



2018 - 2019
ANNUAL REPORT

THE

COLLEGE OF RESPIRATORY
THERAPISTS OF ONTARIO,
THROUGH ITS ADMINISTRATION OF
THE **REGULATED HEALTH PROFESSIONS
ACT** AND THE **RESPIRATORY THERAPY
ACT**, IS DEDICATED TO ENSURING
THAT RESPIRATORY THERAPY
SERVICES PROVIDED TO THE PUBLIC,
BY ITS MEMBERS, ARE DELIVERED IN A

 SAFE AND ETHICAL MANNER.

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MESSAGE FROM THE

PRESIDENT &
REGISTRAR

WELCOME

TO OUR 2018 - 2019 ANNUAL REPORT.



Christina Sperling, RRT
President



Kevin Taylor, RRT
Registrar & CEO

On behalf of our Council, Committees and staff, we are pleased to present our 2018-2019 Annual Report for the College of Respiratory Therapists of Ontario (CRTO).

The CRTO is one of 26 health regulatory bodies established by the *Regulated Health Professions Act, 1991*. With a duty to serve and protect the public interest, the CRTO:

- Develops, establishes and maintains (i) the entry-to-practice requirements for becoming a Respiratory Therapist, (ii) the practice standards required of all RTs when providing care, and (iii) the professional ethics standards for our Members;
- Receives and investigates complaints about our Members to ensure that those practice standards are maintained and that patients receive the quality of care that they expect and deserve;
- Facilitates continuing education and professional development in our Members to ensure ongoing quality of practice as they respond to evolving patient and system needs, changes in the practice environment, and advances in technology;
- Provides information about our Members to the public, allowing them to make informed choices about who provides their health care; and
- Operates in an open and transparent fashion, allowing members of the public to see how decisions are made and to better understand the impact on their care.

MESSAGE FROM THE PRESIDENT & REGISTRAR

This past year, we focused on two main areas: continuing to improve our governance and promoting ongoing learning to influence quality of care.



ENHANCING GOVERNANCE

At the CRTO, we believe that better governance leads to a higher functioning organization, better generation of ideas, stronger collaboration and, ultimately, better decision-making – all contributing to a more effective regulator and better outcomes. To that end, we've enhanced our on-boarding process for all new Council and Committee members, helping them become better prepared to carry out their role and with greater clarity. We have invested in the ongoing learning and development of our Council members through a series of educational features at our meetings and through a periodical governance-themed publication. We have also embedded good governance principles in our decision-making tools to ensure continuing alignment with our public interest mandate. Finally, this year we took steps to strengthen our statutory committees decision-making by adding consideration of relevant competencies to the appointment process for committees and their chairs.



QUALITY OF CARE

The CRTO has always had a quality assurance program aimed at ensuring that all RTs continue to learn and grow as professionals and to stay abreast of the latest developments in research, technology and patient care. Recognizing that validating quality requires more than simple audits of an individual's learning activities, this year we implemented a modernized version of the program, intended to foster learning and development in a number of more effective ways. First, by recognizing

how, where and what RTs learn, the program better aligns with the realities of the learning and development that occurs within the profession. Secondly, we repositioned the program to now encompass the full breadth of practice settings, meaning that the program is now relevant to all RTs, rather than focusing only on the most common practice environments. Lastly, we added a mandatory annual e-learning module that all RTs must complete, ensuring that they're aware of any changes in the standards they're expected to uphold as regulated health care professionals.

The following pages describe our activities and accomplishments over the past 12 months. We are very proud of our achievements and look forward to continuing to play a key role in ensuring that Ontarians receive safe, effective and ethical health care.

Sincerely,

Christina





CRTC Strategic Directions and Key Priorities 2016-2020

FOUNDATIONS

Regulating the practice of Respiratory Therapy to serve the Public Interest

External Factors



- Engagement through Member Outreach
- Continue to implement our Student Strategy
- Continue to leverage communications for Stakeholder Relations

Member Engagement



- Enhancing College Governance
- Enhancing Transparency

Governance & Accountability



- Modernizing our Professional Misconduct Regulation
- Updating our CRTC Standards of Practice
- Updating our CRTC Ethical Standards
- Improving our QA Program
- Leveraging GROW, our professional development model
- Promoting Good Business Practices from our Members

Enhancing Professionalism



- Continue working with others within our community, including:
 - ADP
 - eHealth
 - FHRCO
 - NARTRB
- Provide leadership on key national issues:
 - Labour Mobility
 - IEHP Assessment / Harmonization
 - Accreditation Reform

Healthcare Community



- Investments in technology - making our College "greener"
- Refining our IEHP Assessment
- Enhancing our Internal Processes

Core Business Practices

COUNCIL MEMBERS, NON-COUNCIL COMMITTEE MEMBERS AND STAFF MEMBERS as of February 28, 2019

14 COUNCIL

- Kelly Arndt, RRT
- Michelle Causton
- Allison Chadwick, RRT
- Jacqueline Conant
- Rhonda Contant, RRT
- Jeff Earnshaw, RRT
- Monique Forster
- Patricia Latimer
- James Lexovsky
- Lindsay Martinek, RRT
- Kelly Munoz, RRT
- Jody Saarvala, RRT
- Christina Sperling, RRT
- Andrea Winters, RRT

