

**Canadian Therapeutic Recreation Association
Certification Task Force
Teleconference Meeting
Thursday, April 15, 2004**

In Attendance:

Tanea Goncalves (Chair)
Gary Georgeson (SK)
Jerry Singleton (NS)
Erin Turnell (AB)

Regrets:

Micheline Comitz (NB)
Chris Richard (ON)
Liz McCarter (BC)
Wayne Bishop (NF)
Cindy Greenley-Brown (MB)
Maggie Blaise (PQ)

1.0 Call to Order

Tanea called the meeting to order at 5:10 p.m. (Mountain Time)

2.0 Additions to the agenda and the minutes from the last meeting.

3.0 Old Business

3.1. Strategic Plan Document

3.1.1. Definition of TR/Model

Bylaw resolution submitted to CTRA. This item will be discussed further at the CTRA AGM.

3.1.2. Scope of Service

Liz spoke with Kathy Corbett (OT BC registrar) regarding the terms *Scope of Practice* and *Scope of Service*. *Scope of Practice* should be included in the "broader statement than that of *Scope of Service*. [] *Scope of Service* may be included in site-specific programs where recreation therapists work." McCarter, Elizabeth (Personal communication, April 13, 2004)

This is believed to be similar to the method that the NLTRA used to define the terms in their Standards for a Therapeutic Recreation Specialist.

The next step may be to compare and contrast the Standards of Practice documents that have been prepared by the NLTRA (draft form), TRO, and NSRPH. We will use the previous TRO standards of practice until we can incorporate the new TRO standards.

We will also want to compare and contract Registration criteria processes that are occurring across the country. This could include the TRO, TRM (Certification Council), ATRA, NSRPH and NLTRA.

Ideas for future:

- *We may consider having various standards for various position levels. From the document that Jerry and the students from Dalhousie University have prepared for education requirements. There appears to be a trend that there will be two job classifications. One would be a Recreation Programmer (2-yr. TR diploma) and the other a Therapeutic Recreation Specialist (4-yr. TR degree program).*
- *For those that do not currently meet these requirements, the possibility might be that we do this over a 5-10 year program that gives the person the opportunity to meet these requirements through course upgrades. Course requirements could be determined from the eligibility requirements.*
- *We will also need to consider those that have Recreation degrees, Adapted Physical Education degrees and possibly other degrees.*

- *We may need to consider providing opportunities where Universities would provide TR distance education programs in a degree form. Whether through the Internet or Tele-health sessions.*

It is important to respect where people are now, but also building towards where we want the profession to be in five-ten years. The Universities should be responding to the profession not to the University programs.

Action: Jerry will look into obtaining the NSRPH standards for this comparison.

Action: Tanea will try to obtain the TRO new standards document.

Action: Tanea will look into the direct term for the “Standard of Practice” from the “Joint commission on the accreditation of healthcare organizations – Glossary”.

3.1.3. Educational Requirements

Jerry has forwarded the draft report to CTF members for review and make comments and changes and has also prepared a spreadsheet for a quick comparison between provinces.

TR educational requirements vary across the country. Each of the provinces has different requirements. You can be a member with no background, or you have to have specific educational backgrounds or requirements.

ACS for CTRS – You are required to have a TR degree and be certified by the NCTRC to be a voting member.

NSRPH – TR degree to be a therapist or recreation specialist and a Recreation degree to be a manager. There are two levels of programmers: both requiring community college diplomas

NLTRA – Four year degree for specialist and two year diploma for programmers.

There appears to be a preliminary trend across Canada: Two job classifications. One would be a Recreation Programmer (2-yr. TR diploma) and the other a Therapeutic Recreation Specialist (4-yr. TR degree program).

Another consideration is that there are various degree programs that are allowed within the professions to practice TR: Therapeutic Recreation Degree, Recreation Degrees, Adapted Physical Education Degrees and Kinesiology Degrees.

There are approximately 1500 member across the various TR organizations and CTRA only has ~ 100 members. We need to draw members to join the CTRA or set up professional affiliations with each of these provincial organizations.

A huge thank you goes out to Jerry and his students for collecting this information and preparing this excellent draft document!

Action: Add CTRA and NCTRC to draft document. Comparing those two organizations with the others.

