

**2021 - 2022
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 2021 - 2022 ANNUAL REPORT



Allison Chadwick, RRT
President & Board Chair



Lindsay Martinek, RRT
President & Board Chair



Kevin Taylor, RRT
Registrar & CEO



Carole Hamp, RRT
Registrar & CEO

On behalf of our Council, Committees and staff, we are pleased to present our 2021-2022 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 has been a challenging one for the CRTO. On top of the ongoing global pandemic, we suffered a very personal loss. Kevin Taylor, who was the CRTO Registrar for nine years, became ill in mid-April and passed away in early August 2021. In addition to his role as CRTO Registrar, Kevin served as the President of the Health Profession Regulators of Ontario (HPRO), Chair of the Canadian Network of Agencies for Regulation (CNAR), and Vice-President of the National Alliance of Respiratory Therapy Regulatory Bodies (NARTRB). The loss of Kevin's leadership and friendship is keenly felt by all who had the pleasure to know him. As noted in one of the many tributes to Kevin:

All of those who had the great fortune of sharing time with Kevin will do our best to ensure that his kindness, passion and dedication continue to resonate within our daily activities, interactions and goals for the future.

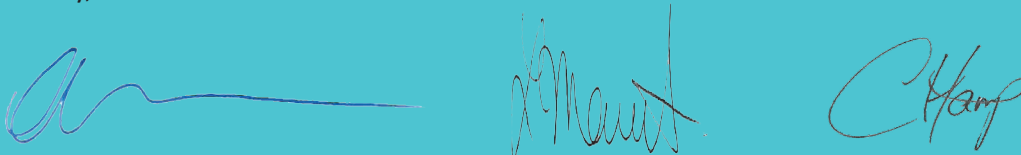
During the remainder of 2021 and into 2022, our Council and Committee members and staff have endeavoured to honour Kevin's vision for the CRTO and the RT profession through the continuation of a number of key initiatives, such as the:

- Development of the 2021-2025 Strategic Direction & Key Priorities
- Creation and implementation of the CRTO Policy Framework
- Election of a new CRTO President and Vice-President, as well as several new Council and Committee members
- Submission to the Ontario Ministry of Health (MOH) regarding their Governance Reform & Regulatory Modernization and College Performance Measurement Framework (CPMF)
- Formation of a Finance & Audit Committee to help guide the management of the CRTO's resources
- Initiation of a third-party review of the Complaints process & IT infrastructure

As the pandemic continued to significantly impact our healthcare system, the CRTO worked closely with the MOH, as well as our other system partners, to ensure there were a sufficient number of Respiratory Therapists (RTs) to meet the workforce demands.

We are immensely proud of how our members have persevered in very trying circumstances and are proud of all the CRTO has done to ensure RTs continue to provide safe, competent and ethical care to the public of Ontario.

