

**Canadian Therapeutic Recreation Association  
Certification Task Force – Email Update  
Thursday, August 12, 2004**

**MINUTES**

Updates received from: T. Goncalves, J. Singleton, M. Blaise

Response required	Item for discussion	Discussion/Action to be taken	Director Responsible	
	<b>1.0</b>	<b>Approval of Agenda</b>		
	<b>2.0</b>	<b>Approval of Minutes from July 8, 2004</b>	-no changes received	
	<b>3.0</b>	<b>Old Business</b>		
	3.1	<i>Definition of TR</i>	<b>Action: Tanea will contact Jennifer Croft for the new definition.</b> CTRA Philosophical statement will be as follows: <i>Therapeutic Recreation is a profession which recognizes leisure, recreation and play as integral components of quality of life. Service is provided to individuals who have physical, mental, social or emotional limitations which impact their ability to engage in meaningful leisure experiences. Therapeutic Recreation is directed toward functional intervention, leisure education and participation opportunities. These processes support the goal of assisting the individual to maximize independence in leisure, optimal health and the highest possible quality of life.</i>	Tanea
	3.2	<i>Comparison of twelve Professional TR Provincial Association – Dalhousie University Research</i>	<b>Action: All provincial representatives are to go to the Provincial associations to confirm whether the information in the document is accurate and Forward this information to Jerry. Please submit by October 1, 2004</b>  <b>Action: Jerry will add CTRA and NCTRC information to the document for comparison.</b>	All Provincial Reps  Jerry
	3.3	<i>Status of TR in Canada (Issues in TR) Document</i>	<b>Action: All provincial representatives are to go to the Provincial associations to confirm whether the information in the document is accurate and Forward this information to Jerry. Please submit by October 1, 2004</b>	All Provincial Reps
	3.4	<i>How do other disciplines certify?</i>	<b>Action: Jerry to look into whether examination is required for a PT and which group is responsible for development/administration?</b>  Jerry reports that all physiotherapy graduates have to take The Physiotherapy National exam and also a practical exam prior getting their license. They also have annual dues.	Jerry
	3.5	<i>Resources</i>	<b>Action: Tanea will forward Marketing Resource to Maggie for summary.</b>  Tanea is confirming Maggie's street address to forward	Tanea/ Maggie

			Marketing information.	
	<b>4.0</b>	<b>New Business</b>		
	4.1	<i>Cross Comparison of TR Standards of Practice and Scope of Practice statements to TRO, NLTRA, NSRPH</i>	<p><b>Action: Jerry to acquire NSRPH standards for comparison</b></p> <p><b>Action: Jerry to develop the document with specific criteria for comparison.</b></p>	<p><b>Jerry</b></p> <p><b>Jerry</b></p>
	4.2	<i>Develop Job Competencies of TRP</i>	<p><b>Action: All provincial Representatives are required to report as to whether they have developed Job Competencies or a Job Analysis of TR.</b></p> <p>No job competencies or job analysis have been developed for Quebec.</p> <p><b>Action: Gary to forward information that was developed in Saskatchewan regarding their Job Competencies.</b></p> <p><b>Action: Maggie to contact Jocelyn to identify a process in determining a Job Analysis and Job Competency for TR</b> Maggie has not been successful in reaching Jocelyn Morier, but she is continuing to try. She does have a copy of his initial research that she will translate and summarize for our September meeting.</p> <p><b>Action: Maggie will continue to try to contact Jocelyn for his assistance regarding identifying a process to determine a Job Analysis and Job Competency for TR.</b></p>	<p><b>All Provincial Reps</b></p> <p><b>Gary</b></p> <p><b>Maggie</b></p>
	4.3	<i>Examine Important Educational Coursework for TR Certification</i>	Tabled for future discussion.	
	4.4	<i>Annually update the Canadian Universities that offer TR Programs</i>	<b>Action: All provincial representatives are to go to the Provincial associations to confirm whether the information in the document is accurate and Forward this information to Tanea. Please submit by October 1, 2004</b>	<b>All Provincial Reps</b>
	4.5	<i>Determine what Certification should entail</i>	Tabled for future discussion.	
	4.6	<i>Poll (What should certification entail?)</i>		
	4.7	<i>Research/ Summarize certification resources &amp; Canadian Models for TR Certification</i>	<p><b>Action: Tanea to forward document to CTF members.</b></p> <p>Sent by e-mail to CTF members?</p>	<b>Tanea</b>
	4.8	<i>Develop a budget</i>	<b>Action: Tanea to develop Budget for the CTF.</b>	<b>Tanea</b>

		<i>for Certification Task Force (2004-2005)</i>		
	4.9	<i>E-mail from Paddy Godbehere</i>	<p><b>Action: Tanea will forward e-mail to CTRA BOD for discussion at the Board level and official response.</b></p> <p><i>Tanea e-mailed letter to the Board. CTRA Board is interested in CTF input. Will be brought forward for future discussion.</i></p>	<b>Tanea</b>
	4.10	<i>NCTRC?</i>	<p><b>Future Action: To schedule a future meeting in the New Year (February 2004?)</b></p> <p><b>Action: Tanea to develop Criteria for this sub-committee. We would like a report to determine/develop a balanced perspective regarding the benefits vs. costs with independent certification or NCTRC.</b></p>	<b>Tanea</b>
	4.11	<i>Members of Subcommittees</i>	<p><b>Action: All provincial representatives are to go to report to Tanea any sub committee members that have assisted with Certification.</b></p> <p>Sub-committee members having helped the CTF. For Quebec, ana Osborne has been a tremendous support throughout. Cathy Alexander from QAAP has also helped in relaying messages to QAAP members as well as in collecting job descriptions.</p> <p>These have been added to the CTF Guiding Documents</p>	<b>All Provincial Reps.</b>
	<b>5.0</b>	<b>Next Meeting</b>	September 16, 2004 – Tele-conference meeting	