

moving forward together

# Annual Report <sup>2010-2011</sup>





# ABOUT THE COLLEGE

Ontario denturists operate within the framework of the *Regulated Health Professions Act, 1991*. This law sets out the professional obligations of all regulated health professionals and also requires that they be members of a governing College whose role is to protect the public interest.

The College of Denturists of Ontario takes this task seriously by:

- Setting the qualifications for entering practice, and developing programs to ensure continuing competence and knowledge of the latest procedures.
- Overseeing the professional and ethical behaviour of all denturists. The College conducts investigations when complaints are received. Complaints can be from patients, other denturists or from members of the public.
- Holding disciplinary hearings (which are generally open to the public) when information justifies them, and imposing penalties when a denturist is found guilty of professional misconduct which means that the standards of the profession have been breached.

The structure of the College reflects its varied roles, particularly its responsibility to protect the public interest respecting denture services.

Since 1994, the College has done much to enhance the practice of Denturism in Ontario. Because of the many advances that characterize dental health care, we work diligently to provide guidance on new procedures and treatment, and provide encouragement and direction to practitioners to maintain their skills and knowledge.

## MISSION STATEMENT

*The mission of the College of Denturists of Ontario is to regulate, govern and develop the profession while serving the public interest.*

## MANDATE & OBJECTIVES

Under the *Regulated Health Professions Act, 1991*, the duty of the College is to serve and protect the public interest by following the objects of the legislation. The objects of the College of Denturists of Ontario are:

1. To regulate the practice of Denturism and to govern the members in accordance with the Health Professions Act, the *Regulated Health Professions Act, 1991*, its Code and the regulations and bylaws.
2. To develop, establish and maintain programs and standards of qualifications for persons to be issued certificates of registration.
3. To develop, establish and maintain programs and standards of practice to assure the quality of the practice of the profession.
4. To develop, establish and maintain standards of knowledge and skill and programs to promote continuing competence among the members.
5. To develop, establish and maintain standards of professional ethics for the members.
6. To develop, establish and maintain programs to assist individuals to exercise their rights under the Code, and the *Regulated Health Professions Act, 1991*.
7. To administer the *Denturism Act, 1991*, and the *Regulated Health Professions Act, 1991*, as it relates to the profession and to perform the other duties and exercise the other powers that are imposed or conferred on the College.
8. To consider any other objects relating to human health care that the Council considers desirable.



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# COUNCIL MEMBERS

The College Council consists of eight (8) Professional Members and a maximum of seven (7) Public Members appointed by the Ontario Lieutenant Governor in Council. Professional Members are elected by their peers for a term of three (3) years to a maximum of three (3) consecutive terms. The College Council meets a minimum of four (4) times a year.

## PROFESSIONAL MEMBERS



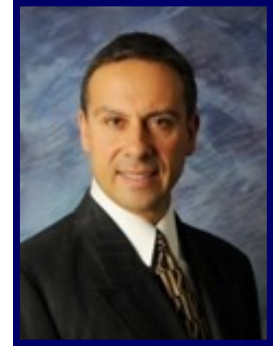
DISTRICT 1  
Ted Dalios, DD



DISTRICT 2  
J. Gus Koroneos, DD



DISTRICT 3  
John Kallitsis, DD



DISTRICT 4  
Carlos Valente, DD



DISTRICT 5  
Max Mirhosseini, DD



DISTRICT 6  
Luc Tran, DD



DISTRICT 7  
Robert MacLeay, DD



DISTRICT 8  
Andrew Protopapas, DD

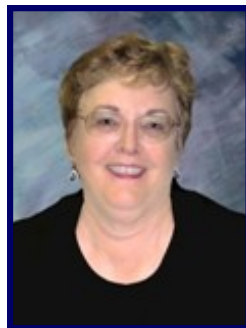
## PUBLIC MEMBERS



Jafar (Jeff) Amini



Emanuele DiLecce



Joan Duke



Anita Kiriakou



Angela Smith

*\* Thomas Capy was a public member on the Council. Mr. Capy passed away in July 2010.*

## NON-COUNCIL MEMBERS

Each committee consists of non-Council Members who are appointed by the College Council when the committees are reconstituted at the June Council meeting each year. Non-Council members are members of the College who have applied to be nominated for the role.

