

# 2019

COLLEGE OF  
PSYCHOLOGISTS OF BC  
**ANNUAL REPORT**

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# 2019

COLLEGE OF  
PSYCHOLOGISTS  
**MANDATE**

The College's role is to regulate the practice of psychology in the public interest in accordance with the *Health Professions Act* by setting the standards for competent and ethical practice, promoting excellence, and taking action when standards are not met.

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# WELCOME FROM THE CHAIR AND REGISTRAR

It is our pleasure to welcome readers to the 2019 College of Psychologists Annual Report. The College regulates the profession of psychology in British Columbia in the public interest, and this report is one way that the College reports out to registrants and the public on its performance across its activities. Like all health professions regulators in British Columbia, the College of Psychologists is governed by a board comprised of both professionals and public representatives. For the first time in the history of the College, the current Chair of the Board is a public representative, further highlighting the College's recognition of the importance of public oversight.

Together, the professional and public representatives on the Board work hard in setting the policies and bylaws which establish and ensure compliance with professional standards of conduct and ethics, and provide the policy oversight of standing committees in making sure fully qualified psychologists are registered, complaints are investigated and adjudicated, and that registrants are up-to-date with the highest standards of practice throughout their careers. This report provides information as to how the College has acted on those responsibilities, including data on our registration, quality assurance and complaints investigation processes. Detailed information about these programs is also available on the College website.

Psychology is a dynamic, research and evidence-based profession, and the College is active in ensuring registered psychologists both remain current with emerging best practices as well as responsive to the evolving context of practice. This year, the College sponsored a workshop, "Psychologists in Integrated Primary Care". Feedback from participants was very positive, and the College is working to make the workshop available to registrants online in 2020. Emergence of training programs with speciality in this area and a steady stream of positive outcomes reported in the professional literature are an important complement to the work of our provincial health authorities and the physician led Divisions of Family Practice work in partnership to implement on a community by community basis these networks, which are intended to ensure physicians and their patients are appropriately accessing services from other primary care providers, allied health care providers, health authority service providers and community organizations.

2019 saw much activity at the provincial level regarding the health professions regulatory framework. The Inquiry into the performance of the "College of Dental Surgeons of British Columbia and the Health Professions Act" conducted by Mr. Harry Cayton, Chief Executive of the Professional Standards Authority in the UK, was made public early in

2019, and subsequently the Minister of Health established an all-party steering committee which prepared and distributed a follow-up white paper proposing dramatic changes to how health professions will be regulated. The College participated in many working sessions with other members of the BC Health Regulators (comprised of all health professions regulators and the College of Social Workers) in responding to Ministry requests for information and the Steering Committee's proposal. We will continue to invest our experience and resources in working with our health regulatory colleagues and Government to establish a model of regulation which furthers public protection based upon research and evidence and professional knowledge and judgement.

A key measure of whether the College is upholding its responsibility to regulate in the public interest is its work on responding to concerns raised about the practice of its registrants. Please review the IC Committee report on its efforts to manage the large volume of complaints with timeliness and efficiency in ensuring that the work of the Committee meets the standards of adequate investigations and reasonable dispositions. Resources committed to investigating complaints, including staff time and legal counsel, are a substantial component of the overall College



budget. Going forward, the College will continue to dedicate the resources necessary to protect the public interest.

Audited financial statements for the 2019 year are found at the back of this Annual Report. The table below provides a comparison of College expenses over the past 5 years. Overall, the Board remains very satisfied with the College's financial management in the context of managing the increase in the volume and complexity of both application and complaint matters.

We are proud of the work the College does to protect the public interest and encourage registrants to keep informed about our work through our newsletter, The Chronicle, our frequent email notices, and the website. This year College staff held information sessions in Vancouver and Victoria, and staff regularly provide hospital and training program information sessions.

We encourage you to read the rest of this report, to learn about the profession of psychology and the work the psychologists and public members have done to ensure the profession is practiced at the highest possible standard in British Columbia and that best practices are foremost in minds of our registrants. Throughout this report you

will find the names of the many registrants and public members who have contributed many hours toward that goal, and we wish to thank all of them for bringing their talents and passion to our collective task. We also take the opportunity to recognize College staff for their hard work, high integrity and competence which is foundational to the College meeting its regulatory responsibilities.

Respectfully submitted,

Lisa Seed, Chair of the Board,  
Dr. Andrea Kowaz, R.Psych., Registrar

### 2019 Board Members

Lindsey Jack, Ph.D., R.Psych.  
Charles T. Wormeli, Ed.D., R.Psych.  
Marlene Moretti, Ph.D., R.Psych.  
Sandra James, Public Member  
Kenneth Cole, Ph.D., R.Psych.  
Philippa Lewington, Ph.D., R.Psych.  
Catherine Costigan, Ph.D., R.Psych.  
Marina Navin, Public Member  
Lisa Seed, Public Member

Table: Comparative Expenses

YEAR	WAGES AND BENEFITS		STATUTORY EXPENSES		GENERAL OPERATING EXPENSES		TOTAL EXPENSES	
	AMOUNT	%	AMOUNT	%	AMOUNT	%	AMOUNT	%
2015	738,543	49	264,940	17	520,356	34	1,523,839	100
2016	819,219	50	315,300	19	504,181	31	1,638,690	100
2017	942,443	56	263,580	16	475,374	28	1,681,397	100
2018	991,809	56	301,200	16	703,437 *	28	1,996,446	100
2019	980,162	46	340,604	16	820,439 **	38	2,141,205	100

\* Includes \$76,872 in hearing expenses, \$35,000 in unrecoverable supervision expenses, and \$95,742 in ACPRO FQR project spending fully funded by ESDC grant.  
\*\*\$247,183 in ACPRO FQR project spending fully funded by ESDC grant, \$35,520 in unrecoverable supervision costs

# Registering Qualified Psychologists

The Registration Committee is established under the authority of and guided by the *Health Professions Act, Psychologists Regulation*, and CPBC *bylaws* in conducting its work in registering qualified professionals and overseeing the annual renewal process. In addition, the College and the Committee engages with various national professional associations and organizations on entry to practice standards and evaluation.

The standard for entry to practice as a Registered Psychologist in British Columbia is completion of a Canadian Psychological Association (CPA) or American Psychological Association (APA) accredited doctoral degree in psychology completed in residence and a CPA or APA accredited 12-month pre-doctoral internship, or the equivalent.

The College confirms whether an applicant for first time registration meets these standards through a careful review and validation of an applicant's education, training and practice experience as well as requiring completion of an oral exam and two written exams. All applicants are required to provide professional references as well as a criminal records and national police records check.





## Registration Committee Report

This year the College welcomed sixty new registrants and concluded 2019 with a total of thirteen hundred and forty-six registrants. The College continues to track timelines of applications and in 2019 the average length of time for first time applicants, from receipt of application to placement on the Register, was approximately 13 months. As in previous years, an individual applicant's experience is dependent upon timeliness in studying for and completing examinations, success on examinations, and timeliness in obtaining the many documents required from different sources. If motivated to do so, first time applicants with accredited training are able to achieve registration within a year.

Applicants applying under the terms of the Canadian Free Trade Agreement labour mobility provisions or the National Register/ASPPB CPQ labour mobility (USA) provisions obtained placement on the Register within an average of 7 months.

### Access for Foreign Trained Psychologists

In 2019 the College continued in its role as the manager of the Association of Canadian Psychology Regulatory Organizations Foreign Qualifications Recognition Project. The project will build a bilingual web-based single point of

<i>Applications Received</i>	2018	2019
<i>Registered Psychologist Registration</i>	37	45
<i>Psychology Assistant</i>	*	*
<i>AIT/CFTA</i>	25	34
<i>Already Licensed in USA</i>	10	8
<b>TOTAL</b>	<b>72</b>	<b>87</b>




\* Psychology Assistant class closed to new applications.

entry for foreign-trained psychology professionals, who will find increased access to licensing/assessment information and online submission through a single, clear and easily navigable portal. The project has also led to increased national level coordination of the work of participating psychology regulators. The new portal is slated to be operational by 2020.