12 NON-COUNCIL COMMITTEE

- Julie Boulianne, RRT
- Daniel Fryer, RRT
- Aaron Giba, RRT
- Ginette Greffe-Laliberté, RRT
- Antonio Guglietti, RRT
- Christa Krause, RRT
- Sheena Lykke, RRT
- Concetta Martins, RRT
- Denise Murphy, RRT
- Travis Murphy, RRT
- Kathleen Olden-Powell, RRT
- Bruno Tassone, RRT

9 STAFF

- Kevin Taylor RRT, Registrar & CEO
- Carole Hamp RRT, Quality Practice Manager
- Ania Walsh, Registration Manager
- Amelia Ma, Finance & Office Manager
- Janice Carson, Communications Manager
- Lori Peppler-Beechey RRT, Governance & Quality Manager
- Lisa Ng, Registration & Investigations Coordinator
- Shaf Rahman, Professional Conduct Manager
- Temeka Tadesse, IT & Database Specialist

COMMITTEE MEMBERS as of February 28, 2019

EXECUTIVE COMMITTEE

Christina Sperling, RRT President
Patricia Latimer Vice-President
Allison Chadwick, RRT
Jacqueline Conant
Rhonda Contant, RRT

DISCIPLINE COMMITTEE

Christina Sperling, RRT Chair	Patricia Latimer
Monique Forster Vice-Chair	Lindsay Martinek, RRT
Julie Boulianne, RRT	Concetta Martins, RRT
Daniel Fryer, RRT	Jody Saarvala, RRT
Antonio Guglietti, RRT	Andrea Winters, RRT

FITNESS TO PRACTISE COMMITTEE

Christina Sperling, RRT Chair	Patricia Latimer
Monique Forster Vice-Chair	Lindsay Martinek, RRT
Julie Boulianne, RRT	Concetta Martins, RRT
Daniel Fryer, RRT	Jody Saarvala, RRT
Antonio Guglietti, RRT	Andrea Winters, RRT

INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE (ICRC)

Allison Chadwick, RRT Chair	Christa Krause, RRT
Jeff Earnshaw, RRT Vice-Chair	James Lexovsky
Kelly Arndt, RRT	Sheena Lykke, RRT
Michelle Causton	Kelly Munoz, RRT
Jacqueline Conant	Denise Murphy, RRT
Rhonda Contant, RRT	Travis Murphy, RRT
Aaron Giba, RRT	Kathleen Olden-Powell, RRT
Ginette Greffe-Laliberté, RRT	Bruno Tassone, RRT

COMMITTEE MEMBERS as of February 28, 2019

PATIENT RELATIONS COMMITTEE

Jacqueline Conant Chair
 Michelle Causton Vice-Chair
 Kelly Arndt, RRT
 Julie Boulianne, RRT
 Allison Chadwick, RRT

Antonio Guglietti, RRT
 Concetta Martins, RRT
 Travis Murphy, RRT
 Christina Sperling, RRT

QUALITY ASSURANCE COMMITTEE

Rhonda Contant, RRT Chair
 Ginette Greffe-Laliberté, RRT Vice-Chair
 Michelle Causton
 Monique Forster
 Daniel Fryer, RRT
 James Lexovsky

Sheena Lykke, RRT
 Lindsay Martinek, RRT
 Concetta Martins, RRT
 Kelly Munoz, RRT
 Bruno Tassone, RRT

REGISTRATION COMMITTEE

Patricia Latimer Chair
 Christa Krause, RRT Vice-Chair
 Jeff Earnshaw, RRT
 Monique Forster
 Aaron Giba, RRT
 Antonio Guglietti, RRT

James Lexovsky
 Denise Murphy, RRT
 Kathleen Olden-Powell, RRT
 Jody Saarvala, RRT
 Andrea Winters, RRT

OUTREACH

Our goal is to promote communication between stakeholders and the CRTO.



SOCIAL Media

42 Tweets Sent

52 Retweets

The CRTO tweets links to new or updated content on our website to give users another way to quickly see information related to their practice. Follow us on Twitter @TheCRTO



CRTO Website

21.6% of visitors to the CRTO website are new

78.4% of visitors to the CRTO website are returning



Practice FAQs

6 FAQs

FAQs published in the monthly ebulletin. Topics are determined based on practice questions received throughout the year.



Professional Practice BLOG

4 BLOG Posts

The CRTO publishes a regular BLOG, available on our website. Posts relating to practice questions, current events and new legislation are highlighted.

OUTREACH



EMAILS

The CRTO publishes approximately 12-14 bulletins throughout the year. It is the goal of the CRTO to keep Members and stakeholders informed with on-going updates through clear and consistent communication. The electronic mailings contain time sensitive material relevant to the practice of Respiratory Therapy.



CONDUCT COUNTS Case Studies

Several times per year, the CRTO publishes a case study looking at different issues around a Members' practice. Although some details have been changed to protect individual identities, the issues, process and outcomes illustrated in the Case Studies are all based on actual CRTO investigations.