**Leanne Bentley, DD**  
**Eugene Cohen, DD**  
**Chris Dimopoulos, DD**  
**Carlo DiNardo, DD**  
**Pino DiNardo, DD**  
**Cristian Lagos, DD**

**Jonathan Nolan, DD**  
**Harry Orfanidis, DD**  
**Garnett Pryce, DD**  
**Dawn Stamp, DD**  
**Carlo Zanon, DD**

## COLLEGE STAFF

**Ms. Laura Ellis**

*Coordinator of Quality Assurance, Patient Relations,  
Examinations and Regulations & By-Laws  
(Position from June 2010 to Feb. 2011)*  
*Coordinator of Registration, Quality Assurance  
and Examinations  
(Position from Feb. 2011)*

**Mr. Salim Kaderali**  
*Registrar*

**Ms. Jennifer Lee**

*Coordinator of Complaints, Registration, and Examinations  
(Position until Aug. 2010)*  
*Part-Time Policy Analyst  
(Position from Aug. 2010)*

**Ms. Linda Newell**

*Receptionist  
(Position until May 2010)*

**Ms. Vicci Sakkas**

*Finance and Operations Assistant  
(Position from Feb. 2011)*

**Ms. Nancy Storey**

*Coordinator of Quality Assurance and Patient Relations  
(Retired June 30, 2010)*

**Ms. Korin Tran**

*Administration Facilitator*

## PART-TIME & TEMPORARY STAFF

**Mr. Matthew Haire**

*Bookkeeper  
(Until July 2010 to Feb. 2011)*

**Ms. Laura Germano**

*Coordinator of Complaints, Discipline, Patient Relations  
and Regulations & By-Laws  
(Position from Feb. 2011)*

**Mr. Josep Natividad**

*Coordinator of Complaints, Registration and Examinations  
(Position from Aug. 2010 to Feb. 2011)*

## AFFILIATES

**Benard & Associates**  
*Investigators*

**Ms. Robin Bigglestone**  
*Robin's Ready Inc.  
(Bookkeeper)*

**Ms. Shannon Hawkshaw**  
**Mr. John Seychuk**  
**Ms. Ivy Tse**  
*Adams & Miles LLP*

## LEGAL COUNSEL

**Mr. Pierre Champagne**  
**Mr. Rodrigue Escayola**  
*Heenan Blaikie LLP*

**Mr. John Cotter**  
*Osler, Hoskin & Harcourt LLP*

**Mr. Richard Steinecke**  
**Mr. Bernard C. LeBlanc**  
*Steinecke Maciura LeBlanc  
Barristers & Solicitors*

**Ms. E. C. Carla Zabek**  
*Barristers & Solicitor, Mediator*

# MESSAGE FROM THE PRESIDENT & REGISTRAR

Welcome to our 2010-2011 Annual Report. We have endeavoured as a College to uphold the mandate of governing the profession and ensuring public safety and trust in their denturists.

In doing so, efforts were made to update the Registration Regulation for denturists in Ontario and the College By-Laws as well as developing new programs and policies including the Continuing Education Program. These changes and revisions along with program development are efforts to move the profession forward, to modernize the denturists scope of practice and improve upon operatory efficiencies.

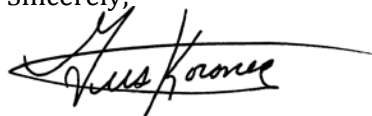
The College is often faced with issues which are not within the public interest. To ensure public safety and trust, the College restricted the accreditation of a private college.

One of the goals of this fiscal year was communication and transparency in order to allow more members to participate and voice their thoughts, and get involved. The College held its very first Special General Meeting on November 18 and 19, 2010. A total of 267 denturists attended the meeting, one of the largest in Ontario. This event was an information session with guest speakers, question and answer period, and workshops in understanding the Quality Assurance Assessment process and the complaints process. Members' responses were very positive with requests for more such meetings with greater sharing information and longer question periods. The College would like to continue having general meetings to have more transparency and communication with denturists in Ontario.


On March 7, 2011, the College received the Minister of Health and Long-Term Care requirements for an audit and to refrain from passing by-laws pertaining to professional liability insurance. These requirements were printed in the Spring 2011 College Contact. The College will fully participate in the audit and to uphold our mandate of governing the profession and serving the public.

As we move forward together, let us all embrace the challenge to discover better ways to provide prosthodontics denture care to the public of Ontario. We take this opportunity to thank Council, staff, and those denturists who have contributed to keeping self-regulation healthy and vital through their active participation.