### Connecting with Training Programs

The College values the opportunity to connect with the students and faculty of the CPA accredited doctoral training programs and internships. At the direction of the Registration Committee, College staff has active and ongoing engagement with the training programs and internships so that these groups can stay informed of relevant regulatory issues and current registration requirements.

### New Registrants by Type of Application

FIRST TIME APPLICANT (INCLUDING FOREIGN TRAINED)		32
ALREADY REGISTERED IN CANADA (AIT / CFTA LABOUR MOBILITY)		21
ALREADY LICENSED IN USA (National Register / ASPPB CPQ)		7

### Number of Examinations Written in 2019

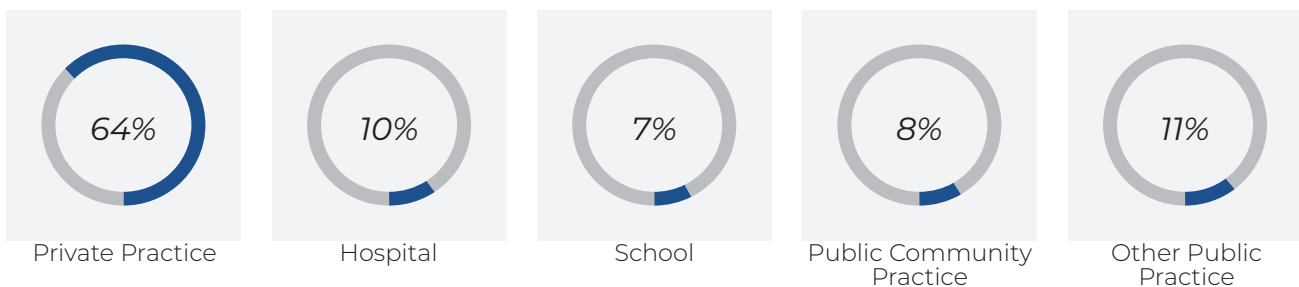
	2014	2015	2016	2017	2018	2019
EPPP Examinations	30	38	29	37	31	43
Written Jurisprudence Examinations	59	73	61	54	70	67
Oral Examinations	31	39	35	26	26	35

### Register as of December 31, 2019

Registered Psychologists - No Limitations or Conditions	1237
Registered Psychologists - Limitations as per Inquiry Committee	11
Registered Psychologists - Limitations (Other)	4
<i>Limitations as per Class of Registration:</i>	
Non-Practising (Out of Province)	36
Non-Practising (Medical, Parental or Other Leave)	17
Non-Practising (Retired)	36
Associate Psychologist (Corrections)	3
Temporary (Supervised)	0
Psychology Assistant	1
Suspended	1
<b>TOTAL</b>	<b>1346</b>

Information about various classes of registration is available at the College of Psychologists of British Columbia website

### Where do Active Psychologist Registrants **Work**?



\*Based on 1238 out of the 1257 active registrants. 19 Registrants did not provide this info at renewal.

I sincerely wish to thank the professional and public members who generously give their time for service on the Committee. The Committee members, along with the oral examiners and regulatory supervisors are vital to the fair and efficient processing of the many applications the College receives each year. I would also like to acknowledge the College staff for their hard work and diligence in handling each application for registration and their diligence in all registration regulatory matters.

Respectfully submitted,  
Charles T. Wormeli, Ed.D., R.Psych.,  
Chair, Registration Committee 2019

#### 2019 Registration Committee Members

Charles T. Wormeli, Ed.D., R. Psych.  
Sarah Macoun, Ph.D., R. Psych.  
Harjera Rostam, Ph.D., R. Psych.  
Kenneth Cole, Ph.D., R. Psych.  
Marina Navin, Public Member  
Lindsey Thomas, Ph.D., R. Psych.  
Todd Kettner, Ph.D., R. Psych.  
Bruce Preston, Public Member  
Richard White, Public Member

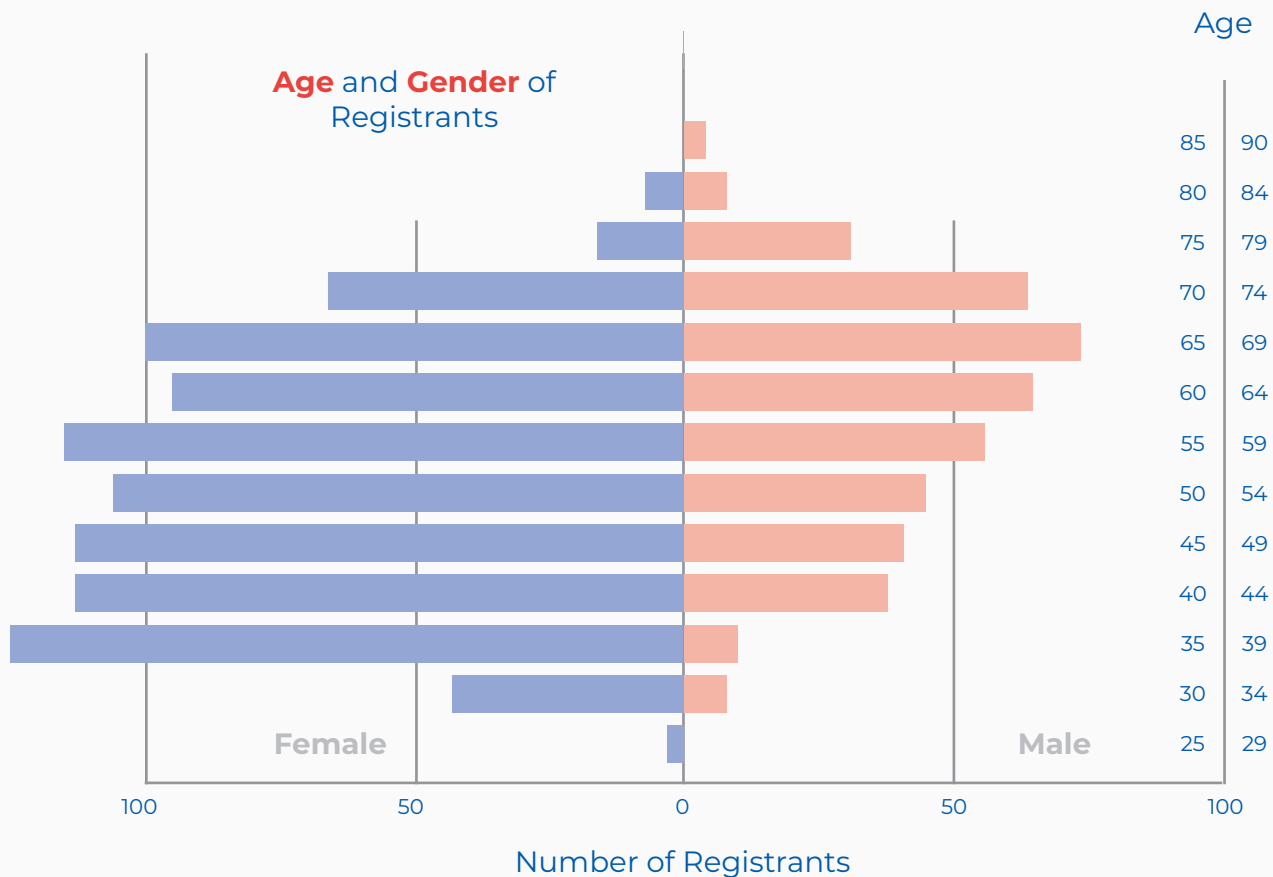
#### 2019 Oral Examiners

Alfonso, Victoria, Ph.D.	Cohene, Lee Stephan, Ph.D.	Kendrick, Margaret Joan, Ph.D.	Schibler, Susanne, Ph.D.
Bailey, Mark Arnott William, Ph.D.	Colby, Robert Lester, M.S.	Kosaka, Brenda Dale, Ph.D.	Sira, Claire Surinder, Ph.D.
Ballou, Jeffrey Forbes, M.Ed.	Cross, Susan E., Ph.D.	Laye, Ronald Curtis, Ph.D.	Sochting, Ingrid, Ph.D.
Beach, Barbara, Ph.D.	Crowell, Timothy Andrew, Psy.D.	MacGregor, Anne, Ed.D.	Stefanakis, Harilaos, Ph.D.
Bell, Deborah Elizabeth, Ph.D.	Dhariwal, Amrit K., Ph.D.	McGee, Brandy Jennifer, Ph.D.	Whittal, Maureen L., Ph.D.
Bhalla, Rishi Kant, Ph.D.	Estrin, Terence David, Ph.D.	McLarnon, Megan, Ph.D.	
Blackwell, Erin, Ph.D.	Hackett, Susan, Ph.D.	Phillips-Hing, Martin, Ph.D.	
Carter, John Dale, Ed.D.	Kaushansky, Mel, Ph.D.	Sedgwick, Whitney Ann, Ph.D.	

