

**CMLTA**

COLLEGE OF  
MEDICAL LABORATORY  
TECHNOLOGISTS  
OF ALBERTA

2018

ANNUAL REPORT



# CMLTA FOUNDATION POLICIES

## VISION

We are a recognized leader in the regulation and governance of medical laboratory services. As a trusted partner in healthcare regulation, we enhance public protection and patient safety, promote high standards for professional practice and contribute to the wellness of Albertans.

## MISSION

We protect the public by regulating Medical Laboratory Technologists and fostering excellence in professional practice.

## CORE VALUES

We recognize self-regulation is a privilege and in our endeavours to earn and retain the trust of Albertans, we act according to the following set of core values:

### INTEGRITY

We adhere to the CMLTA's Code of Conduct.

### ACCOUNTABILITY

We take responsibility for our actions.

### COMMITMENT

We are dedicated to providing excellent service.

### RESPECT

We treat others with fairness and dignity.

### OBJECTIVE

We are fair, unbiased and impartial in our decisions.

### SUSTAINABILITY

We exercise responsible resource management.

### OPENNESS

We are accessible, approachable, transparent and clear in our actions.

### INNOVATION

We build on successful ideas, and explore and implement new ideas.



# CONTENTS

## 02 INTRODUCTION

President's Message

Public Members' Report

Background Information

CMLTA Overview

CMLTA Council and Staff

Structural and Functional Organization Charts

## 08 GOVERNANCE

## 10 REGISTRATION OF CMLTA MEMBERS

## 17 CONTINUING COMPETENCE PROGRAM

## 20 COMPLAINTS AND DISCIPLINE

## 23 FINANCIAL INFORMATION

## 34 OTHER ACTIVITIES

# INTRODUCTION

## PRESIDENT'S MESSAGE

The primary purpose of CMLTA Council is to fulfill its legislated mandate and mission through ethical, prudent, and innovative means.

Guided by legislation, the CMLTA is empowered with five key responsibilities. The first, to establish a Council comprised of regulated members of the Medical Laboratory Technology Profession and Public Members appointed by the government. Under Council's direction, the CMLTA is responsible for championing excellence in professional practice by establishing, maintaining, and enforcing Standards of Practice, a Code of Ethics, and Bylaws; setting entrance to practice requirements; creating and enforcing a Continuing Competence Program; and instituting a formal process for the adjudication of complaints of unprofessional conduct. The outcome of these five responsibilities is public trust in our profession. Patient safety and public protection are at the forefront of all that we do as professionals.

Recent changes to legislation remind us that our role as a self-regulating college is on a continuum that strives to reach a higher level of excellence each year. In 2018, a number of legislative changes occurred in Alberta. The *Health Professions Act* (HPA) was revised on July 1, 2018, and three months later, Bill 21, An Act to Protect Patients, was passed by the Alberta Legislature. Bill 21 applies to health professionals regulated under the HPA and was passed to protect patients from sexual misconduct and sexual abuse. Abuse of a sexual nature is a significant betrayal of trust, and Bill 21 sends a clear message that it will not be tolerated. Alberta is the second province in Canada, after Ontario, to take action to protect patients from sexual abuse and sexual misconduct.

The mandate of all regulatory colleges is to protect the public, and Bill 21 reinforces that. In the coming months, regulatory colleges in Alberta are required to establish training for health professionals and College staff to prevent and address sexual abuse and misconduct. Programs to inform Albertans about the college's complaint process are also required, and colleges will need to provide additional training for hearing tribunal members. The recent changes to legislation highlight the importance of professional regulation and the assurance we provide to the public that Alberta MLTs will continue to provide safe, competent, and ethical healthcare services.

In addition to legislative changes, Alberta's Employment Standards also changed in 2018. This prompted a review of the CMLTA's Personnel Policies. CMLTA staff, Council members and a Certified Professional of Human Resources (CPHR) reviewed and revised CMLTA Personnel Policies in the fall of 2018. The revised policies were approved by CMLTA Council with confidence knowing that CMLTA Personnel Policies comply with current Alberta Employment Standards.

Although changes to legislation and employment standards were at the forefront in 2018, CMLTA Council also focused on several long term goals that were approved by Council in the 2017-2019 Strategic Plan. Member engagement is an area where Council recognizes it needs to do more to educate regulated members about the role of the CMLTA and opportunities for members to volunteer with the CMLTA. A series of articles promoting the benefits of volunteering and highlighting volunteer opportunities within the CMLTA were communicated to membership in early 2018. Our membership responded, and for the first time in years, the CMLTA had an election to fill vacant CMLTA Council positions for the 2019 – 2021 term. In addition, to further enhance communication with our membership, a "Member Communication" section was added to the CMLTA website. The 2019 Strategic Plan outlines steps to keep the momentum going and includes seminars for regulated members interested in learning more about legislation and the CMLTA's governance role.

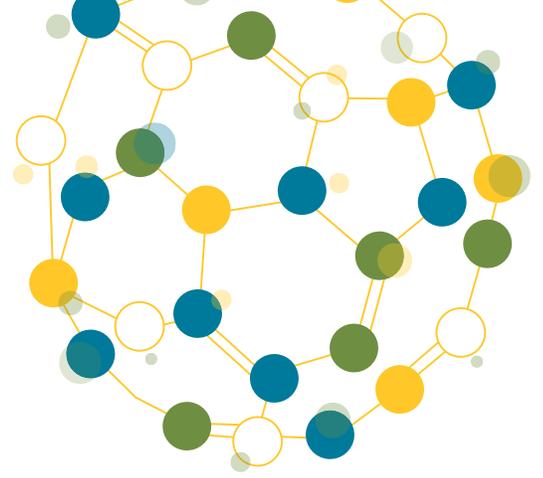
The CMLTA's 2017-2019 Strategic Plan also included plans for a technological upgrade; an upgrade that has been on the horizon for several years. An awareness that our existing database and membership renewal system was falling behind prompted an RFP of regulatory systems. In 2018, after reviewing several regulatory platforms, the CMLTA agreed to implement Thentia's Helsby Drake platform. The Helsby Drake database technology was created specifically for regulatory bodies committed to the highest level of regulatory compliance and governance. Transition to the Helsby Drake platform began in 2018, and the system is scheduled to be in place in early 2019.

Looking back on 2018, it may be remembered as the year of change, but if you are a Medical Laboratory Technologist, a year with change is really just a typical year. In addition to legislative and employment standards changes, membership education and recruitment strategies, and technology upgrades, we also welcomed a new Executive Director in 2018. Dr. Maggie Fulford joined the CMLTA on November 1 and hit the ground running managing tight deadlines for Bill 21, while wrapping up our 2019 membership renewal. Maggie brings a wealth of regulatory knowledge to our profession, and as a regulated member, I look forward to 2019 and Maggie's plans to engage our membership and take us all to a higher level with HPA governance. Amongst all of the change, it is important to remember that the reason the CMLTA exists has not changed. The CMLTA continues to contribute to the wellness of Albertans by promoting high standards for professional excellence and serving the public, patients, and our regulated members.

**Shelly Stevens**

2018 CMLTA PRESIDENT





## PUBLIC MEMBERS' REPORT

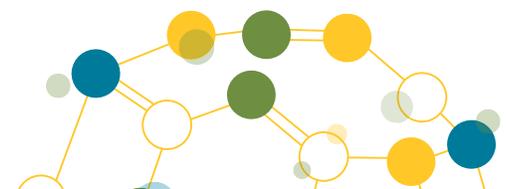
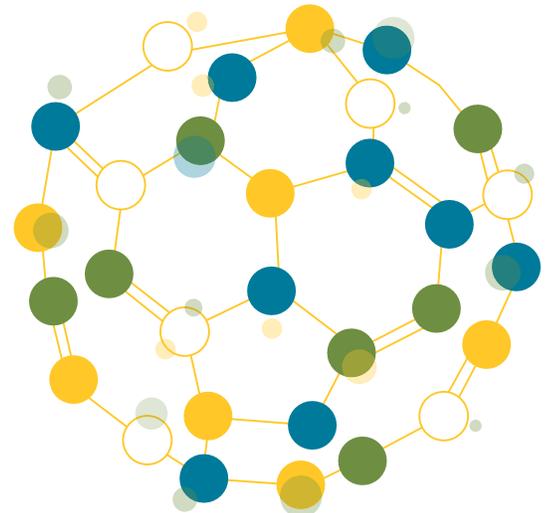
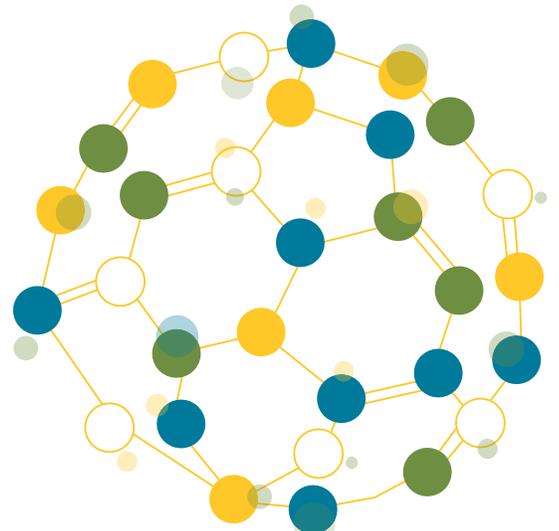
Looking back on 2018 it is clear to all of us that there were some very serious challenges for the CMLTA. The departure of Lori Kmet, our Executive Director, was difficult to manage and the transition put a lot of strain on the Council, especially our President and Vice President. It was encouraging to see many Council members who were willing to step in and help the college to continue operation during this time of transition. Unfortunately, this incident also brought out a significant degree of tension.