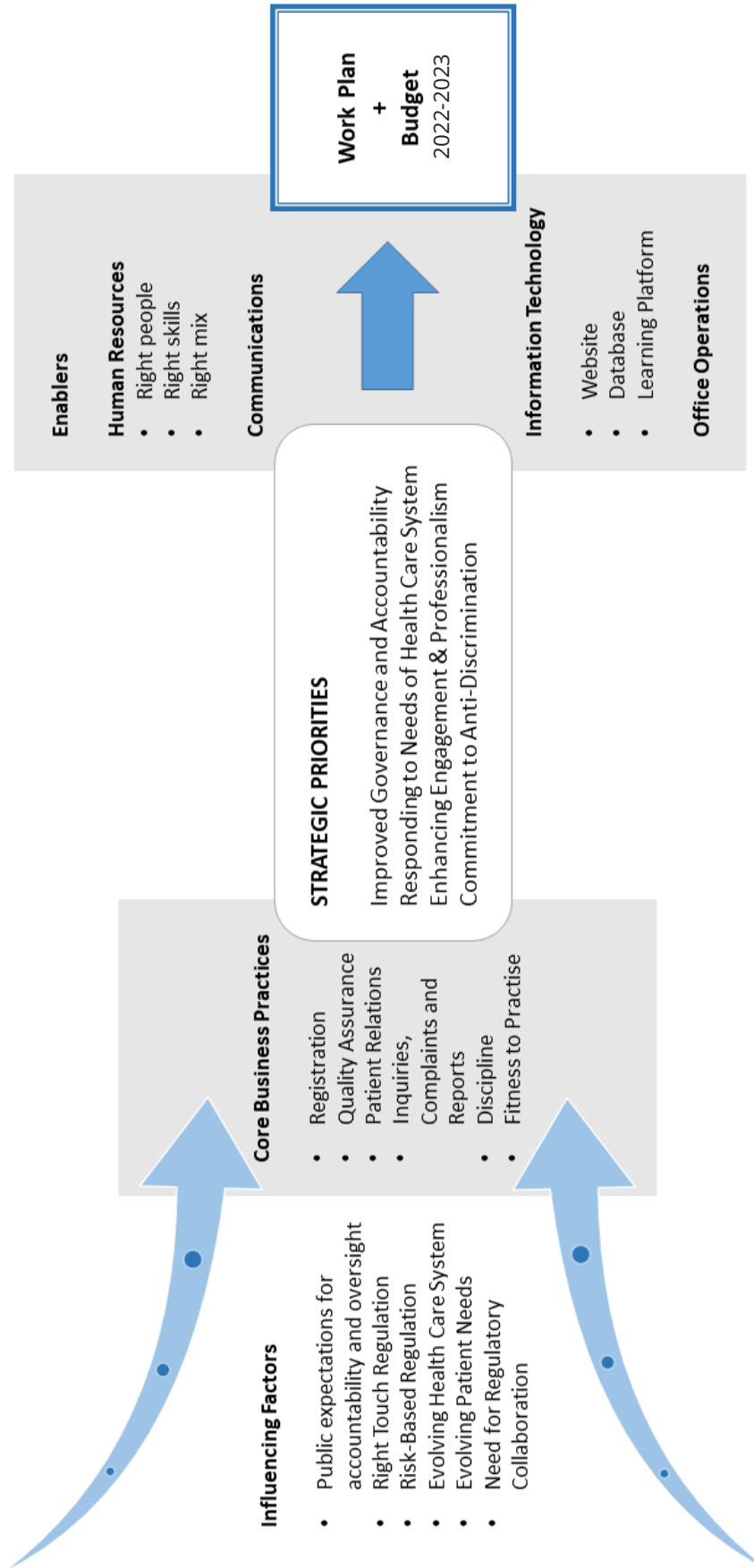
Sincerely,





CRTO STRATEGIC PRIORITIES 2021-2022

Regulating the profession of Respiratory Therapy in
the public interest



COUNCIL MEMBERS, PROFESSIONAL COMMITTEE APPOINTEES AND STAFF MEMBERS

as of February 28, 2022

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COUNCIL

Lindsay Martinek, RRT (President)
Kim Morris (Vice-President)
Derek Clark
Jeffrey Dionne, RRT
Shawn Jacobson, RRT
Andriy Kolos
Christa Krause, RRT
Katherine Lalonde, RRT
Angela Miller, RRT
Kelly Munoz, RRT
Allison Peddle
Jody Saarvala, RRT
Jeffrey Schiller
Jillian Wilson, RRT
Yvette Wong

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PROFESSIONAL COMMITTEE APPOINTEES

Tracy Bradley, RRT
Laura Dahmann, RRT
Aaron Giba, RRT
Ginette Greffe-Laliberté, RRT
Antonio Guglietti, RRT
Patricia Harris, RRT
Sheena Lykke, RRT
Ginny Martins, RRT
Travis Murphy, RRT
Pamela Robertson, RRT
Ronald Southwell, RRT
Laura Van Bommel, RRT

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STAFF

Carole Hamp RRT, Registrar & CEO
Kelly Arndt RRT, Quality Practice Coordinator
Janice Carson, Communications Manager
Stephanie Tjandra, Finance & Office Coordinator
Lisa Ng, Registration Manager
Shaf Rahman, Professional Conduct Manager
Sophia Rose, Professional Conduct Coordinator
Abeeha Syed, Professional Conduct Associate
Denise Steele, Coordinator Professional Programs
Temeka Tadesse, IT & Database Specialist

COMMITTEE MEMBERS as of February 28, 2022

EXECUTIVE COMMITTEE

Lindsay Martinek, RRT President
 Kim Morris, Vice-President
 Jeff Dionne, RRT
 Jody Saarvala, RRT
 Yvette Wong

DISCIPLINE COMMITTEE

Lindsay Martinek, RRT Chair	Travis Murphy, RRT
Tracy Bradley, RRT Vice-Chair	Allison Peddle
Aaron Giba, RRT	Jody Saarvala, RRT
Shawn Jacobson, RRT	Ronald Southwell, RRT
Andriy Kolos	Jillian Wilson, RRT
Ginny Martins, RRT	Yvette Wong

FITNESS TO PRACTISE COMMITTEE

Lindsay Martinek, RRT Chair	Travis Murphy, RRT
Tracy Bradley, RRT Vice-Chair	Allison Peddle
Aaron Giba, RRT	Jody Saarvala, RRT
Shawn Jacobson, RRT	Ronald Southwell, RRT
Andriy Kolos	Jillian Wilson, RRT
Ginny Martins, RRT	Yvette Wong

INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE (ICRC)