42,724 EMAILS WERE SENT TO MEMBERS AND STAKEHOLDERS

99.7%

were successfully delivered

0.3%

were undeliverable (due to invalid email addresses or full mailboxes)

5 CASE STUDIES WERE PUBLISHED IN 2018/2019

Topics included:

- Falsifying Documentation
- Authorized Acts
- General Documentation
- Professional Conduct
- Bullying
- Social Media

CRTO STAFF VISITED

6

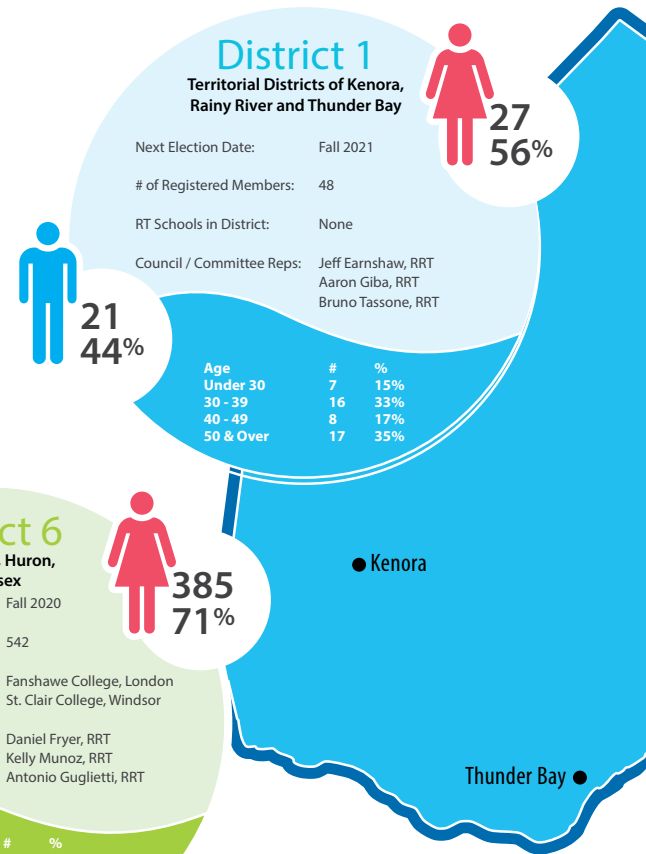
RT SCHOOLS IN ONTARIO

31

HEALTH CARE FACILITIES IN ONTARIO

CRTO Electoral Districts

- 1 - Territorial Districts of Kenora, Rainy River and Thunder Bay
- 2 - Muskoka, Nipissing, North Bay Area, Sudbury
- 3 - Ottawa-Carlton, Renfrew, Hastings
- 4 - Greater Toronto, Haliburton, Northumberland, Simcoe
- 5 - Hamilton, Kitchener, Niagara, Wellington
- 6 - Bruce, Essex, Huron, Middlesex
- 7 - Academic, Whole Province of Ontario



District 1

Territorial Districts of Kenora, Rainy River and Thunder Bay

27
56%

Next Election Date: Fall 2021
 # of Registered Members: 48
 RT Schools in District: None
 Council / Committee Reps: Jeff Earnshaw, RRT
 Aaron Giba, RRT
 Bruno Tassone, RRT

21
44%

Age	#	%
Under 30	7	15%
30 - 39	16	33%
40 - 49	8	17%
50 & Over	17	35%

District 6

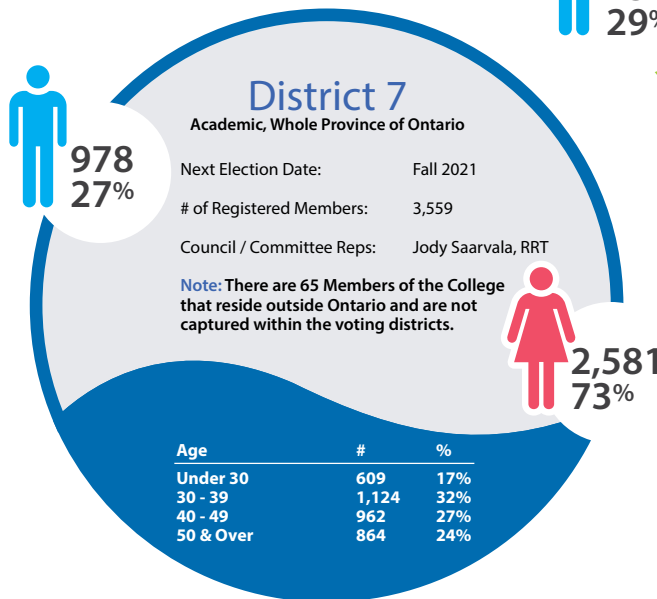
Bruce, Essex, Huron, Middlesex

385
71%

Next Election Date: Fall 2020
 # of Registered Members: 542
 RT Schools in District: Fanshawe College, London
 St. Clair College, Windsor
 Council / Committee Reps: Daniel Fryer, RRT
 Kelly Munoz, RRT
 Antonio Guglietti, RRT

157
29%

Age	#	%
Under 30	90	16%
30 - 39	150	28%
40 - 49	146	27%
50 & Over	156	29%



District 7

Academic, Whole Province of Ontario

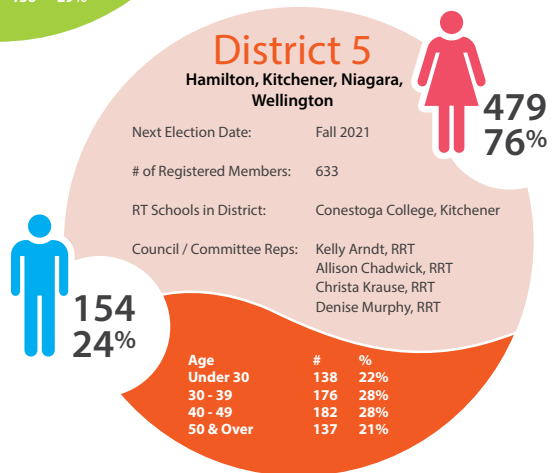
978
27%

Next Election Date: Fall 2021
 # of Registered Members: 3,559
 Council / Committee Reps: Jody Saarvala, RRT

Note: There are 65 Members of the College that reside outside Ontario and are not captured within the voting districts.