Sincerely,



Gus Koroneos, B.Sc., DD  
President



Salim Kaderali, B.Sc., Dip. Ed., M. Ed.  
Registrar



# STATUTORY COMMITTEES

The College of Denturists of Ontario has seven (7) statutory committees. These committees are reconstituted at the first Council meeting in June of each year. All positions are reconstituted except for the position of the President and that of the Vice President of the Executive Committee, which once appointed by Council, holds the position for a term of (two) 2 years to a maximum of (three) 3 consecutive terms. Further details of each committee structure can be found in the College By-Laws.

## EXECUTIVE COMMITTEE

<b>J. Gus Koroneos, DD</b> <i>President</i>	<b>Angela Smith (Public Member)</b> <i>2nd V. P. (From Aug. 2010)</i>
<b>Ted Dalios, DD</b> <i>Vice President</i>	<b>John Kallitsis, DD</b> <i>Treasurer</i>
<b>Thomas Capy (Public Member)</b> <i>2nd V. P. (Until July 29, 2010)</i>	<b>Anita Kiriakou (Public Member)</b> <i>Secretary</i>

The Executive Committee is charged with the responsibility of acting on behalf of Council in between Council meetings on matters which may be time sensitive. The Committee reports their actions at Council meetings. Its primary focus is on advancing the profession. The Executive Committee met nine (9) times this fiscal year.

The Committee, on behalf of the Council dealt with three (3) cases brought against the College by the Denturist Association of Ontario, Trillium College and a registrant at the Divisional Court within this fiscal year.

In all the three (3) Divisional Court cases above, the Judges have refused to negate the due process of the College because it is a self-governing body.

The Executive Committee approved twenty-five (25) clinic name registration applications of which two (2) were not approved.

With the assistance of the Registrar, the Committee has been pursuing the application process of getting labour mobility project funding from the Human Resources and Skills Development Canada.

## PATIENT RELATIONS COMMITTEE

<b>Joan Duke (Public Member) (Chair)</b> <b>Emanuele DiLecce (Public Member)</b> <b>John Kallitsis, DD</b>	<b>Max Mirhosseini, DD</b> <b>Garnett Pryce, DD</b>
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The Patient Relations Committee met eight (8) times this fiscal year. Among the mandate given to the Committee by the *Regulated Health Professions Act, 1991*, the goals of the Committee this fiscal year were to develop a method to communicate with members and inform them of the events of the College and changes impacting their practice.

The Committee established a newsletter, the Contact Update, to provide members with a source of information after each Council meeting. The

Committee produced one (1) newsletter to report on the March 2010 Council meeting in the last fiscal year, and five (5) newsletters within this fiscal year.

The last issue contracted to the previous publisher fell within this fiscal year. The Committee used another publisher to reduce the costs for the next two (2) College Contact magazine.

# INQUIRIES, COMPLAINTS & REPORTS COMMITTEE

Pino DiNardo, DD (*Panel A Chair*)  
 J. Gus Koroneos, DD (*Panel B Chair*)  
 Leanne Bentley, DD  
 Thomas Capy (*Public Member*)  
 Chris Dimopoulos, DD  
 Joan Duke (*Public Member*)

Anita Kiriakou (*Public Member*)  
 Harry Orfanidis, DD  
 Garnet Pryce, DD  
 Luc Tran, DD  
 Carlos Valente, DD

The ICRC is split between panel A and panel B. More panels are formed as required. The mandate of the ICRC is to investigate complaints and reports. When the nature of the allegations are warranted, the panel of the ICRC may refer the matter to a discipline or an incapacity hearing in order to ensure public safety and trust in denturists as health care practitioners.

The ICRC held a total of seventeen (17) meetings within this fiscal year. The ICRC received a total of thirty-five (35) files in the fiscal year consisting of thirty-three (33) complaints by patients or other denturists and two (2) reports. No files were referred to discipline or incapacity hearings in this fiscal year.

## REGISTRATION COMMITTEE

Dawn Stamp, DD (*Chair*)  
 Joan Duke (*Public Member*)

Andrew Protopapas, DD  
 Carlos Valente, DD

The Registration Committee met ten (10) times this fiscal year. The Committee assisted the Regulations & By-Laws Committee in drafting the proposed Registration Regulation pursuant to the *Denturism Act, 1991*, to be in line with the *Ontario Labour Mobility Act, 2009*.

There were six (6) applications for a certificate of authorization for professional corporations bringing the total certificate of authorization to seventy-two (72).

### Total New Certificates Issued Since 2000

2001/2002	10	2006/2007	22
2002/2003	10	2007/2008	26
2003/2004	17	2008/2009	29
2004/2005	17	2009/2010	36
2005/2006	29	2010/2011	32

This fiscal year, thirty-two (32) new members received their certificate of registration. For the 2010-2011 registration renewal period, sixty-six (66) members completed their renewal late and one hundred twenty-two (122) members paid in installments.

