

College of Midwives of Alberta

2018 ANNUAL REPORT



College of
Midwives
of Alberta

For the year ending December 31, 2018

Contents

1	Our Mandate, Our Vision, Our Duty
2	Council Members
3	President's Report
5	Registrar's Report
8	Treasurer's Report
9	Committee Reports
9	Registration Committee Report
10	Conduct and Competency Committee Report
11	Practice Review Committee Report
12	Quality Assurance Committee Report
13	2019 Budget
	Audited Financial Statements

Our Mandate

The CMA mandate is to protect the public interest by regulating midwifery practice in accordance with The Health Disciplines Act, the Midwifery Regulation, the Standards of Competency and Practice, the Bylaws of the College, and any other relevant legislation.

Our Vision

Through regulatory excellence, we will inspire trust and confidence in Midwifery Care for all childbearing families in Alberta.

Our Duty

The College's first duty is to public safety and second duty is to the midwives of Alberta, to support them in the provision of safe and effective midwifery service.



2018 Elected Registered Midwife Council Members



Cassandra Evans
RM
President

Theresa Barrett,
RM
Treasurer

Tiffany Harrison, RM
Vice-President

2018 Appointed Public Council Members



David Crocker



Chelsey Cabaj

President's Report

Statement of Purpose / Goals

The Council is responsible for governance of the midwifery profession in Alberta in order to protect public safety. This is done through setting standards for practice and ensuring that the standards are met through registration processes, continuing competence activities and disciplinary processes as needed.

Summary of Activities in 2018

It has been a monumental year for the College of Midwives of Alberta (CMA). On December 12th of 2018 the profession of Midwifery was lawfully recognized under the Health Professions Act in Alberta.

Since the inception of the CMA in 2013, one of our primary goals has been for our profession to transition from provincial regulation under the Health Disciplines Act (HDA) to regulation under the Health Professions Act (HPA). In December of 2017 the CMA received notification from Alberta government officials that Midwifery had been prioritized to begin the process to transition to the HPA – with the goal for the profession of Midwifery to achieve HPA status by the fall of 2018. We understood that a tremendous amount of work was needed if this goal was to be realized by our small organization. We also wanted to take advantage of the window of opportunity, despite knowing that the project would be fast-tracked.

Our consultation with government representatives began in January 2018. A small group comprised of the College Council, Registrar, our Executive Director and past

president, Diane Rach, worked to rewrite our Regulations, Code of Ethics, Standards of Practice and Competencies. Frequent communication with government was required to meet deadlines to stay on track with a fall 2018 timeline. Eventually, draft documentation was shared with inter-professional stakeholders for review and to provide feedback to our proposed changes in Regulation and expansion to midwifery scope of practice.

After months of negotiations and liaison, on December 12, 2018, the provincial Cabinet officially signed into law our new professional status and regulation under the HPA with the proclamation, or status to officially go into effect on April 1, 2019.

I know I speak for our Council, Registrar, Past President and staff when I say we feel privileged and proud to have been a part of this historical achievement for the profession of Midwifery in Alberta. The significance of our transition is far-reaching. Status under the HPA allows the profession of Midwifery in Alberta to be fully autonomous. As a mature, self-governing profession, under the HPA, we can now have the responsibility and accountability to regulate our profession.

The new Midwifery Regulation under the HPA provides the legal framework for an expanded scope of practice, allowing Registered Midwives (RMs) to practice to the highest level of their skills, knowledge and ability and aligns midwifery scope of practice in Alberta with other Canadian Provinces.

We anticipate the expanded scope will contribute a number of benefits for RM's, consumers, and our healthcare system. Advanced and Additional Competencies will enable Registered Midwives to provide the

highest quality and level of care to Alberta Families receiving midwifery care. On a systems level, these changes will contribute to streamlined and cost-efficient care. For example, in many cases RM's will now be able to provide care, where previously, they would have needed to send a referral to another primary care provider. This makes it more convenient for consumers, less of a burden on the health care system and more cost effective overall.

Although the transition to the HPA has been achieved, there is much work to be done! The CMA must review our Standards of Practice and Competencies, statements, guidelines and policies and other documentation to ensure they are congruent with our new legislation and regulation. Before RM's can begin practicing expanded scope midwifery skills, the CMA must develop Standards, Policies, Education programming and quality assurance evaluations to confirm RM's can safely perform Advanced and Additional Competencies. This process involves the Council working alongside a government appointed Advisory Committee of key stakeholders to further ensure public safety.

