



Newfoundland and Labrador Psychology Board

P.O. Box 8275, Station A, St. John's, NL A1B 3N4

website: <http://www.nlpsychboard.ca>

2023-2024 Annual Report

This report covers the year May 2023 to May 2024. The Newfoundland and Labrador Psychology Board (NLPB) receives its authority and mandate through the Psychologists' Act 2005. The NLPB protects the public through registration, regulation, and education to promote access to safe, competent and ethical psychological services.

The NLPB consists of five elected Directors, two appointed Public Directors and one Registrar. The Directors for the 2023-2024 year are:

| | |
|--------------------------------|------------------------|
| Mr. Charles Penwell (Chair) | Public Director |
| Dr. Krista Barney (Vice Chair) | R. Psych. |
| Dr. Susan Doyle | R. Psych. |
| Dr. Jennifer Neil | R. Psych. |
| Dr. Sheila Garland | R. Psych. |
| Dr. Emily Fawcett | R. Psych. |
| Ms. Barbara Bartlett | Public Director |
| Mr. John Harnett, R. Psych. | Registrar (non-voting) |

During this fiscal year, your NLPB has continued to meet virtually and continued to discover how well this format works for completing board business. Meeting virtually is also a fiscal saving as we met in person only once in the fall and now at AGM.

We have again planned this AGM in conjunction with APNL, so as to make it more accessible to all registrants. It is also virtual to allow access to all psychologists who wish to participate.

Your board has met monthly, except August 2023, to discuss registration, and other issues related to the profession of psychology. Our Chair and Registrar attended an ASPPB meeting in September 2023, with the Chair attending the April 2024, and the registrar participating in two ACPRO meetings.

In the past year, we have continued to pursue the possibility of changing the requirement for entry into the profession to the doctoral level. This is the most common entry standard for the profession of psychology in Canada and the United States. Further, for those Canadian jurisdictions who license at the master's level, most are actively seeking to move to this same doctoral standard for entrance into the profession. Similarly, most institutions which offer master's degrees that meet or have met the requirements for registration are actively seeking to upgrade these programs to the PsyD level thereby allowing their graduates to be at the same level as most psychologists in Canada and the United States.

The board realizes that any change in this area is likely to take significant time and require a change in legislation. The changes in recent years to the M. Ed. In Counselling Psychology program at Memorial University has resulted in this program no longer meeting the necessary competencies needed for registration.

Our committee has met with the Legislative Consultant with the Department of Health and Community Services, who is our assigned representative from government. He has advised us of the information they need to move this change forward along with suggestions to meet with other stakeholders as we move toward our goal.

Registrants are advised that any move to registration at the doctoral level will have protections for current registrants included.

REGISTRATION COMMITTEE

The Registration Committee has been very active this year and offered a Registration Report at every meeting with recommendations for new applicants, CFTA(AIT) applicants from other provinces, etc. A separate report is included.

QUALITY ASSURANCE AUDITS

The NLPB has suspended the quality audits due to COVID and we will be either resuming them in the next while or finding more effective ways to deal with Quality Assurance as we move forward.

CE COMMITTEE

Our Continuing Education Committee has continued to review and examine the CE forms submitted for 2024 renewal at the end of 2023. Registrants are required to complete 10 hours from Category A. The long-term goal of continuing education is to make it part of every registrant's professional practice, which helps in protecting the public. A separate report from the CE committee is included.

COMPLAINTS AUTHORIZATION COMMITTEE:

The Complaints Authorization Committee dealt with several allegations this year. A separate report is included.

ENHANCED EPPP:

The Newfoundland and Labrador Psychology Board is an early adopter of the new enhanced EPPP, (or EPPP2) which began in November 2020. All provisional registrants are now required to complete the Enhanced EPPP. ASPPB has now indicated that as of January 1, 2026, all jurisdictions will be required to use the enhanced EPPP as there will no longer be two separate tests (EPPP1 and EPPP2). When this is rolled out in January, 2026, there will be one exam – the EPPP – with two parts.

POLICY & PROCEDURES:

During this year, NLPB has updated our major policies to ensure they are current and accurate. These policies are available on our website.

- Supervision Policy
- Registration Policy
- Quality Assurance Policy
- Board Powers and Governance

PROFESSIONAL AFFILIATIONS

The NLPB has continued to maintain collegial relationships with provincial organizations and agencies. These include Memorial University of Newfoundland, Department of Education, Department of Health and Community Services, NL Health Services, NLSchools [formerly known as the NL English School District (NLESD)], Association of Psychology in Newfoundland and Labrador (APNL), Psychologists in Education (PIE) and Newfoundland and Labrador Counsellors and Psychologists Association (NLCPA).