Kim Morris Chair	Ginny Martins, RRT
Kelly Munoz, RRT Vice-Chair	Angela Miller, RRT
Derek Clark	Travis Murphy, RRT
Laura Dahmann, RRT	Pamela Robertson, RRT
Ginette Greffe-Laliberté, RRT	Jeffrey Schiller
Antonio Gugliette, RRT	Ronald Southwell, RRT
Christa Krause, RRT	Laura Van Bommel, RRT
Katherine Lalonde, RRT	Jillian Wilson, RRT
Sheena Lykke, RRT	Yvette Wong
Lindsay Martinek, RRT	

COMMITTEE MEMBERS as of February 28, 2022

PATIENT RELATIONS COMMITTEE

Kim Morris Chair	Patricia Harris, RRT
Katherine Lalonde, RRT Vice-Chair	Shawn Jacobson, RRT
Tracy Bradley, RRT	Angela Miller, RRT
Derek Clark	Allison Peddle
Jeff Dionne, RRT	Laura Van Bommel, RRT

QUALITY ASSURANCE COMMITTEE

Ginette Greffe-Laliberté, RRT Chair	Pamela Robertson, RRT
Laura Dahmann, RRT Vice-Chair	Jeffrey Schiller
Patricia Harris, RRT	Ronald Southwell, RRT
Andriy Kolos	Jillian Wilson, RRT
Sheena Lykke, RRT	Yvette Wong

REGISTRATION COMMITTEE

Christa Krause, RRT Chair	Antonio Guglietti, RRT
Kim Morris Vice-Chair	Kelly Munoz, RRT
Tracy Bradley, RRT	Travis Murphy, RRT
Derek Clark	Allison Peddle
Jeffrey Dionne, RRT	Jody Saarvala, RRT
Aaron Giba, RRT	Jeffrey Schiller