Many changes to our Complaints process must also be implemented. The HPA requires the CMA to hire a Complaints Director (CD) who triages incoming complaints against registered members. This role was formally part of the role of the Registrar. We are pleased to announce that our outgoing long-standing Council member, Theresa Barrett, has accepted the position of CD. Ms. Barrett's experience as Chair of the Conduct and Competency Committee and Council experience will be invaluable to her success in this role.

The most immediate difference for the CMA under the HPA, is the change in composition of

our Council. Under the HPA, the Council will expand from three to five Registered Midwife members and 2 Public Members. We look forward to welcoming our new Council members in May 2019.

I would like to express my sincere gratitude to the members of our Council, staff and legal counsel for their commitment and dedication to the CMA during the past year to achieve regulatory status under the HPA: Sharon Prusky (Registrar), Marylyn Waters (Executive Director), Margaret Barnes (Admin Assistant), Diane Rach (Past President), Tiffany Harrison RM (Council Member, VP, Chair, Registration), Theresa Barrett RM (Council Member, Chair Conduct and Competency, Treasurer), Joy West-Ekland RM (Chair, Practice Review), David Crocker (Public Member), Chelsey Cabaj (Public Member), Jim Casey (Field Law), Chelsey Bailey (Field Law).

Sincerely,

Cassie Evans RM MN

President, College of Midwives of Alberta



Registrar's Report

College Staff

Registrar: Sharon Prusky

Executive Director: Marylyn Waters

Administrative Assistant: Margaret Barnes

Statement of Purpose / Goals

The Office of the Registrar manages the day-to-day operations of the College, including its administrative, financial, and governance obligations under the *Health Disciplines Act*. Along with acting as the first point of contact for midwives seeking registration in Alberta, the Registrar is responsible for responding to all concerns and complaints from the public.

SUMMARY OF ACTIVITIES IN 2018

This has certainly been a year of adventure for this Registrar role and for the College of Midwives of Alberta as a whole! Integration of not only the work involved, but transition planning to the *Health Professions Act (HPA)* has taken priority in 2018.

REGISTRATION

Registration renewal for the 2018 registration year was completed in November and December 2017. The contract for a new Register for Alberta Midwives (congruent with AB Health abilities to access key database information) was signed in December of 2018.

A brand-new Register will be on our website available to the public and Registered Midwives in 2019. This Register promises to be comprehensive, allowing members to keep their information up-to-date and to apply for renewal of their practice permits on line.

Figure 1 gives the historical record of registrants as of December 31 from 2015-2018. Our numbers are steadily increasing!

Category	2015	2016	2017	2018
Full General	86	87	96	115
New Graduates	14	23	13	15
Restricted	2	1	3	1
Temporary	0	0	0	1
Total Active	102	111	112	132
In-Active	7	13	13	11
Students	38	39	33	24

NEW REGISTRATION APPLICATIONS

Applications for Registration as a Midwife are received in three ways from:

- 1.) Midwives practicing in other provinces via the Canadian Free Trade Agreement (CFTA)
- 2.) Internationally-trained midwives (PLEA)
- 3.) Graduates from approved Canadian Midwifery Education Programs (MEP)

Figure 2 represents the trends on these applications.

	2015	2016	2017	2018
CFTA	4	6	4	3
PLEA	5	5	4	4
Can. Grad.	9	15	10	13

As part of the application process, the CMA oversees the writing of the Canadian Midwifery Registration (CMRE) and the Objective Structured Clinical Exams (OSCE). During the 2018 year the CMA hosted the CMRE in both spring and fall, and offered the OCSE in May.

Figure 3 shows the numbers of candidates in each, over the past four years.

	2015	2016	2017	2018
CMRE	9	11	14	14
OSCE	8	7	0	3

HDA- CONCERNS AND COMPLAINTS

One of the key roles of the CMA is to take in all public concerns and complaints. Each one is reviewed and then carefully processed (with attention to fairness and equitability) to address the perspectives of all parties involved. *The Health Disciplines Act* and the *Midwifery Regulation* provide the legislation and structure to proceed with these issues with Registered Midwives. Any issues deemed by the Registrar to be a **concern**, are referred to the Practice Review Committee, with the consent of the individual bringing the concern. **Complaints** are investigated as per Part 4 of the *Act*, which may result in a Hearing, within the jurisdiction of the Conduct and Competency Committee. The following chart (Figure 4) provides an historical summary of the CMA's concern and complaint activity.

