

AGM INFORMATION

- **AGM will be held April 22 , 2017 in Saskatoon at the Travelodge**

BRAG AND STEAL SESSION

- We will again be offering the Brag 'n' Steal session at AGM 2017
- This is an exciting opportunity for our members to showcase their research or workplace initiatives that they are involved with throughout the province
- We will be offering 5, 15 minute sessions- 10 minutes for presentations and 5 minutes for questions/discussion
- You may register as a group or individual
- There will be an opportunity for poster displays but no time allotted for poster presentations- members will be able to view the posters throughout the morning
- The link is below for a Brag N' Steal application
- Deadline for application is February 28, 2017 if you have any questions please contact the SCPT office

- http://www.scpt.org/images/2017_AGM_Brag_and_STeal_Session_Application.pdf

MOTIONS FROM THE FLOOR

- In order to provide an opportunity for general membership input into SCPT processes, Council will continue the process for Membership Motions from the floor for this year's AGM
- Motions from the floor will be accepted from a current SCPT member following a pre-submission process with a deadline of February 25, 2017. Please refer to the Motions from the Floor Document available on the website and IFD for submission document that must be completed for all submissions

http://www.scpt.org/images/Motions_from_the_Floor_Process_document_2017.pdf

- **AGENDA:** will be posted to the website soon
- <http://www.scpt.org/members-area/agm-2016>

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RESOLUTION BY MUTUAL CONSENT

“Alternate Dispute Resolution” Process to be Renamed “Resolution by Mutual Consent”

For some time, the Professional Conduct committee (PCC) was able to offer “Alternate Dispute Resolution” (ADR) as an option for settlement of a complaint received against a member.

The *Physical Therapists Act, 1998* 25(2) states:

On completion of its investigation, the professional conduct committee shall make a written report to the discipline committee recommending:

- (a) that the discipline committee hear and determine the formal complaint set out in the written report; or
- (b) That no further action be taken with respect to the matter under investigation because:
 - (i) the matter has been resolved with the consent of the complainant and the member who is the subject of the investigation; or
 - (ii) no further action is warranted on the facts of the case.

Therefore, when it was determined by the PCC there was sufficient evidence that the member’s conduct may constitute professional incompetence or professional misconduct, both the member and the complainant would be offered the option of resolving the matter via an “ADR” in which parties involved give their mutual consent to terms set out by the PCC. If either party did not consent to such an agreement, or the terms stated therein, the case was referred to the Discipline Committee (DC) for a hearing. If both parties agreed to the terms of an “ADR” then the matter was considered resolved and a written report would be sent to the DC and a summary would be posted to discipline area of the website.

Through ongoing discussion and education, the Saskatchewan College of Physical Therapists (SCPT) Council and the PCC have agreed that while the practice of offering what has been referred to as an “ADR” is clearly laid out in the Act and while it can be a beneficial tool for all concerned parties, the use of the term Alternative Dispute Resolution (“ADR”) to describe this process is incorrect. The term “ADR” in its true meaning should be an agreement between the complainant and the member as **an alternative to a formal investigation**. Therefore, once the PCC has investigated a complaint an “ADR” as defined above is not an option.

For these reasons when the PCC has completed its investigation of a complaint and finds evidence that the member’s conduct may constitute either professional incompetence or professional misconduct, as is laid out in the Act, the member and complainant involved will continue to be offered the option of resolving the matter via their mutual agreement of terms laid out by the PCC as an alternative to a formal hearing by the DC. Both parties must agree to all the terms documented in such an agreement and if either party does not consent to the terms then the matter shall be forwarded to the DC for a hearing. Resolution of a complaint in this manner will now be termed **“Resolution by Mutual Consent”**.

RESOLUTION CONT'D

In summary, the process has not changed since the Act clearly states that it is a viable and acceptable option, but the process has been renamed to better reflect the actions that occur.