2,581
73%

Age	#	%
Under 30	609	17%
30 - 39	1,124	32%
40 - 49	962	27%
50 & Over	864	24%



District 5

Hamilton, Kitchener, Niagara, Wellington

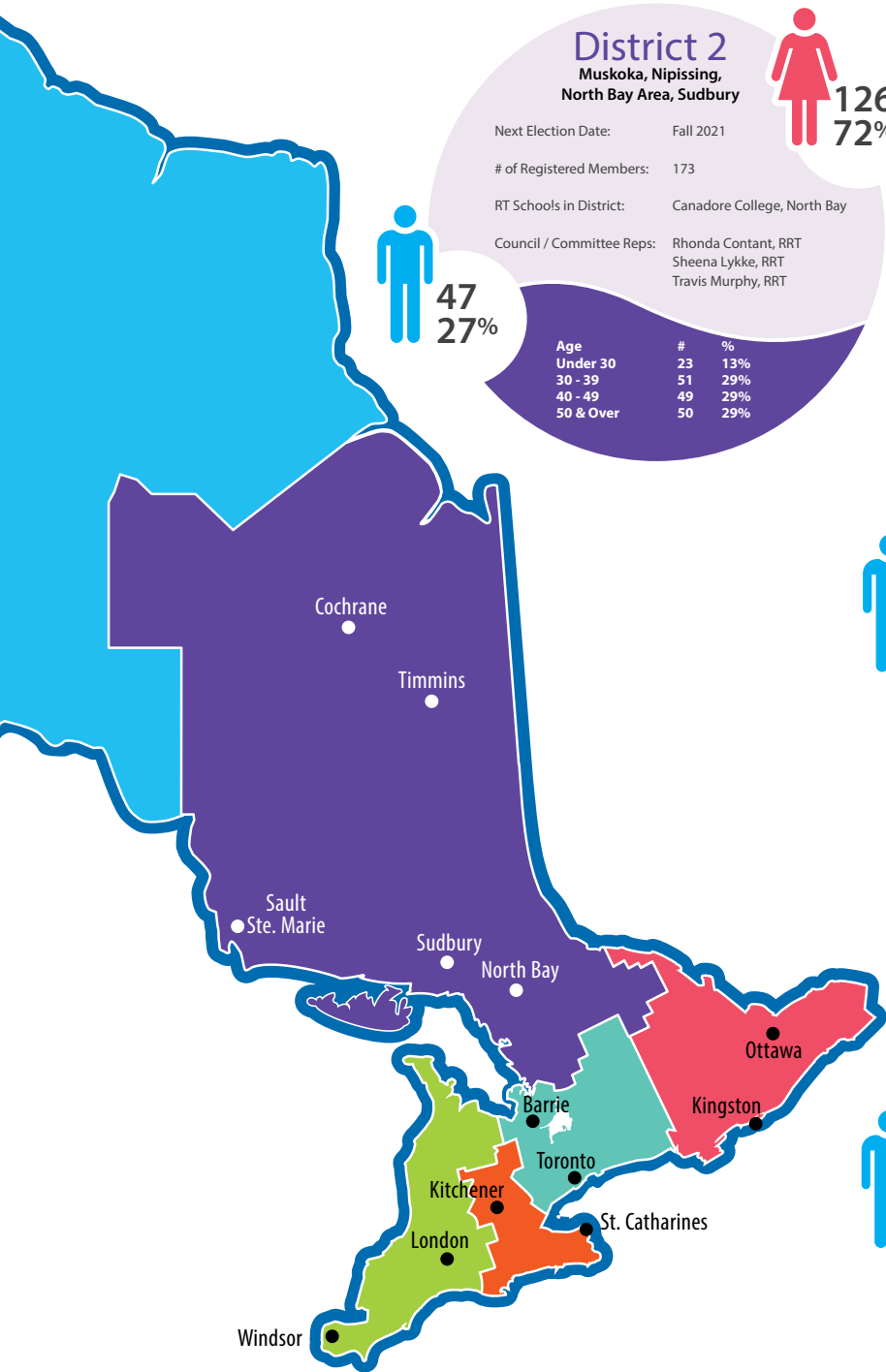
479
76%

Next Election Date: Fall 2021
 # of Registered Members: 633
 RT Schools in District: Conestoga College, Kitchener
 Council / Committee Reps: Kelly Arndt, RRT
 Allison Chadwick, RRT
 Christa Krause, RRT
 Denise Murphy, RRT

154
24%

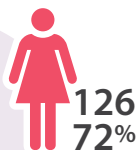
Age	#	%
Under 30	138	22%
30 - 39	176	28%
40 - 49	182	28%
50 & Over	137	21%

2018/2019

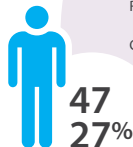


District 2

Muskoka, Nipissing,
North Bay Area, Sudbury



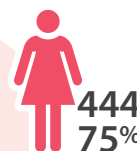
Next Election Date: Fall 2021
of Registered Members: 173
RT Schools in District: Canadore College, North Bay
Council / Committee Reps: Rhonda Contant, RRT
Sheena Lykke, RRT
Travis Murphy, RRT



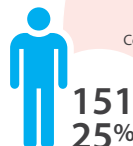
Age	#	%
Under 30	23	13%
30 - 39	51	29%
40 - 49	49	29%
50 & Over	50	29%

