

EXECUTIVE COMMITTEE REPORT

December 2022 Executive Committee
Report to the Board of Directors

2022 Committee Members:

Stephen Kinsella, Chair, Public Member
Neda Mohammadzadeh, RO, Vice-Chair, Elected Member
Kevin Cloutier, RO, Elected Member
Peggy Judge, Public Member
Derick Summers, RO, Elected Member

Number of meetings since the October Board Meeting:

- November 21, 2022

Report:

1. Exercise of Board Powers in Between Meetings

Under section 12 of the Health Professions Procedural Code, the Executive Committee has all of the powers of the Board with respect to any matter that, in the Committee's opinion, requires immediate attention, other than the power to make, amend or revoke a regulation or by-law. Where the Executive Committee exercises this power, it must report on its actions to the Board at its next meeting.

The Executive Committee did not exercise its powers during this meeting.

2. Finance Committee

The Executive Committee carried out the following activities in its capacity as the Finance Committee of the College:

2023 Budget and Financial Statements

The Executive conducted a detailed review of the financial variance report to October 31, 2022 and reviewed the draft budget for 2023. The Committee will be recommending that the Board approve the budget at its upcoming meeting in December.

3. General Business

No other business was conducted.

Submitted by:

Stephen Kinsella, Chair, Public Member

PATIENT RELATIONS COMMITTEE REPORT

December Report to the Board

Committee Members:

David Milne, Public Appointed Member, Chair
Jay Bhatt, Appointed Member, Vice-Chair
Neda Mohammadzadeh, RO, Elected Member
Henry Wiersema, Public Member
Diana Bristow, Public Member
Tonya Nahmabin, Appointed Member

Number of Meetings:

- The Patient Relations Committee has not met this quarter.

Report:

There have been the following topic will be reviewed by the Committee in the future:

- Updating chapter 2 of the jurisprudence module.

Submitted by:

David Milne, Chair, Public Appointed Member
Amy Stein, Deputy Registrar

GOVERNANCE COMMITTEE REPORT

December 2022 Committee Report to the Board of Directors

Committee Members:

Gord White, Public Appointed Member, Chair
Jamuna Balaram, Public Appointed Member, Vice-Chair
Elliot Borins, Public Appointed Member
Diana Bristow, Public Member
Elsa Lee, Elected Member
Tapiwa Musewe, Public Appointed Member
Robert Quinn, RO, Appointed Member
Derick Summers, Elected Member
Paul Wilk, Public Member

Number of Meetings:

- November 15, 2022

Report:

Governance By-laws and Policies

The Committee carried out a content review of the following policies in accordance with the Board's policy review schedule, and recommended that the following policies go before the Board at its meeting in October for approval:

1. Corporate Identity, Public Image and Communication Policy 2-12
2. Director Job Description Policy 4-04
3. Board Strategic Agenda Workplan Policy 4-21

The Committee will also be recommending the adoption of a new policy, the Pre-Election/Pre-Appointment Screening Policy that will address criteria relating to the competency screening process for elected and appointed members.

Governance Modernization

The Committee reviewed committee composition requirements to potentially reduce overlap between the board and committees. This was one of the Board's action plan items arising out of its 2021 self-evaluation. The committee will be recommending updated committee composition requirements to the board at its next meeting.

Submitted by:

Gord White, Chair, Public Appointed Member
Amy Stein, Deputy Registrar

PATIENT RELATIONS COMMITTEE REPORT

December Report to the Board

Committee Members:

David Milne, Public Appointed Member, Chair
Jay Bhatt, Appointed Member, Vice-Chair
Neda Mohammadzadeh, RO, Elected Member
Henry Wiersema, Public Member
Diana Bristow, Public Member
Tonya Nahmabin, Appointed Member

Number of Meetings:

- The Patient Relations Committee has not met this quarter.

Report:

There have been the following topic will be reviewed by the Committee in the future:

- Updating chapter 2 of the jurisprudence module.

Submitted by:

David Milne, Chair, Public Appointed Member
Amy Stein, Deputy Registrar

DISCIPLINE COMMITTEE REPORT

December 2022 Discipline Committee Report to the Board of Directors

Committee Members:

Elected Members

Derick Summers, **Chair**, RO
Neda Mohammadzadeh, RO
Dorina Reiz, RO
Kevin Cloutier, RO
Mike Smart, **Vice-Chair**, RO
Amber Fournier, RO
Elsa Lee, RO
Samir Modhera, RO

Public Members

Omar Farouk
Stephen Kinsella
Diana Bristow
Henry Wiersema
Peggy Judge
Paul-Josef Wilik

Appointed Members

Daniela Schowalter, RO
Dennis O'Hagan, RO
Desiree Petralito, RO
Jay Bhatt, RO
John Battaglia, RO
Robert Quinn, RO
Tapiwa Musewe, RO
Tonya Nahmabin, RO
David Milne, Non-RO
Elliot Borins, Non-RO
Gord White, Non-RO
Jamuna Balaram, Non-RO
Panos Petrides, Non-RO

Number of meetings since last Board Meeting: n/a

Report:

On November 4, 2022, three (3) members of the Discipline Committee attended the advanced Discipline Committee training workshop via videoconference put on by the Health Profession Regulators of Ontario (HPRO).