## QUALITY ASSURANCE COMMITTEE

Emanuele DiLecce  
 (*Public Member*) (*Chair*)  
 Cristian Lagos, DD

Robert MacLeay, DD  
 Max Mirhosseini, DD  
 Jonathan Nolan, DD

The Quality Assurance Committee makes sure that all denturists are maintaining their clinics to the College standards in order to protect the public and ensure public trust. The Committee is also responsible for establishing mechanisms to monitor and maintain the competency of all practicing denturists and to develop standards and guidelines

for the provision of denture services in Ontario.

In order to do so, 5% of registrants are selected to take part in a peer evaluation called a Quality Assurance Assessment. The assessments checks if the selected member is maintaining their practice to the College standards. The areas that are reviewed



## QUALITY ASSURANCE COMMITTEE (CONT'D)

are: Signage, Operatory, Sterilization, Laboratory, Clinic Facilities and Record Keeping. In 2010, the College completed twenty-five (25) assessments of which five (5) were successful on the first assessment. Members of the remaining assessments had to complete remediation and provide proof of completion to the College. All the assessments were approved by the Quality Assurance Committee.

completed one hundred and eighty-four (184) assessments. 44% (81) successfully met the College standards without any remediation. 90% of the assessments which had remediation in one to three of the areas that were assessed. The majority of the areas that members had remediation in were operatory (54%), record keeping (52%), sterilization (36%) and signage (29%).

With approval of Council, this year assesseees were provided alongside the Assessment Package, an Assessor Review/Evaluation document to provide feedback on assessors and the assessment process. The goal is to foster professionalism and trust in the assessment process.

In 2010, the Quality Assurance Committee developed a more comprehensive Continuing Education Program for all active registrants. The program requires that all active registrants are to complete 100 hours over 5 years with a minimum of 10 hours per year. The Committee has created a course approval form for Council to review and approve. It has been recommended that all courses be approved but this will not be a requirement for now. The course approval form would only be for organizations wishing to have their course approved before hand.

An analysis was conducted to review the Quality Assurance Assessment Program to see how the program is working and how the Committee can help registrants meet the College standards in the areas which require the most remediation. Over the past seven (7) years, the Quality Assurance Committee has

Outcomes of Quality Assurance Assessments								
Year	2004	2005	2006	2007	2008	2009	2010	TOTAL
Successfully met all requirements	12	9	12	8	18	17	5	81
Remedial Action Issued	13	19	14	18	10	9	20	103
Total Assessments	25	28	26	26	28	26	25	184

## FITNESS TO PRACTISE

**Jeff Amini (Public Member) (Chair)**  
**Eugene Cohen, DD**  
**Robert MacLeay, DD**  
**Luc Tran, DD**

There have been no fitness to practise hearings during the 2010-2011 fiscal year.

## DISCIPLINE COMMITTEE

<p><b>Jeff Amini (Public Member) (Chair)</b>  <b>Carlo DiNardo, DD</b>  <b>John Kallitsis, DD</b></p>	<p><b>Robert MacLeay, DD</b>  <b>Angela Smith (Public Member)</b>  <b>Carlo Zanon, DD</b></p>
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The Discipline Committee is responsible for hearing allegations of professional misconduct and/or incompetence involving denturists, as referred by the

Inquiries, Complaints, and Reports Committee. For the fiscal year of 2010-2011, there were no disciplinary hearings.

## NON-STATUTORY COMMITTEES

The College of Denturists of Ontario has three (3) non-statutory committees. These committees are not specifically prescribed under the *Regulated Health Professions Act, 1991*, but are established to handle the varying operations of the College. The chair of these committees are appointed by the President of the College.

### FINANCE COMMITTEE

**John Kallitsis, DD (Chair)**  
**Thomas Capy (Public Member)**  
**Robert MacLeay, DD**  
**Luc Tran, DD**

The Finance Committee is chaired by the Treasurer of the College of Denturists of Ontario. The Finance Committee is responsible for developing budgets for the operations of the College and for overseeing all aspects of fiduciary responsibility of the organization as directed by the Treasurer. The Committee reports to the Council under the auspices and authority of the

Executive Committee.

The fiscal goal of the Committee this year was to balance the College accounts and eliminating the deficient to reduce any unnecessary costs to the operations of the College.

