenon that there are different views and opinions in any organization.

There is a phrase “agree to disagree” in English referring to the resolution of a conflict, whereby all parties tolerate but do not accept the opposing position. In Chinese there is a similar idiom “to seek common ground while holding back differences”. Namely through the search for "common ground" to eliminate differences, through the acceptance of "different points" to shelve disputes, and ultimately to fight for all the factors that can be won, to unite all the forces can be united.

In principle, “seeking common ground while reserving differences” refers to “seek common ground on major issues while reserving differences on minor ones”. We should seek

similarities from differences not seek divergent. At the same time, the purpose of putting aside differences is to wait for the same. We emphasise holding back differences, is not to ignore the difference, but not to intend to seek difference.

Chair restate “Unity is Strength” and appeal for following the principle of “seek common ground on major issues while reserving differences on minor ones” when working for CTCMA or CARB.

5.0 REGISTRAR’S REPORT

5.1 Meetings and Events for October and November 2016 were circulated.

5.2 Board Elections - Update

Online election consultant Simply Voting have provided Turnout Reports on a weekly basis. As of December 5th 685 registrants had voted for a total of 38.5%. December 13th is the final day of voting. In the 2015 December election there was a voter turnout of 38.5%.

5.3 CTCMA Bylaw Review - Update

Staff held a half-day meeting November 17th and Staff/legal counsel teleconferences were held November 1st and 21st. Later this week a copy of the working draft will be sent to Board members for information.

5.4 Public Communication - Update

A memo with an update on the Public Communication Project and a Report from the Consultant was circulated at the meeting.

5.5 Pan Canadian Examinations 2017 – 2021 - Update

Further to the October 29th report, an update on the evaluation process for the selection of an examination consultant for the PCE was provided in a memo circulated at the meeting.

5.6 Canadian Alliance of Regulatory Bodies of Traditional Chinese Medicine Practitioners & Acupuncturists (CARB-TCMPA) - AGM Meeting December 15-16, 2016

The CARB-TCMPA AGM meeting is scheduled in Vancouver December 15-16, 2016.

5.7 Business conducted by email between October 30, 2016 and December 10, 2016

On December 7, 2016 the Board passed the Resolution:

That the minutes of the October 29, 2016 Board meeting be approved.

Approved



6.0 COMMITTEE REPORTS

6.1 Education & Examination Committee (EEC)

6.1.1 Policy on recognizing the exam results (Nov 3)

The committee revised the policy on CTCMA examination and registration applicants as follows:

CTCMA Examination Applicants

1. Examination candidates must meet CTCMA examination requirements.
2. Applicants who meet CTCMA requirements will be eligible to sit the Pan-Canadian examination (PCE) as a CTCMA candidate.

CTCMA Registration Applicants

1. Applicants who pass both components of the PCE in Canada will be eligible to apply for registration with CTCMA
2. Both of the components of the PCE must be taken within 3 years from the examination dates effective October 2017.
3. Applicants will be approved for registration if they meet all other registration requirements as stated in the CTCMA bylaws.
4. Once an applicant's registration is approved, the applicant becomes a registrant and will be entitled to all privileges of a registrant.
5. One of the privileges a registrant is entitled to is the Agreement of Internal Trade – Labour Mobility: A registrant of CTCMA may apply to register in another province on the basis of Labour Mobility provided that the registrant meets all other registration requirements of the other province.

6.1.2 TCM PIT Competency Working Group

A meeting was held on November 27, 2016. The TCM PIT Competency Working Group is continuing work on developing the competencies and performance indicators.

6.1.3 Implementation of Dr.TCM Competencies

The Dr.TCM Examination Development Team is working on the 2017 Dr.TCM written and clinical examinations based on the newly developed Dr. TCM Competencies. A role-play clinical case workshop will be held in January 2017 to review new cases.

6.1.4 Education Program Review

Eight schools have submitted applications for the Education Program Review. The Expert Panel is currently reviewing the Curriculum information.

6.2 Finance Committee

A meeting of the Committee was held November 30, 2016 and the financial statements to October 31, 2016 were reviewed. The statements reflect income and expenses for the first 7 months of the fiscal year, April 1st to October 31st.



The next meeting is scheduled for January 25, 2017.

6.3 Inquiry Committee

Meetings were held October 27 and December 7. Currently there are 22 open files, with 22 ongoing cases including 3 MSP billing. Two cases were closed since last report October 29, 2016. The IC issued one citation to Discipline. There are 4 on-going suspensions.

Members were provided with a summary of the 22 open Inquiry cases.

6.4 Discipline Committee

The Discipline Hearing scheduled this month was postponed at the November 15, 2016 request of the respondent. The respondent requested an adjournment of the Hearing until April 2017 due to travelling to China between January and February, and the absence during February and March of the CTCMA registrant who is representing her.