District 3

Ottawa-Carlton, Renfrew,
Hastings



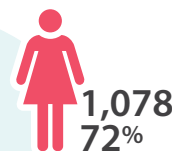
Next Election Date: Fall 2020
of Registered Members: 595
RT Schools in District: Algonquin College, Ottawa
La Cité collégiale, Ottawa
Council / Committee Reps: Julie Boulianne, RRT
Ginette Greffe-Laliberté, RRT
Andrea Winters, RRT



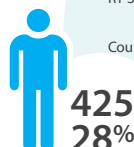
Age	#	%
Under 30	98	16%
30 - 39	214	36%
40 - 49	151	25%
50 & Over	132	23%

District 4

Greater Toronto, Haliburton,
Northumberland, Simcoe



Next Election Date: Fall 2020
of Registered Members: 1,503
RT Schools in District: The Michener Institute
for Applied Health Sciences, Toronto
Council / Committee Reps: Lindsay Martinek, RRT
Concetta Martins, RRT
Kathleen Olden-Powell, RRT
Christina Sperling, RRT



Age	#	%
Under 30	239	16%
30 - 39	489	33%
40 - 49	410	27%
50 & Over	365	24%

STATISTICS & DEMOGRAPHICS

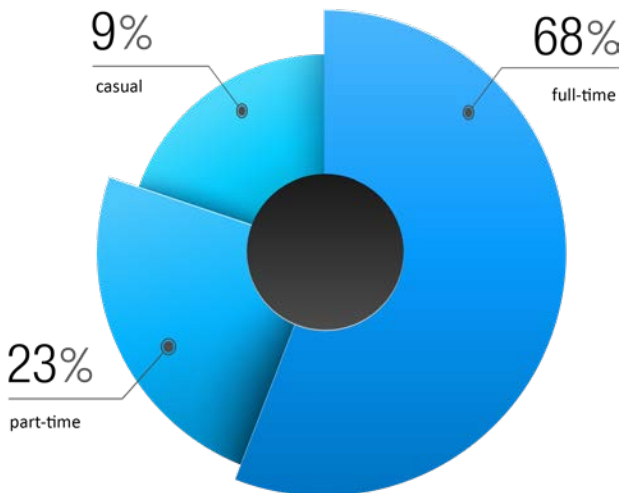
AS OF FEBRUARY 28, 2019

NUMBER OF RTs **3,559**

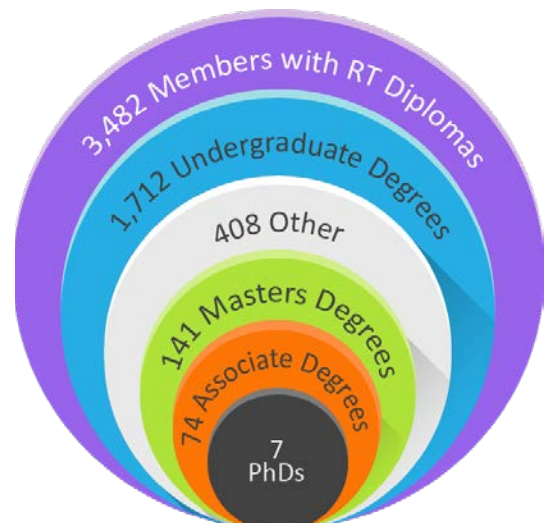


For more information on classes of registration please visit:
www.crto.on.ca/members/about-your-certificate-of-registration/classes-registration/

EMPLOYMENT STATUS (Based on primary employer)

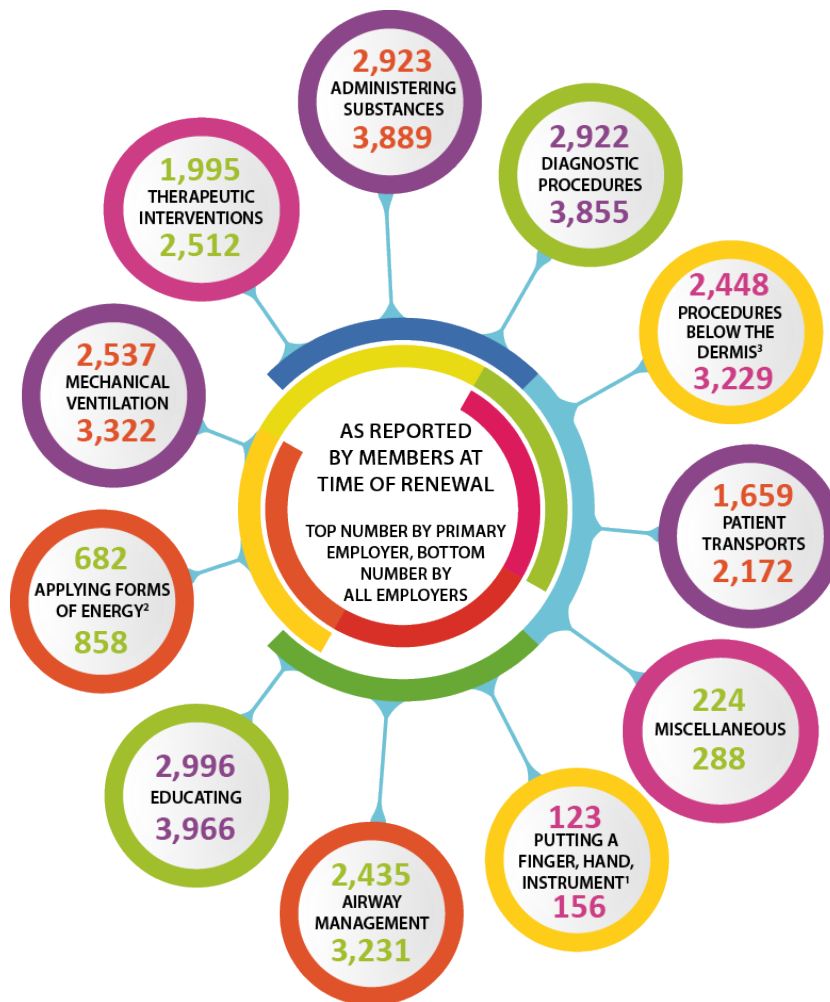
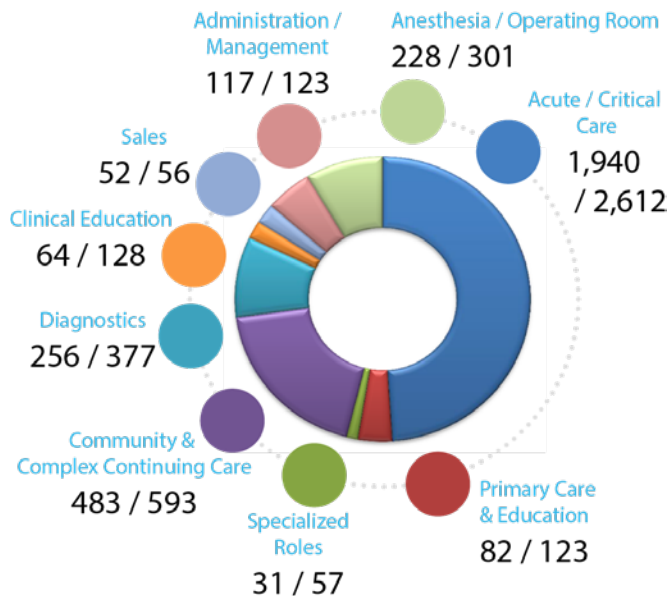