As Council tried to address the issue, we felt our contributions as Public Members were undervalued and our opinions unheard. This feeling was further added to by Government policies on compensation for work required outside of Council meetings and lack of response to requests made of them.

We are very pleased to welcome our new ED/R and look forward to Council building a solid working relationship with her. While we hope that this transition will be as smooth as possible, we also know that there will be some challenges as we build trust in her. Steps towards rectifying the tensions and recognizing the equal value of all Council members have begun and we hope to contribute to the good work of Council in the upcoming year.

### 2018 Public Members

- Domingo Chavez
- Kate Ruether
- Aaron Zelmer



## CMLTA OVERVIEW

On March 1, 2002, the College of Medical Laboratory Technologists of Alberta (CMLTA) became the second self-regulating profession under the *Health Professions Act* (HPA). With the *Medical Laboratory Technologists Profession Regulation* and profession-specific Schedule 11 coming into force, CMLTA Regulated Members were authorized to do one or more of the following:

- *Collect and analyze biological samples, perform quality control procedures and communicate results that have been critically evaluated to ensure accuracy and reliability;*
- *Teach, manage and conduct research in the science and techniques of medical laboratory technology; and*
- *Provide restricted activities authorized by the regulations.*

As established by the HPA, the CMLTA protects and serves the public by overseeing and regulating the profession by enforcing and monitoring regulatory programs and services. There are approximately 2,500 Regulated Members who work in Alberta laboratory hospital facilities, public and private clinical institutions, research facilities and those who teach the profession of medical laboratory science to future practitioners.

All Regulated Members must demonstrate and maintain specialized skills, knowledge, judgments, and attitudes to perform medical laboratory procedures in both the laboratory and at a patient's bedside. The CMLTA ensures Medical Laboratory Technologists (MLTs) who conduct laboratory tests (including analysis, reporting, and interpretation), instruct the practice of medical laboratory science, or supervise other Regulated Members, are educated, skilled, knowledgeable, competent, and ethical.

The CMLTA regulatory functions include:

- Enforcing standardized entrance to practice requirements for initial and reinstatement applicants, and annual renewal of registrations and MLT Practice Permits;
- Developing, administering, and continuously enhancing the Continuing Competence Program (CCP), including a comprehensive and diverse MLT Competency Profile based on the *Standards of Practice* and reflective of areas of professional practice, as well as an annual audit that assesses the integrity of the CCP and monitors Regulated Members' compliance;
- Establishing and enforcing *MLT Standards of Practice*, *MLT Code of Ethics*, Practice Advisory Statements, policies, and guidelines; and
- Adjudicating professional conduct and behaviour of MLTs through investigation and/or resolution of complaints of unprofessional conduct.

## 2018 CMLTA COUNCIL

**SHELLY STEVENS**  
President

**VALENTIN (TINO) VILLATORO**  
Vice President

**KIM ALKALAY**  
Councilor

**TAREK BRAHIM**  
Councilor

**CHRISTINE CHOMA**  
Councilor

**KAREN MATEJKA**  
Councilor

**GLORIA PAULET**  
Councilor

**KATHLEEN THOMPSON**  
Councilor

**DAN WOODS**  
Councilor

**DOMINGO CHAVEZ**  
Public Member

**KATE RUETHER**  
Public Member

**AARON ZELMER**  
Public Member

## 2018 CMLTA STAFF

**LORI KMET**  
Executive Director/  
Registrar/  
Complaints Director/  
Privacy Officer

**MAGGIE FULFORD**  
Executive Director/  
Registrar/  
Complaints Director/  
Privacy Officer

**LARISSA FADISH**  
Manager of Professional  
Practice and Competence/  
Deputy Registrar

**AVALEEN PETRYK**  
Executive Assistant/  
Hearings Director/  
Interim Privacy Officer

**SHARON SEMENIUK**  
Finance Manager

**MERON GEBREMIKAEL**  
Finance Manager

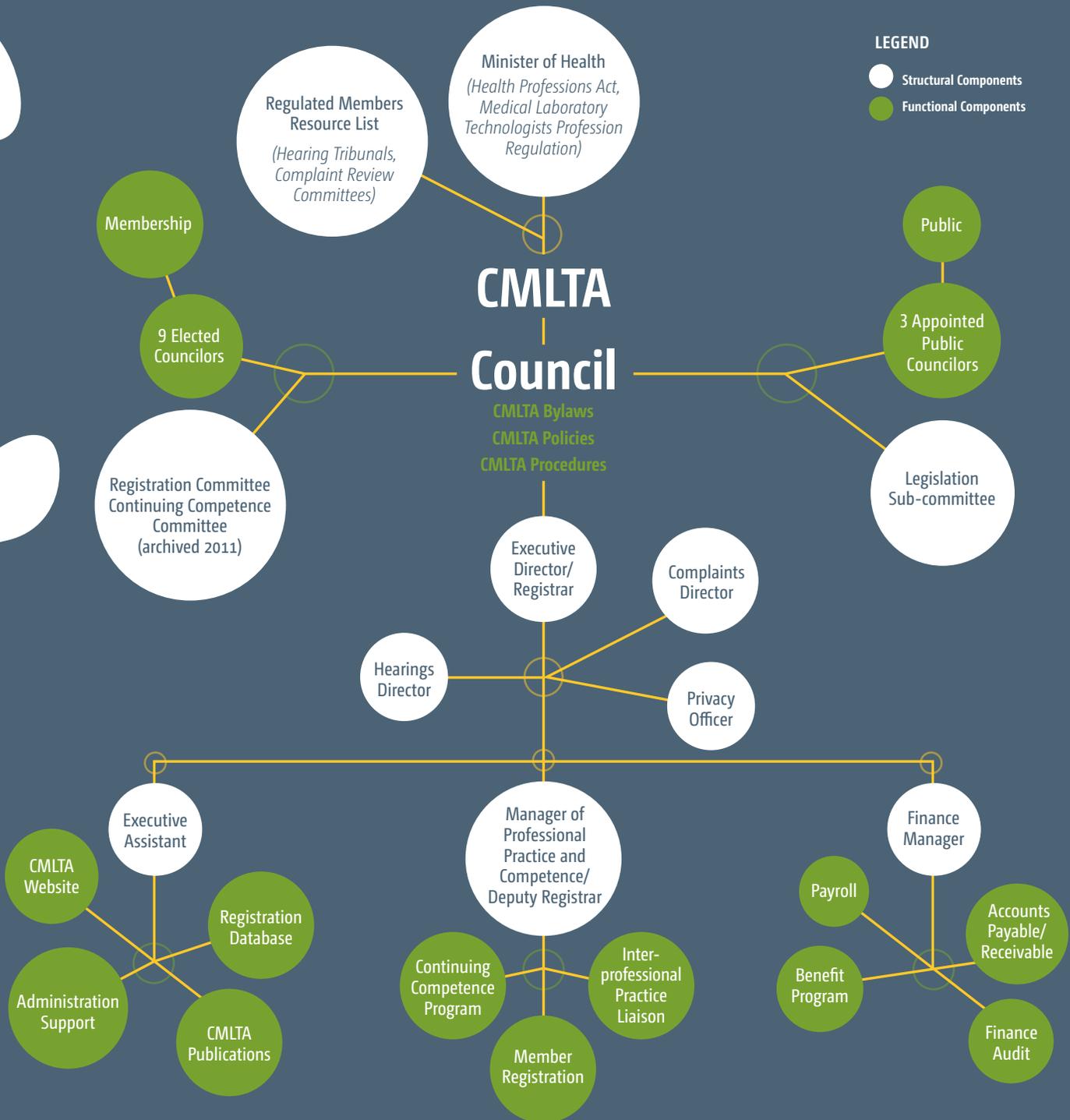
**CHRISTINE CHOMA**  
Interim Registrar

**LISA DENESIUK**  
Interim Complaints  
Director

**IRMINA SZPIL**  
Temporary  
Admin Staff

**GINA SALVADOR**  
Temporary  
Admin Staff

# STRUCTURAL AND FUNCTIONAL ORGANIZATION CHARTS



# GOVERNANCE

The CMLTA Council manages and conducts the activities of the organization and exercises its rights, powers, duties, and privileges to ensure regulatory compliance in all areas—specifically registration, continuing competence/professional development, and the formal adjudication of complaints of unprofessional conduct. The 2018 CMLTA Council was comprised of nine elected Councilors (including the President and Vice President) and three Public Members as appointed by the government in accordance with the *Health Professions Act (HPA)*.