#### Our New 2019 Registrants

Carmen Thompson, Ph.D.	Gabriela Ionita, Ph.D.	Jennifer Chalmers, Psy.D
Keith Houston, M.A.	Kimberley Routledge, D.Clin.Psy.	Jacqueline Panish, Ph.D.
Justine Fines, M.Ed.	Andrea Hamel, Ph.D.	Chris Rowe, Psy.D.
Olivia Griffioen, M.A.	Anna Jeznach, Ph.D.	Sarah Coupland, Ph.D.
Patricia Lavelle, M.Ed.	Heather Friesen, Ph.D.	Soomin Yu, Psy.D.
Leanne Mak, Ph.D.	Sheena Miao, Ph.D.	Angelina Yiu, Ph.D.
Dayna Lidster, Master of Counselling	Deannndra Pimentel, Psy.D.	Bethany Michel, Ph.D.
Alishia Williams, Ph.D.	Damini Malhotra, Ph.D.	Christopher Cardoso, Ph.D.
John Lum, Ph.D.	Danielle Kingdon, Ph.D.	Connor Kerns, Ph.D.
Lakshmipriya Kannan, Ph.D.	Kim Hummel, M.Ed.	Jennifer Campbell, Psy.D.
Lesley Baker, Ph.D.	Marie Habke, Ph.D.	Krista Johnston, Ph.D.
Allison Connolly, Ph.D.	Michael Sorsdahl, M.A	Pablee Wong, Psy.D.
Jaleh Shahin, Ph.D.	Julie Demarble, Ph.D.	Tyler Carey, Ph.D.
Jonathan Thursfield, D.Clin.Psych.	Robert Watts, Ph.D.	Jamie Swan, Psy.D.
Gabrielle Poon, Ph.D.	Allan Fit, zPh.D.	Stacey Ross, Ph.D.
Thomas Wiens, Ph.D.	Oona Tiplady, Ph.D.	Antonia Dangaltcheva, Ph.D.
Humaira Mohsin, Ph.D.	Daniel Garfinkel, Ph.D.	Fred Chou, Ph.D.
Kirby Huminuik, Ph.D.	Melanie Parkin, Ph.D.	Joelle LeMoult, Ph.D.
Susan Johnson, Ed.D.	Kimberly Brayman, Psy.D	Kaitlyn Goldsmith, Ph.D.
Sumin Na, Ph.D.	Karla Jackson, Ph.D.	Roanne Millman, Ph.D.

# Registrant Profile



## Active Registrants Main Area of Practice:

### Clinical Psychology

The application of psychological knowledge to the assessment, diagnosis, prevention, and/or treatment of individuals with disorders of behaviour, emotions and/or thought, to counselling and consultation with couples, families, and groups, and to the enhancement of psychological and physical well-being.

### Counselling Psychology

The application of psychological knowledge to the evaluation and counselling of reasonably well adjusted individuals, couples, families, and groups in order to help people adjust to problematic events and accomplish life tasks within the major spheres of work, education, relationships, and family during the lifespan developmental process.

### School Psychology

The application of psychological knowledge about human behaviour and development to the understanding and assessment of the developmental, social, emotional and learning needs of children, adolescents, and adults; to the protection, promotion, and creation of learning environments that facilitate learning and mental health.

Most Psychologists have been trained  
in BC or elsewhere in Canada

\* Psychologists registered with the  
College of Psychologists of B.C.

5%

of Psychologists\* are trained  
outside of Canada and the USA

40%

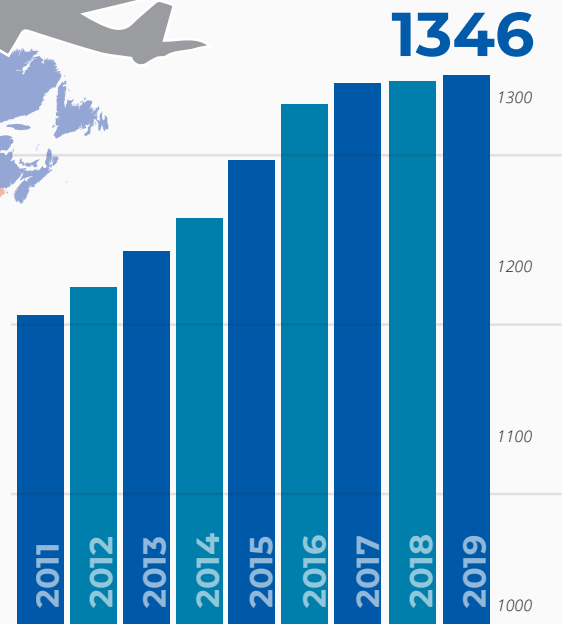
of Psychologists\* are trained  
in B.C.

32%

of Psychologists\* are trained in  
other provinces outside of B.C.

23%

of Psychologists\* are trained in  
the USA



Total Number of Registrants 2011 - 2019

### Clinical Neuropsychology

The application of psychological knowledge about brain-behaviour relationships to the assessment, diagnosis, treatment and rehabilitation of individuals with known or suspected central nervous system dysfunction, neurological disorders, traumatic brain injury, and learning difficulties.

### Forensic Psychology

The application of psychological knowledge about human behaviour to the understanding, assessment, diagnosis and/or treatment of individuals within the context of criminal and/or legal matters.

### Other

Including industrial/organizational psychology, rehabilitation psychology, behaviour analysis, health psychology and academic psychology. Definitions of these terms are available in the CPBC bylaws, Schedule H.1.

# Ensuring Professional Competency

## Ongoing Commitment to Safer Health System for Indigenous People

The College has joined with other health professions regulatory bodies in signing the Declaration of Commitment to the Cultural Safety and Humility in the Regulation of Health Professionals Serving First Nations and Aboriginal People in British Columbia.

The Declaration reflects the high priority placed on integrating cultural safety and humility in the regulation of health professionals by committing to actions and processes which will ultimately embed culturally safe practices within all levels of health professional regulation. All regulatory bodies have committed to report on their progress via annual reports outlining strategic activities which demonstrate how they are meeting their commitment to cultural safety.

The CPBC Indigenous Cultural Competency Task Force was established in 2016, and since that time has provided the College with valuable advice on achieving these goals. For example, the College hosted a workshop on the topic of Indigenous Cultural Safety in the fall of 2018. Attendance was excellent with approximately 10% of registrants completing the workshop. In 2019 the workshop was prepared for online viewing. As an outcome of consultation with university programs in BC, the Quality Assurance Committee made the decision to make online workshop available to CPA accredited graduate programs in BC on an initial no-cost basis. The College looks forward to ongoing work with these programs in the coming months.



### CPBC Indigenous Cultural Competency Task Force

Henry Harder, Ed.D., R.Psych. (Chair)  
 Yaya De Andrade, Ph.D., R.Psych.  
 Alanaise Goodwill, Ph.D., R.Psych.  
 Brenda Knight, M.A., R.Psych.  
 Sarina Kot, Ph.D., R.Psych.  
 Jo-Ann Majcher, Ph.D., R.Psych.  
 Marlene Moretti, Ph.D., R.Psych.  
 Maureen Olley, Ph.D., R.Psych.  
 Donna Paproski, Ph.D., R.Psych.  
 Kamaljit Sidhu, Ph.D., R.Psych.