Figure 4: CCC	2015	2016	2017	2018
Files open Jan 1	5	4	4	10
New files Jan 1 – Dec 31	1	8	9	6
Files closed	2	6	3	3
Files still open Dec 31	4	4	10	16

Whenever a concern or complaint is filed, the Registrar is tasked with determining how the matter should proceed (in consideration of the complainant position). Below (Figure 5) is the historical summary of those decisions:

Figure 5: Action Taken	2015	2016	2017	2018
Dismissed	1	0	0	0
Referred to Practice Review	1	4	5	6
Referred to Investigation	0	2	4	8
Proceeded to Hearing	0	0	1	2

PARTNERSHIPS AND PROFESSIONAL RELATIONS:

The CMA continues to forge and hone inter-professional relations with the Alberta Association of Midwives (AAM), with Mount Royal University Bachelor of Midwifery Program (MRU), Alberta Health Services (AHS), and Alberta Health. With the upcoming move for the CMA to the *Health Professions Act*, (HPA) the strength of each of these relationships becomes increasingly important. Please see the President's Report for further details related to the HPA transition.

Regular quarterly meetings were initiated by CMA, and have become routine with AAM and AHS. These meetings offer an opportunity to update each other on issues, projects, and trends. Smaller task force and working groups have evolved to deal with projects. Areas under consideration include: Transfer of care, out of hospital births, stillbirth and neonatal death declaration, New Registrant placements, Prac

ID's, stakeholder engagement, inter-professional work relations, Restricted Activities, Advanced Authorizations, and Bridging programs. A three-way meeting process has also been set up with AAM, and AHS to streamline the HPA practice permit process (registration, liability insurance, privileging leading to issuing a practice permit).

MRU Bachelor of Midwifery Program and the CMA have had a number of meetings this year as well. CMA is represented on two MRU Advisory committees, and several meetings have occurred between CMA and MRU faculty related to issues stemming from the Education Program Assessment Committee (EPAC) process: preceptor involvement, student affairs, and curriculum changes related to the evaluation as well as potential changes with HPA legislation.

CMA continues to attend the Alberta Federation of Regulated Health Professions (AFRHP) meetings. This umbrella group as well as the various interest groups (Continuing Competence, Registration, Education Program, and Complaint Process) have proven invaluable to the Registrar especially. Not only has the experience gleaned from the AFRHP members been helpful, but so has the advice about the HPA for CMA transition considerations.

Relations have also solidified between CMA and Alberta Health. In addition to the new Midwifery Regulation and Advanced Authorization legislation, CMA will soon launch a reimagined website, along with an integrated Register for Alberta Midwives. Hopefully, as soon as Fall, 2019, midwives will be able to renew their practice permits on line, using the new Registry Program. Continuing Competence documentation should readily follow in an online fashion. Bill 21 (Sexual Abuse and Sexual

Misconduct) legislation presented another project for the CMA to complete by the end of 2018. This represented a significant amount of work for the Registrar, related to education and training, consultation and updating of many documents, staff and resources. The CMA Standard was drafted and revised by Alberta Health in December of 2018, in line with the other Colleges under the HPA and HDA, ready for posting on April 1, 2019, alongside a new client relations program.

PLANS FOR 2019:

April 1, 2019 heralds a new legislative era for the CMA. 2019 will be a year spent further integrating the HPA into every CMA process and document. Although significant internal work has been done to ready ourselves for the transition, updates and tweaks will continue for some time to come. The goals for 2019 are divided into the designated Parts within the HPA:

Part 1: Governance Structures and Function: staff and Council numbers will increase as per the legislation. All Terms of Reference, policies, job functions and roles, and committees will be evaluated and revised.

Part 2: Registration: anticipated changes have been drafted, with many changes incorporated into the new Register and Website. CMA and the Registered Midwifery members will have to get used to the concept of a practice permit.

Part 3: Continuing Competence and Practice Visits: many processes and documents have been devised in anticipation of the HPA legislation, awaiting a new committee and work plan.

Part 4: Professional Conduct: Transition from the HDA includes work to complete for the

Registrar (finish up cases under the HDA), alongside of the hiring of a Complaints Director and a different complaints and hearing/appeal process.

Part 5: omitted, as this is not applicable for Registered Midwives

Part 6: Other Matters: all of the current policies and documents have undergone revision. This process also includes draft-writing of new documents related to incapacity, access to member information, and reporting obligations.

Part 7: Title Protection: This policy and all related documents have had revisions to match the HPA legislation.

Part 8: Regulation, Bylaws, Code of Ethics, and Standards of Practice: the bulk of the work for the Registrar and the Past President has been in this category. Work around these items included a consultation process with stakeholders and some face-to-face meetings with key stakeholders (CARNA, AMA, Alberta College of Pharmacy). The Regulation has been approved, the Code of Ethics for CMA has been accepted by CMA Council, the Bylaws are in draft form, waiting for CMA Council approval prior to the CMA Annual General Meeting. The Standards of Practice and Competencies are in draft form, (incorporated the new Advanced Authorizations), waiting for approval from Alberta Health. Please see the President's Report for more details.