ACPRO

The NLPB also maintains professional relationships with related professional organizations in Canada and the US including the Association of Canadian Psychology Regulatory Organizations (ACPRO), the Canadian Psychological Association, and The Association of State and Provincial Psychology Boards (ASPPB).

The Registrar has attended the two semi-annual meetings of ACPRO. ACPRO is the Canadian organization that consists of all Registrars of provincial and territorial regulatory organizations for the practice of psychology. These meetings provide an opportunity to discuss national perspectives and issues related to regulation and to share expertise, support common efforts to enforce standards in the practice of psychology, and to facilitate mobility of psychology practitioners within Canada.

Focus of this years' meetings has been on telepsychology. ACPRO has developed and approved a Telepsychology Plan which is presently being implemented in eight jurisdictions. The remainder allow telepsychology in their jurisdiction without approval from the clients' location.

ASPPB

The NLPB has participated in the fall meeting and spring meetings of ASPPB.

As a member of the ASPPB, the NLPB benefits from this experience as it provides a superb opportunity to obtain a better grasp of the depth and breadth of issues related to the regulation of our profession and contribute to these international discussions affecting the regulation of psychologists.

NEW DATABASE

NLPB has been provided with a proposal from ALINITY to develop and administer a new database that is being used by some other regulatory boards in the province and across Canada. This system offers much advanced and improved abilities, in comparison to our current database. The initial setup fee is \$85,000 to be paid over three years, with a monthly maintenance fee of \$1,000.

We have also recently received a proposal from TRIWARE with an estimated cost of \$18,400 to setup with a maintenance fee of \$160 an hour dependant on the number of hours or parts thereof that we would need their assistance.

We pay our current database manager, SAVVY LTD a monthly fee of about \$280 for our current database.

FEES

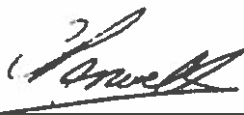
When your board increased fees in 2022, we suggested that the fees should be reviewed every three years rather than the significant increase we saw after nine years, without an increase. We are suggesting no increase for 2025 but with a possible increase of \$50 for 2026.

SUMMARY

The NLPB would like to thank those psychologists who have offered their services to the Board by offering their time for sub-committees and the provision of Supervision, Disciplinary Panels, Audits, and Investigations. These services are imperative to the Board as without these services, it would not be able to fulfill the entire mandate.

The NLPB welcomes inquiries about these activities, or any other issues related to the regulation of Psychology in our province. Contact information is available at our website: www.nlpsychboard.ca

Submitted by:



Charles Penwell
Chair



Newfoundland and Labrador Psychology Board

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Complaints Authorization Committee Report, 2023-2024

The Complaints Authorization Committee consists of two psychologist board members: Emily Fawcett (Chair) and Jennifer Neil, and one public board member: Barbara Bartlett.

The CAC is responsible for reviewing allegations against the practice of registered psychologists in the province, determining whether or not there are grounds to believe the psychologist has engaged in conduct deserving of sanction (i.e., professional misconduct, professional incompetence, conduct unbecoming a psychologist, or acting in breach of the legislation, regulations, code of ethics, etc.), and may exercise powers such as dismissal of an allegation or referring the allegation for investigation. If the CAC decides to refer an allegation for an investigation, the CAC must identify the particular allegations to be investigated and provide specific questions for the investigator that would help the committee determine whether the psychologist could reasonably be found guilty of conduct deserving of sanction.

Since the 2023 AGM, there are two active allegations (2302 and 2401), currently ongoing. These allegations both focus on aspects of psychological assessment (i.e., process and content).

Preliminary Outcomes: The CAC convened this month to conduct an initial review of the two active allegations. The CAC is currently in the process of writing decisional letters, and will be shortly informing the respondent and complainant in each case whether the committee intends to exercise one or more of its powers.

No further allegations have been received by the Registrar at this time.

Sincerely,

A handwritten signature in cursive script that reads "Emily Fawcett".

Emily Fawcett, Ph.D., R.Psych.
Chair, Complaints Authorization Committee



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Continuing Education Committee Report, 2023-2024

Registrants who renewed for 2024 included Continuing Education (CE) activity that was completed during the 2023 year as part of the Quality Assurance program.

