

## **CTRA Certification Task Force**

### **Terms of Reference**

**Scope:** *To develop a strategic plan to investigate, define and implement systems that reflect CTRA's commitment to move toward a national Certification program for Canadian Therapeutic Recreation Professionals*

**Timeline:** *to be determined*

**Membership:** *Representation from Canadian Provinces and Territories across Canada.*

*Members should*

- *Be members of their Provincial Therapeutic Recreation Association or have a contact within the organization*
- *Have contact with the provincial education institutions that provide education for Recreation Therapists or Therapeutic Recreation Specialists*
- *Have the time to be an active member of the task force*
- *Have a keen interest in Canadian Certification.*
- *Member of the CTRA*

### **Membership Names:**

*Tanea Goncalves – CTRA Certification Director*

*Helene Driscoll – British Columbia*

*Jill Buerger – Alberta*

*Anne Robbins - Saskatchewan*

*Ellen Locke - Manitoba*

*Chris Richard - Ontario*

*Maggie Blaise - Quebec*

*Micheline Comitz - New Brunswick*

*Dr. Jerry Singleton - Nova Scotia*

*Wayne Bishop - Newfoundland/Labrador*

*Debby Wolowich - Territories*

*\* Future membership to be determined as specific tasks are defined.*

### **Past Members of the Certification Task Force:**

*Janet Crealock – New Brunswick*

*Lynda Charter – Ontario*

*Raija McClelland - Northwest Territories*

*Mary Clark – British Columbia*

*Liz McCarter – British Columbia*

*Gary Georgeson – Saskatchewan*

*Cindy Greenlay Brown – Manitoba*

*Erin Turnell – Alberta*

*Dawna Sylvestre - Manitoba*

*Brooke Alsbury – Territories*

*Frances Holt-Gallant - Prince Edward Island*

*Anne Williment - Manitoba*

### **Other Contributing Members:**

*Dalhousie University (Students enrolled in Leisure 2130 Foundations of Therapeutic Recreation 2004) Abiola Awosanya, Mark Bachynski, Lindsay Colvin, Sarah Flynn, Charolette Frankland, Charolette Hardie, Daphne Hogan, Marci Katz, Elaine Salisburgy, Kenneisha Simmons, Rebecca Toole and Blair Wexler and Jerome F. Singleton, PhD, CTRS professor of class. “**Status of TR in Canada**” – Nova Scotia  
Ana Osborne - Quebec  
Cathy Alexander - Ontario  
Kris Savage – Ontario  
Jocelyn Morier – Montreal*

### **Meetings:**

*Begins May 2003, 1x/month, every second Thursday of each month  
As of June 2004, 1x every 2 months with alternate month e-mail update*

### **Strategic Plan**

#### **Year One**

- 1. Define the Scope of Practice for Therapeutic Recreation Professionals across Canada. We need to identify “What the Therapeutic Recreation Professional duties include”.*
- 2. We will need to investigate and determine the educational requirements for Therapeutic Recreation Professionals. We need to evaluate “Whether the Therapeutic Recreation Professional has the coursework and requirements to perform their professional duties.*
- 3. We will need to examine professional job descriptions, position titles, services and treatments that are provided/offered by Therapeutic Recreation Professionals.*
- 4. We will need to examine how other disciplines certify their professionals. E.g. Occupational Therapists, Speech Language Pathologists, Physical Therapists, etc.*
- 5. Define what Certification should entail. E.g. Education requirements, hours practicing as a Therapeutic Recreation Professions, examination*
- 6. Examine the legislation requirement for Certification of Therapeutic Recreation.*
- 7. Investigate and Review Models and Research regarding Canadian Certification.*
- 8. Identify possible methods and ideas for National Certification for Therapeutic Recreation.*
- 9. Present information from the Certification Task Group at the 2004 CTRA Conference – Theme is “National Certification”*

#### **Year Two**

- 1. Continue to develop the research document regarding the Educational Requirements of TR Professionals across Canada and Issues in TR*
- 2. Cross-comparison of TR standards of practice and scope of practice statements for TRO, NLTRA and NSRPH*
- 3. Develop Job Competencies of Therapeutic Recreation Professionals*
- 4. Examine important Educational Coursework for TR Certification*
- 5. Annually update the Canadian Universities that offer TR programs*
- 6. Determine what Certification Should Entail?*
- 7. Marketing Certification*

8. *Newsletter*
9. *Poll (What should certification entail?)*
10. *Research/Summarize Certification Resources & Canadian Models for TR Certification*
11. *Develop a budget for Certification Task Force (2004-2005)*
12. *Recruit committees to investigate NCTRC vs. Canadian System and Develop National Standards of Practice for TR*

### **Year Three**

1. *Commence process and negotiations with the NCTRC*
2. *Organize lawyer for representation*
3. *Develop and commence marketing plan re: certification*
4. *Develop plan for national job analysis questionnaire/study and implement*
5. *National Standards of Practice*
6. *Last run through re: research document regarding the Educational Requirements of TR Professionals across Canada and Issues in TR*
7. *Look into the MDS definition of TR and get updated*
8. *Review and discuss relevant articles/research re: certification*

### **Year Four**

1. *Continue NCTRC negotiations, where do we go from here? Need direction from CTRA BOD. Would like to pursue certification partnership with NCTRC as per CTF recommendations. Vote required by membership. CTF recommends voting process to begin in January 2007-March 2007.*
2. *Marketing Certification and NCTRC to begin December 2006*

### **Future Considerations:**

*After the Certification Process is chosen. We will need to determine the method for implementing a National Certification Process*

*\* This Strategic Plan will evolve as our Certification Task Group progresses.*

### **Guiding Principles for the Task Force**

1. *There will be no “personal ownership” of task objectives. We are working to determine the best method of Certification for **all** Therapeutic Recreation Professionals in Canada. Some individuals have a clear vision of Canadian Certification, however we need to represent the best interests of professionals across Canada and be open to all ideas for National Certification.*
2. *We need to be expedient in reaching our goals.*
3. *We need to share National Certification ideas with our membership at the 2004 CTRA Conference – Theme “Certification”*

### **Reporting Structure to the Executive**

1. *Chair will provide a monthly report on the progress and actions of the Certification Task Force to the CTRA Board at the CTRA Board of Directors meetings.*

### **Reporting Structure to the Membership/Provincial Associations**

1. *Chair will provide quarterly reports for the Tribune Newsletter.*
2. *Chair will provide quarterly reports to task force members for distribution to provincial association newsletters for publication.*
3. *Members of the task group are encouraged to share information regarding the Certification Task Force progress and actions to their respective provincial associations.*
4. *Chair will provide reports on the Task Force progress at the Provincial Presidents meetings.*
5. *Chair will provide reports for the CTRA website.*
6. *A presentation to membership will be given at the 2004 CTRA Conference.*