Part 9: not applicable

Respectfully submitted,

Sharon Prusky, Registrar, CMA

Treasurer's Report

Statement of Purpose/Goals

The purpose of the Treasurer is to oversee and present the budget, accounts and financial statements to the Council. The Treasurer liaises with the Executive Director and / or the bookkeeper about financial matters and ensures that appropriate financial systems and controls are in place.

The Audited Financial Statements are presented with this report.

Summary of Activities in 2018

The College's operation:

1) To demonstrate fiscal responsibility in general operations:

Year over year, the College has maintained a balanced budget. The 2018 balanced budget was based on income of \$311,600 and expenses of \$300,720. Actuals for the year, with the added revenue of more registrations, and other general incomes, resulted in revenue higher than budgeted however some increased expenses resulted in a minor deficit for 2018.

<i>Revenue for 2018</i>	\$366,249
<i>Expenses</i>	\$367,011
<i>Balance</i>	\$ (762)

2) To establish a savings and investment portfolio to support any future costs as a

result of concerns and or complaints brought forward:

Each year the College makes a budgetary commitment to contribute \$5000.00 per year into savings fund specifically for Hearings. We will continue to build this fund to ensure the College has the ability to manage any future expenses.

2018 Hearing Investment Fund

Balance \$193,049

The College continues to put some moneys in short term GIC's for hearings or any other

contingency / emergencies required by the College.

Plans for 2019

Budget for 2019 is included in this report.

The 2019 budget provides for hiring of additional staff as required under the Health Professions Act as well as the continued commitment in support of developing new Regulations and Policies specifically directed to the move to the HPA.



COMMITTEE REPORTS

2017 Committee Chairs

Committee Chairs oversee the actions of the committees and report back to the council. Committee Chairs who are not elected members attend council meetings in an advisory capacity.

Registration Committee	Tiffany Harrison, RM and Christy LeBlanc, RM
Conduct and Competency Committee	Theresa Barrett, RM
Practice Review Committee	Joy West-Eklund, RM
Quality Assurance Committee	Natalie Beauchamp, RM

Registration Committee

Committee Co-Chairperson(s):

Christy LeBlanc, RM; Tiffany Harrison, RM

Committee Members:

Maryam Gjerde, RM; Helen Cotter, RM

To identify criteria necessary to determine the eligibility for new registration, initial registration, and annual registration renewal for midwives with the College of Midwives of Alberta.

Statement of Purpose / Goals

Our goal is to ensure public safety and the success of Registered Midwives through a

process that ensures each midwife registered has the competence (knowledge, skill, attitude and judgment) required to practice as an independent, autonomous primary care practitioner.

Summary of Activities in 2018-2019

The Registration Committee would like to thank Maryam Gjerde for her service on the committee and we wish her well on her future endeavors.

The Registration Committee continues to assess international applicants and applicants from across Canada in accordance with our regulations. Our committee determines appropriate restrictions when necessary on individual applicants and removes restrictions once conditions have been met.

Documentation surrounding registration and supervision of restricted registrants was reviewed and revised when necessary to improve clarity.

While the Registration Committee is not a required committee under the HPA, the council has decided to keep the RC as it is an asset in the assessment process of new midwives to Alberta.

The Terms of Reference for the Registration Committee are being reviewed and will be voted on soon.

Plans for 2019-2020

1. To work closely with the CMA Council as we work together in becoming compliant with the regulations outlined in the Health Professions Act;
2. To continue to assess new applicants for registration with the CMA;
3. Increase committee membership once the Terms of Reference have been approved.

Conduct and Competency Committee

Committee Chairperson:

Theresa Barrett, RM

Committee Members: as of Dec 2017

Cathy Harness, Megan Dusterhoft,
Anne Leblond, Shannon Sutherland,
Joy West – Eklund, Ali Reimer, Mia Fothergill,
Nancy Brook (Public Member)

Statement of Purpose / Goals:

The purpose of the Conduct and Competency Committee (CCC) is to ensure that all midwives adhere to the Alberta Midwifery Regulations, Standards of Competence and Standards of Practice and Ethics, which can be found in the

Midwifery Registrant's Handbook or on the College website.

Summary of Activities during 2018

The Committee reviewed and revised applicable policies and terms of reference in preparation for the transition to the HPA

The Hearing Panel also participated in 1 Tribunal this year.