There were no changes made to the 2023 CE requirements. Category A includes formal programs of study that are sponsored, accredited/approved or conducted by educational institutions, or by private organizations that are nationally or regionally accredited for training. A certificate of completion is required for this category. A minimum of 5 and a maximum 15 hours can be claimed in this category. Category B is designated to self-study to ensure that registrants keep current with regulatory, academic, and professional literature, and to reflect on how this information affects their practice of psychology. A maximum of 10 hours in this category can be claimed in any calendar year. Category C includes structured professional activities intended to promote learning, consolidation of new knowledge, and incorporation of new ideas and feedback from others into the practice of psychology. A maximum of 10 hours in this category can be claimed in any calendar year. The purpose of Category D is to ensure maintenance of knowledge related to the ethical practice of psychology. Registrants are required to describe which activities from Categories A, B, and/or C satisfy the minimum requirement of 5 hours per year. This can come from a single category or from multiple categories. Lastly, Category E is dedicated to diversity, equity, and inclusivity in psychology to ensure that registrants are committed to actions and processes which will ultimately embed safe practices for all clients regardless of cultural differences, linguistic differences, racial and ethnic differences, sexuality and gender differences, religious differences, experiential differences, and individual differences. This requirement is not prescriptive, and registrants are able to select what areas from Categories A, B, and/or C satisfy the minimum requirement of 5 hours per year based on their own lived experiences and individual needs. This can come from a single category or from multiple categories.

We thank the registrants for their diligence in identifying and documenting CE activities that enhance their professional practice. These submissions have been reviewed by the Continuing Education Committee and some registrants are in the process of being advised of any issues or concerns that may have related to their CE submission.

Sincerely,

Sheila Garland, Ph.D., R.Psych.
Chair, Continuing Education Committee

Newfoundland & Labrador Psychology Board
Financial Statements
March 31, 2024

Draft

Newfoundland & Labrador Psychology Board

March 31, 2024

CONTENTS

| | <u>Page</u> |
|------------------------------------|-------------|
| Financial Statements | |
| Independent Auditors' Report | |
| Statement of Financial Position | 1 |
| Statement of Operations | 2 |
| Statement of Changes in Net Assets | 3 |
| Statement of Cash Flows | 4 |
| Notes to the Financial Statements | 5 |

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Independent Auditors' Report

To the Members
Newfoundland & Labrador Psychology Board

Opinion

We have audited the financial statements of Newfoundland & Labrador Psychology Board, which comprise the statement of financial position as at March 31, 2024 and the statements of operations, changes in net assets 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 Newfoundland & Labrador Psychology Board as at March 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with the applicable financial reporting framework.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted accounting 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 board 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.

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 the applicable financial reporting framework, 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 these financial statements, management is responsible for assessing the board's ability to continue as a going concern, disclosing, as applicable, matters related to a going concern and using the going concern basis of accounting unless management either intends to liquidate the board or to cease operations, or has no realistic alternative to do so.

Those charged with governance are responsible for overseeing the board'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 board'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 board'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 board 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.

Chartered Professional Accountants

Paradise, Newfoundland and Labrador
May 31, 2024

Newfoundland & Labrador Psychology Board

Statement of Financial Position

March 31, 2024

| | 2024 | 2023 |
|---------------------------------------------|-------------------|-------------------|
| Assets | | |
| Current Assets | | |
| Cash | \$ 175,687 | \$ 182,871 |
| Short term investments | - | 225,266 |
| Accounts receivable | 1,252 | - |
| Prepaid expenses | 267 | 2,198 |
| | 177,206 | 410,335 |
| Long term investment (Note 2) | 233,493 | - |
| | \$ 410,699 | \$ 410,335 |
| Liabilities and Shareholders' Equity | | |
| Current Liabilities | | |
| Accounts payable and accrued liabilities | \$ 13,090 | \$ 7,577 |
| Deferred revenue | 154,373 | 165,744 |
| | 167,463 | 173,321 |
| Net Assets | | |
| Unrestricted | 243,236 | 237,014 |
| | \$ 410,699 | \$ 410,335 |

Commitments (Note 4)

Approved on Behalf of the Board:

_____, Director

_____, Director

The accompanying notes are an integral part of these financial statements.