STATISTICS & DEMOGRAPHICS

AS OF FEBRUARY 28, 2022

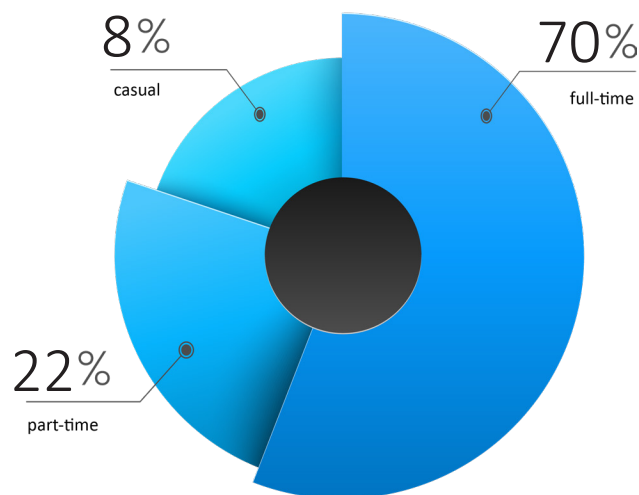
NUMBER OF RTs **3,857**



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

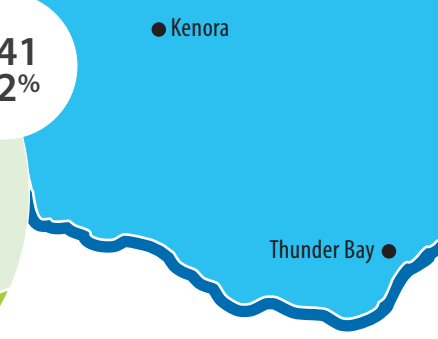
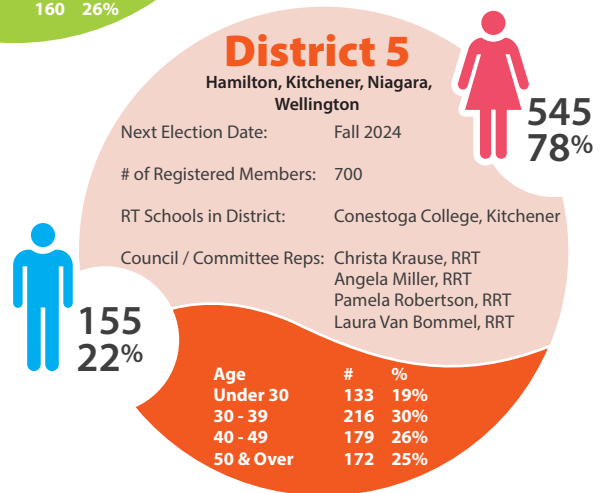
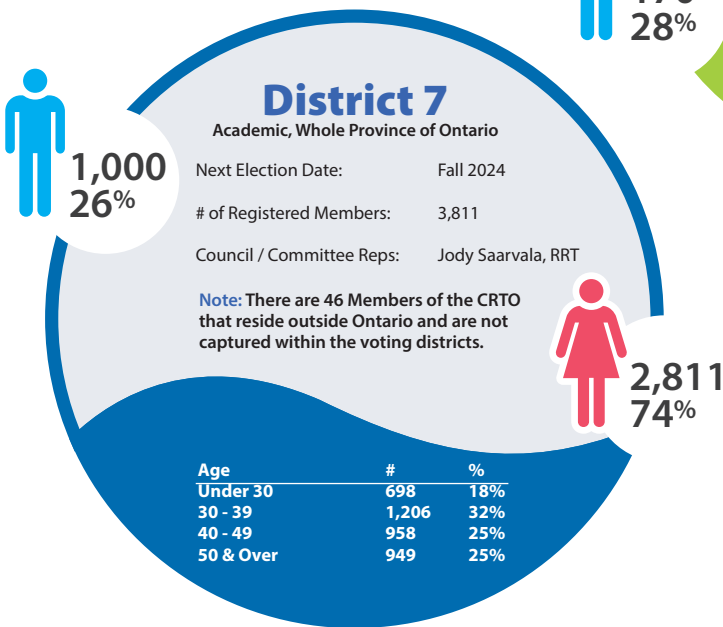
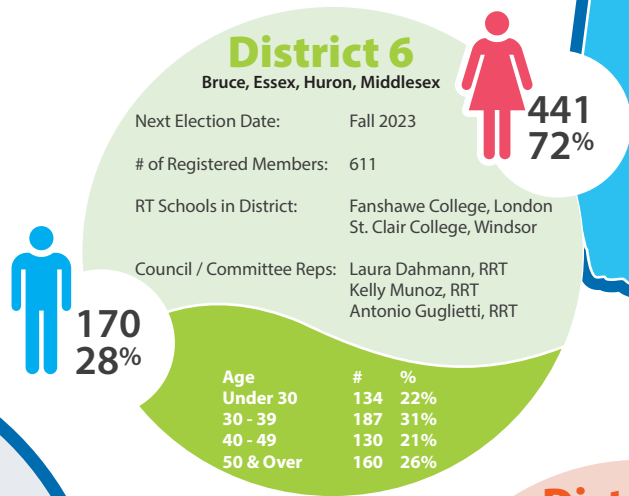
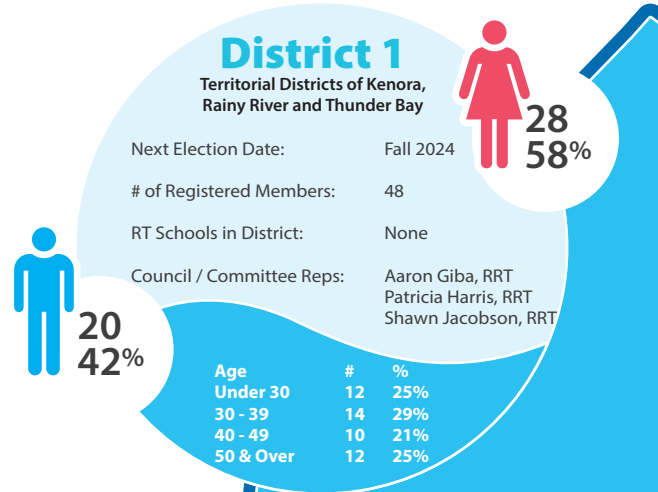
EMPLOYMENT STATUS

(Based on primary employer)