### REGULATIONS & BY-LAWS COMMITTEE

**Joan Duke (Public Member)**  
**Thomas Capy (Public Member)**  
**John Kallitsis, DD**  
**Angela Smith (Public Member)**

The Regulations & By-Laws Committee is responsible for advising the College Council on new pieces of legislation which may impact the profession and regulation of Denturism in Ontario. This Committee is also responsible for regularly reviewing the regulations and by-laws of the profession and to ensure that the members of the College Council abide by the governance policy developed and adopted by the College. The Committee reports to the Council under the auspices and authority of the Executive Committee.

In the fiscal year of 2010-2011, the Committee has been vigorously working on updating the Registration Regulation, O. Reg. 833/93, pursuant to the *Denturism Act, 1991*, and the College By-Laws.

Both the draft Registration Regulation and the College By-Laws were circulated to the membership in accordance with the *Regulated Health Professions Act, 1991* (the "RHPA"). Some of the changes to the

by-laws after the circulation may have to be re-circulated.

The draft Registration Regulation proposal was submitted to the Ministry of Health & Long-Term Care (the "MOH") in December 2010. The MOH is continuing to work with the College to finalize the draft.

Two (2) days prior to the March 2011 Council meeting, the Health Minister sent the College her requirements, pursuant to section 5 of the *RHPA*. One of the Minister's requirements was to refrain from making any new by-laws in relation to professional liability insurance. Given the short amount of time to comply with the Minister's requirements, the Committee presented the revised College By-Laws to the Council on March 11, 2011. Council approved the by-laws with the intent of complying with all the Minister's requirements. The updated version can be found on the College website.



# QUALIFYING EXAMINATION & CURRICULUM COMMITTEE

Andy Protopapas, DD (*Chair*)  
 Ted Dalios, DD  
 Cristian Lagos, DD  
 Angela Smith (*Public Member*)

The Qualifying Examination & Curriculum Committee is responsible for conducting the Entry-to-Practice Examinations of the College and for liaising with the Denturism training programs to develop and review the core curriculum as needed. The Committee reports to the Council under the auspices and authority of the Executive and Registration Committees.

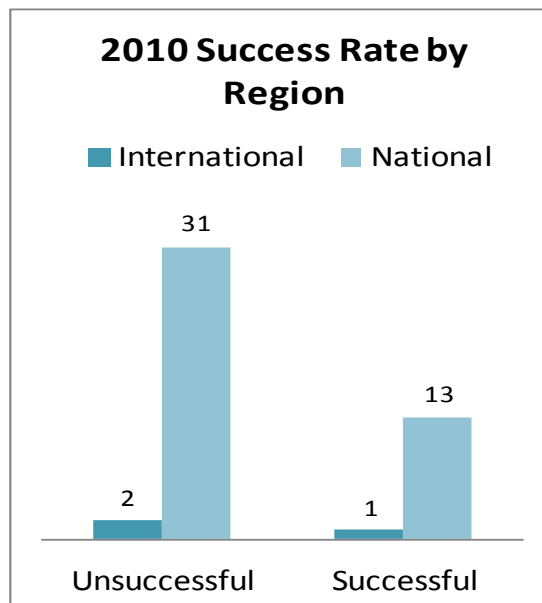
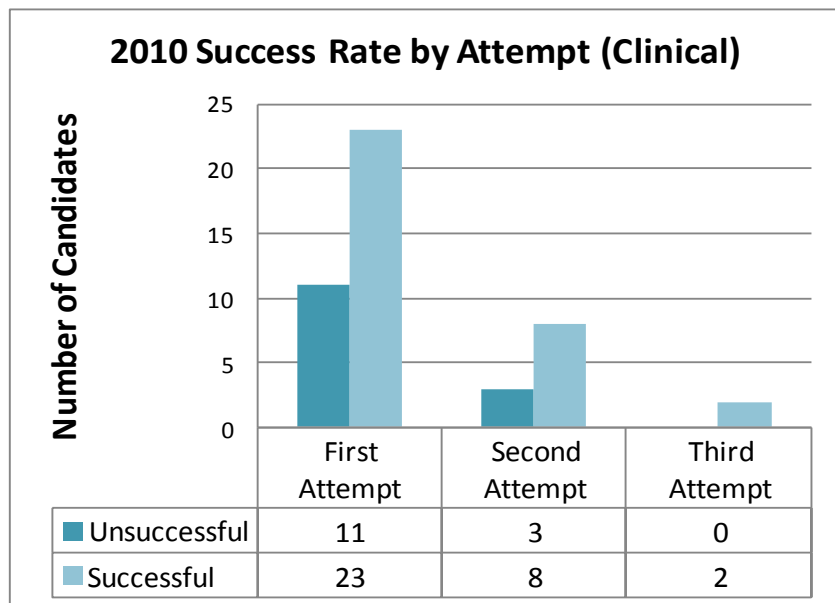
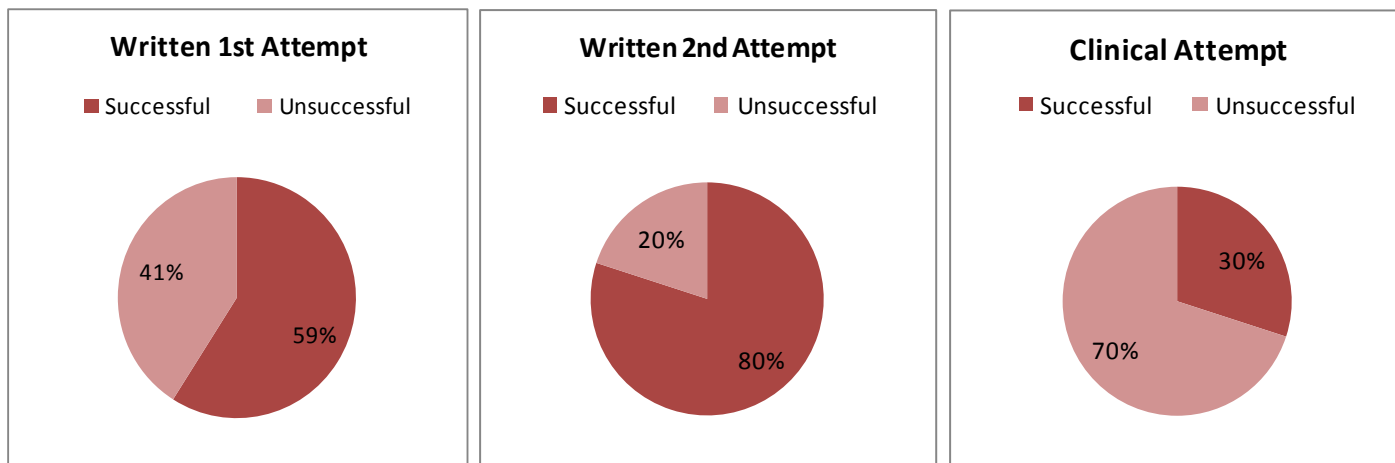
complete the qualifying examination as set by Council.