EDUCATIONAL PROFILE



MAIN AREAS OF PRACTICE

Main focus of Respiratory Therapy practice at the Members place(s) of employment. First number by primary employer, second number by all employers.



RT ACTIVITIES PERFORMED BY MEMBERS

¹ E.g., Into an artificial opening into the body.

² E.g., Defibrillation, Cardioversion, Automatic External Defibrillator (AED)

³ E.g., Arterial Cannulation, Chest Tubes, Epidural, Venipuncture.

EXECUTIVE

COMMITTEE REPORT



Christina Sperling, RRT
Executive Committee Chair

Reporting to Council, the Executive Committee consults with the Registrar & CEO to oversee the administration of the CRTO. The Executive Committee can exercise all the powers of Council on matters that require immediate attention except making, amending or revoking regulations or By-Laws. The President and Vice-President, elected by the Council, are automatically Executive Members.

This year the Committee:

- Monitored the CRTO's budget, financial position and investments
- Reviewed the CRTO's audited financial statements
- Oversaw the Election of Members in Districts 1, 2, 5 and 7
- Appointed Council and Non-Council Members to the statutory committees
- Oversaw the migration to a new accreditation provider for RT education and training programs
- Considered a number of governance improvement measures for the CRTO
- Proposed revisions to the Funding for Therapy Policy
- Implemented a new process for financial audit procedures, including the verification of auditor objectivity and a new tool for evaluating auditor performance

PATIENT RELATIONS

COMMITTEE REPORT



Jacqueline Conant
Patient Relations
Committee Chair

The Patient Relations Committee is responsible for developing, establishing and maintaining a Patient Relations Program, including measures for preventing and/or dealing with sexual abuse of patients by Members of the CRTO and administering funding for therapy/counseling for patients who have been sexually abused by our Members. This committee also advises Council on communications plans.

Patient Relations Program

During the 2018-2019 fiscal year there were no applications for funding for therapy submitted to the Patient Relations Committee.

This year the committee:

- Reviewed and updated the *Abuse Prevention & Awareness Professional Practice Guideline (PPG)*
- Reviewed the new Funding for Supportive Measures for Patients/ Clients and Non-Patients/Non-Clients Policies and associated applications
- Reviewed and updated the CRTO's *Zero Tolerance Position Statement*

Other Areas of Focus

The planning priorities of the PRC are closely linked to several of the CRTO 2016 - 2020 strategic directions and key priorities.

Related ongoing Committee activities include:

- Member engagement
- Public awareness
- Student engagement

REGISTRATION

COMMITTEE REPORT



Patricia Latimer
Registration Committee Chair

The Registration Committee directs the Registrar on issuing certificates of registration to applicants and may impose terms, conditions and limitations on these certificates. The Registration Committee also reviews and develops policies related to registration such as approved RT educational programs, prior learning assessments and registration criteria.

