

**Canadian Therapeutic Recreation Association
Certification Task Force
Teleconference Meeting
Thursday, May 13, 2004**

In Attendance:

Tanea Goncalves (Chair)
Erin Turnell (AB)
Chris Richard (ON)
Maggie Blaise (PQ)

Regrets:

Gary Georgeson (SK)
Jerry Singleton (NS)
Liz McCarter (BC)
Micheline Comitz (NB)
Wayne Bishop (NF)
Cindy Greenley-Brown (MB)

1.0 Call to Order

Tanea called the meeting to order at 5:20 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

Tabled until June 2004.

3.1.2. Scope of Service

TRO standards of practice have been mailed out to provincial TR associations. Discussed whether CTRA was sent a copy. Tanea requested that the TRO standards document be sent out to CTRA.

Action: CTF hopes to do a cross comparison between TRO, NLTRA, NSRPH standards document.

Action: Chris to look into whether CTRA was mailed a copy of the TRO standards document.

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.

Alberta forwarded further information as did Newfoundland/Labrador. TRAQ will be forwarding further information due to some recent changes within their organization.

Ontario forwarded information regarding the TRO Code of Ethics to Jerry

Jerry will forward updated document with changes.

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

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.

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?

Tanea looked into Speech Language Pathologists and Audiologists, Physiotherapists and Dieticians at the Federal level.

Speech Pathologists and Audiologists

- Canadian Association of Speech Language Pathologists and Audiologists (CASLPA)
- Certification demonstrates that members meet the requirements for entry-level knowledge in the profession and members are committed to ongoing education
- Require a Master's degree in Audiology or SLP equivalent
- Require full membership in CASLPA
- Meet clinical practicum requirements
- Pass an examination
- To maintain Certification status members need to complete 45 units of CEE (Continuing Education Equivalents) in a 3 year period.
- Recognized by ASHA (Reciprocity agreement)

Dieticians of Canada

- Academic requirements
- Internship/practicum
- Registered members in their provinces
- Provincial successful completion of an examination to become registered
- Mandatory Continuing Education

Physiotherapists (www.physiotherapy.ca)

- Canadian Physiotherapy association (CPA)

- Graduates of accredited physiotherapy programs in Canada or, PT that holds full registration/licensure anywhere in Canada OR Graduates of PT programs who hold full or part-time academic faculty appointment in PT program at a Canadian University
- Membership categories (Full Time, Part Time, Inactive, Outside of Canada, Graduate Student, Associate member, student member, affiliates)
- Offer malpractice insurance
- Must provide copy of diploma/equivalent or copy of registration with a provincial PT college
- Publications of Interest: Competency profiles for entry level PT in Canada (\$36.00) and Competency profile of PT support worker (\$25.00)
- Examination (Does not indicate an examination on the provincial or national web site)

3.2. Resources

We have received the brochure, handbook and comprehensive guide. Tanea will attempt to summarize these documents and forward the information to CTF members.

Members have reviewed “Starting a Certification Program” Brochure – NOCA - Summary Notes and sent the summary document to CTF members for review.

3.3. CTRA Conference

Conference is being reorganized to become a one day workshop, held on Thursday, May 27, 2004 in Montreal, \$50.00 for the day and \$35.00 for Urban Montreal evening event. Workshop Agenda to be forwarded in the next couple of days. Speakers include Bob Riley, Tanea Goncalves and Lisa Ostenguy. Accommodations are still available at the original conference site. Erin, Maggie and Chris are looking into attending workshop. CTF lunch to still take place with Bob Riley and evening social event also will be organized by Maggie.

3.4. 2004-2005 CTF Strategic Plan

- Cross-comparison of TR standards of practice and scope of practice statements of TRO, NLTRA and NSRPH
- Job Competencies of Therapeutic Recreation Professionals
- Examine Educational Requirements – review of provincial requirements and an examination of the courses that are offered within Canadian Post Secondary Institutions (Potentially 4 yr. TR degree program for the professional and 2 yr. Diploma for assistants in TR – 10 year plan; will need to work with post secondary institutions to offer appropriate courses as determined by TR Certification requirements, possible look into web based learning to achieve the designated requirements
- Annually update the Canadian Universities that offer TR programs – courses offered
- What should Certification Entail?
 - ❖ An exam?
 - ❖ Registration requirements of exam
 - ❖ Do we require Continuing Education units/Equivalents
 - ❖ TR degree (4 yr) and (2yr) assistants – in future may look into an assistant exam
 - ❖ Hours practicing as a TR professional
- Motivating Factors for Certification and Marketing Certification: Creation of Certification Newsletter, identifying what we hope to accomplish with regards to certification and the benefits of Certification, Possibly conducting a Poll/survey regarding what certification elements should entail with regards to certification process (Marketing – What elements to Canadian TR professionals want to see within a national certification program)
- Continue summarizing and researching Certification resources & Certification models for TR
- Develop a budget for Certification Task Force (2004-2005)

Future Considerations:

- Job Analysis
- Feasibility Study
- Organizing an accountant and a lawyer
- Legislation Requirements
- 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
- Look into testing agencies
- Becoming an accreditation group to accredit Post Secondary Institutions
- 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: 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

3.5. Meeting Time

Discussion held regarding meeting times. Continue to meet Thursday's regular time.

4.0 New Business

5.0 Next Meeting: Thursday, June 10, 2004 regular time – Informational meeting discussing the CTRA Workshop and Conference and results of the AGM bylaw resolution.

Do we want to schedule Summer meetings or should we bread for the summer. Dates for meetings: July 8, 2004 and August 12, 2004. Are members able to make these meetings?

Action: Members are to respond to Tanea to indicate whether they will be able to attend summer meeting dates.

6.0 Adjournment: The meeting was adjourned at 6:10 p.m. (Mountain Time).