## Continuing Competency Program

The Continuing Competency Program (CPP) promotes high practice standards among registrants by ensuring they continue to engage in the acquisition of new knowledge relevant to their practice. Registrants are required to complete a minimum number of hours of activity annually in formal development programs, self-study, structured consultations with other licensed professionals, and ethics. Every year, the Committee conducts an audit of a random sample of registrants, and in 2019 a total of 60 registrants were audited. Registrants continue to be highly compliant with the program and auditing process.

Quality assurance programming amongst health regulators is changing to meet public and government expectations about continuing competence of health professionals and the quality of services they provide. Continuing education (or “competence maintenance”) is recognized as an ongoing process necessary to maintain and/or enhance competence but is no longer viewed as sufficient as a single quality assurance measure. Government expects regulators to move beyond reliance on continuing education (CE) requirements with a shift to programming incorporating competency-based assessment. In 2019, the Committee followed up on the work it did in 2018, the first year of the new CCP requirement of Category E: Self-Care and Self-Monitoring, by exploring two options to be piloted in 2020, including an annual practice review and a quiz on aspects of clinical practice.





## Practice Support Services

Since 2010, the College has provided a Practice Support Service (PSS) to assist registrants in considering how best to handle ethical dilemmas and practice decisions, and to enhance clinical practice. A total of 1717 enquiries have been responded to as of December 31, 2019 through PSS. All inquiries, regardless of how they are submitted, are responded to via telephone in order to facilitate discussion of the issues. The data obtained through this program play an important role in the Quality Assurance Committee's decisions to develop practice support checklists and to provide other appropriate resources for registrants.

In 2019 one hundred and seventy one enquiries were made to the PSS. The data on those enquiries are provided in the accompanying chart (see next page). The most common topics were related to release of information (including primarily consent issues and release in legal contexts).

The PSS also distributes timely updates and information to all registrants, including in 2019 important information regarding the provision of novel and alternative services.

## Practice Support Checklists

The Committee has developed a number of Practice Support checklist that are intended to provide general guidance to registrants and to assist them when considering various specific practice issues. There are currently 15 checklists, all of which are available on the College website.

This year, the Committee finalized checklists titled: "Considerations Before Offering a Novel or Alternative Type of Service" and "Telepsychology Assessment". The Committee also posted a draft checklist on "Psychological Assessment".



## Issues Raised by Registrants with Practice Support

20 % - Release of Information Issues

10 % - Other Service Related Issues (dual relationships, terminations, etc)

8 % - Concern about another Registrant

17 % - Various Practice Issues (difficult/threatening clients, other)

8 % - Concern about Other Professional

6 % - Record Keeping Issues

8 % - Supervision

5 % - Continuing Competency Issues

5 % - Telepsychology

5 % - Informed Consent

5 % - Other Professional Issues (including advertising, scope of practice, etc)

3 % - Retirement Issues

### Online Workshops

The College continues to build on its past offerings of online workshops for registrants. This year the College sponsored a presentation by Dr. Lesley Lutes on integrating psychology into primary care in May and a workshop in September on the same topic and plans to make these resources available online through its continuing competency program. Psychologists are increasingly active in primary care settings, and as the government promotes integrated primary care through its Primary Care Network initiative, more registrants will be seeking to ensure they are current in best practices in this area.

### 2019 Quality Assurance Committee Members

I'd like to take the opportunity to thank the professional and public members of the Committee for their time, careful attention and thoughtful decision making on all matters that come before them.

Respectfully Submitted

Catherine Costigan, Ph.D., R.Psych.

Chair, Quality Assurance Committee

### 2019 Quality Assurance Committee Members

Sandy James, Public Member  
Brenda Kosaka, Ph.D., R.Psych.  
Donna Paproski, Ph.D., R.Psych.

Joan Perry, Public Member  
Merren McRae, Public Member  
Henry Harder, Ed.D., R.Psych.

Spencer Wade, Ph.D., R.Psych.  
Cindy Weisbart, Psy.D., R.Psych.  
Catherine Costigan, Ph.D., R.Psych.

# Addressing Client Concerns

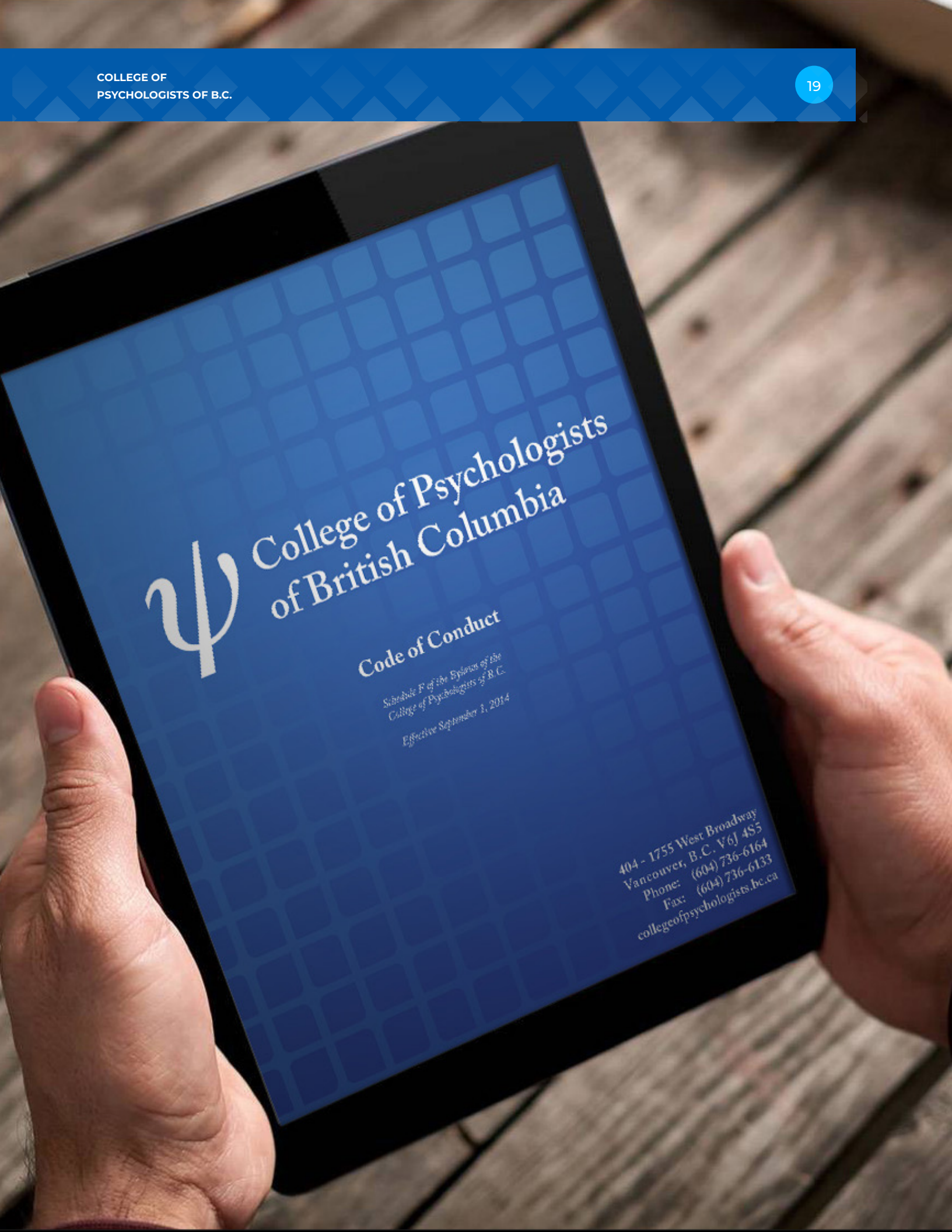
## The Complaints Process

Services provided from CPBC registrants should meet competency and professional standards. In the few circumstances when those standards are not met, it is a core responsibility of the College to investigate and take action that is in the public interest.