The following matters have been referred to the Discipline Committee:

Matter

College of Opticians v. Shadlyn

Hearing Date

TBD

Submitted by:

Derick Summers, Chair, RO
Raj Bhatti, Manager, Professional Conduct

CLINICAL PRACTICE COMMITTEE REPORT

December 2022 Committee Report to the Board of Directors

Committee Members:

Dorina Reiz, RO, Chair, Elected Member
Dennis O'Hagan, RO, Vice-Chair, Appointed Member
Paul Wilk, Public Member
Elliot Borins, Appointed Member
Daniella Schowalter, RO, Appointed Member

Number of meetings:

The Committee met once this quarter:

- October 27, 2022

Report:***Standard 8: Refraction***

To better understand how and when opticians were refracting and to assess the continued relevance of Standard 8, the College engaged in stakeholder consultation.

The committee considered the feedback received and discussed how to best address refraction in the Standards of Practice including whether:

- Standard 10 adequately addressed refraction
- there was anything that refracting opticians would be prevented from doing should Standard 8 be removed
- there remained a need for the refraction designation

The Committee explored potentially sunseting the refraction designation and revoking or amending Standard 8. The Board will be providing input at the December meeting.

Submitted by:

Dorina Reiz, RO, Chair, Elected Member
Peggy Dreyer, Manager, Professional Practice and Quality Assurance

QUALITY ASSURANCE COMMITTEE REPORT

December 2022 Committee Report to the Board of Directors

Committee Members:

Tonya Nahmabin, RO, Appointed Member, Chair
Dennis O'Hagan, RO, Appointed Member, Vice-Chair
Mike Smart, RO, Elected Member
Derick Summers, RO, Elected Member
Stephen Kinsella, Public Member
Henry Wiersema, Public Member
David Milne, Appointed Member
Panos Petrides, Appointed Member
Tapiwa Musewe, RO, Appointed Member
Robert Quinn, RO, Appointed Member

Number of meetings since October meeting: 2

- October 20, 2022
- November 15, 2022

Report:

Competency Review and Evaluation (CRE) Process

The CRE process is a mechanism for the Quality Assurance (QA) Committee to monitor registrant participation in the QA program. Annually, 20% of registrants are randomly selected to participate in Step One (review of the previous years' professional portfolio) of the CRE process. Due to the COVID-19 pandemic, the Multi-Source Feedback process has been on hold since 2020.

To date, 99 % of the registrants who were randomly selected have successfully completed the 2022 CRE process.

CRE Non-Compliance

Registrants who failed to submit a portfolio or who submitted a deficient portfolio were contacted and provided with the opportunity to remedy the deficiencies.

To date:

- 2 registrants continue to have outstanding requirements
- 3 registrants have been referred to undergo a Peer and Practice Assessment (PPA)

- 1 registrant was referred to undergo a PPA and has subsequently been referred to the Inquires, Complaints & Reports Committee (ICRC)
- 2 registrants have been referred to ICRC

Peer and Practice Assessments

Peer and Practice Assessments (PPA) are an in-depth practice assessment comprised of a behaviour-based interview, a chart review, and premise inspection. Due to the COVID-19 pandemic, PPA's have been conducted remotely. Registrants are required to complete a Documentation Exercise and a Reflective Practice Infection Control Worksheet prior to the assessment. Due to the unreliability of the Documentation Exercise, the Committee has determined this will be discontinued and, in its place, registrants will be required to upload patient files for review by the assessor.

The Committee reviewed 3 Peer and Practice Assessment reports in this quarter, as no concerns were identified in the report, all files were closed.

There are currently 2 assessments in the process of being scheduled.

	Assessment Reports Reviewed	Closed with No Concerns Identified	Closed with Recommendations	Specified Continuing Education or Remediation (SCERP) Ordered
Jan - May	3	2	1	0
May- Sept 15	4	1	3	0
Sept 16- Nov 16	3	3	0	0
Year to Date	10	6	4	0

Accreditation Requests

From September 16th through November 16th, 2022, professional members of the Quality Assurance Committee have reviewed 20 accreditation requests.

Type of Request	Requests Received	Requests Accredited	Requests Not Accredited
Standard	6	6	0
Fast Track	13	13	0
Rush	1	1	0
Re-Accreditation	0	0	0

There is 1 accreditation request pending review

Year to date, professional members of the Quality Assurance Committee have reviewed 98 accreditation requests.

Type of Request	Requests Received	Requests Accredited	Requests Not Accredited
Standard	56	56	0
Fast Track	27	26	1
Rush	5	5	0
Re-Accreditation	11	11	0

The Future of the Competency Review and Evaluation Process

At their meeting in October, the Committee reviewed the CRE process and whether any changes would make the process more effective and efficient. The Committee will be bringing recommendations for revisions to the Board in December.