The primary purpose of the CMLTA Council is to fulfill its legislated mandate and mission through ethical, prudent, and innovative means. The specific functions of Council are to:

- Articulate the CMLTA's vision, mission, and core values;
- Develop a viable strategic plan to achieve the vision, mission, and core values;
- Define the work of Council, and how Council carries out and monitors its work;
- Support, monitor, and evaluate the Executive Director/Registrar to ensure a high level of competence and organizational performance;
- Provide effective fiscal management by ensuring that financial viability of the organization is ongoing, resource utilization is aligned with the CMLTA mission and priorities, and the assets of the CMLTA are protected;
- Ensure oversight and sound risk-management practices, enforce compliance with all relevant legislation, and develop policies and systematic methods to direct the CMLTA's operations;
- Ensure the public is aware of the role of the CMLTA and represent the best interests of the public in complaints of unprofessional conduct and matters of patient safety;
- Monitor the roles and performance of committees to ensure they execute delegated work; and
- Organize Council to ensure effective and efficient operations, including the assessment of Council's own performance, the development and implementation of succession plans, the orientation and mentoring of new Council members.

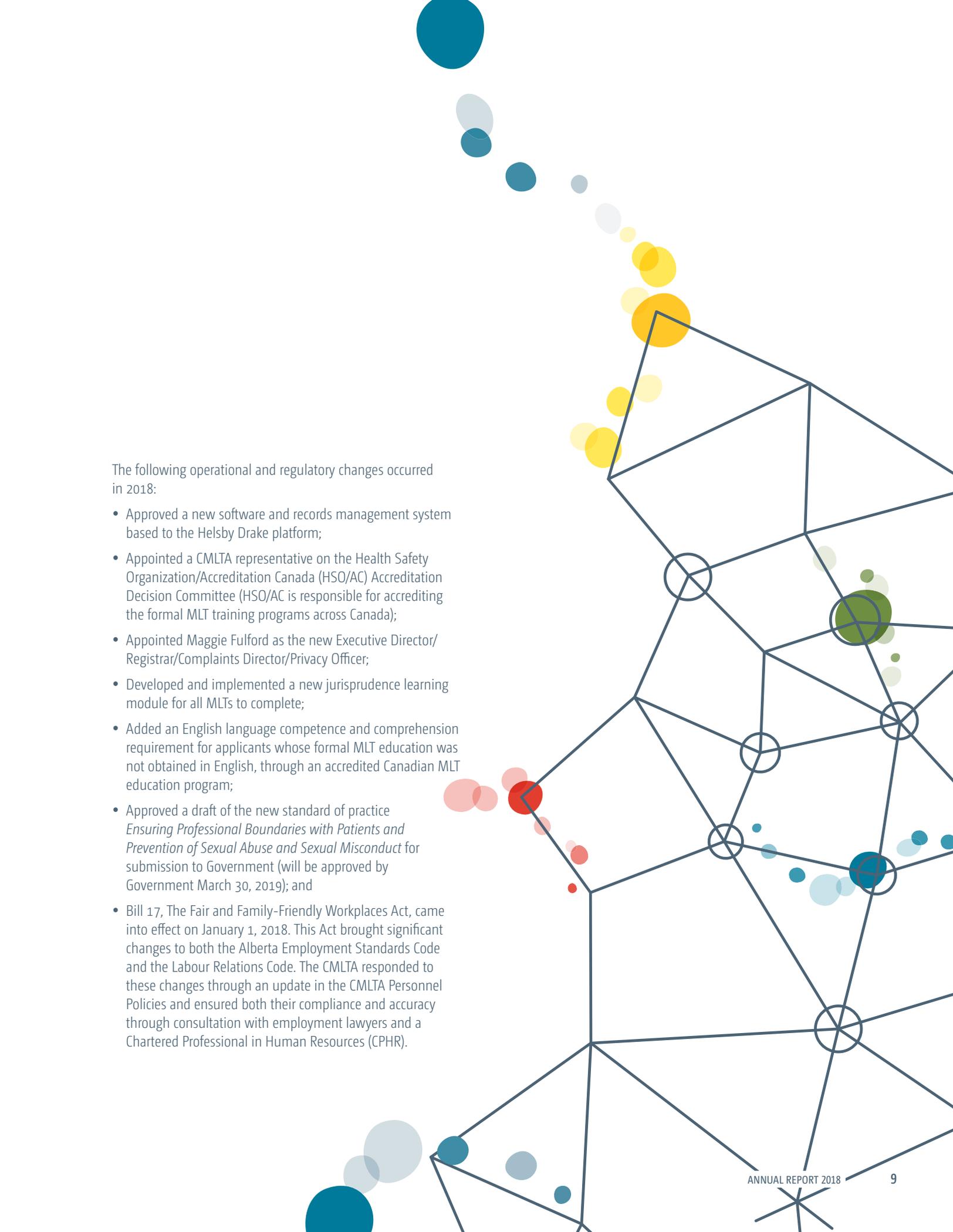
The CMLTA Council has established the following Committees:

- Legislation Sub-Committee
- Regulated Member Resource List – Hearing Tribunals and Complaint Review Committees

The Legislation Sub-Committee is a working group of the CMLTA Council comprised of up to nine Regulated Members including the President, Vice President, and volunteer members at large. The purpose of this group is to:

- Review and recommend revisions (in consultation with the Executive Director/Registrar and CMLTA legal counsel) to CMLTA Bylaws, policies, and documents for Council consideration and approval;
- Draft new policies, protocols, and processes as per the direction of Council;
- Align CMLTA communications with current policy; and
- Interpret the HPA and the *Medical Laboratory Technologists Profession Regulation* for the purpose of application and revision of policy regarding registration, continuing competence, and complaints of unprofessional conduct.

Pursuant to Section 15 of the HPA, Council has appointed five Regulated Members (a minimum of four is required) to the CMLTA Regulated Member Resource List (RMRL). These individuals serve on Hearing Tribunals in complaints of unprofessional conduct and on Complaint Review Committees (CRC). Please refer to the report on Complaints and Discipline on page 20 of this Annual Report for more information on Hearing Tribunals and CRCs.



The following operational and regulatory changes occurred in 2018:

- Approved a new software and records management system based to the Helsby Drake platform;
- Appointed a CMLTA representative on the Health Safety Organization/Accreditation Canada (HSO/AC) Accreditation Decision Committee (HSO/AC is responsible for accrediting the formal MLT training programs across Canada);
- Appointed Maggie Fulford as the new Executive Director/Registrar/Complaints Director/Privacy Officer;
- Developed and implemented a new jurisprudence learning module for all MLTs to complete;
- Added an English language competence and comprehension requirement for applicants whose formal MLT education was not obtained in English, through an accredited Canadian MLT education program;
- Approved a draft of the new standard of practice *Ensuring Professional Boundaries with Patients and Prevention of Sexual Abuse and Sexual Misconduct* for submission to Government (will be approved by Government March 30, 2019); and
- Bill 17, The Fair and Family-Friendly Workplaces Act, came into effect on January 1, 2018. This Act brought significant changes to both the Alberta Employment Standards Code and the Labour Relations Code. The CMLTA responded to these changes through an update in the CMLTA Personnel Policies and ensured both their compliance and accuracy through consultation with employment lawyers and a Chartered Professional in Human Resources (CPHR).

# REGISTRATION OF CMLTA REGULATED MEMBERS

Registration and a Medical Laboratory Technologist (MLT) Practice Permit is mandatory for all individuals employed as MLTs. Pursuant to Section 46 of the *Health Professions Act (HPA)*, a person must apply for registration if they meet the requirements of section 28(2) for registration as a Regulated Member, and intend to provide one or more of the following:

- (i) professional services directly to the public;
- (ii) the manufacture of dental appliances or conducting of laboratory tests that are used by other Regulated Members to provide professional services directly to the public;
- (iii) food and nutrition professional services that are used by other Regulated Members and individuals to provide services directly to the public;
- (iv) the teaching of the practice of a regulated profession to Regulated Members or students of the regulated profession; and
- (v) the supervision of Regulated Members who provide professional services to the public.