The College consented to an adjournment of the hearing as the College legal counsel is currently in discussions with the respondent regarding an agreement to a Consent and Undertaking to be approved by the Inquiry Committee.

6.5 Patient Relations Committee

The Committee remains with 3 vacancies on the Patient Relations Committee.

6.6 Quality Assurance Committee

6.6.1 Quality Assurance Program (QAP)

The Consultant and Practice Advisor are continuing work on developing indicators to enable the Quality Assurance program to undertake assessment, based upon the draft essential competencies. A Quality Assurance Committee Meeting is scheduled for December 12, 2016 to review the work.

6.6.2 Scope of Practice Working Group (SOPWG)

The College's Consultant has finalized the draft Scope of Practice Standards. A meeting of the SOPWG is scheduled later today, December 10, to review the draft.

6.6.3. Chinese Medicine Working Group (CMWG)

A Chinese Medicine Working Group was formed to review and update Schedule I (a list of TCM herbs or medicinals that has a high potential for adverse events). The project has been completed and the report was presented to the Board.



6.6.4 Regulation Amendment Task Force (RATF)

The Registrar continues to be in discussion with Ministry of Health staff assigned to the Regulation Amendment project at the Professional Regulation and Oversight branch.

6.7 Registration Committee

- The Registration Committee held a meeting on Nov. 30, 2016.
- The Committee renewed the delegation of the approval of routine registration applications to the Registrar as permitted by the Health Professions Act. Therefore, the Registrar is authorized to act in place of Registration Committee to approve routine full and student applications who meet all the requirements under CTCMA Bylaws during the period from October 26, 2016 to October 25, 2017.
- Health Professions Review Board made a decision on Nov. 09, 2016 regarding three registration applications. The 3 applicant applied for full registration and were rejected by the Registration Committee due to failure to meet the 2-year requirements as per CTCMA Bylaws S48(1)(a.1) – Decision No. 2016-HPA-122(a); 2016-HPA-123(a); 2016-HPA-124(a) :
There is no evidence the Registration Committee failed to act fairly in considering the applications for registration or made the Decisions arbitrarily, in bad faith, for an improper purpose, based entirely or predominantly on irrelevant factors or failed to take requirements under the Act into account. The Decisions were made because the requirements of Bylaw s.48(1)(a.1) were not met and the Registration Committee elected to not exercise its discretion under Bylaws s.48.4 in favour of the Applicants.
- The committee reported that currently there are no open HPRB cases.

7.0 CHINESE MEDICINE WORKING GROUP PROJECT REPORT

A memo and a Report on the Chinese Medicine Working Group Project was circulated at the meeting.

Summary of Changes to the Regulation Amendment Proposal Appendix B

Below is a summary of changes:

1. the names of 12 Chinese medicines have been revised in order to bring them into alignment with Health Canada's Natural Health Products Ingredients Database; and
2. 19 Chinese medicines not originally included in the schedule were added due to them possessing a high potential for adverse consequences and therefore should require prescription by a qualified and competent health professional.

MOTION:

The Chinese Medicine Working Group recommendation that the College update Appendix B of the Regulation Amendment Proposal to include the list of 68 Chinese medicines requiring prescription, as listed in the Chinese Medicine Working Group Project Report be approved.

M/S/C



8.0 CRIMINAL RECORD CHECK

A memo on Criminal Record Check was circulated at the meeting.

Background

The *Criminal Records Review Act* requires that all current registrants complete a “recheck” at least once every five-years. Since the College began enforcing this requirement, there has been a significant increase in staff resources to notify and remind registrants because registrants have criminal record clearances that expire throughout the year.

In addition, there have been up to 15 investigations initiated per year due to non-compliance with the recheck requirement. Often times, these investigations were due to misunderstandings between the registrant and the Criminal Records Review Program during the application process or registrants not understanding the recheck requirement establish under the *Criminal Records Review Act*.

MOTION:

The recommendation that \$12,000 be allocated annually for the College to perform this service for its registrants be approved.

M/S/C

9.0 AGM JANUARY 15, 2017

Information on the AGM was circulated.

10.0 OTHER BUSINESS

10.1 Honorariums - Review

A report on BC Health Regulators Survey for 2016 was circulated at the meeting. The Finance Committee will review the information and make a recommendation to the Board.

There being no other business, the meeting was adjourned at 12:05 a.m.

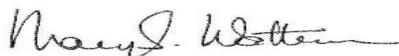
A luncheon meeting will be held on January 15, 2017.



January 4, 2017

Ben Bao Qi Cao, Dr.TCM
Chair, CTCMA

Date



January 4, 2017

Mary S. Watterson, Dr.TCM
Registrar, CTCMA

Date

A signed copy is an official record of the meeting, which has incorporated amendments and corrections from a subsequent meeting.