Action: CTF members to review draft document submitted by Jerry and make appropriate changes to reflect any inaccuracies. CTF members should review process developed by Alberta, NSRPH, NFLTRA, and TRCC – Manitoba and TRO. The groups have nice registration processes we may want to incorporate within a new system.

Action to be followed up from January 2004 CTF meeting: Each of the CTF members is to share what their province is expecting for Continuing Education Requirements/Units (CEU). Currently BC, AB and MB have a continuing education requirements. The ACS has a mandate to provide education opportunities for its CTRS members to achieve their CEU's.

3.1.4. Job Description and Position Titles

Ontario, BC and New Brunswick have indicated that they are working on collecting and summarizing job descriptions.

When going through the NOCA Brochure, I have discovered that we will have to hire an organization to conduct a job analysis for us. And to conduct a job analysis, questionnaires are sent out to professionals working in the field that determine what jobs they do within their positions and how often they do these various duties.

With the Job descriptions that that have been collected, unless you see something very significant regionally within your province, do not worry about summarizing the information. Just collect the physical job descriptions until future use with the Job Analysis or the process to determine Job Competencies.

Job Competencies may be more important at this time. Job Competencies for a Therapeutic Recreation Professional may include Assessments, Planning, Implementation, Evaluation, Managing, etc. And determining if the position descriptions indicate these competencies.

SARP is preparing a document for Educational Competencies and Job Evaluations. Sask. has just completed job analysis for the healthcare system that is going to be used to rank positions within the unions to form a hierarchy for wage classifications and negotiations. In Recreation there are three specific job areas within the union sector, degree, diploma and attendants. There is a website that has this information www.working-for-health.ca

Action: Jerry will forward information he has previously prepared regarding Job Competencies.

Actions: Review the website [www. www. working-for-health.ca](http://www.working-for-health.ca) regarding Sask.

Action: Liz will forward previous report completed in BC.

3.1.5. How do other disciplines certify?

Erin looked the Canadian Association of Occupational Therapists program:

To become registered:

- Need to graduate from an accredited OT program or be recognized by the World Federation of Occupational Therapists
- Complete 1000 hours of fieldwork
- And pass a national certification exam
- Certification Examination Committee
- This also includes licensing for OT's
- Malpractice/*liability insurance* is better at a national level
- Moving toward masters entry by 2006

We have received the brochure, handbook and comprehensive guide. Tanea will attempt to summarize these documents and forward the information to CTF members. Tanea has prepared "Starting a Certification Program" Brochure – NOCA - Summary Notes and sent the summary document to CTF members for review.

Some Recommendations:

1. Develop clear and concise goals
2. Feasibility study

Action: *CTF members to review the notes and be prepared to develop a strategic plan for the next year.*

3.2. CTRA Conference

Erin attending, No representative from SARP, Jerry will also be attending conference, Chris will also be attending, Liz not able to attending, and Micheline may attend and Tanea will also be in attendance.

We have a social planned as well we may attempt to set up a meeting with bob Riley from NCTRA.

Action: Tanea will contact CTRA conference planning people and Bob Riley to organize meeting time.

3.3. 2004-2005 CTF Strategic Plan

- Job Competencies
- Feasibility Study
- Drafting Governing documents for Certification Group– Bylaw resolutions, constitutions, Articles of incorporation, revenue and taxation status application, charters, policies and procedure manuals among other things
- Organizing an accountant and a lawyer
- Look into testing agencies
- Develop a budget (realistic) for Certification program and process

Certification board will need to be an independent body from all other professional bodies. Financing and budgets will also need to be independent from all other professional associations.

Action: All members are to review the NOCA – Starting Certification Program Notes and be prepared to discuss and plan for Strategic Plan for the following year.

Action: Look into how Certification Council for Manitoba set up their organization within their incorporation act.

Action: Jerry to look into finding grant \$'s for starting Certification programs

3.4. Meeting Time

BC indicated that an earlier meeting time would affect her workday. Do we want to consider an alternate day of the week? Suggestion: Every 2nd Wednesday of the month.

Action: CTF members to indicate whether the same time but change the date to every 2nd Wednesday of the month? Let Tanea know by e-mail if that is a possibility.

4.0 New Business

5.0 Next Meeting: Thursday, May 13, 2004 regular time.

- If you are unable to attend, please forward any ideas for Strategic Plan 2004-2005 to Tanea prior to the next meeting

6.0 Adjournment: The meeting was adjourned at 6:04 p.m. (Mountain Time).

