

**Canadian Therapeutic Recreation Association
Certification Task Force
Minutes – May 8, 2003**

1.0 Call to order

1.1 In attendance:

Chair: Tanea Goncalves

BC: Mary Clark

AB: Erin Turnell

SK: Gary Georgeson

MB: Cindy Greenlay Brown

ON: Brian Bennison (for Lynda Charters)

PQ: Maggie Blaise

NS: Jerry Singleton

NWT: Raiji McClelland

1.2 Absent:

NB: Janet Crealock

2.0 Approval and additions to the agenda

- Agenda approved

3.0 New Business

3.1 Welcome

- Tanea introduced herself and the provincial/territorial representatives.
- Anyone who did not send in a brief bio, please send to Tanea and she will forward to the other members of the task force.
- Still looking for representation from PEI and NF. Possibly Francis Gallant (PEI) and Wayne Bishop (NF). Jerry will forward contact information to Tanea.

3.2 Terms of Reference

- 3.2.1 Timeline: To be determined. Our task force is beginning the process to investigate a Certification System for Canada. After our first year we will present our accomplishments at the 2004 CTRA Conference in Montreal. Theme for conference is "Certification"
- 3.2.2 Membership: Members of the Task Force must be willing to become a member of CTRA. Tanea is checking with the CTRA bylaws to see if members on a committee must be a member of CTRA. Will report at next meeting.
- 3.2.3 Meetings: The start date of the meetings has changed from April 2003 to May 2003. Tanea will update.

3.3 Strategic Plan

3.3.1 Scope of Practice: "an eager strategic plan"

- Need to define *Therapeutic Recreation* before defining the scope of practice. Is it a rigid definition or allows for flexibility so that it can meet the different provinces/territories?
- What model does the CTRA use? Tanea will inquire at next board meeting and report back to members.
- TRO has new standards of practice and is awaiting the copyright laws. CTRA generally adopts TRO standards.

- AB is in the process of defining their scope of practice (Tanea to forward information to members).

3.3.2 Educational Requirements

- Need a scope of practice before determining educational requirements.
- Review what each province is currently requiring for educational requirements for membership.
- NCTRC educational requirements are on the internet.
- All provinces/territories that do have educational requirements are to forward to Tanea and she will send out to task force members.

3.3.3 Summary

- All members to summarize what their province/territory has/is currently doing to reach these goals (strategic plan).
- Include any information from the provincial/territorial association that will help reach these goals.
- Each member to forward provincial/territorial summary to Tanea. Tanea will provide a collective summary at the next meeting.

3.4 Guidelines

- Reviewed the guiding principles for the Task Force.
- Chose the best option for Canada. Whether that is joining with the US certification or creating certification specific to Canada.

3.4.1 Reporting structure:

- Tanea to report to CTRA board and at Provincial Presidents meeting.
- Each task force member to report to local chapters.
- Tanea will send information to Tribune (CTRA newsletter) for publication. She will also send this information to each task force member to submit to provincial newsletter.
- Newsletter article to include task force members and province they represent.

3.5 Communication

- Members to send phone #, e-mail address and fax # to Tanea (if you want, send address, etc.)

4.0 Next Meeting

- Thursday, June 12, 2003
- Meetings held the 2nd Thursday of each month
- Teleconference # is 1-866-792-1313 (passcode: 221-7157)

5.0 Adjournment

- Meeting adjourned at 6:00 Mountain Time

Minutes Submitted by Erin Turnell.