The Qualifying Examination was held in July 2010. The Qualifying Examination is made up of a written and clinical portion. The candidate must successfully complete the written portion before attempting the clinical portion of the examination.

According to the Registration Regulation for Denturism, it is a requirement for an application for a certificate of registration to have successfully

Throughout the year, the Committee receives feedback and develops the written and clinical portions of the examination for the following year.

## 2010 Qualifying Exam Data



## INDEPENDENT AUDITORS' REPORT

### To the Members of the College of Denturists of Ontario:

We have audited the accompanying financial statements of College of Denturists of Ontario, which comprise the statement of financial position as at March 31, 2011, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### *Management's Responsibilities for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditors Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatements of the financial statements, whether due to fraud or errors. In making those risk assessments, we consider internal control relevant to the College's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Opinion*

In our opinion, the financial statements present fairly, in all material respects, the financial position of College of Denturists of Ontario as of March 31, 2011, and the result of its operations and its cash flows for the year that ended in accordance with Canadian generally accepted accounting principles.

*Adams & Miles LLP*

Chartered Accountants  
Licensed Public Accountants

Brampton, Canada  
July 26, 2011



# STATEMENT OF FINANCIAL POSITION

Year ended March 31, 2011

	2011	2010
<b>ASSETS</b>		
Current		
Cash	\$ 329,533	\$ 171,747
Accounts receivable	21,479	15,386
Harmonized Sales Tax recoverable	26,898	4,979
Prepaid expenses	13,027	2,708
	390,937	194,820
Capital assets (Note 3)	\$ 62,570	\$ 108,789
	453,507	303,609
<b>LIABILITIES</b>		
Current		
Accounts payable and accrued liabilities	\$ 157,614	\$ 71,375
Unearned registration and annual Fees	35,672	-
	193,286	71,375
Net assets	\$ 260,221	\$ 232,234
<b>NET ASSETS REPRESENTED BY</b>		
Unrestricted	187,651	113,445
Invested in capital assets	62,570	108,789
Restricted - Therapy and Counselling	10,000	10,000
	\$ 260,221	\$ 232,234