Applicants are registered on the appropriate register as provided for in the *Medical Laboratory Technologists Profession Regulation*, subject to any restrictions:

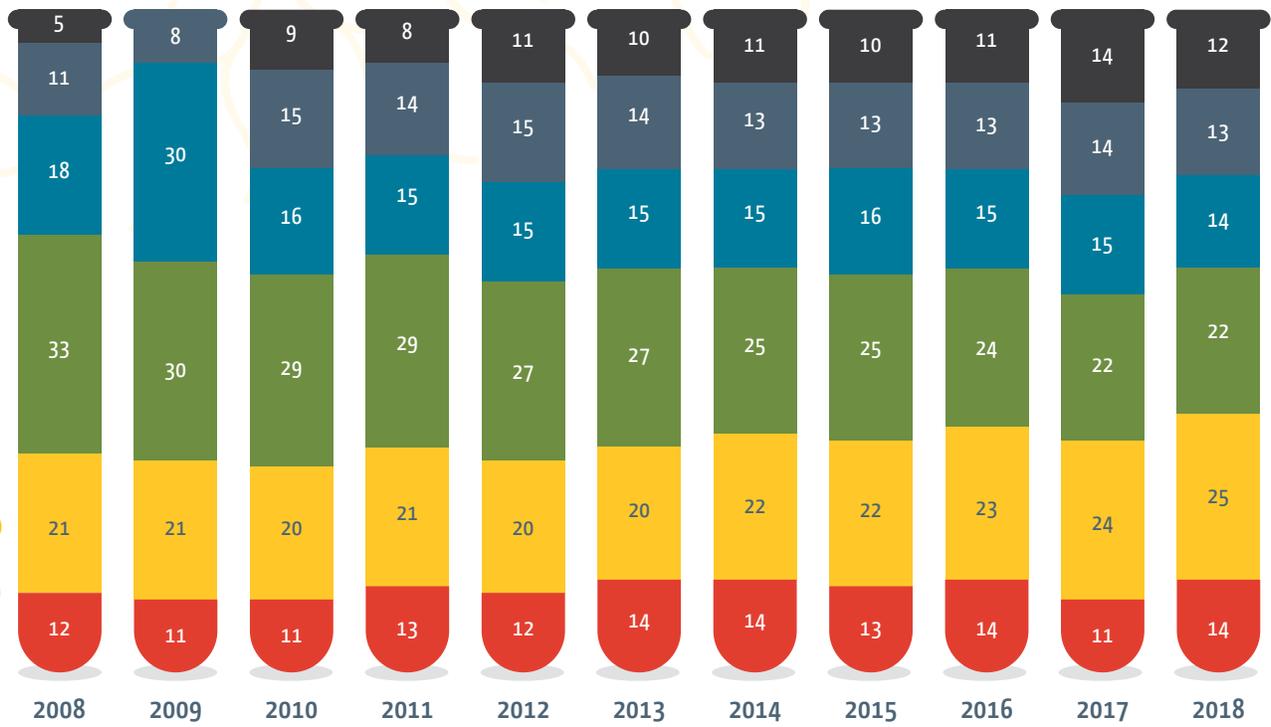
- a) General Register (Hematology, Chemistry, Transfusion Science, Microbiology, Histology, and individuals with conditions or restrictions on professional practice)
- b) Diagnostic Cytology Register
- c) Clinical Genetics Register (Cytogenetics and Molecular Genetics)
- d) Provisional Register
- e) Courtesy Register

NAIT discontinued its Cytotechnology Program in 2018; however, students currently enrolled will be allowed to complete the program. This leaves just two programs in all of Canada (The Michener Institute in Ontario and SIAST in Saskatchewan). The program in Nova Scotia was suspended five years ago and it is not expected to be resurrected.

## THE FOLLOWING TABLE SUMMARIZES REGISTER DATA FOR THE 2018 REGISTRATION YEAR.

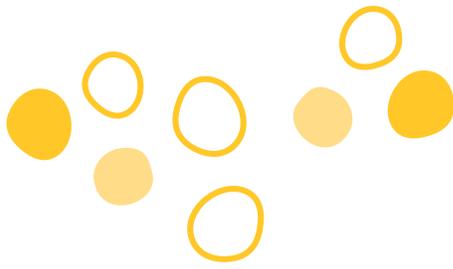
DESCRIPTION/REGISTER	NUMBER
<b>Register</b>	
General MLT	2,309
Conditional	31
Admitted under section 8 of the MLT Regulations	43
Diagnostic Cytology	82
Clinical Genetics	50
Provisional	52
Courtesy Register	0
<b>TOTAL CMLTA MEMBERS*</b>	<b>2,567</b>

THE FOLLOWING TABLE SUMMARIZES AGE DEMOGRAPHIC DATA FROM 2008 TO 2018 HIGHLIGHTING TRENDS IN THE MEDICAL LABORATORY PROFESSION.



\*Values are expressed as percentages

- AGES 20-29
- AGES 30-39
- AGES 40-49
- AGES 50-54
- AGES 55-59
- AGES 60-70+



The CMLTA defines initial registration, reinstatement, and renewal as three separate application types that can be completed online and electronically submitted to the CMLTA. An initial application collects basic personal information and demographic data as required by the *Health Professions Act* and Alberta Health for its Provincial Provider Registry (PPR). Specific information is extracted daily by Alberta Health to provide the government with real-time tracking on the total number of practitioners at any given point in time. An initial application also collects documents that authenticate formal post-secondary education and certification credentials.

A reinstatement application is submitted by any individual whose previous registration with the CMLTA has lapsed (even for one day) and is seeking reinstatement of their registration and a license to practice as required for MLT employment.

Renewal applications are submitted by current Regulated Members maintaining registration for the upcoming year. All three application types are updated and revised annually to reflect changes in legislation or captured data elements.

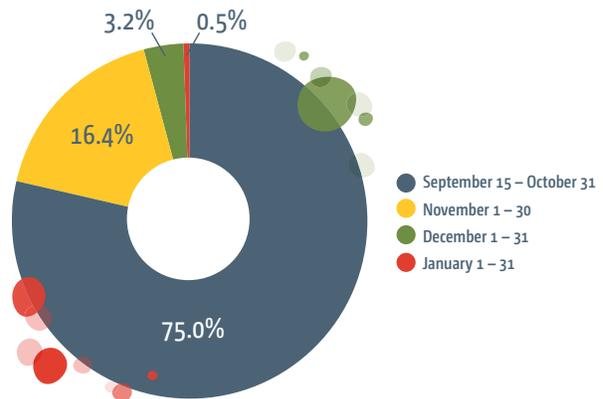
**THE FOLLOWING TABLE SUMMARIZES APPLICATION DATA FOR THE 2018 MLT REGISTRATION YEAR.**

TYPE OF APPLICATION*	NUMBER
<b>Renewal</b>	2,443
<b>Initial</b>	112
New Graduates from Canadian Accredited MLT Training Program	(73)
Out of Province	(15)
Out of Country	(16)
Admitted under section 8 of the MLT Regulations: (2)	
Approved	2
Denied	0
In Process	0
Withdrawn	0
<b>Reinstatement</b>	24
Out of Province	(1)
Out of Country	(1)
<b>Applications Denied</b>	0
<b>Registration Application Decision Appeals to Council</b>	0

\*Total number of applications for 2018 registration and MLT Practice Permits was 2,567.

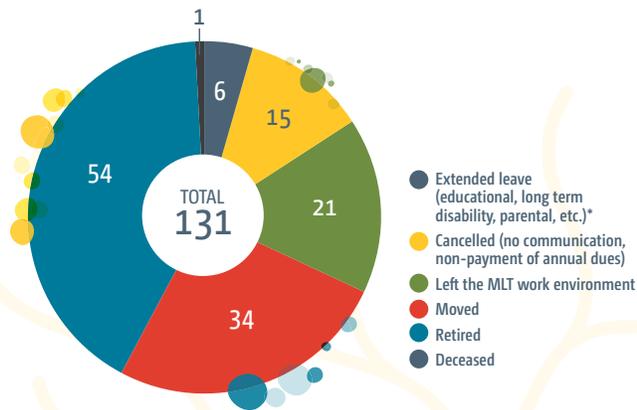
The CMLTA uses an escalating dues/fees system to encourage early registration and MLT Practice Permit renewal to ensure all renewing practitioners are in possession of a valid registration and MLT Practice Permit and can provide evidence of such to employers.

**THE FOLLOWING TABLE SUMMARIZES THE SUBMISSION DATE FOR THE RENEWAL OF 2018 REGISTRATION AND MLT PRACTICE PERMITS.**



The CMLTA mandate of patient safety and public protection is reinforced with mandatory registration for all individuals practicing and/or employed as MLTs and notification if there are any changes to a Regulated Member's employment status. If an MLT is considering retirement, an extended leave of absence, or departing from professional practice for some other reason resulting in the non-renewal of registration and an MLT Practice Permit, that person must notify the CMLTA. The CMLTA requires the completion and submission of a Notice of Non-Practice form for all Regulated Members opting to not renew for the subsequent registration year.

**THE FOLLOWING TABLE SUMMARIZES REASONS FOR THE NON-RENEWAL OF REGISTRATION AND AN MLT PRACTICE PERMIT FOR 2018.**



*\*Registration must be maintained if an individual is on leave and receiving employer/government benefits or compensation as the receipt of such is predicated upon MLT employment.*

## INTERNATIONALLY EDUCATED MEDICAL LABORATORY TECHNOLOGISTS

In accordance with the Foreign Qualifications Recognition Plan, the CMLTA gathers data and statistics on Alberta Regulated Members educated outside of Canada. Working with Alberta Employment and Immigration, the CMLTA developed standardized reporting to accurately capture key elements related to the assessment and licensing of foreign-qualified applicants or Internationally Educated Medical Laboratory Technologists (IEMLTs). Various government departments, such as Alberta Employment and Immigration and Alberta Health, use this data to support ongoing improvements to the foreign qualification assessment system for IEMLTs, including:

- Identifying information resources on specific countries and qualifications, which may support professional regulatory organizations in the assessment of foreign credentials;
- Developing appropriate “bridge to licensure” programs to assist foreign-qualified applicants to meet the minimum entrance to practice standards in Alberta;
- Implementing strategic support services for immigrants during the registration/licensing process; and
- Supporting a system-wide discussion and sharing of information on leading practices related to foreign qualification assessment, approaches, and procedures.