Newfoundland & Labrador Psychology Board

Statement of Operations

For the Year Ended March 31, 2024

| | 2024 | 2023 |
|-------------------------------------------------------------|-------------------|-------------------|
| Revenue | \$ 238,641 | \$ 225,394 |
| Operating expenses | | |
| Registerial duties | 116,822 | 111,184 |
| Disciplinary & regulatory | 24,124 | 38,621 |
| Rent | 20,798 | 20,798 |
| Policy development | 18,208 | - |
| Travel expenses | 17,426 | 14,507 |
| Technology services | 11,808 | 14,473 |
| Board & professional meetings | 11,661 | 10,922 |
| Accounting fees | 9,245 | 5,764 |
| Interest and bank charges | 4,884 | 4,436 |
| Office | 4,565 | 10,577 |
| Insurance | 2,684 | 2,588 |
| Utilities | 2,489 | 2,696 |
| Security | 786 | 658 |
| Advertising and promotion | 154 | 303 |
| | 245,654 | 237,527 |
| Deficiency of revenues over expenses from operations | (7,013) | (12,133) |
| Other income | | |
| Interest | 8,227 | 6,000 |
| Rent | 5,008 | 5,008 |
| | 13,235 | 11,008 |
| Excess (deficiency) of revenues over expenditures | \$ 6,222 | \$ (1,125) |

The accompanying notes are an integral part of these financial statements.

Newfoundland & Labrador Psychology Board

Statement of Changes in Net Assets
For the Year Ended March 31, 2024

| | 2024 | 2023 |
|------------------------------------------------------|------------|------------|
| Net assets, beginning of year as previously reported | \$ 237,014 | \$ 238,139 |
| Excess (deficiency) of revenue over expenses | 6,222 | (1,125) |
| Net assets, end of year | \$ 243,236 | \$ 237,014 |

Draft

The accompanying notes are an integral
part of these financial statements.

Newfoundland & Labrador Psychology Board

Statement of Cash Flows

For the Year Ended March 31, 2024

| | 2024 | 2023 |
|-------------------------------------------------------------|-------------------|-------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES: | | |
| Excess (deficiency) of revenue over expenses | \$ 6,222 | \$ (1,125) |
| Change in non-cash working capital: | | |
| Accounts receivable | (1,252) | - |
| Prepaid expenses | 1,930 | (182) |
| Accounts payable and accrued liabilities | 5,514 | (2,473) |
| Deferred revenue | (11,371) | 4,288 |
| | 1,043 | 508 |
| CASH FLOWS FROM INVESTING ACTIVITIES: | | |
| Long term investments | (233,493) | 219,266 |
| Net (decrease) increase in cash and cash equivalents | (232,450) | 219,774 |
| Cash and cash equivalents at beginning of year | 408,137 | 188,363 |
| Cash and cash equivalents at end of year | \$ 175,687 | \$ 408,137 |
| Cash and cash equivalents consist of the following: | | |
| Cash | \$ 175,687 | \$ 182,871 |
| Short term investments | - | 225,266 |
| | \$ 175,687 | \$ 408,137 |

The accompanying notes are an integral part of these financial statements.

Newfoundland & Labrador Psychology Board

Notes to the Financial Statements
For the Year Ended March 31, 2024

1. Significant Accounting Policies

Nature of organization and basis of preparation

Newfoundland & Labrador Psychology Board (the board) is a not for profit organization established under the Psychologists Act of Newfoundland and Labrador and is mandated to regulate the profession and maintain a Register of Psychologists in the province. As a not for profit organization, the Board is exempt for income tax under section 149(l) of the Income Tax Act.

The financial statements were prepared in accordance with Canadian accounting standards for not for profit organizations (ASNPO).

Property and equipment

The Board follows the policy of expensing capital assets in year of acquisition.

Deferred revenue

The board recognizes membership fees pro rata over the term of the membership and any unearned portion is included in deferred revenue.

Financial instruments

The board has determined that the estimated fair value of the financial assets and liabilities do not differ considerably from their book value.

Revenue recognition

The Board follows the deferral method of accounting for contributions. Registration fees are billed on a calendar year basis and are recognized in the year to which they relate. Other fees and levies are recognized when received.

Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for private enterprises requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. The Board makes estimates with respect to accrued liabilities. Actual results could differ from those estimates and may have impact on future periods.

Newfoundland & Labrador Psychology Board

Notes to the Financial Statements
For the Year Ended March 31, 2024

2. Long term investments

Long term investments consist of a five year CIBC guaranteed investment certificate bearing interest at 3.35% maturing January 14, 2029.

3. Commitments

Newfoundland & Labrador Psychology Board operates from leased premises with minimum rent of \$ 18,398 per year plus common area charges.

4. Risk management

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The board is exposed to credit risk from members. The minimizes credit risk by following up on outstanding balances and revoking membership in the event of non payment.

(b) Liquidity risk

Liquidity risk is the risk that the entity will encounter difficulty in meeting obligations associated with financial liabilities. The Board maintains sufficient capital to ensure ensure liabilities are paid as they come due.

(c) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in interest rates. The company is exposed to interest rate risk with respect to its investments. Exposure is minimized by investing in secured guaranteed investment certificates with fixed rates of return.