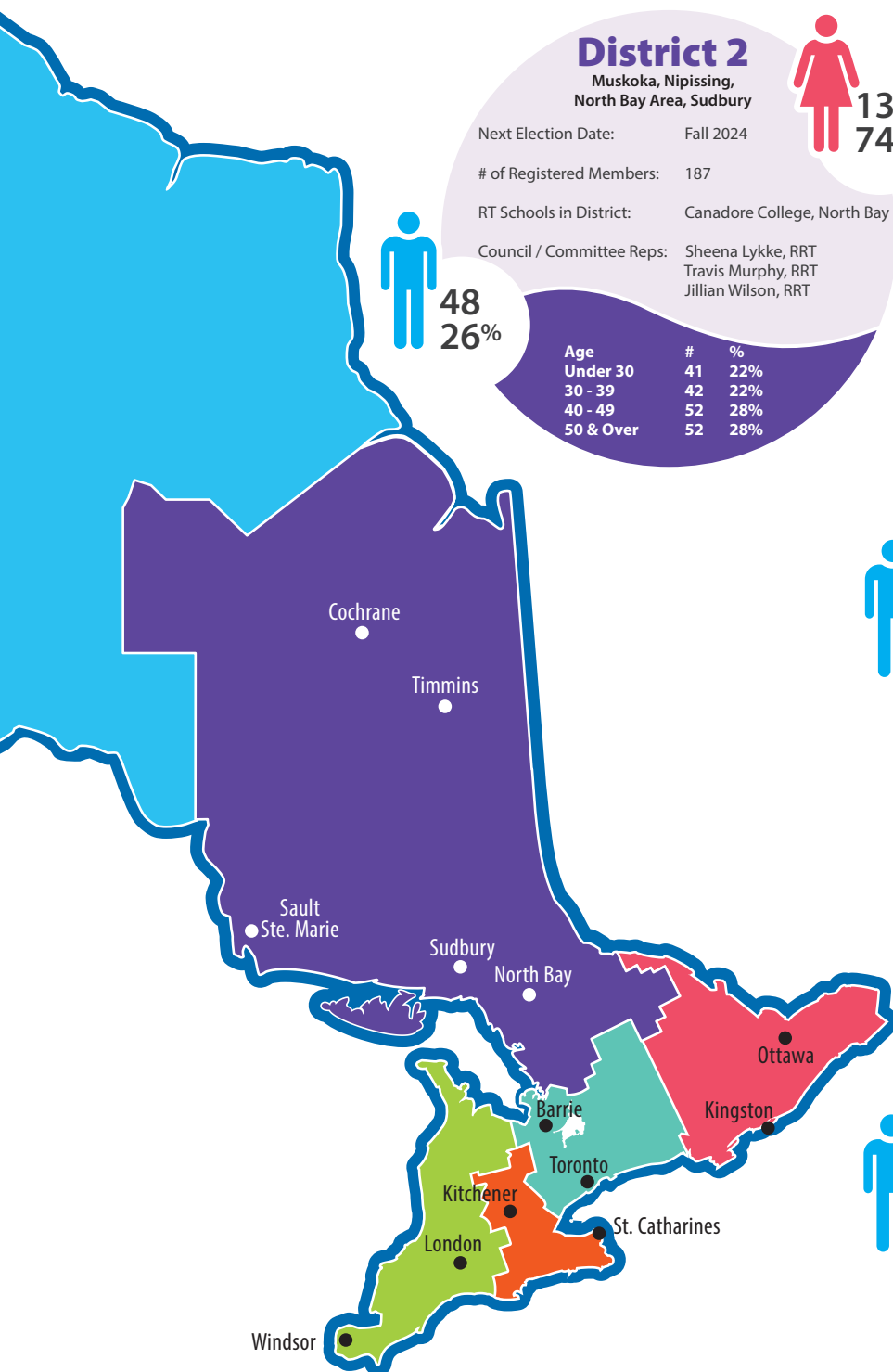


CRTO Electoral Districts

- 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

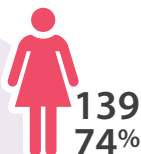


2021/2022

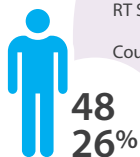


District 2

Muskoka, Nipissing, North Bay Area, Sudbury



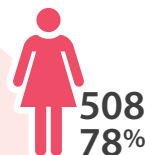
Next Election Date: Fall 2024
 # of Registered Members: 187
 RT Schools in District: Canadore College, North Bay
 Council / Committee Reps: Sheena Lykke, RRT
 Travis Murphy, RRT
 Jillian Wilson, RRT



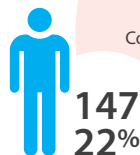
Age	#	%
Under 30	41	22%
30 - 39	42	22%
40 - 49	52	28%
50 & Over	52	28%

District 3

Ottawa-Carlton, Renfrew, Hastings



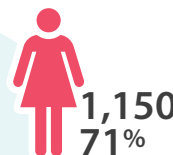
Next Election Date: Fall 2023
 # of Registered Members: 655
 RT Schools in District: Algonquin College, Ottawa
 La Cité collégiale, Ottawa
 Council / Committee Reps: Tracy Bradley, RRT
 Ginette Greffe-Laliberté, RRT
 Katherine Lalonde, RRT



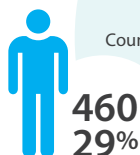
Age	#	%
Under 30	130	20%
30 - 39	210	32%
40 - 49	179	27%
50 & Over	136	21%

District 4

Greater Toronto, Haliburton, Northumberland, Simcoe



Next Election Date: Fall 2023
 # of Registered Members: 1,610
 RT Schools in District: The Michener Institute for Applied Health Sciences, Toronto
 Council / Committee Reps: Jeffrey Dionne, RRT
 Lindsay Martinek, RRT
 Ginny Martins, RRT
 Ronald Southwell, RRT



Age	#	%
Under 30	248	16%
30 - 39	537	33%
40 - 49	408	25%
50 & Over	417	26%

EXECUTIVE

COMMITTEE REPORT

Lindsay Martinek, 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.