Submitted by:

Tonya Nahmabin, RO, Chair

Peggy Dreyer, RO, Manager, Professional Practice & Quality Assurance

INQUIRIES, COMPLAINTS AND REPORTS COMMITTEE

December 2022 Committee Report to the Board of Directors

Committee Members:

When reviewing cases, the ICRC sits as two independent panels. When necessary, the Chair of the ICRC strikes additional special panels for the purpose of reviewing appropriate cases.

Panel 1	Panel 2
Amber Fournier, Chair, RO, Elected Member	Kevin Cloutier, Vice Chair, RO, Elected Member
Elsa Lee, RO, Elected Member	Daniela Schowalter, RO, Appointed Member
Samir Modhera, RO, Elected Member	Peggy Judge, Public Member
John Battaglia, RO, Appointed Member	Stephen Kinsella, Public Member
Desiree Petralito, RO, Appointed Member	Jamuna Balaram, Appointed Member
Omar Farouk, Public Member	Gord White, Appointed Member

Number of meetings since the May Board Meeting:

The ICRC holds full committee meetings for the purpose of orientation and training, as well as to discuss committee policies and other issues of common concern. The balance of ICRC meetings are held as panel meetings for the purpose of reviewing and disposing of cases.

Number of Meetings in 2022	
Full Committee Meetings	1
Panel Meetings	4

Number of Meetings Since Last Board Meeting	
Full Committee Meetings	0
Panel Meetings	2

Submitted by:

Amber Fournier, Chair, RO, Elected Member
Raj Bhatti, Manager, Professional Conduct

ICRC Statistical Report 2022
(Statistics accurate as of November 17, 2022)

Complaints Dispositions	# of Files
Inquiries:	
Total number of complaint inquiries received in 2022	55
Covid-19 related inquiries	8
Inquiries that became a formal complaint in 2022	5
Formal Complaints:	
Complaint files opened in 2022	19
Cases brought forward from 2021	18
Frivolous and vexatious	-
Complaints disposed of in 2022 (see the Note below):	7
No further action	6
Written advice/Recommendations	-
Oral caution	-
Specified Continuing Education or Remediation Program (SCERP)	-
Undertaking	-
Referral to Discipline Committee	1
Withdrawn by Registrar	-
Open complaints pending further investigation	26
Complaints awaiting decisions	11

Quality Assurance Committee (QAC) and Registrar's Reports Dispositions	# of Files
Registrar's Reports:	
Registrar's Reports referred to ICRC in 2022	0
Registrar's Reports brought forward from 2021	17
QAC Reports:	
QAC Reports referred to ICRC in 2022	2
QAC Reports brought forward from 2021	15
Reports disposed of in 2022 (see the Note below):	1
No further action	1
Written advice	-
Oral caution	-
Specified Continuing Education and Remediation Program (SCERP)	-
Undertaking	-
Referral to Discipline Committee	-
Open Registrar's Reports pending further consideration	8
Registrar's Reports awaiting decisions	2

Note: matters may have more than one outcome. For example, an oral caution and a SCERP.

HPARB Reviews	# of Files
HPARB reviews requested in 2022	0
HPARB matters carried over from 2021 (not including 1 from 2020)	2
HPARB reviews pending	2
HPARB matters disposed of in 2022	1
Committee decisions confirmed	1
Committee decisions returned for further investigation and reconsideration	0

Unauthorized Practice	# of Files
Total number of UPC inquiries in 2022	0
UPC files carried over from 2021 (not including 10 from 2019, 11 from 2020)	3
Inquiry abandoned – not enough information / outside jurisdiction / not unauthorized practice	-
Inquiry pending – further information needed	-
Inquiry – formal file	-
Open files pending further investigation	24

REGISTRATION COMMITTEE REPORT
December 2022 Report to Board of Directors

Committee Members:

Dorina Reiz, Chair, RO, Elected Member
John Battaglia, Vice-Chair, RO, Appointed Member
Kevin Cloutier, RO, Elected Member
Jay Bhatt, RO, Appointed Member
Samir Modhera, RO, Elected Member
Desiree Petralito, RO, Appointed Member
Panos Petrides, Public Member
Omar Farouk, Public Member
Peggy Judge, Public Member

Number of meetings since October Board Meeting:

- November 14, 2022

Report:

Addenda to the Contact Lens Fittings Policy and the Contact Lens Mentor Policy

In light of continuing challenges regarding student fittings identified by the educational institutions and the COVID-19 impact remaining a fluid situation, the Registration Committee considered an extension of the addendum to the Contact Lens Fittings policy to expand the peer-to-peer policy to eyeglass fittings as well as the addendum to the Contact Lens Mentor policy to grant temporary contact lens mentor status to faculty that are teaching contact lens courses in an academic setting. The Committee recommended that both temporary addenda be extended until December 31, 2023.

File Review

The Committee reviewed three PLAR assessment results and two requests for eligibility extension to sit the national examinations.

Submitted by:

Dorina Reiz, Chair, RO
Anna Jeremian, Manager, Registration