This year the Committee:

- Held two full day meetings and one teleconference meeting
- Reviewed and subsequently approved changes to the Registration Committee Goals and Terms of Reference
- Conducted a detailed review of the *Registration Regulation*
- Monitored the Respiratory Therapy programs' accreditation status
- Monitored the entry-to-practice assessment process
- Approved one certification program for prescribed procedures below the dermis (intraosseous needle insertion)
- Reviewed and subsequently amended the *Registration Currency Policy*
- Reviewed the new *Guide for Applying for Change to Terms Conditions and Limitations*
- Reviewed the new *Am I Practising? Fact Sheet*

18 TOTAL REFERRALS

- 9 CURRENCY REFERRALS**
From applicants who have not been engaged in the practice of Respiratory Therapy within the two years preceding their application to the CRTO
- 5 CHANGES TO TCLs**
Applications for change to terms, conditions and limitations imposed on Members' Certificates of Registration
- 2 ENTRY-TO-PRACTICE**
Review of the Entry-to-Practice Assessment Results
- 1 REVIEW APPLICANT'S CONDUCT**
- 1 RATIFY THE REGISTRAR'S OFFER**
to issue a certificate of registration

View the CRTO's 2018 Fair Registration Practices Report to the Office of the Fairness Commissioner (OFC) at:
www.crto.on.ca/pdf/Reports/2018.OFC.Report.pdf

QUALITY ASSURANCE

COMMITTEE REPORT



Rhonda Contant, RRT
Quality Assurance
Committee Chair

The Quality Assurance Committee develops, implements and maintains the CRTO’s QA program, encouraging continued professional improvement of RT Members. This Committee conducts a review of the Quality Assurance Program’s effectiveness every five years. The QA Committee also monitors compliance with the QA program and makes decisions about Members who have been identified with unsatisfactory knowledge, skills, or judgement through this framework.

This year the Committee:

- Reviewed and updated the Professional Development Program (PDP) Policy and Procedure
- Reviewed and updated the Professional Development Program (PDP) Deferral Procedure
- Reviewed and updated the PDP Peer Assessors, Mentors, Practice Assessors & Working Group Members Procedure
- Notified Members who are scheduled to submit their PORTfolios in 2019
- Continued to implement and review the RelevantT eLearning module
- Continued to implement and review the Launch RT Jurisprudence Assessment

QA Requirements:

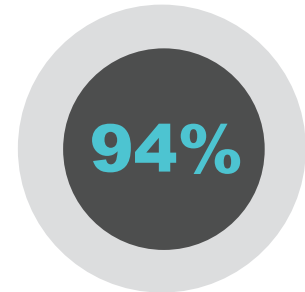
- **Launch RT Jurisprudence Assessment** is completed by new or recently reinstated Members
- **RelevantT eLearning Module** is completed annually by all Members
- **Portfolio Online for Respiratory Therapists (PORTfolio^{OM})** must be maintained by all Members on an ongoing basis, with submission for peer review up to once every five years.
- **Specified Continuing Education or Remediation Program (SCERP) / Practice Assessment** in specific instances

For more details visit www.crto.on.ca/pdf/Policies/QA_Program_Policy_101.pdf

Quality Assurance by the Numbers

Relevant eLearning Module

- 3,429** Members completed the module by the February 28th deadline
- 212** Reminder notices had to be sent to Members who did not meet the deadline
- 4** Members remain outstanding on completing Relevant
- 1** Outstanding Member has been required to undergo a Peer and Practice Assessment
- 3** Outstanding Members were referred to the Inquiries, Complaints and Reports Committee (ICRC)



Compliance
of Relevant

Survey Results from Relevant eLearning Module

2,536 Members completed the survey that accompanied the module **99%**

of respondents stated they found the module easy to access and complete, and stated that the module enhanced their knowledge of recent changes to the practice standards and guidelines that govern RT practice in Ontario



LAUNCH RT

JURISPRUDENCE ASSESSMENT

running since October 2016

- 562** Members have completed Launch RT since October 2016
- 83** Received a score below 70% and were required to repeat Launch RT. All but five of those passed the assessment on the second attempt
- 81%** Overall average for first time writers (range 38%- 100%)

Professional Development Program (PDP)

- 647** Members selected to submit their PORTfolio (due April 1, 2019)
- 23** PORTfolio Workshops conducted in person (plus six online) for a total of 393 Members

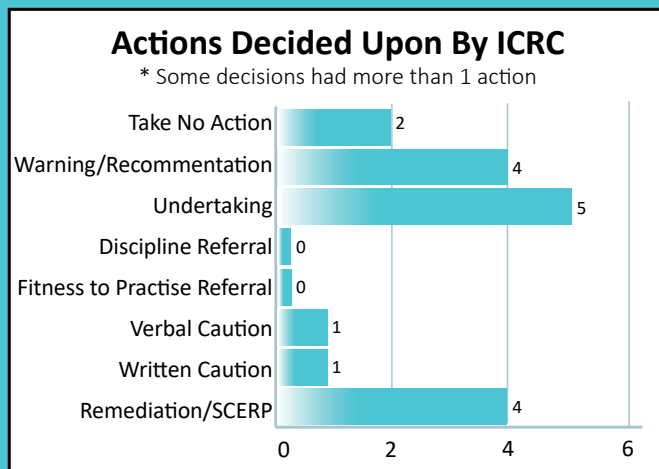
INQUIRIES, COMPLAINTS & REPORTS COMMITTEE REPORT



Allison Chadwick, RRT
ICR Committee Chair

The Inquiries, Complaints and Reports Committee (ICRC) is responsible for investigating concerns brought to the CRTO’s attention through complaints or reports, such as termination reports from employers. The Committee considers concerns related to a Member’s conduct, capacity and competence to determine if a referral to the Discipline or Fitness to Practise Committee is warranted, or if another method of addressing the issue would be suitable.

In 2018-2019, the CRTO received 24 new matters. Of those, six were addressed at the inquiry level, while 18 went to the ICRC level. Five matters remain ongoing and 13 decisions were made. The outcomes of these decisions are detailed below.



