COTBC
Quality Practice Webinars

How Recent Bylaw Changes Affect Your Practice
Kathy Corbett

QUALITY PRACTICE WEBINARS

New COTBC Bylaws

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Registrar and CEO

Webinar Outline

1. Background
2. Bylaw Revisions – Highlights
3. What it Means for Registrants
4. Questions
What is the role of the College?

• To serve and protect the public
• Exercise powers and discharge responsibilities in the public interest

(Section 16, Health Professions Act)

Where does COTBC get its authority?

Through legislation each College is established

Bylaws created under authority of the HPA

Background
Served Us Well Overtime

2016-2017
Purpose of the Revisions

- Bring in line with the amendments to Health Professions Act
- Ensure alignment of COTBC governance and operations
- Bring in line where relevant with other BC Health Regulators & our labour mobility obligations
- Create readiness for future regulatory direction

Process Anticipated

Draft & Review
Legal & MOH Approval & Posting
Filed with the MOH

... more like this! ... but we made progress and bylaws were filed with the Ministry of Health August 3, 2017
Highlights of Changes

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Definitions
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Definitions — Re-wording

OLD
“deliver” with reference to a notice or other document, includes mail to or leave with a person, or deposit in a person’s mailbox or receptacle at the person’s residence or place of business,

NEW
“deliver” with reference to a notice… or transmit to the most recent electronic mail address provided to the college by a registrant for the purposes of delivery;

Definitions — Adding

“direct supervision” means the supervised person is subject to the direction and review of a full registrant, who is present at the same location at the same time that the supervised registrant performs a clinical aspect of practice.

“general supervision” means supervised person is acting subject to review of the full registrant, but not necessary for the full registrant to be present at the same location…..

Definitions - Adding

“in good standing” means the registrant’s registration as a member of the College is not suspended or cancelled or otherwise restricted or limited under the Act.
Definitions

Part 1 Board of the College

Key Changes:
- Eligibility for election changes to mitigate potential conflicts of interest
- Terms of office elected board members changed from 2 year terms to 3 year terms for continuity of office
- Election voting by secure e-voting authorized
- Committee re-framing

New...

COTBC Bylaw 15(1) The following committees are established:
- registration committee
- inquiry committee
- discipline committee
- quality assurance committee
- standards and continuing competence committee
- patient relations, standards and ethics committee
- client relations committee
COTBC Bylaw 15(1) The following committees are established:

a) registration committee
b) inquiry committee
c) discipline committee
d) quality assurance committee
e) patient relations, standards and ethics committee

Part 1 Board of the College
Committee Mandates Updated

Terms of office to three years (with three term max)

All committees increase public representatives to not less than 1/3

Part 2 College Administration

Part 3 College Records
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**Part 2 College Administration**

**Key Changes:**
- Fortified accountabilities of registrar
- Fortified financial authority and accountabilities
- Improved clarity in language
- Reduced redundancy
- Quorum for annual meeting changed consistent with other regulators

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**Definitions**

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Part 4 Registration

Key Changes:

✓ Deadline for renewal is June 30th (hard deadline)

✓ Updated education and substantial equivalency language
Part 4 Registration

Key Changes:
- Deadline for renewal is June 30th (hard deadline)
- Updated education and substantial equivalency language
- Change to currency hours requirement, removing the 1000 hours/five years, retaining the 600 hours/three years, consistent with national standard

Part 4 Registration

Key Changes:
- Deadline for renewal is June 30th (hard deadline)
- Updated education and substantial equivalency language
- Change to currency hours requirement
- Increased liability insurance requirement to 5,000,000 (in alignment of most colleges and is already common limit in typically accessed insurance programs)
- Clarifies use of title designation

Part 4 Registration

Key Changes:
- Deadline for renewal is June 30th (hard deadline)
- Updated education and substantial equivalency language
- Change to currency hours requirement
- Increased liability insurance requirement
- Clarifies use of title designation
Part 4 Registration

Registrants must use the title occupational therapist and may also use Registered Occupational Therapist, Reg. O.T., or, Registered Occupational Therapist (BC), or Reg. O.T. (BC)

Part 5 Quality Assurance Program

- A New section in our bylaws
- Spells out requirements and responsibilities to participate in QAP including competence maintenance, assessment and improvement
Part 5 Quality Assurance Program

✓ Provides for new authority for assessment of professional performance consistent with provisions of the HPA
✓ Provides for Quality Assurance Committee to appoint assessors to assess professional performance of a registrant

Professional performance assessment may include:
a) A review of specific or randomly selected patient records including billing records,
b) An on-site assessment of the registrant’s practice
c) An assessment of the premises where the registrant engages in the practice of occupational therapy, and
d) Collection of information from a registrant’s peers, co-workers or patients for the purposes of obtaining feedback

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Part 6 Inspections, Inquiries and Discipline

- Removed sections that were redundant as otherwise contained in the Health Professions Act
- Or removed as not consistent with the provisions of the Health Professions Act (for example public notification)
- Added details of limitations in place for a registrant under suspension
- Increased fine ordered by discipline committee to $50,000

- Added items under s.71 professional misconduct including
  - engaging in the unauthorized practice of occupational therapy
  - being found guilty of a criminal or regulatory offense that is relevant to the member’s suitability to practice
Part 7 Registrant Management of Patient Records

- Removed definitions as redundant
- Added explicit language on clinical record requirements

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- Added Supervision re: Support Personnel:

  "A registrant may only assign aspects of practice to support personnel if there is an adequate supervision plan in place."

  "A registrant who assigns aspects of practice to support personnel remains responsible for the patient’s occupational therapy assessment and treatment"
Part 8 General

- Added section: “Registrants must comply with all standards of practice and the code of ethics published on the College website”.
- Duty to report removed, not because it is not an obligation, but because it is redundant as already an obligation in the Health Professions Act

Part 8 General

- Minimal changes to the section on Marketing and Advertising, important to those with websites and other related service advertising materials

Key messages:

- Keep your preferred email address up to date with the College
- Renew your registration before June 30th and avoid immediate cancellation and penalty fee in 2018
- Check you will meet the new currency hours requirement by June 30, 2018 or contact the college
- Proudly use “registered occupational therapist” or Reg. O.T.(BC) title
What’s happening now?

2017-2018
Transition planning for all bylaws underway to guide changes
✓ Appointing public members to committees
✓ Updating Committee Terms of Reference
✓ Orienting committees to new roles
✓ Implementing new processes and monitoring impact on College operations

Questions?

Thank you for making time for the presentation today

THANK YOU FOR LISTENING
• Please fill out the evaluation.
• Recording will be available in 24 hours
• Additional questions? Email practice@cotbc.org
• Join us on @OTCollegeBC