Key Initiatives:

- Revision of the CRTO Supervision Policy to allow “personally present” to be interpreted as including video conferencing (within the context of an emergency).
- Review of the draft revised Investments & Management of Net Assets Policy & Procedure
- Selection of a new CRTO Registrar & CEO
- Review of the CRTO’s response to the MOHLTC Governance Reform Proposal
- Revision of the Executive Goals & Terms of Reference
- Recommend Council approve the:
 - 2021-2022 financial audit and the continued use of the auditing services of Hilborn LLP
 - 2021 – 2025 Strategic Direction & Key Priorities
 - Revised CRTO By-Laws
 - Draft CRTO 2022-2023 Budget

PATIENT RELATIONS

COMMITTEE REPORT

Kim Morris

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.

Key Initiatives:

During the 2021-2022 fiscal year there were no applications for funding for therapy submitted to the Patient Relations Committee (PRC).

This year the Committee:

- Revised the PRC Terms of Reference and Action Plan to better align with the committee's statutory and council mandated role.
- Reviewed and discussed ways in which the Committee can adopt the lens of the public interest for CRTO's Council.
- Reviewed and discussed how the Committee can be broadened to include other diversity issues beyond sexual abuse.
- Reviewed the Abuse Prevention & Awareness Professional Practice Guideline (PPG).
- Reviewed the Funding for Supportive Measures policies for both patient/client and non-patient/client.
- Training was provided to the Committee on Understanding and Managing Our Own Values, Beliefs, Feelings, and Response to Sexual Abuse.
- Reviewed the CRTO's Abuse Funding Reserves and determined they were adequate.
- Created a Diversity, Equity, and Inclusion Strategic Plan.

REGISTRATION

COMMITTEE REPORT

Christa Krause, RRT

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, clinical skills assessments, and registration criteria.

Key Initiatives:

- Considered registration issues and made decisions regarding applicants in accordance with the *Regulated Health Professions Act 1991*, the *Respiratory Therapy Act 1991*, the *Registration Regulation*, by-laws and policies of the CRTO
- Monitored the Respiratory Therapy programs' accreditation status
- Reviewed and approved certification programs submitted by hospitals and facilities
- Reviewed and revised existing registration-related policies in accordance with the CRTO's Policy Framework
 - Per the CRTO's Policy Framework, the following policies have been reviewed, and amended:
 - Emergency Registration Policy
 - Entry-to-Practice Exam Policy
 - The Supervision policy was reviewed and amended. The policy was moved to a new Professional Practice Policy as a result of the Policy Framework
 - The following policies have been reviewed and rescinded as a result of the Policy Framework:
 - Assessing Suitability to Practice Policy
 - Former Member's Information on the Public Register Policy
 - Member's Duty to Self-Report Policy

- Reinstatement of Former Members Found Guilty of Sexual Abuse Policy (also known as Applicants’ Suitability to Practice Policy)
- Removal of Information from the Register Policy
- Access to Records – Application File Closure Policy
- Terms, Conditions and Limitations Policy
- Inactive Certificate of Registration Policy
- Members’ Duty to Self-Report Policy

25 TOTAL REFERRALS

10 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

2 ENTRY-TO-PRACTICE

From applicants who have not been engaged in the practice of Respiratory Therapy within the two years preceding their application to the CRTO

9 CHANGES TO TERMS, CONDITIONS AND LIMITATIONS (TCLs)

Applications for change to terms, conditions and limitations imposed on a Members’ Certificates of Registration

1 RATIFY THE REGISTRAR’S OFFER

Reviewed the Registrar’s offer to issue a certificate of registration

1 GRADUATE EXTENSION REQUEST

Reviewed request to extend a graduate certificate of registration

2 REVIEW APPLICANT’S CONDUCT

1 HEALTH PROFESSIONS APPEAL BOARD AND REVIEW (HPARB)

The Health Professions Appeal and Review Board received a request for a hearing to review a Registration Committee’s decision to refuse to register an applicant. This appeal is still ongoing.

View the CRTO’s 2020 Fair Registration Practices Report to the Office of the Fairness Commissioner (OFC) at:

www.crto.on.ca/pdf/Reports/2020.OFC.Report.pdf

QUALITY ASSURANCE

COMMITTEE REPORT

Ginette Greffe-Laliberté, 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.