Concerns about RTs were reported to the CRTO through:

- 9** Complaints
- 11** Employer Reports
- 1** Self-Reports by Members
- 3** Registrar’s Referrals

- 24** **Matters Received**

Matters investigated by the CRTO took **145 days**, on average, from receipt of the concern to the decision being rendered.

FITNESS TO PRACTISE

COMMITTEE REPORT



Christina Sperling, RRT
Fitness to Practise Committee Chair

On referral from a Panel of the Inquiries, Complaints and Reports Committee, the Fitness to Practise Committee conducts hearings to determine whether a Member is incapacitated. In the interest of the public, sometimes a Member suffering from a physical or mental condition/disorder can no longer practise safely or must practise with restrictions. A Fitness to Practise hearing is generally closed to the public unless the Member requests otherwise.

This year there were no referrals to the Fitness to Practise Committee.

DISCIPLINE

COMMITTEE REPORT



Christina Sperling, RRT
Discipline Committee Chair

Panels of this Committee are responsible for hearing and determining allegations of professional misconduct or incompetence referred by the Inquiries, Complaints and Reports Committee. Discipline hearings are open to the public and proceedings against a Member before the Discipline Committee panel are civil in nature. Based on submitted evidence, the panel must arrive at a decision and determine a penalty if there's a finding of guilt. For more information what a Discipline Committee may do, see: www.crto.on.ca/public/concerns-about-a-respiratory-therapist/hearings/about-discipline/

In 2018-2019, there were no referrals to the Discipline Committee.



2018



2019

**FINANCIAL
SUMMARY
2018-2019**

Independent Auditor's Report

TO THE COUNCIL OF THE COLLEGE OF RESPIRATORY THERAPISTS OF ONTARIO

Opinion

The summary financial statements of the College of Respiratory Therapists of Ontario (the "College"), which comprise the summary balance sheet as at February 28, 2019, and the summary statement of operations for the year then ended, are derived from the audited financial statements of the College for the year ended February 28, 2019.

In our opinion, the accompanying summary financial statements are a fair summary of the audited financial statements of the College for the year ended February 28, 2019, except that information in respect of changes in net assets and cash flows has not been presented and notes to the summary financial statements have not been prepared as further described in the *Summary of Financial Statements*.

Summary Financial Statements

The summary financial statements do not contain all the disclosures required by Canadian accounting standards for not-for-profit organizations. Reading the summary financial statements and the auditor's report thereon, therefore, is not a substitute for reading the audited financial statements of the College and the auditor's report thereon. The summary financial statements and the audited financial statements do not reflect the effects of events that occurred subsequent to the date of our report on the audited financial statements.

The Audited Financial Statements and Our Report Thereon

We expressed an unmodified audit opinion on the audited financial statements in our report dated May 31, 2019.

Management's Responsibility for the Summary Financial Statements

Management is responsible for the preparation of a summary of the audited financial statements in accordance with Canadian accounting standards for not-for-profit organizations, except that information in respect of changes in net assets and cash flows has not been presented and notes to the summary financial statements have not been prepared.

Auditor's Responsibility for the Summary Financial Statements

Our responsibility is to express an opinion on whether the summary financial statements are a fair summary of the audited financial statements based on our procedures, which were conducted in accordance with Canadian Auditing Standard (CAS) 810, "Engagements to Report on Summary Financial Statements".

Toronto, Ontario

Chartered Professional Accountants
Licensed Public Accountants

Summary Balance Sheet

AS AT FEBRUARY 28, 2019

	2019	2018
ASSETS		
Current assets		
Cash	\$ 1,532,034	\$ 1,410,579
Investments	1,227,462	1,203,403
Prepaid expenses	48,115	49,505
	2,807,611	2,663,487
Capital assets	176,396	239,454
	2,984,007	2,902,941
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	218,042	148,100
Deferred revenue - registration fees	1,905,819	1,683,087
	2,123,861	1,831,187
Obligations under capital lease	34,327	45,113
	2,158,188	1,876,300
NET ASSETS		
Internally restricted		
Abuse therapy fund	50,000	20,000
General contingency reserve fund	500,000	500,000
General investigations and hearings fund	150,000	150,000
Special projects reserve	345,173	345,173
Invested in capital assets	87,242	139,511
Unrestricted		
Operating fund	(306,596)	(128,043)
	825,819	1,026,641
	\$ 2,984,007	\$ 2,902,941

Copies of 2018 / 2019 complete audited financial statements are available on our website at www.crto.on.ca or on request from the Registrar at 416-591-7800.

Summary Statement of Operations

AS AT FEBRUARY 28, 2019

	2019	2018
REVENUES		
Registration, renewal and application fees	\$ 1,932,836	\$ 1,699,110
Investment income	31,429	18,501
	1,964,265	1,717,611
EXPENSES		
Salaries and benefits	1,256,770	1,062,049
Occupancy costs	145,105	141,157
Quality assurance	29,805	64,383
Professional fees	153,561	117,609
Printing, postage, stationary and delivery	40,572	27,384
Council and committee	92,234	88,669
Special project	79,884	133,909
All other operating expenses	367,156	370,195
	2,165,087	2,005,355
Deficiency of revenues over expenses for the year	\$ (200,822)	\$ (287,744)

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**College of Respiratory
Therapists of Ontario**

**Ordre des thérapeutes
respiratoires de l'Ontario**

180 Dundas Street West, Suite 2103
Toronto, Ontario M5G 1Z8
Tel: 416-591-7800 / 1-800-261-0528
Fax: 416-591-7890

www.crto.on.ca