## STATEMENT OF CHANGES IN NET ASSETS

Year ended March 31, 2011

2011					
	Unrestricted	Invested in capital assets	Restricted Therapy and Counselling	Restricted Quality Assurance	Total
<b>Balance, beginning of year</b>	\$ 113,445	\$ 108,789	\$ 10,000	\$ -	\$ 232,234
Excess of revenue over expenditures (expenditures over revenue)	75,534	(47,547)	-	-	27,987
Purchase of capital assets	(1,328)	1,328	-	-	-
<b>Balance, end of year</b>	<b>\$ 187,651</b>	<b>\$ 62,570</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 260,221</b>

2010					
	Unrestricted	Invested in capital assets	Restricted Therapy and Counselling	Restricted Quality Assurance	Total
<b>Balance, beginning of year</b>	\$ 236,409	\$ 66,858	\$ 10,000	\$ (944)	\$ 312,323
Excess of revenue over expenditures (expenditures over revenue)	(43,361)	(36,728)	-	-	(80,089)
Purchase of capital assets	(78,659)	78,659	-	-	-
Fund transfers	(944)	-	-	944	-
<b>Balance, end of year</b>	<b>\$ 113,445</b>	<b>\$ 108,789</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 232,234</b>



# STATEMENT OF OPERATIONS

Year ended March 31, 2011

	2011	2010
<b>REVENUE</b>		
Registration and annual fees	\$ 821,182	\$ 809,879
Examination fees	164,578	166,561
Interest and other membership charges	71,158	49,116
	<u>\$ 1,056,918</u>	<u>\$ 1,025,556</u>
<b>EXPENDITURES</b>		
Wages and benefits	332,957	370,674
Professional fees	206,998	212,512
Office and general	122,165	125,868
Examination costs	96,959	156,313
Travel and meetings	76,161	85,241
Special General Meeting	64,931	-
Rent	53,286	54,023
Amortization	47,547	36,728
Quality Assurance (Schedule 1)	19,096	17,921
Complaints and Discipline	15,392	28,172
Patient Relations	5,574	8,394
Occupational Specifications and Educational Standards	801	3,685
Strategic Planning	-	9,315
Bad Debts (recovered)	(1,186)	4,054
	<u>\$ 1,040,681</u>	<u>\$ 1,112,900</u>
<b>Excess of Revenue over Expenditures (expenditures over revenue) from Operations</b>	16,237	(87,344)
<b>Other Income</b>		
Discipline Expenses Recovered	11,750	7,255
<b>Excess of Revenue over Expenditures (expenditures over revenue)</b>	<u>\$ 27,987</u>	<u>\$ (80,089)</u>

## STATEMENT OF CASH FLOWS

Year ended March 31, 2011

	2011	2010
<b>CASH PROVIDED BY (used in) OPERATING ACTIVITIES</b>		
Excess of revenue over expenditures (expenditures over revenue)	\$ 27,987	\$ (80,089)
Amortization	47,547	36,728
	75,534	(43,361)
<b>CHANGES IN</b>		
Accounts receivable	(6,093)	(14,048)
Harmonized Sales Tax recoverable	(21,919)	(913)
Prepaid expenses	(10,319)	12,872
Accounts payable and accrued liabilities	86,239	17,433
Unearned registration and annual fees	35,672	-
	159,114	(28,017)
<b>INVESTING ACTIVITIES</b>		
Purchase of capital assets	(1,328)	(78,659)
<b>Changes in Cash Positions</b>	<b>157,786</b>	<b>(106,676)</b>
<b>Cash, beginning of year</b>	<b>171,747</b>	<b>278,428</b>
<b>Cash, end of year</b>	<b>\$ 329,533</b>	<b>\$ 171,752</b>



# NOTES TO FINANCIAL STATEMENTS

Year ended March 31, 2011

## 1. NATURE OF OPERATIONS

College of Denturists of Ontario ("College") was formed on January 22, 1975 as a not for profit organization without share capital and is exempt from taxes under the *Income Tax Act*.