Registration as an IEMLT in Alberta is a two-step process involving the Canadian Society for Medical Laboratory Science (CSMLS) and the CMLTA. IEMLTs are first directed to the CSMLS to undergo a Prior Learning Assessment (PLA). This includes submitting supporting documentation and the assessment of academic credentials, language proficiency, clinical training, and professional work experience. Depending upon the length of time needed to obtain documentation (including original transcripts from the country of formal post-secondary education) and the amount of remedial work required to address deficient competencies, the PLA process can extend 2-3 years. The process averages 18 months for most applicants.

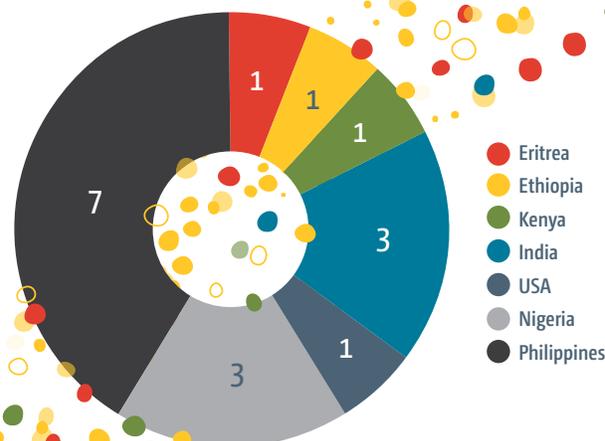
Once an IEMLT has successfully completed the PLA and is granted permission to challenge the CSMLS national certification examination, an individual is eligible to apply for a one-year registration and MLT Provisional Practice Permit with the CMLTA, pursuant to Section 9 of the *Medical Laboratory Technologists Profession Regulation*. Before the Provisional

Practice Permit expires, an individual must provide evidence of CSMLS certification and 900 MLT practice hours. Once this documentation is received, an individual is upgraded to a full-standing registration and MLT Practice Permit on the appropriate register. If an applicant has successfully challenged the CSMLS certification examination prior to applying for MLT registration with the CMLTA, an individual can apply for a one-year registration and MLT Conditional Practice Permit to obtain the 900 MLT practice hours required in the initial registration year.

The CSMLS practices a *three-strike policy* regarding the number of attempts an individual may challenge the national certification examination. If unsuccessful after three attempts, the individual must successfully complete an accredited formal MLT training program of study from a recognized Canadian educational institution before challenging the certification examination for a fourth time. This policy also applies to all Canadian-trained MLTs—ensuring a transparent, fair, and consistent process for all individuals seeking national certification. Regardless of an individual’s country of training, the policy demonstrates a minimum level of competence for all entry-level MLTs.

**THE FOLLOWING TABLES SUMMARIZE DATA ON IEMLTs REPRESENTING FIGURES VALIDATED BY BOTH THE CMLTA AND THE CSMLS.**

**COUNTRY OF EDUCATION OF FOREIGN-QUALIFIED APPLICANTS NUMBER OF NEW APPLICATIONS**



DESCRIPTION	NUMBER
Total Number of Applications Open (New and Ongoing from 2017)	16
Total Number of Applications Processed to a Registration Decision	1
Number of Applicants Meeting Minimum Initial Registration Requirements	17
Number of Applicants NOT Meeting Minimum Initial Requirements	0

**Note:** Once the applicants submitted all required documentation, every application was processed to a registration decision within five business days.

Pursuant to section 31(1) of the *Health Professions Act*, all applicants have a formal appeal process which states “an applicant whose application for registration is accepted subject to conditions or whose registration is deferred or whose application is refused by the registrar, registration committee, or competence committee may, within 30 days after being given a copy of the decision, request a review by the council in accordance with subsection (3)”.

Furthermore, section 31(3) states, “A request for review must be in writing, set out the reasons why the applications for registration should be approved with or without conditions, and be given to the registrar, who must give a copy of the request to the Council.” In 2018, the CMLTA did not receive any requests for appeals from IEMLTs which is evidence of fair, transparent, timely, and consistent application and registration practices.

REGISTRATION DECISION		
<b>Number of Applicants Not Meeting:</b>		
Educational Standards	0	0
English Language Proficiency Standards	0	0
Certification Examination Standards	0	2*
Minimum Work/Clinical Experience Standards	0	10 <sup>†</sup>

\*PROVISIONAL PRACTICE PERMIT  
<sup>†</sup> CONDITIONAL PRACTICE PERMIT

■ Registration NOT Issued

■ Alternative Class of Registration Issued

**Note:** Four (4) applicants were issued full standing registrations without provisions and/or conditions, as they initially met all educational, language, certification, and work/clinical experience standards. Twelve (12) applicants were issued an alternative class of registration. Three (3) applicants have been upgraded to full standing registration on the appropriate register as they met the MLT practice hour requirements. Applicants upgrading from an alternate class of registration to a full standing MLT Practice Permit can practice without limitations/conditions.



# CONTINUING COMPETENCE PROGRAM

In compliance with Section 50 of the *Health Professions Act (HPA)*, the CMLTA launched the Medical Laboratory Technologists' Continuing Competence Program (CCP) in 2007, in collaboration with Alberta Health and numerous Medical Laboratory Technologists (MLTs) and health professionals from across the province. The CCP is a means of assessing and tracking the ongoing knowledge, skills, judgments, and attitudes of MLTs within in the workplace.

Sections 12.2, 12.3, and 12.4 of the *Medical Laboratory Technologists Profession Regulation* provides for an annual review and audit processes to evaluate participation, as well as enforcement of the program with consequences for non-compliance. This legislation sets out the following CCP requirements a Regulated Member must complete on an annual basis:

- (a) A Self-Assessment based on the Competency Profile developed by the CMLTA, indicating the areas continuing competence activities will be undertaken by a Regulated Member in the next registration year;
- (b) A written Learning Plan that sets out the continuing competence goals of the Regulated Member for the next registration year, and the continuing competence activities that will be undertaken during that year to achieve those goals; and
- (c) A completed Learning Plan from the previous registration year, documenting the completion of competence activities.

The CMLTA CCP is based on an annual Self-Assessment of Practice. This way, MLTs are able to recognize specific learning needs, establish a Learning Plan to maintain or develop competence, and ultimately self-direct a learning path to remain current in the profession.

A Learning Plan is a contractual agreement with the CMLTA to develop and/or enhance professional knowledge, skills, judgments, and attitudes. Regulated Members create a new Learning Plan outlining a minimum of three (and maximum of six) Learning Objectives for the upcoming registration year. Over the course of the registration year, individuals document learning activities undertaken to complete their Learning Objectives identified on the Learning Plan. Personal accountability in professional practice ensures MLTs remain skilled, knowledgeable, and competent.

The CMLTA allows Regulated Members to revise a submitted Learning Plan, only if an identified Learning Objective can no longer be completed due to a change in employer, area of practice, or an extenuating circumstance. The annual CCP represents the *mandatory* continuing education to satisfy government-based requirements. It does not include or represent all of the annual learning and professional development voluntarily undertaken by a professional practitioner or mandated by an employer.

Effective with the 2017 registration and MLT Practice Permit renewal season, the CMLTA introduced Version 4 of the Continuing Competence Program (CCP). The CMLTA recognizes the *Standards of Practice* as the foundational and fundamental doctrine for MLTs. It lends itself to be adapted as an assessment tool for gauging continuing competence within the numerous practice environments of medical laboratory services.

Version 4 of the CCP translates each standard in the *Standards of Practice* into an Enabling Competency to be used on the Self-Assessment of Practice. Regulated Members must complete a Self-Assessment of Practice by rating all Enabling Competencies using two Self-Assessment of Practice Statements. Enabling Competencies identified as Developmental/Advancing/Expanding (DEV) are automatically translated into Learning Objectives, which can then be prioritized and ultimately selected by a Regulated Member to be included on a new Learning Plan.

## CONTINUING COMPETENCE PROGRAM - ANNUAL COMPLIANCE AUDIT

Legislation stipulates that regulatory colleges must have an established process for the review and evaluation of previous and current Regulated Members' compliance with the CCP. To fulfill this mandate, the CMLTA randomly selects a minimum of 10% of Regulated Members from the previous year's registration roster to participate in the CCP Compliance Audit.

The Compliance Audit serves two purposes: to assess the integrity of the CCP as mandated by Alberta Health, and to monitor the compliance of Regulated Members. Individuals randomly selected for the Compliance Audit must participate and submit evidence of continuing education and professional development activities. When selected for a CCP Compliance Audit, individuals must provide documentation and/or evidence of learning for one to five previous years of professional practice. This is why the CMLTA instructs individuals to retain copies of all CCP documentation, including their recorded learning activities, for a minimum of five years. Participation in the CCP Compliance Audit is a mandatory component of CMLTA registration and annual MLT Practice Permit renewal. As it is an audit of the previous registration year(s), current Regulated Members and even those not currently registered in Alberta are eligible.