The College reviews every complaint submitted in writing. An investigation may include a review of written statements, records and interviews where required. Each investigation will reflect the unique characteristics of the specific complaint, but common investigative steps will include:

- The College confirms receipt of the complaint by letter to the complainant and notifies the registrant that a complaint has been received.
- The College reviews the complaint and requests any clarification or further information from the complainant.
- The College sends a letter to the registrant along with a copy of the letter of complaint, and requests a response to the allegations.
- If the complaint is a “serious matter” (defined in the *Health Professions Act* as a matter that, if proven, would result in limitations or conditions on the registrant’s practice, or a suspension or cancellation of registration), the complaint will be taken to the Inquiry Committee.
- If the allegations, even if admitted or proven, would result in no more than a reprimand, it will still be completely reviewed by the Registrar.
- Once the investigation is concluded and a decision has been made about the complaint, the complainant and the registrant will receive a decision report. The report typically includes a summary of the allegations, the registrant’s response to the allegations, a description of the information and documentation considered in the





Ψ College of Psychologists  
of British Columbia

Code of Conduct

*Schedule F of the System of the  
College of Psychologists of B.C.*

*Effective September 1, 2014*

404 - 1755 West Broadway  
Vancouver, B.C. V6J 4S5  
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[collegeofpsychologists.bc.ca](http://collegeofpsychologists.bc.ca)

investigation, and the Inquiry Committee or Registrar's review and opinion in response to the complaint. If corrective action is required of the registrant, the College may:

- require the registrant to undertake remedial action, including the requirement to have consultation, supervision or take educational courses;
- reprimand the registrant about their conduct;
- order a review of the registrant's practice; and/or
- issue a citation for a hearing by the Discipline Committee if remediation is not appropriate or sufficient to address the concerns.

The College posts public notifications on its website of investigation outcomes which impose limits or conditions on the practice of a registrant or where a registrant has agreed via consent or undertaking to terms when in relation to a serious matter. Complainants may apply to the Health Professions Review Board for a review of any decisions made by the CPBC about their complaint.

## Report of the Inquiry Committee

In 2019, the College received 55 complaints and the Inquiry Committee opened 5 of its own investigations, totaling 60 complaint matters. Of the 60, 50 were investigated by the Inquiry Committee under section 33 of the *Health Professions Act* and the remaining 10 were reviewed under the Registrar Stream (section 32(3) of the *Act*). There was a total of 46 registrants who were the subject of investigations in 2019, including several with multiple matters under review. The College also closed 50 complaints in 2019, including 19 received in 2019, 27 from 2018, one from 2017, and 3 complaints against a single former registrant from 2016.

A majority of the complaints received in 2019 originated directly from clients (53%) and relatives of clients (20%), most typically parents of children who were the recipients of psychological services. As in previous years, the majority

## Context of Complaints Received

	2000-2018		2019	
	#	%	#	%
Assessment	571	53%	39	64%
Consultation	19	2%	1	2%
Intervention	257	26%	16	27%
Regulatory Compliance	43	4%	0	0%
Other	140	15%	4	7%
Total	964	100%	60	100%

of complaints occurred in the context of assessments (65%) such as custody and access or a disability/return to work assessment. In terms of the primary allegation, the majority related to Competency (Section 3 of the Code of Conduct), followed by concerns related to Relationships (Section 5) and Assessment Procedures (Section 11). Among the concerns included under the Competency category, common allegations related to bias and opinions based on improper or insufficient information, mostly arising in the context of assessments.

The average amount of time required to resolve complaints in 2019 was shorter than in previous years (7.5 months). This does not include the three complaints against a former registrant from 2016 that had unique characteristics as it involved a Human Rights Complaint and the alignment of subsequent complaints that related to overlapping concerns and were resolved collectively. Of note, 28% of all complaints were closed within 4 months of receipt and 86% within 12 months.

Of the 50 cases closed in 2019, 12 related to "serious matters", as defined by the *Health Professions Act*. Ten of these cases were resolved by way of Undertaking Agreements in which the Inquiry Committee issued public notifications on the College website pursuant to section 39.3 of the *Act*<sup>1</sup>. In the other two matters, the registrant cancelled their registration with the College in the course of the investigation and, in addition to completing the investigations, the Inquiry Committee asked the Board

<sup>1</sup> One of the public notifications relates to five matters and thus the website lists six separate public notifications

<sup>2</sup> The College website refers to a third public notice authorized by the board in 2019, however, the investigation of this matter is ongoing despite the Registrant's cancellation of her registration during the course of the Committee's investigation.

to authorize a public notice under section 53 of the Act as the issues related to public safety. There were 15 additional cases that were resolved by the registrant taking appropriate action to resolve the complaint, such as issuing an assessment report that was late, amending language in a report for clarity, or obtaining consultation with a senior registrant appointed or approved by the College to review the matters raised.

In 2019, there was no need for the Committee to take “Extraordinary Action” under section 35 of the Act or to issue any citations under section 37 of the Act.

In 2019, 4 Complainants made application to the Health Professions Review Board for a review of a College decision, with 1 Complainant’s two 2018 applications for review being combined into one file in 2019. Further, 1 Complainant and 1 Registrant applied for a review of the time taken in the complaint investigation. The Review Board upheld 3 decisions of the Inquiry Committee while 2 are still currently under review. Carried over from 2018, the Review Board sent back 1 decision to the IC with directions and upheld 2 decisions of the Inquiry Committee. 1 application from 2018 is still under review as of December 31, 2019.

The nature of complaints before the Inquiry Committee in 2019 was similar to previous years and varied from specific concerns with a report or in an interaction to complaints centered on disagreement with the outcome of an assessment, often requiring the review of thousands of pages of documentation. Throughout 2019, the Committee investigated all complaints that were received within the context of the College’s public protection responsibilities. The Committee took seriously this obligation and generously volunteered their time to ensure fairness, transparency, and public trust in the practice of psychology in BC. I take this opportunity to convey deep appreciation for the generosity of time and wisdom of our professional and public committee members.

Respectfully submitted,  
Lindsey Jack, Ph.D., R.Psych. Chair, Inquiry Committee 2019

## Discipline Committee Report

There were no citations issued or disciplinary hearings held in 2019.

Respectfully Submitted,  
Marlene Moretti, Ph.D., R.Psych. Chair, Discipline Committee 2019

### Closing Reasons for Complaints Closed 2014 - 2019

Closing Reason	2014 - 2018		2019	
	#	%	#	%
Insufficient Evidence	80	34%	19	38%
Decision not to Proceed	25	11%	4	8%
Resolved*	26	11%	15	30%
Undertaking or Consent Agreement	99	42%	10	20%
Resigned/Cancelled Registration**	8	3%	2	4%
Totals	238	100%	50	100%

\* In these cases, the Respondent had already addressed the Complainant’s concern (e.g. providing a report that was late, amending language in a report for clarity, or obtaining consultation with a senior registrant appointed or approved by the College) and there was no need to take the complaint further as there were no public protection concerns.

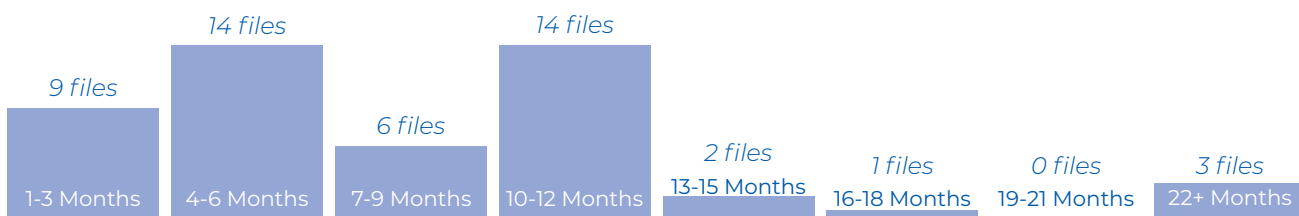
\*\* In the event a Respondent resigns in the context of an ongoing complaint investigation, there is no pause in the complaint investigation which proceeds through to conclusion and a public notice is placed on the College website where the Board has determined, as per s. 53 of the Health Professions Act, that it is in the public interest to do so. In some cases, the investigation may not proceed to conclusion if the Respondent is deceased or has a health issue that prevents them from ever returning to the practice of psychology.