SCPT Council continues to review and consider the option of including a true ADR process in its existing complaints management procedures. Council, the SCPT Executive, the PCC and DC also continue active work on updated terms of reference for our discipline process committees as well as an associated office procedural document outlining administrative steps taken throughout our complaints management process. Please watch for email updates and additional information regarding this information to be posted to the website prior to AGM.

As always, if you have any questions or concerns please feel free to contact the SCPT at edr@scpt.org or president@scpt.org

Respectfully Submitted by Pat Beharry, PCC Chair and Sarah Sarauer, SCPT President

SCPT MISSION STATEMENT

SCPT has updated our mission statement to be more clear, concise and transparent for the public and its membership. Our new mission statement reads as follows: The Saskatchewan College of Physical Therapists is a self-regulating professional body whose purpose is to serve the public by ensuring safe, competent care by qualified physical therapists.

RENEWAL REMINDER

The deadline for renewal is February 28th at midnight. Please make arrangements to renew prior to the deadline to avoid late fees. The late fee schedule is posted on the SCPT website. Renewal is done through the SCPT Registrant Online Profile and Renewal section on the main page of the website. If you are having difficulties with this process, email admin@scpt.org or call (306) 931-6661 or toll free 1-877-967-7278.

NOMINATIONS INFORMATION



Eligibility

- 13 Any practising member of the college in good standing, other than a college employee, is eligible to stand as a candidate for election to the council.

Nominations

- 14 (1) All nominations must be received in writing by the chair of the communications committee at least 30 days before polling day and must be accompanied by a signed consent from the nominee
- (2) If there are insufficient nominations received 30 days before polling day to require a vote to be held, the chair of the communications committee shall declare those nominated to be acclaimed to office and no vote need be conducted.
- (3) The communications committee shall submit its list of nominations to the executive director in sufficient time prior to the annual meeting of members so that the ballot, if required, can be prepared.

Voting

- 15 (1) Each practising member of the college is entitled to one vote.
- (2) Voting is conducted by secret ballot.
- (3) Council shall prescribe the form of the ballot, which shall contain instructions to vote as set out in these bylaws, on which the names of all nominees are placed in the alphabetical order of their surnames.
- (4) The executive director shall, at least 20 days before polling day, or as soon as possible in the case of a member who is subsequently registered, mail or deliver to each member a ballot and a ballot envelope together with an envelope addressed to the college, on which the member shall verify their name and registration number.

NOMINATIONS CONT'D

- (5) The member shall:
 - (a) vote for the required number of candidates to fill each vacancy, as indicated on the ballot, by marking an "X" opposite the name of the candidate of the member's choice;
 - (b) place the completed ballot in the ballot envelope and seal the envelope;
 - (c) place the ballot in the sealed ballot envelope inside the envelope addressed to the college and seal the envelope;
 - (d) complete the information required to be provided on the face of the envelope addressed to the college in order to verify the member's entitlement to vote; and
 - (e) mail or deliver the ballot in the sealed envelope addressed to the college or deposit the ballot in the ballot box at the annual meeting.
- (6) In order to be counted, ballots must reach the executive director by the time that is one hour after the commencement of the annual meeting.
- (7) The executive director shall appoint at least two scrutineers and any candidate for election is entitled to have a scrutineer present when the ballots are counted.
- (8) In the case of a tie vote for any office, the president shall cast the deciding vote.



Nomination Form - Election of Council Member

We, the undersigned being members of the Saskatchewan College of Physical Therapists and eligible to vote, hereby nominate _____ for election to:

Council

Printed Name 1) _____

Printed Name 2) _____

Signed 1) _____ Date: ____ / ____ / ____ (mm/dd/yy)

Signed 2) _____ Date: ____ / ____ / ____ (mm/dd/yy)

I accept this nomination _____ Date: ____ / ____ / ____ (mm/dd/yy)

NOMINATORS: please submit a written statement describing what qualifies the nominee for this position. These can be faxed to 306-931-7333 or emailed to edr@scpt.org . All nominations will be forwarded to Tasha Descottes (Communications Chair).

**NOMINATIONS MUST BE RECEIVED AT THE SCPT BY
MARCH 21, 2017**