Key Initiatives:

- Introduction of the PORTfolio on our professional development platform, PDKeepr. RelevantT and Launch Jurisprudence modules remain in PDKeepr.
- Reviewed and revised existing QA policies in accordance with the [CRTO's Policy Framework](#)
 - Per the CRTO's Policy Framework, the following policies have been reviewed, and amended:
 - PDP Policy
 - PDP Deferral Policy
 - The following policies have been reviewed and rescinded as a result of the Policy Framework and moved to a fact sheet:
 - Peer Assessor and Working Group policy and changed to a Fact Sheet

QA Requirements:

- **Launch RT Jurisprudence Assessment** is completed by new or recently reinstated Members
- **Relevant 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

By the Numbers



Professional Development Program (PDP)

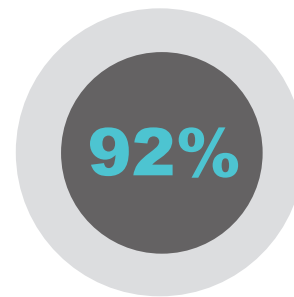
- 391** Members have completed Launch RT during this time period (*Average score 84%*)
- 0** Received a score below 70% and were required to repeat Launch RT.
- 0** Number of SCERPs (fell below benchmark twice)
- 1** Member referred to ICRC by QAC for failure to complete Launch

- 622** Members selected to submit their PORTfolio
- 23** Number of peer coaching sessions required

NOTE: Automatic PORTfolio submission deferral was offered to Members due to the pandemic (deferral to June 2022)

Relevant eLearning Module

- 3,772** Members completed the module on the PDKeepr platform
- 322** Members did not complete the module on the PDKeepr platform by the deadline



Compliance
of RelevantT

Survey Results from 67% of the Members who completed the RelevantT eLearning Module

- 96%** of survey respondents found the module easy to access and complete
- 96%** of survey respondents found the module enhanced their knowledge of recent changes in practice standards
- 5%** offered suggestions for future topics including home care, delegation, Anaesthesia Assistant, Active vs. Inactive Certificate of Registration, and Advanced Certification Packages

INQUIRIES, COMPLAINTS & REPORTS

COMMITTEE REPORT

Kim Morris

Inquiries, Complaints & Reports 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.

Key Initiatives:

- After an extensive review and revisions of ICRC policies and procedures by the CRTO, revised policies and recommendations for rescinding old ICRC policies were forwarded to the ICRC for consideration and approval. The following lists itemize the policies that were approved/rescinded by the ICRC and forwarded to the CRTO's Council for final approval.
- Reviewed and revised existing registration-related policies in accordance with the [CRTO's Policy Framework](#)
 - Per the CRTO's Policy Framework, the following policies have been reviewed, and amended:
 - Registrar's Reasonable and Probable Grounds Policy
 - Reporting to Police Policy
 - The following policies have been reviewed and rescinded as a result of the Policy Framework:
 - Public Register Notice regarding Discipline Referral Policy
 - Public Reprimands by Discipline Panels Policy
 - Obtaining Court Transcripts Policy
 - Proceedings Outside CRTO Policy
 - Public Register Notice re Discipline Referral Policy
 - Public Reprimands by Discipline Panels Policy
 - Removal of Information from the Register Policy
- The CRTO is currently engaged in review of professional conduct processes. Once completed, recommendations from the review will be forwarded to the ICRC for consideration and approval.

- 23 meetings were conducted in total. Of the 23 meetings, 3 related to the consideration of interim action against the Member due to competency concerns, 1 was to consider the submission by a party that the concerns brought to the attention of the ICRC was frivolous and vexatious, 4 meetings related to ICRC ongoing orientation and training, and the remaining 15 meetings were to discuss investigations and render a decision. The outcomes of these decisions are detailed below.

Summary of New Matters:

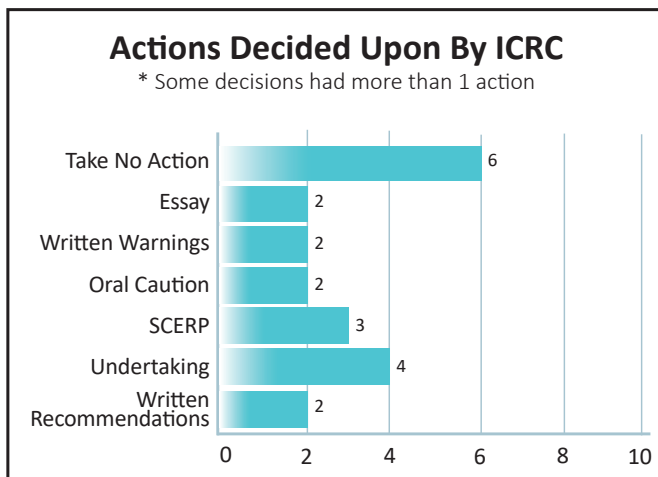
In 2020-2021, the CRTO received 37 new matters. Of those, 18 were addressed at the inquiry level via Registrar action, while 14 were referred to the ICRC. Currently the CRTO has 5 open inquiries, and 38 ongoing investigations, including 1 health inquiry.