### Primary Allegation in Complaints Received 2000-2019

Primary Allegation *	2000 - 2018		2019	
	#	%	#	%
General Standards for Competency (CC 3.0)	189	20%	23	38%
Informed Consent (CC 4.0)	44	5%	4	7%
Relationships (CC 5.0)	160	17%	11	18%
Confidentiality (CC 6.0)	53	5%	1	2%
Professionalism (CC 7.0)	134	14%	4	7%
Provision of Services (CC 8.0)	22	2%	5	8%
Rep. of Services/Credentials (CC 9.0)	4	0%	0	0%
Advertising/Public Statements (CC 10.0)	23	2%	1	2%
Assessment Procedures (CC 11.0)	282	29%	9	15%
Fees (CC 12.0)	15	2%	0	0%
Maintenance of Records (CC 13.0)	2	0%	1	2%
Security/Access to Record (CC 14.0)	12	1%	0	0%
Compliance with Law (CC 18.0)	11	1%	1	2%
Application (CC 2.0)	2	0%	0	0%
No Standard Applicable	11	1%	0	0%
Total	964	100%	60	100%

\* Primary Allegation categories correspond to sections of the Code of Conduct. The most frequent primary allegations in 2018 related to General Competence (Section 3 of the Code) and Relationships (Section 5). This year, within General Competence, many concerns related to opinions contained in assessments. A majority of complaints within the Relationships category alleged that the registrant did not preserve client welfare (Section 5.1) or did not take steps to avoid harming an individual with whom he or she works (Section 5.26)

### Number of Months to Close Complaints 2019



## Patient Relations Committee Report

As required in the *Health Professions Act*, the CPBC Patient Relations Committee objectives include recommending to the Board specific procedures for handling complaints of professional misconduct of a sexual nature, informing the public about the process of bringing their concerns to the College, and monitoring and periodically evaluating the operation of procedures established

The College of Psychologists *Code of Conduct* has explicit standards prohibiting sexual harassment, exploitation and dual relationships. In the Code, the term sexual harassment means sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature that occurs in connection with the registrant’s activities or roles as a registrant. A registrant must not engage in sexual or other physical intimacies, or enter into a romantic relationship, with any client or former client,

or with individuals they know to be close relatives, guardians, or significant others such as a spouse, former spouse, child, sibling, parent or grandparent of a client or former client. Similarly, a registrant must not enter into sexual or romantic relationships with individuals over whom he or she has supervisory or evaluative influence or other authority, such as students, supervisees, employees, and research participants.

This year, the Patient Relations Committee explored opportunities to collaborate with other Colleges on educational and public promotion materials to increase public awareness of these standards.

Respectfully submitted,  
Philippa Lewington, Ph.D., R.Psych.  
Chair, Patient Relations Committee 2019

**2019 Inquiry  
Committee Members**

Lindsey Jack, Ph.D., R.Psych.  
Amy Zwicker, Ph.D., R.Psych.  
Timothy Crowell, Psy.D., R.Psych.  
Sandra James, Public Member  
Christopher Gibbons, Ph.D., R.Psych.  
Lisa Seed, Public Member  
Mary Beth Rondeau, Public Member  
Sarina Kot, Ph.D., R.Psych.  
Rishi Bhalla, Ph.D., R.Psych.

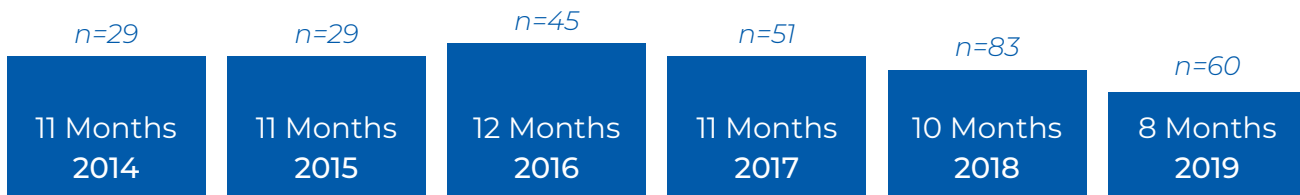
**2019 Discipline  
Committee Members**

Marina Navin, Public Member  
John Carter, Ed.D., R.Psych.  
**Hendre Viljoen, Ph.D., R.Psych.**  
Ingrid Sochting, Ph.D., R.Psych.  
Jenelle Hynes, Public Member  
J. Dean Readman, Public Member  
Charles T. Wormeli, Ed.D., R.Psych.  
Darcy Cox, Psy.D., R.Psych.  
Marlene Moretti, Ph.D., R.Psych.

**2019 Patient Relations  
Committee Members**

Marina Navin, Public Member  
Kenneth Cole, Ph.D., R.Psych.  
Philippa Lewington, Ph.D., R.Psych.

### Average Time to Close Complaint Files



## MINUTES OF THE ANNUAL GENERAL MEETING FOR THE 2018 YEAR - MAY 23, 2019

Welcoming Remarks Dr. Philippa Lewington welcomed everyone to the Vancouver site and welcomed everyone participating via webcast. She noted that approximately 100 registrants were in attendance in person in Vancouver and that approximately 160 were participating in the AGM via the webcast which the College has been providing for several years. This means of allowing registrants from across the province to participate has been proving a very effective means of engagement.

Agenda and Minutes: The Agenda of the meeting, which was the Table of Contents of the 2018 Annual Report, was approved. The Minutes of the previous AGM, on page 24 of the 2018 Annual Report, were also approved.

Introductions: Dr. Lewington introduced the members of the current College Board in attendance. She gave her appreciation to all Board and Committee members, past and present, who, combined with the College staff, allow the College to meet its significant regulatory responsibilities with high integrity and efficiency. She thanked in particular Ms. Lois Toms for her 6 years of service on the Quality Assurance Committee and Ms. Jenelle Hynes for her 6 years of service on the Registration Committee.

2018 Board Chair Report: Dr. Lewington began her report by observing that 2018 was the first year that psychologist registrant members of the Board had been elected under the new bylaw provisions which require candidates for board election to complete a candidate questionnaire and a conflict of interest disclosure statement. She noted as well that this had been the first year that registrants were required to be in compliance with the new continuing competency program requirement for self-care and self-monitoring. She also spoke to the aspirations of the College to build on collaborations with other health regulators in 2018, including identifying common interests in efficiencies and public engagement.

Registration, Quality Assurance, Inquiry, Patient Relations, and Discipline Committee Reports were provided based on the written reports in the 2018 Annual Report. Each Committee chair recognized the members of their respective committees (see full listing in the 2018 Annual Report) and acknowledged their contributions. Highlights of the reports included the work of the College in leading the Association of Canadian Psychology Regulatory Organizations initiative on Foreign Qualifications Recognition, the increasingly complex nature of complaints matters, the role of the HPRB in complaints matters. The Quality Assurance Committee report included information about the high level of compliance with annual Quality Assurance audits, of which 122 registrants were randomly selected, as well as information about the Practice Support Services and the valuable information gleaned from the work Susan Turnbull continues to do in that program.

Finance Report: Dr. Lewington provided a review of the Board's Finance Report based on the written report in the 2018 Annual Report and referred registrants to the audited financial statements included in the Report as well, noting that once again the College had concluded another year without necessitating any increase in fees. The AGM for the 2018 year marked the 16th year that no fee increase was necessary.

Registrar's Report: The Registrar thanked the Board and staff and discussed some of the emerging issues relevant to the work of the CPBC, including the anticipated report of the inquiry of Mr. Harry Cayton of the Professional Standards Association of the UK into the College of Dental Surgeons and the *Health Professions Act* and the commitment of the CPBC to working to ensure the public interest remained paramount in the discussions about the future of health professions regulation. She encouraged registrants to continue to engage with the College and to actively participate in discussions about health professions regulation.

Deputy Registrar's Report: The Deputy Registrar reminded registrants of the Practice Support Checklists and reviewed the new requirement for self-care that was implemented in 2018. She also spoke to the professional executor requirement and the importance of staying in touch with one's executor to ensure they have the most current information about one's practice and records.