Individuals selected for the CCP Compliance Audit are instructed to submit the following documentation through the Member Login on the CMLTA website:

- Completed CCP Activity Log(s)
- Employer Verification of MLT Employment and MLT Practice Hours
- Compliance Audit Declaration

The CMLTA adheres to specific deadlines to ensure timely processing and correspondence with the audited individual. There is a cumulative late fee for those who disregard the stipulated deadlines. The CMLTA reviews the submitted documentation in conjunction with online annual renewal documents, determining if an individual followed their stated Learning Plan and completed the necessary learning activities. If the CMLTA determines a Compliance Audit is incomplete, the individual will be notified of the deficiencies and/or remedial work required to successfully complete the Compliance Audit.

Once a Compliance Audit notice is issued, it remains outstanding on an individual's file until they have complied with the CMLTA request. Individuals are made aware that extenuating circumstances preventing compliance within the specified timelines must be communicated immediately to the CMLTA to avoid escalating fines and a potential complaint of unprofessional conduct.

The CCP Compliance Audit process is also a means for the CMLTA to evaluate the CCP structure, format, content, and requirements as part of a good governance model. It is a hands-on tool to monitor levels of CCP compliance.

During the analysis of the 2018 CCP Compliance Audit, compliance with the initial audit deadline increased from 93 percent in 2017 to 100 percent in 2018. This increase was attributed to a process change in the delivery of audit notices to Regulated Members. In 2017, audit notices were sent by only email to reduce postage costs. In 2018, audit notices were sent by both regular mail and email. Dual communication methods are again planned for the 2019 Compliance Audit notices, to ensure optimal notification of those selected for an audit.

**THE FOLLOWING TABLE SUMMARIZES COMPLIANCE AUDIT STATISTICS FOR THE CONTINUING COMPETENCE PROGRAM FOR 2016 – 2018.**

DESCRIPTION	2016	2017	2018
Number audited	335	238	227
Percent audited (rounded)	14%	10%	10%
Successful audits	335	234	227
• Submitted on or before deadline	335 (100%)	217 (93%)	224 (99%)
• Submitted after deadline	0	17 (7%)	3 (1%)
Number forwarded to Complaints Director for non-compliance	0	0	0
Deferred* until return to MLT practice required	0	3	0
Cancelled audits	0	1	0

*\* Applicable only to those individuals not currently practicing and not registered with the CMLTA. These individuals have been notified that prior to reinstatement of their registration all audit requirements must be satisfied. Individuals who communicated to the CMLTA their intent to postpone submission of Compliance Audit documents until they reinstate as a practicing MLT are not subject to penalty payments. Individuals who neglected to contact the CMLTA will be required to comply with CCP requirements and pay outstanding penalty payments of \$450, prior to reinstating their registration with the CMLTA.*

# COMPLAINTS AND DISCIPLINE

This section summarizes the complaints of unprofessional conduct the CMLTA received in 2018. It includes the current status and/or final disposition of complaints against regulated practitioners of the medical laboratory science profession. The information in this section is pursuant to Part 4 of the *Health Professions Act* (HPA).

The HPA defines unprofessional conduct, whether or not it is disgraceful or dishonorable, as the following:

- Displaying a lack of knowledge of or lack of skill or judgment in the provision of professional services;
- Contravention of the HPA, a Code of Ethics, or Standards of Practice;
- Contravention of another enactment that applies to the profession;
- Representing or holding out that a person was a Regulated Member and in good standing while the person's registration or practice permit was suspended or cancelled;
- Representing or holding out that person's registration or Practice Permit is not subject to conditions when it is or misrepresenting the conditions;
- Failure or refusal to comply with the requirements of the Continuing Competence Program, or to co-operate with a competence committee or a person appointed under Section 11 undertaking a practice visit;
- Failure or refusal to comply with a request of or co-operate with an inspector or a direction of the registrar made under Section 53.4(3);
- Failure or refusal to comply with an agreement that is part of a ratified settlement, or with a request of or co-operate with an investigator, or to undergo an examination under Section 118, or a notice to attend or a notice to produce under Part 4;
- Contravening an order under Part 4, conditions imposed on a Practice Permit or a direction under Section 118(4);
- Carrying on the practice of the regulated profession with a person who is contravening Section 98 or an order under Part 4 or conditions imposed on a Practice Permit or a direction under Section 118(4); and
- Conduct that harms the integrity of the regulated profession.

The number and nature of complaints in a given year is unpredictable. Since coming under the HPA in 2002, the CMLTA has received complaints ranging from zero to seven in a year. Primarily complaints are from employers, relating to their obligation pursuant to Section 57: to notify the CMLTA of employee terminations, suspensions, or resignations in which unprofessional conduct and/or behaviour were contributing factors.

In 2018, employers filed two complaints regarding unprofessional conduct. One complaint was dismissed due to insufficient evidence, and the other resulted in the surrendering of a practice permit.



THE FOLLOWING TABLE SUMMARIZES COMPLAINT DATA FOR THE 2018 REGISTRATION YEAR.

DESCRIPTION	NUMBER	EXPLANATION
Files carried forward from 2017	1	
New complaints received in 2018	2	
Employer complaints	2	
Peer complaints	0	
Public complaints	0	
Complaints dismissed	1	
Files referred for assessment under section 118 HPA	0	
Files referred to investigation	0	
Files referred to hearing tribunal	0	
Complaint review committee appeals	0	
Files closed during the year	1	Practice permit surrendered





# FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2018  
AND INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS





# INDEPENDENT AUDITOR'S REPORT

To the Members of College of Medical Laboratory Technologists of Alberta

## OPINION

We have audited the financial statements of College of Medical Laboratory Technologists of Alberta (the College), which comprise the statement of financial position as at December 31, 2018, and the statements of revenues and expenditures, 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 the College as at December 31, 2018, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not for profit organizations.

## BASIS FOR OPINION

We conducted our audit in accordance with Canadian generally accepted auditing 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 College 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 those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## OTHER MATTER

The financial statements for the year ended December 31, 2017 were audited by another auditor who expressed an unmodified opinion on those financial statements on March 10, 2018.

## RESPONSIBILITIES OF MANAGEMENT AND THOSE CHARGED WITH GOVERNANCE FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not for profit organizations, 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 the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

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

Edmonton, Alberta  
March 16, 2019

Bruce MS Mahon Professional Corporation  
Chartered Professional Accountants



# STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 2018

ASSETS	2018	2017
<b>CURRENT</b>		
Cash	\$ 1,301,941	\$ 1,842,122
Accounts receivable	500	700
Prepaid expenses	20,131	18,752
Investments (Note 3)	4,670,973	4,005,667
	5,993,545	5,867,241
<b>EQUIPMENT (Note 4)</b>	156,366	41,957
	<b>\$ 6,149,911</b>	<b>\$ 5,909,198</b>

LIABILITIES AND NET ASSETS	2018	2017
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 33,759	\$ 26,209
Wages payable	109,579	70,247
Unearned membership fees (Note 5)	1,125,950	1,120,075
	1,269,288	1,216,531
<b>NET ASSETS</b>		
Unrestricted	1,724,257	1,650,710
Internally restricted (Note 6)	3,000,000	3,000,000
Invested in equipment	156,366	41,957
	4,880,623	4,692,667
	<b>\$ 6,149,911</b>	<b>\$ 5,909,198</b>

**CONTINGENT LIABILITY (Note 8)**

**COMMITMENTS (Note 7)**

**ON BEHALF OF COUNCIL**

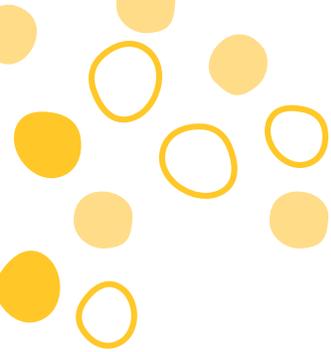
**Valentin Villatoro**

**VICE PRESIDENT**

# STATEMENT OF REVENUES AND EXPENDITURES

YEAR ENDED DECEMBER 31, 2018

	2018	2017
<b>REVENUE</b>		
Membership fees	\$ 1,199,025	\$ 1,375,120
Interest	82,379	50,393
Advertising, processing fees and other	1,500	1,000
	1,282,904	1,426,513
<b>EXPENSES</b>		
Salaries and wages	\$ 582,351	\$ 510,950
Rent and common area costs	139,788	139,110
Legal fees	102,749	17,996
Computer and website	43,782	21,359
Bank and credit card charges	42,292	39,482
Conduct	39,634	32,245
Council	32,445	66,301
Office	25,849	16,289
Accounting and audit fees	23,088	25,880
Amortization	16,052	18,212
Postage and copying	13,038	16,007
Registration	9,284	4,183
Publications	7,042	4,279
Insurance	5,837	5,990
Telephone	3,766	4,141
Consulting fees	2,441	236
Registrar	1,787	3,298
Continuing competence	840	6,455
Deputy registrar	685	5,657
	1,092,750	938,070
<b>EXCESS OF REVENUE OVER EXPENSES FROM OPERATIONS</b>	190,154	488,443
<b>OTHER (EXPENSES)</b>		
Loss on disposal of equipment	(2,198)	(2,248)
<b>EXCESS OF REVENUE OVER EXPENSES</b>	<b>\$ 187,956</b>	<b>\$ 486,195</b>