Overview of New Matters Received:

Of the 37 new matters, 2 matters strictly related to the competency of the Member, 30 related strictly to the conduct of the Member, while 4 related to both competency and conduct, and 1 matter related to the Member’s health.

In regards to the conduct matters, the areas of concern included documentation concerns, communication concerns, unprofessional social media activity, concerns regarding lack of usage of personal protective equipment, practicing advanced prescribed procedures without appropriate certification in place, and failure to abide by facility COVID 19 policies.

Of the 6 matters relating to competency, 2 involved the same member lacking core competencies of the profession, and the remaining 4 matters related to lack of appropriate documentation and assessment.



Concerns about RTs were reported to the CRTO through:

5	Complaints
23	Employer Reports
8	Self-Reports by Members
1	QAC Referrals
<hr/>	
37	Matters Received

FITNESS TO PRACTISE

COMMITTEE REPORT

Lindsay Martinek, 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.

In 2021 - 2022 year there were no referrals to the Fitness to Practise Committee.

DISCIPLINE

COMMITTEE REPORT

Lindsay Martinek, 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.cрто.on.ca/public/concerns-about-a-respiratory-therapist/hearings/about-discipline/

In 2021-2022, there were no referrals to the Discipline Committee.

FINANCE & AUDIT

COMMITTEE REPORT

Michelle Causton
Finance & Audit Committee Chair

Reporting to Council, the Finance & Audit Committee (FAC) is a new, non-statutory CRTO committee. It is responsible for assisting the College of Respiratory Therapists of Ontario (CRTO) in fulfilling its obligations and oversight responsibilities relating to financial planning and reporting, external audit, internal control systems, investments, and relevant policies.

Key Initiatives:

- The FAC committee participated in an orientation
- Established the FAC Terms of Reference & Action Plan
- Reviewed draft revisions of the CRTO Investments & Management of Net Assets Policy & Procedure
- Reviewed the CRTO's 2022–2023 budget



FINANCIAL SUMMARY 2021-2022



Report of the Independent Auditor on the Summary Financial Statements

To the Council of College of Respiratory Therapists of Ontario

Opinion

The summary financial statements, which comprise the summary balance sheet as at February 28, 2022, and the summary statement of operations for the year then ended are derived from the audited financial statements of College of Respiratory Therapists of Ontario (the "College") for the year ended February 28, 2022.

In our opinion, the accompanying summary financial statements are a fair 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 as further described in the Summary 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 Audited Financial Statements and Our Report Thereon

We expressed an unmodified audit opinion on the audited financial statements in our report dated TBD.


Management's Responsibility for the Summary Financial Statements

Management is responsible for the preparation of the summary 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

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
To be determined


Chartered Professional Accountants
Licensed Public Accountants

Summary Balance Sheet

FEBRUARY 28

	2022 \$	2021 \$
ASSETS		
Current assets		
Cash	1,987,584	1,861,867
Investments held for operating	243,493	237,614
Prepaid expenses	70,966	95,988
	2,302,043	2,195,469
Non-current assets		
Investments held for reserves	1,280,000	1,030,000
Capital assets	99,491	148,443
	1,379,491	1,178,443
	3,681,534	3,373,912
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	88,797	143,339
Deferred revenue - registration fees	2,127,500	1,820,400
Obligation under a capital lease - current portion	7,959	7,636
	2,224,256	1,971,375
Non-current liability		
Obligations under capital lease - non-current portion	28,900	39,870
	2,253,156	2,011,245
NET ASSETS		
Internally restricted		
Abuse therapy fund	80,000	80,000
General contingency reserve fund	500,000	500,000
General investigations and hearings fund	150,000	150,000
Special projects reserve	300,000	208,334
Fee stabilization reserve	250,000	-
Unrestricted		
Operating fund	148,378	424,333
	1,428,378	1,362,667
	\$ 3,681,534	\$ 3,373,912

Copies of the 2021/2022 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

YEAR ENDED FEBRUARY 28

	2022 \$	2021 \$
REVENUES		
Registration, renewal and application fees	2,390,407	2,341,030
Investment income	12,548	23,172
	2,402,955	2,364,202
EXPENSES		
Salaries and benefits	1,286,064	1,190,961
Occupancy costs	209,565	210,253
Quality assurance	75,622	84,984
Professional fees	276,319	132,525
Printing, postage, stationary and delivery	23,072	30,616
Council and committee	71,113	32,175
Special projects	84,614	91,666
All other operating expenses	310,875	333,753
	2,337,244	2,106,933
Excess of revenues over expenses for the year	65,711	257,269

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**College of Respiratory
Therapists of Ontario**

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