COLLEGE OF  
PSYCHOLOGISTS OF BC  
**ANNUAL REPORT**

**ADDRESS**

1755 - 404 West Broadway  
Vancouver, BC  
V6J 4S5



College of Psychologist of British Columbia

Financial Statements

College of Psychologists of British Columbia

December 31, 2019

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# Independent Auditor's Report

Grant Thornton LLP  
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333 Seymour Street  
Vancouver, BC  
V6B 0A4  
T +1 604 687 2711  
F +1 604 685 6569

To the Members of College of Psychologists of British Columbia

## Report on the Audit of the Financial Statement

### Opinion

We have audited the financial statements of College of Psychologists of British Columbia (the "College"), which comprise the statement of financial position as at December 31, 2019, and the statements of changes in net assets, operations 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 College of Psychologists of British Columbia as at December 31, 2019, and its 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.

### Other Matters

The financial statements of the College for the year ended December 31, 2018, were audited by The Raber Mattuck Group Chartered Professional Accountants, who expressed an unqualified opinion on those statements on April 10, 2019. The partners and staff of The Raber Mattuck Group Chartered Professional Accountants joined Grant Thornton LLP subsequent to April 10, 2019.

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

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

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.

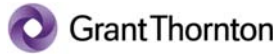
Those charged with governance are responsible for overseeing the College's financial reporting process.

## 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.

**Report on Other Legal and Regulatory Requirements**

As required by the Societies Act of British Columbia, we report that, in our opinion, these financial statements were prepared on a basis consistent with that applied in preparing the financial statements of the preceding year.

*Grant Thornton LLP*

Vancouver, Canada

Chartered Professional Accountants

April 30, 2020

**College of Psychologists of BC  
Statement of Financial Position**  
December 31, 2019

	2019	2018
<b>Assets</b>		
Current		
Cash (Note 1(b))	\$ 1,486,436	\$ 1,262,522
Short term investments- restricted (Notes 1(c), 1(d))	1,267,371	1,357,267
Accounts receivable	3,075	20,634
Prepaid expenses	8,051	7,710
	<b>2,764,933</b>	2,648,133
Property and equipment (Notes 1(f), 2)	34,261	39,573
	<b>\$ 2,799,194</b>	\$ 2,687,706
<b>Liabilities</b>		
Current		
Accounts payable and accrued liabilities	\$ 88,930	\$ 37,193
Payroll liabilities payable	41,391	19,673
Deferred revenue (Note 3)	1,386,889	1,257,665
	<b>1,517,210</b>	1,314,531
<b>Net Assets</b>		
Internally Restricted		
General Contingency Fund (Note 1(d))	1,267,371	1,357,267
Capital Asset Fund (Note 1(d))	34,261	39,573
General fund (Note 1(d))	(19,648)	(23,665)
	<b>1,281,984</b>	1,373,175
	<b>\$ 2,799,194</b>	\$ 2,687,706

Approved by the Board

**College of Psychologists of BC**  
**Statement of Changes in Net Assets**  
December 31, 2019

	General Contingency Fund 2019 (Note 1(d))	Capital Asset Fund 2019 (Note 1(d))	General Fund 2019 (Note 1(d))	Total 2019	Total 2018
<b>Net assets, beginning of year</b>	\$ 1,357,267	\$ 39,573	\$ (23,665)	\$ 1,373,175	\$ 1,546,802
Excess (deficiency) of revenue over expenses	110,104	(10,191)	(191,104)	(91,191)	(173,627)
Interfund transfers	(200,000)	-	200,000	-	-
Purchase of capital assets	-	4,879	(4,879)	-	-
<b>Net assets, end of year</b>	\$ 1,267,371	\$ 34,261	\$ (19,648)	\$ 1,281,984	\$ 1,373,175

**College of Psychologists of BC**  
**Statement of Operations**  
December 31, 2019

	2019	2018
<b>Revenue (Note 1(e))</b>		
Application and exam fees	\$ 98,800	\$ 86,550
Investment (Note 1(c))	126,227	70,601
Other	17,465	14,721
Registration fees (Note 6)	1,497,915	1,497,995
Special projects (Note 8)	247,183	95,742
Supervision revenue	35,874	34,380
Workshops (Notes 6)	26,550	22,830
	<b>2,050,014</b>	<b>1,822,819</b>
<b>Expenses</b>		
Administration	174,521	178,173
Audit	7,875	7,875
Board (Note 6)	37,647	15,456
Committees (meetings, travel and honoraria) (Note 6)	79,933	65,917
Hearings	-	76,872
Operations	155,177	156,330
Registrant / Applicant services	46,709	35,513
Special project expenses (Note 8)	247,183	95,742
Statutory functions (FOI, investigations, routine legal consultation)	340,604	301,200
Supervision expense	71,394	71,559
Wages and compensation	980,162	991,809
	<b>2,141,205</b>	<b>1,996,446</b>
<b>Deficiency of revenue over expenses</b>	\$ (91,191)	\$ (173,627)

**College of Psychologists of BC**  
**Statement of Cash Flows**  
December 31, 2019

	2019	2018
<b>Operating Activities</b>		
Deficiency of revenue over expenses	\$ (91,191)	\$ (173,627)
Amortization	10,191	11,940
Adjustments for changes in:		
Accounts receivable	17,559	(15,931)
Prepaid expenses	(341)	4,920
Accounts payable and accrued liabilities	51,734	4,053
Payroll liabilities payable	21,718	5,154
Deferred revenue	129,224	44,995
<b>Cash provided (used) in operating activities</b>	<b>138,894</b>	<b>(118,496)</b>
<b>Investing Activities</b>		
Purchase of capital assets	(4,879)	(3,837)
Decrease in investments - internally restricted	89,896	196,399
<b>Cash provided by investing activities</b>	<b>85,017</b>	<b>192,562</b>
<b>Net increase in cash</b>	<b>223,911</b>	<b>74,066</b>
Cash, beginning of year	1,262,522	1,188,456
<b>Cash, end of year</b>	<b>\$ 1,486,436</b>	<b>\$ 1,262,522</b>

**College of Psychologists of British Columbia**  
**Notes to the Financial Statements**  
December 31, 2019

The College of Psychologists of British Columbia ("the College") is the regulatory body for the profession of psychology in British Columbia. The College's role is to protect the public's interest by regulating and setting standards for the practice of psychology and monitoring the practice of psychology practitioners. The practice of psychology in British Columbia is regulated under the *Health Professions Act (HPA)*, the *Psychologists Regulation*, the *Bylaws* and the *Code of Conduct*. The College was incorporate by statute in January 2000.

The College is a not-for-profit organization under the Income Tax Act, and as such is exempt from income taxes.

**1. Significant accounting policies**

a) *Basis of presentation*

The financial statements have been prepared by management in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNPO).

b) *Cash*

The College's policy is to present under cash unrestricted bank account balances.

c) *Short term investments*

The College's investments portfolio consists of fixed income and equity market securities, which are traded on active markets and are recorded at fair value as determined on the last business day of the fiscal year. Annual distributions, as well as changes in fair value (2019 — \$61,454; 2018 — \$24,337) are reported as investment income on the statement of operations.

d) *Fund accounting*

Revenues and expenses for general activities and administration are reported in the **General Fund**. The General Fund was established in 2006.

The **General Contingency Fund** was established to provide for a reserve in case of lawsuits, hearings and other matters that may require significant expenditure. Based on financial guidelines and fiscal management, the Board resolved to endorse the equivalence of a one year operating amount for the General Contingency Fund. As at December 31, 2019 the fund has been maintained at \$1,267,371 (December 31, 2018 - \$1,357,267).

Expenditures from the General Contingency Fund are subject to approval by the College of Psychologists of British Columbia Board.

The **Capital Asset Fund** was established to provide a reserve for furniture and equipment purchases. It is the intention of the College to maintain this fund at the current year carrying value of the capital assets.

**College of Psychologists of British Columbia**  
**Notes to the Financial Statements**  
December 31, 2019

1. Significant accounting policies (continued)

d) Fund accounting (continued)

The **Capital Asset Fund** was established to provide a reserve for furniture and equipment purchases. It is the intention of the College to maintain this fund at the current year carrying value of the capital assets.

	2019	2018
Capital Asset Fund, beginning of year	\$ 39,573	\$ 47,676
Less: amortization of capital assets	(10,191)	(11,940)
Add: asset purchases during the year	4,879	3,837
Capital Asset Fund, end of year	\$ 34,261	\$ 39,573

Major asset purchases are subject to approval by the College's Board.

e) Revenue recognition

The College accounts for revenues using the deferral method.