## STATEMENT OF CHANGES IN NET ASSETS

YEAR ENDED DECEMBER 31, 2018

	UNRESTRICTED	INTERNALLY RESTRICTED	INVESTED IN EQUIPMENT	2018	2017
Balance at beginning of the year	\$ 1,650,710	\$ 3,000,000	\$ 41,957	\$ 4,692,667	\$ 4,206,472
Excess of revenue (expenses) for the year	206,205	-	(18,249)	187,956	486,195
Purchase of equipment	(132,658)	-	132,658	-	-
<b>BALANCE - END OF THE YEAR</b>	<b>\$ 1,724,257</b>	<b>\$ 3,000,000</b>	<b>\$ 156,366</b>	<b>\$ 4,880,623</b>	<b>\$ 4,692,667</b>

# STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31, 2018

	2018	2017
<b>OPERATING ACTIVITIES</b>		
Excess of revenue over expenses	\$ 187,956	\$ 486,195
Items not affecting cash:		
Amortization of equipment	16,052	18,212
Loss on disposal of equipment	2,198	2,248
	206,206	506,655
Changes in non cash working capital:		
Accounts receivable	200	2,235
Accounts payable and accrued liabilities	7,549	5,662
Unearned membership fees	5,875	(176,230)
Prepaid expenses	(1,379)	(2,345)
Wages payable	39,332	12,103
	51,577	(158,575)
Cash flow from operating activities	257,783	348,080
<b>INVESTING ACTIVITIES</b>		
Purchase of equipment	(132,658)	(11,578)
Decrease (increase) in investments	(665,306)	91,641
Cash flow from (used by) investing activities	(797,964)	80,063
<b>INCREASE (DECREASE) IN CASH FLOW</b>	(540,181)	428,143
Cash - beginning of year	1,842,122	1,413,979
<b>CASH - END OF YEAR</b>	<b>\$ 1,301,941</b>	<b>\$ 1,842,122</b>

# NOTES TO FINANCIAL STATEMENTS

## 1. PURPOSE OF THE COLLEGE

College of Medical Laboratory Technologists of Alberta (the "College") is a not for profit organization which became a self regulating profession under the Health Professions Act on March 1, 2002.

The College regulates the practice of medical laboratory technology in a manner that protects and serves the public interest. In fulfilling this role, the College establishes, maintains and enforces standards for registration and continuing competence, standards of practice and a code of ethics for the profession and investigates and acts on complaints.

## 2. SIGNIFICANT ACCOUNTING POLICIES

### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not for profit organizations (ASNFPPO). The significant accounting policies are as follows:

### Revenue recognition

The College follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership revenue is recognized as revenue in the year to which the membership fees relate. Interest revenue is recognized as it is earned.

All other revenue is recognized when the activity to which the revenue relates to has been presented or completed. Conduct recoveries are recognized when received.

### Donated services

The work of the College is dependent on the voluntary service of many individuals. The fair value of donated services cannot be reasonably determined and are therefore not reflected in these financial statements.

### Investments

Guaranteed investment certificates and term deposits are stated at the purchase amount plus accrued interest.

### Equipment

Equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life on a declining balance basis at the following rates:

Office equipment	20%
Computer equipment	30%
Computer software	50%

The College regularly reviews its equipment to eliminate obsolete items.

Equipment acquired during the year but not placed into use are not amortized until they are placed into use.

### Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

### Cash and cash equivalents

Cash and cash equivalents consist of cash balances with banks.

### Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not for profit organizations 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 revenue and expenses during the period. These estimates are reviewed annually and adjustments are made to income as appropriate in the year they become known.

## Comparative figures

Certain comparative amounts have been reclassified to conform to the current year's presentation.

### 3. INVESTMENTS

	2018	2017
Term deposits with interest rates ranging from 1.16% to 1.70%, maturing between Feb 19, 2019 and March 18, 2019	\$ 1,940,596	\$ 2,821,424
Guaranteed investment certificates with interest rates ranging from 1.00% to 3.33%, maturing between March 27, 2019 and Feb 19, 2026	2,689,739	1,162,140
Accrued interest receivable	40,638	22,103
	<b>\$ 4,670,973</b>	\$ 4,005,667

The cost of the investments plus accrued interest receivable approximates their market value.

### 4. EQUIPMENT

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Computer equipment	\$ 34,220	\$ 19,139	\$ 15,081	\$ 6,368
Computer software	180,009	54,768	125,241	15,534
Office equipment	79,361	63,317	16,044	20,055
	<b>\$ 293,590</b>	<b>\$ 137,224</b>	<b>\$ 156,366</b>	\$ 41,957

Amortization of equipment provided in the current year totaled \$16,052 (2017 - \$18,212).

### 5. UNEARNED MEMBERSHIP FEES

Membership fees are collected in advance of the year to which they relate.

	2018	2017
Balance, beginning of year	\$ 1,120,075	\$ 1,296,305
Less amounts recognized as revenue in the year	(1,120,075)	(1,296,305)
Plus amounts received related to the following year	1,125,950	1,120,075
<b>BALANCE - END OF YEAR</b>	<b>\$ 1,125,950</b>	\$ 1,120,075

## 6. NET ASSETS - INTERNALLY RESTRICTED

By resolution of Council, funds have been internally restricted as follows:

	2018	2017
Operating reserve	\$ 2,000,000	\$ 2,000,000
Conduct contingency reserve	1,000,000	1,000,000
<b>TOTAL</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>

The funds can only be expended upon approval by Council.

## 7. COMMITMENTS

The College has a long term lease with respect to its premises and a copier lease. There is also a contract to develop a new member database. The premises lease provides for payment of utilities, property taxes and maintenance costs. Future estimated contractual payments for the next five years as at December 31, 2018, are as follows:

2019	\$	162,107
2020		137,898
2021		126,965
2022		126,965
2023		123,365
	<b>\$</b>	<b>677,300</b>

## 8. CONTINGENT LIABILITY

During the year, a former employee instituted proceedings against the College regarding amounts owed. The College has contested this claim. Neither the possible outcome nor the amount of possible settlement can be foreseen, therefore, no provision has been recognized in the financial statements.

## 9. FINANCIAL INSTRUMENTS

The College is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the College's risk exposure and concentration as of December 31, 2018.

### (a) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The College is mainly exposed to interest rate risk.

### (b) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The College is exposed to interest rate risk primarily through its fixed rate investments. The College manages this exposure through its investment policies and procedures.

### (c) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The College considers that it has sufficient funds available to meet current and long term financial needs.

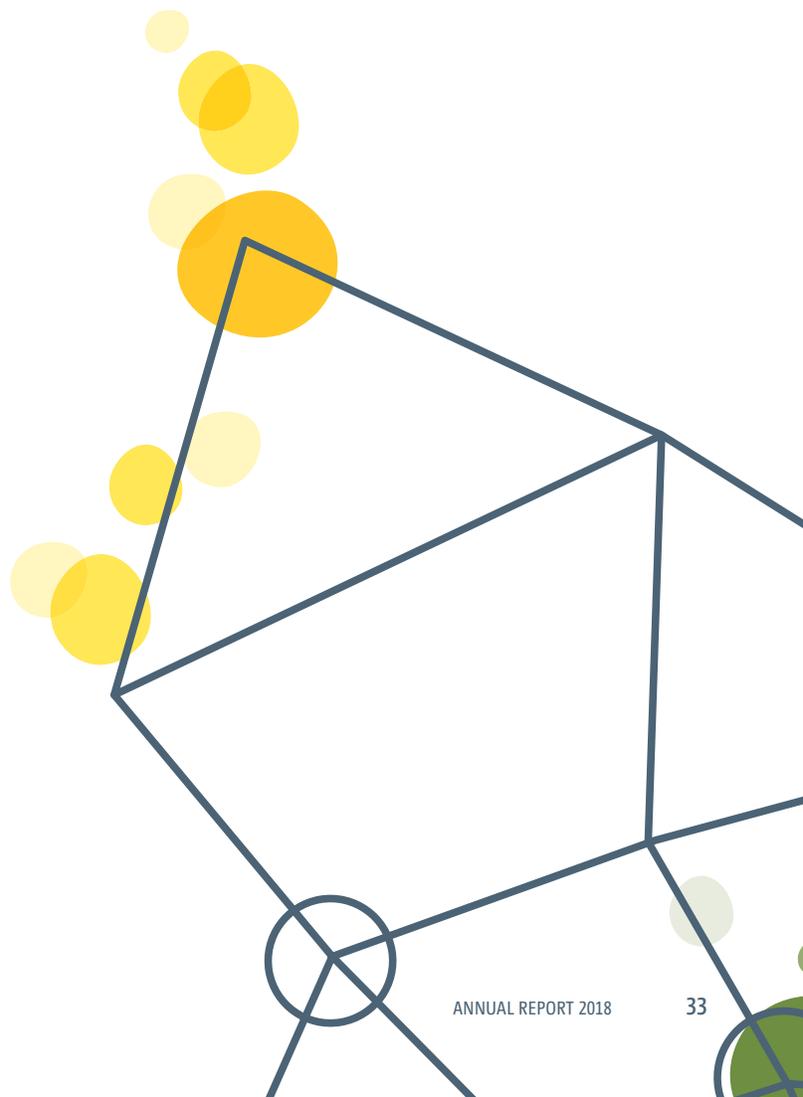
### (d) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The College is exposed to credit risk from its accounts receivable. At any time, the College does not have any significant receivables that would have an impact on the overall operations of the College.