Plans for 2019

The Conduct and Competency Committee will continue in its current capacity while completing the HDA related complaints. Following the transition to the HPA this committee will dissolve as there is a new format and requirement for

addressing complaints under this new ACT. Committee members may move the Membership List and continue to attend tribunal workshops and review tribunal DVD's to better prepare themselves for serving on Hearing Tribunals or Complaint Review Committees.

Practice Review Committee

Committee Chairperson: Joy West-Eklund

Committee Members: Kimberley Schmidt, Carol Stehmeier, Joanna Greenhalgh, Marie Tutt, Shianna Pace, Sara Greer

Statement of Purpose / Goals:

The Practice Review Committee of the College may: On its own initiative, and shall, at the request of the Health Disciplines Board, conduct a review of the practice of a midwife. After a review, provide advice and make recommendations to the midwife as to the practice of midwifery by that midwife. Inquire into, report to and advise the College with respect to:

- The assessment and development of educational, experiential and practice standards

- The evaluation of standards of competence of midwives generally, and
- the practice of midwifery generally

Summary of Activities in 2018

The committee had a fairly quiet year completing one practice review in response to concerns from clients.

Plans for 2019

- 1.) Continue to conduct practice reviews as the Council, Registrar and/or Hearing Director deem necessary.
- 2.) Review HPA guidelines to determine what changes will take place after the transition. eg: Alternate Resolution Process



Quality Assurance Committee (QAC)

Committee Chairperson: Natalie Beauchamp

Committee Members: , Anna Gimpel,
Marianne King, Theresa Barrett

Statement of Purpose / Goals:

The purpose of the Quality Assurance Committee is to recommend continuing education activities, establish and maintain a Quality Assurance Program and to monitor and enforce the continuing education requirements of the College of Midwives of Alberta.

Summary of Activities in 2018

The QAC is a vital committee for the overall standards of practice and continuing

competence requirements for CMA members. Under the HPA there specific requirements for the Quality Assurance Program which the committee has been reviewing.

Plans for 2019

Build and expand the Quality Assurance Program and the identified strategies.

- 1.) Client Feedback and Evaluation Policy
- 2.) Peer Review Policy
- 3.) Continuing Professional Development Policy

Develop Standards for Competencies including any new advanced authorizations.



2018 Budget

projected 2019 budget - April - Dec 31 sub categories

Revenue

registration fees

*Active	126 @ 2750	\$ 346,500.00	
*New grads	12 @\$1400	\$ 16,800.00	
Student	30 @ 100	\$ 3,000.00	
Inactive	8 @ 150	\$ 1,200.00	
total reg fees			\$ 367,500.00

Other income

PLEA application fees		\$ 4,500.00	
service fees		\$ 200.00	
total other income			\$ 4,700.00

Total Revenue	\$ 372,200.00
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Expenses

Hearing Fund	\$ 5,000.00
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Legal (outside hearings)	\$ 30,000.00
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staff wages and benefits	Registrar	\$ 92,000.00	
	ED/ Operations Director	\$ 41,400.00	
	Admin Assistant 19.25hr @ 18hr wk	\$ 18,018.00	
	*Financial Director	\$ 9,333.33	
	*Complaints Director	\$ 21,666.67	
	EI & CPP contributions	\$ 12,000.00	

sub total	\$ 194,418.00
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board and committee	council meetings	\$ 7,000.00	
	RC	\$ 2,000.00	
	PRC	\$ 3,000.00	
	QAC	\$ 3,000.00	

	CCC	\$ 1,500.00	
sub total			\$ 16,500.00
executive Board Support Cost Recover			\$ 3,000.00
*training / workshops/conferences			\$ 6,500.00
complaint investigation time/travel			\$ 20,000.00
general and administration	Advertising and promotion	\$ 1,000.00	
	Bank service charges	\$ 200.00	
	dues and subscriptions	\$ 3,000.00	
	*meals and entertainment	\$ 2,000.00	
	office supplies	\$ 1,800.00	
	postage and delivery	\$ 1,000.00	
	printing and reproduction	\$ 500.00	
	consulting	\$ 7,500.00	
	repairs and maint	\$ 1,000.00	
	*ID cards	\$ 1,000.00	
	telephone	\$ 2,000.00	
	audit and accounting	\$ 6,000.00	
	capital expense fund (replacement)	\$ 2,000.00	
	general office fund	\$ 500.00	
Sub total			\$ 29,500.00
office rent	2636.56		\$ 33,000.00
insurance			\$ 5,000.00
travel			\$ 9,000.00
amortization and depreciation			\$ 2,200.00
NEW REGISTRY PROGRAM			\$ 17,500.00
Total expenses			\$ 371,618.00
Balance Revenue over Expenses			\$ 582.00