The objects of the College are:

- (a) To regulate the practice of Denturism and to govern the members in accordance with the Health Profession Act, the Code and the *Regulated Health Professions Act, 1991* and the regulations and bylaws.
- (b) To develop, establish and maintain programs and standards of qualification for persons to be issued certificates of registration.
- (c) To develop, establish and maintain programs and standards of practice to assure the quality of the practice of the profession.
- (d) To develop, establish and maintain programs and standards of knowledge and skill and programs to promote continuing competence among the members.
- (e) To develop, establish and maintain standards of professional ethics for the members.
- (f) To develop, establish and maintain programs to assist individuals to exercise their rights under the Code, and the *Regulated Health Professions Act, 1991*.
- (g) To administer the *Denturism Act, 1991*, the *Regulated Health Professions Act, 1991* and to perform the other duties and exercise the other powers that are imposed or conferred on the College.
- (h) To consider any other objects relating to human health care that the Council considers desirable.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the year. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported

in the result of operations in the year in which they become known.

### Capital Assets

Capital assets are recorded at cost. The College provides for amortization using the following methods at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates and methods are as follows:

- Furniture and fixtures: 20% declining balance
- Leasehold improvements: 5 years straight-line
- Computer equipment : 45-55% declining balance
- Computer software: 30% declining balance
- Database application software: 3 years straight-line

### Fund Accounting

The accounts of the College are maintained in accordance with the principles of fund accounting and accordingly the resources are classified for accounting and reporting purposes into funds determined by the purpose for which those funds are held.

The type of funds held are:

Unrestricted general – This fund includes unrestricted revenue sources received from amounts such as membership fees and examination revenue, together with day-to-day operating expenditures.

Invested in capital assets – This fund reports the assets related to the College's capital assets.

Restricted – Funds for Therapy and Counselling – This fund is restricted for therapy and counselling in accordance with clause 85.7 of the *Regulated Health Profession Act, 1991*.

Restricted – Quality Assurance – This fund includes funding for practice assessment, the enhancement component of the quality assurance program and promoting patient relations, in accordance with bylaw 38.03 through 38.09. There were no assessments to the members hip in the years 2006 to 2011 since the amounts have been adequate and for 2011 funded by the general membership.

# NOTES TO FINANCIAL STATEMENTS (CONT'D)

Year ended March 31, 2011

## Revenue Recognition

Membership and registration fees are recognized as income in the fiscal year to which they relate. Fees paid in advance are not considered earned and are recorded as unearned revenue. Interest and other membership charges are recognized as earned.

## 3. CAPITAL ASSETS

(Refer to table below)

### 4. CAPITAL DISCLOSURE

The College's objectives in managing its capital, which it defines as its net assets, are to maintain a sufficient level to provide for normal operating requirements on an ongoing basis, to ensure internal restrictions for investigations and hearings, quality assurance and public awareness are sustained, and to continue its mission as disclosed in Note 1. The College manages its capital by ensuring it has sufficient funds before committing to expenditures.

### 5. COMMITMENTS

The College rents its premises and office equipment under operating leases expiring through March 2014.

The future minimum annual lease payments, including common area charges, required under the operating leases of the College are as follows:

2012	\$ 30,460
2013	4,420
2014	4,420

## 6. CONTINGENT LIABILITIES

In the ordinary course of business, the College is a defendant in various legal actions, the outcomes of which are not determinable at this time. Settlements, if any, will be accounted for in the period when these amounts can be reasonably determined and to the extent that the amounts are not recoverable from insurers. The College is vigorously defending these actions.

## 7. FINANCIAL INSTRUMENTS

Financial instruments consists of recorded amounts of cash and accounts receivable, which will result in future cash receipts, and accounts payable and accrued liabilities which will result in future cash outlays. It is management's opinion that the College is not exposed to significant interest, currency or credit risks.

### Fair Value

The College's financial instruments include cash, accounts receivable and accounts payable and accrued liabilities. The carrying value of these instruments approximates their fair value due to their short-term maturities.

## 8. COMPARATIVE AMOUNTS

Certain comparative figures have been reclassified to conform with the current year's financial statement presentation.

Capital Assets	2011		2010	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Furniture and fixtures	\$ 46,949	\$ 38,432	\$ 8,517	\$ 9,297
Leasehold improvements	43,379	43,379	-	2,428
Computer equipment	16,720	15,545	1,175	2,194
Computer software	39,472	33,584	5,888	8,255
Database application software	118,875	71,885	46,990	86,615
	\$ 265,395	\$ 202,825	\$ 62,570	\$ 108,789

# SCHEDULES TO FINANCIAL STATEMENTS

Year ended March 31, 2011

Quality Assurance Expenditures	Schedule 1	
	2011	2010
Honorariums	\$ 12,120	\$ 11,556
Travel	4,718	3,740
Meals	1,191	744
Accommodations	541	308
Telephone	489	598
Office and general	37	139
Training and Education	-	836
	\$ 19,096	\$ 17,921

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Licensed Public Accountants





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