Unless otherwise noted, it is management's opinion that the College is not exposed to significant other price risks arising from these financial instruments.

## 10. INCOME TAX STATUS

The College is a not for profit organization within the meaning of the Income Tax Act (Canada) and is exempt from income taxes.



# OTHER ACTIVITIES

## ALBERTA FEDERATION OF REGULATED HEALTH PROFESSIONS

The CMLTA has been a member of the Alberta Federation of Regulated Health Professions (AFRHP) since 2005. The AFRHP is a voluntary member-based organization comprised of 29 regulatory healthcare Colleges in the province. Independently, each College is a public body created by government to oversee Alberta's regulated health professions and protect the public by implementing, administering, and enforcing healthcare legislation. Collectively, members of the AFRHP promote leading practice initiatives to foster public awareness and professional accountability of its practitioners. AFRHP members have established networks nationally and internationally, and have developed a communal body of knowledge, expertise, and information sharing to advance the operations of each individual college.

## CANADIAN ALLIANCE OF MEDICAL LABORATORY PROFESSIONALS REGULATORS

The provincial regulators of Medical Laboratory Technologists (MLTs) formed the *Canadian Alliance of Medical Laboratory Professionals Regulators* (CAMLPR). The purpose of CAMLPR is to provide leadership and a forum where MLT regulators can collaborate, discuss, and respond to national regulatory challenges and opportunities. This includes the exchange of information regarding regulatory trends, leading practices, policy, and legislation.

On June 9, 2011 the group, including Alberta, Manitoba, New Brunswick, Nova Scotia, Ontario, Quebec, and Saskatchewan formalized the creation of CAMLPR as a national not-for-profit corporation (Newfoundland joined in 2015). CAMLPR strives to unify processes across Canada to ensure consistency and standardization for the MLT profession where possible.

The group signed a Memorandum of Understanding (MOU) necessitated by the 2009 amendments to the Canadian Free Trade Agreement (formerly known as the Agreement on Internal Trade) which introduced "permit-on-permit" recognition and provincial mobility for MLTs between the regulated provinces. The MOU ensures all regulated MLTs have common entrance to practice competencies regardless of the initial province of registration, and ultimately contributes to patient safety and public protection from a national perspective. The MOU also standardizes the release of Regulated Member information between the regulated provinces in matters relating to registration history, continuing education/competence compliance, and professional misconduct. Other developments include the introduction of national MLT Standards of Practice, a national MLT Code of Ethics, and most recently the collaborative efforts of CAMLPR culminated in the selection of the Health Standards Organization/Accreditation Canada as the third-party provider for accreditation services for MLT educational training programs across Canada. CAMLPR was incorporated in 2018 and now has a website ([www.camlpr.org](http://www.camlpr.org)).



## INTERPROFESSIONAL LAUNCH: INTRODUCING STUDENTS TO HEALTH PROFESSION REGULATION

In September 2018, Councilors Karen Matejka and Valentin Villatoro (Vice President) had the honour of representing the CMLTA at the University of Alberta Interprofessional Learning Pathway Launch. The three-hour learning session starts health professions students off on their journey of learning how to work collaboratively. The Pathway Launch takes place each year in September and typically includes students from Medical Laboratory Science, Medicine, Nursing, Nutrition, Occupational Therapy, Pharmacy, Physical Education, Physical Therapy, Radiation Therapy, and Speech Language Pathology. This year, a total of 1,045 students participated in the full-day event, rotating through the activities in small interprofessional groups.

These interprofessional student groups participated in group learning activities including case studies and discussions with patients and regulatory bodies. “The Launch”, as it’s known at the University, is often their first exposure to the profession, and provides an early glimpse into the unique role of their profession within the healthcare system. This experience allows them to begin to build an understanding of a patient’s role in a healthcare team and how interprofessional communication, coordination, and collaboration affect care.

Regulatory bodies, professional associations, and societies are invited each year to participate in the Launch, helping to highlight professional standards of practice and how they support ethical, safe, and patient-centered care. Interprofessional student groups were given 35 minutes to interact with over 23 professional organizations, each with their own booth. Students approached booths to explore how their profession works with other professions, and how the foundational principles of each organization impacts collaborative practice (standards of practice, code of ethics, etc.).

This year, the CMLTA invested in banners and pamphlets for the event. They conveyed the work the CMLTA performs on behalf of the public, patients, and Regulated Members. Discussions began with a background about the role of Medical Laboratory Technologists, but mainly focused on the Health Professions Act and the privilege of self-regulation. Also discussed was how regulatory bodies, like the CMLTA, set entrance to practice requirements, create and enforce a continuing competence program, and institute a formal process for the adjudication of complaints of unprofessional conduct. Mandates of regulatory bodies (specifically protection of the public) were compared and contrasted with professional associations and societies.

Many students were unaware of these distinctions and the role of professional bodies. Having this exposure early in their education will help lay the foundation for their future professional practice.

The organizers of the Launch provided some student feedback regarding their experience. One student remarked: “It was really cool to have these kinds of experiences so early on in my degree. I think it will be something that sticks with me for a long time, and it also made me even more excited to pursue this career.” Another student said: “This is exactly what healthcare professionals need early on in their journey!”

The Launch was deemed as an appropriate activity for the CMLTA to be involved in as part of its mandate, and the Councilors were grateful to have participated in an official capacity. It’s exciting that continued involvement in the Launch at the University of Alberta will introduce the CMLTA to future healthcare professionals and begin building a sense of professional identity with our future colleagues.



*“It was really cool to have these kinds of experiences so early on in my degree. I think it will be something that sticks with me for a long time, and it also made me even more excited to pursue this career.”*

*-Student*



## MEDICAL LABORATORY SCIENCE CLUB LUNCH AND LEARN AT SAIT

On October 18, 2018, Kim Alkalay, a council member of the College of Medical Laboratory Technologists of Alberta (CMLTA) was asked to give a one-hour lunch and learn presentation to the Medical Laboratory Science Club at the Southern Alberta Institute of Technology (SAIT), in Calgary, Alberta. This lunchtime talk was open to all SAIT medical laboratory science students, including both the MLA and MLT program, who were curious to learn more about the role of the CMLTA with regards to professional practice regulations.

Approximately 50 MLA and MLT students attended the lunch and learn session to gain a better understanding about the CMLTA and its role as a governing body for the medical laboratory profession. After a brief introduction to the college's vision and mission statements, the discussion focused on the difference between a college and a professional association, how the college self-governs under the Health Professions Act (HPA), and how it protects and serves the public interest. Discussion centered on how the HPA empowers a college to create and adopt specific standards of practice and a code of ethics that help to outline a lab professional's ethics and obligations towards members of the public who receive their services. This helped the students differentiate the varying roles of CMLTA from our national advocacy association, the Canadian Society of Medical Laboratory Science (CSMLS).

Many of the MLT students were curious as to why CMLTA membership is mandatory and how other provinces regulate. They inquired into the process of new graduate registration on the website and whether it was possible to work in one province and then transfer over to another for employment opportunities.

The students asked thoughtful questions about the continuing competency program (CCP) and what equated to an activity that could be used to fulfill an MLT's self-guided learning plan. A few fears about the CCP audits were vocalized from the

group but understanding that the audit monitors compliance by showing evidence of an individual's CCP and discussion about the relative ease in which it is completed, laid those fears to rest.

Although the CMLTA does not currently regulate the MLA profession, it is quite common to have MLAs continue their educational journey to MLT. The MLAs attending the talk felt it was informative, and voiced concerns about the lack of MLA provincial regulation.

The lunch and learn was an informative session to help Alberta's next generation of lab professionals navigate through future involvement with their provincial college. Perhaps their involvement will lead them to become a volunteer board member in the future!





## JURISPRUDENCE MODEL

The CMLTA Jurisprudence Learning Module acts as a study guide and preparation tool for the jurisprudence examination which is a required element for all online registration applications (initial and reinstatement) and as a supplement and reference for all online registration renewals. The Jurisprudence Learning Module focuses on information and knowledge which is foundational to understanding the legal and professional duties and obligations of being a Regulated Member of the CMLTA as well as the application of the legislation governing the practice of medical laboratory technology in Alberta. It was developed in consultation with other regulated health professions and legal counsel. The Jurisprudence Learning Module is revised annually to capture any new developments in self-regulation and other timely subjects Council deems to be essential for practitioners to become familiar with, such as principles of good governance, policy updates, trends in the profession, etc. This module covers five (5) main areas necessary to successfully challenge the jurisprudence examination:

1. Legislation and Related Doctrines
2. Registration
3. Continuing Competence Program
4. Professional Conduct and Formal Discipline
5. Good Governance



**CMLTA** COLLEGE OF  
MEDICAL LABORATORY  
TECHNOLOGISTS  
OF ALBERTA

College of Medical Laboratory Technologists of Alberta  
301-9426 51 Avenue NW Edmonton, AB T6E 5A6  
PHONE 780-435-5452 TOLL FREE 1-800-265-9351  
FAX 780-437-1442 EMAIL [info@cmlta.org](mailto:info@cmlta.org) WEB [cmlta.org](http://cmlta.org)