**Registration, application and exam fees** received during the year are recorded as revenue in the period to which they relate and in which the related expenses are incurred. Where a portion of a fee or other contribution relates to a future period, it is deferred and recognized in that subsequent period.

**Investment income** is recorded when received or receivable and when collection is reasonably assured. Fair value adjustments, which are reported as part of investment income in the statement of operations, are calculated as a difference between estimated market value of the short term investments and their adjusted cost base on the last business day of the fiscal period.

**Government grants** received during the year are recorded as revenue in the period to which they relate and in which the related expenses are incurred. Government grants are recorded on a net basis when the College acts as an agent on behalf of the grantor. Government grants are otherwise recorded on a gross basis when the College is acting as a principal in the transactions. Government grants received in 2019 totaled \$247,183 — see Note 8 (2018 - \$95,742).

**Supervision, workshop and other** revenues are recorded when received or receivable and when collection is reasonably assured.

**College of Psychologists of British Columbia**  
**Notes to the Financial Statements**  
December 31, 2019

1. Significant accounting policies (continued)

f) Property and equipment

Purchased property and equipment are recorded at cost. Amortization is recorded over the estimated useful life of the assets using either a straight-line or declining balance method, as follows:

Computer equipment and software	30% declining balance
Leasehold improvements	5 years straight line
Office furniture and equipment	20% declining balance

In the year of acquisition, only one-half of the normal amortization is recorded

. Amortization expense is reported in the Capital Asset Fund.

g) Use of estimates

The preparation of financial statements in accordance with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Management reviews all significant estimates affecting its financial statements on a recurring basis and records the effect of any necessary adjustments. Management believes that the estimates used in preparing its financial statements are reasonable and prudent; however, actual results could differ from these estimates.

2. Property and equipment	2019			2018
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Computer equipment	\$ 180,899	\$ 167,578	\$ 13,321	\$ 15,902
Leasehold improvements	91,216	90,640	576	807
Office furniture and equipment	152,559	132,195	20,364	22,864
	\$ 424,674	\$ 390,413	\$ 34,261	\$ 39,573

**College of Psychologists of British Columbia**  
**Notes to the Financial Statements**

December 31, 2019

**3. Deferred Revenue**

Under the deferral method of accounting for contributions, restricted contributions related to expenses of future periods are deferred and recognized as revenue in the period in which the related expenses are incurred.

The College has received funds in advance of their fiscal year-end which are designated for expenses with specific restrictions to be incurred during the forthcoming fiscal year, as follows:

	2019		2018
Membership fees received in advance for the following fiscal year	\$ 1,373,150	\$	1,253,840
Written exam fees received in advance for the following fiscal year	300		3,825
HRSDC project grant (Note 8)	13,439		-
<b>Deferred revenue</b>	<b>\$ 1,386,889</b>	<b>\$</b>	<b>1,257,665</b>

The nature and amount of changes in deferred revenue balance for the year are as follows:

	2019		2018
Deferred revenue, beginning of year	\$ 1,257,665	\$	1,212,670
Add: amount received for future periods	1,386,889		1,257,665
Less: amount recognized as revenue in the year	(1,257,665)		(1,212,670)
<b>Deferred revenue, end of year</b>	<b>\$ 1,386,889</b>	<b>\$</b>	<b>1,257,665</b>

**College of Psychologists of British Columbia**  
**Notes to the Financial Statements**

December 31, 2019

**4. Contingencies**

The nature of the College's activities is such that there may be litigation pending or in progress at any time. With respect to claims at December 31, 2019, management is of the opinion that it has valid defenses and appropriate insurance coverage in place, or if there is unfunded risk, such claims are not expected to have a material effect on the College's financial position.

Outstanding contingencies are reviewed on an ongoing basis and are provided for based on management's best estimate of the ultimate settlement.

**5. Commitments**

The College has entered into lease agreements for photocopying and postage equipment. Furthermore, the College leases its premises, with the current lease agreement expiring at the end of March 2021. The aggregate amounts of payments estimated to be required for these commitments over the next five years are as follows:

Year Amount	
2020	143,652
2021	45,620
2022	10,823
2023	4,463
2024	-

**6. Related party transactions and Board remuneration**

The College collected renewal fees in the total amount of \$8,400 (2018 - \$7,200) and workshop fees in the total amount of \$375 (2018 - \$350) from its Board members.

The College paid honoraria in the total amount of \$7,400 (2018 - \$7,600) and supervisory fees of \$NIL (2018 - \$1,800) to its Board members. Each Board and Committee member receives a bi-yearly stipend in the months of July and December. For the Board, Registration and Quality Assurance Committee, each public and professional committee member receives a \$100.00 stipend per meeting date. For the Inquiry Committee, each public and professional committee member receives \$200 per month.

All these transactions were carried out in the normal course of operations and are recorded at the exchange value. This value corresponds to the consideration agreed upon by the parties and is determined based on the costs incurred. At year end, no amounts were due to or from related parties.



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**College of Psychologists of British Columbia**  
**Notes to the Financial Statements**December 31, 2019

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**7. Financial risks and concentration of risk***(a) Credit risk*

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. Financial instruments that potentially subject the College to significant concentrations of credit risk consist primarily of cash and accounts receivable. The College limits its exposure to credit risk by placing its cash in high credit quality instruments. The College extends credit to psychologists who are members, as well as to entities that are believed to be creditworthy.

The college has determined that there is no requirement for Allowance for doubtful accounts as at December 31, 2019 (December 31, 2018 – NIL).

*(b) Liquidity risk*

Liquidity risk is the risk that the College will be unable to fulfill its obligations on a timely basis or at a reasonable cost.

The College's exposure to liquidity risk is dependent on the collection of membership and other revenues and accounts receivable to sustain operations. Cash flow from operations provides the vast majority the College's cash requirements. Liquidity risk is mitigated by the contingency fund that has been established by the College.

*(c) Other price risk*

Other price risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices, whether caused by factors specific to the financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market.

The College's investment portfolio is comprised of a mix of investments in fixed income and equity market securities. A decline in equity markets will result in a decrease to the fair values of some of the College's marketable securities. This risk is mitigated by the portfolio being professionally managed. Furthermore, the College strives to maintain a mix of 75% in fixed income investments, and 25% in other assets including equities.

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**8. Special projects**

During 2018, the College, on behalf of Association of Canadian Psychology Regulatory Organizations (ACPRO), entered into a partnership with Human Resources and Skills Development Canada (HRSDC) to develop a website and software system to facilitate the integration of foreign-trained psychologists into the Canadian workforce. The grant pays for the direct expenses of the project, which are reviewed by HRSDC on a periodic basis. Expenses of the project in 2019 totaled \$247,183 (2018 - \$95,742). Project grant revenues of \$260,623 (2018 - \$78,640) have been received during 2019. In addition, project grant revenues of \$Nil (2018 - \$17,102) have been recognized as special project revenue and are included in accounts receivable for the year.

**9. Subsequent events**

On March 11, 2020 the COVID-19 outbreak was declared a pandemic by the World Health Organization. The situation is dynamic and the ultimate duration and magnitude of the impact on the economy and our operations are not known at this time. These impacts could include potential future decreases in revenue. Management is closely monitoring the evolving situation and taking measures to mitigate potential negative impacts to the College. The College has had to postpone upcoming examinations due to COVID-19 which may impact examination fee income for the year ending December 31, 2020.

Since December 31, 2019, the outbreak of COVID-19 and related global responses have caused material disruptions to businesses around the world, leading to an economic slowdown. Global equity markets have experienced significant volatility and weakness. As at April 29, 2020, the date that these financial statements were completed, the fair value of the College's investments had declined.

While governments and central banks have reacted with monetary and fiscal interventions designed to stabilize economic conditions, the duration and extent of the impact of the COVID-19 outbreak, as well as the effectiveness of government and central bank responses, remains unclear at this time.

These subsequent changes in the fair value of the College's investments are not reflected in the financial statements as at December 31, 2019.