



Board Update: strategic directions 2011-2014

The first half of this term has been a busy time for the Board! I want to welcome our new board members: Melissa Deveau, Jennifer Brendon, Gail Kaiser and Michelle McLearn. You bring valued essential skills and experience to complete the Board for 2011-2013. I also want to personally say thank you to other board members: Lisa Sutherland, Lisa Slauenwhite, Jennifer Hutchinson, Patti Simpson, Deborah Everett, and Stacey Lake for all your dedication, insight, and participation for the last year and I know we are all looking forward to our continued journey as we transition to a regulatory college. Your volunteer time of not only attending **monthly board meetings and "working" weekends, but your ability to be engaged each and every time we govern** is much appreciated by myself and our members. Of course, Jennifer Garus, who many of you have met as she was disseminating our message during the competency education sessions around the province, continues to provide exemplary work and we are so pleased she is a part of our team.

As outlined in our Fall 2010 Newsletter, the NSDA board of directors in the past has functioned as an operational board. We are currently in the process of transitioning to a governance model. Anglehart (2010) defines governance as the authority over and the responsibility for an organization (what it does and how it does it). Governing is controlling and directing the making and administration of policy and to exert a determining or guiding influence in or over.

In a governance model, the roles and responsibilities of the board and staff are well defined. The board provides oversight and recognizes its fiduciary responsibility which refers to the duty of diligence (to act reasonably and prudently, act in the best interests of the organization, anticipate consequences of decisions, and risk management), the duty of loyalty (avoid conflict of interest, maintain confidentiality, and exercise independent judgment), and the duty of **obedience (comply with laws and regulations, respect board bylaws and follow organization's policies)**.

Vision

We are an innovative, trusted, and effective regulator that models collaborative leadership to create a culture of excellence which embraces and supports a dynamic scope of practice and the professional expertise of dietitians and nutritionists in their fields of practice.

Mission

The College effectively regulates dietetic practice in the interest of Nova Scotians.

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The NSDA board of directors approved a set of four strategic directions that will direct annual planning from 2011-2014. **These directions provide a comprehensive vision to guide the Board's decision-making.** The Board will work with the executive manager to build key objectives into **each initiative and develop indicators to measure NSDA's progress.** **The strategic directions reinforce NSDA's commitment in the pursuit of our vision.**

Communications and Marketing: The public, members and stakeholders are informed about the regulation of registered dietitians and nutritionists.

Effective Governance: The Board will operate as a hybrid model of governance.

Regulation of Scope of Practice: The public receives safe and ethical care from competent registered dietitians and nutritionists.

Risk Management: There will be an enterprise risk management system.

In addition to meeting the requirements established by our act, regulations, bylaws and policies, the NSDA board of directors will be accountable to provide effective oversight, stewardship and strategic leadership. The Board will govern with an emphasis on future vision, outward orientation, proactive identification of issues and opportunities that focus on policy development and strategic leadership rather than administration details. There will be a clean distinction of board and executive manager roles, collective decision making, and encouragement of diversity in viewpoints.

The revised organizational chart in figure 2 depicts the reporting relationships of committees, the executive manager and administrative assistant. A temporary administrative assistant will be hired to assist in the day-to-day operations of the organization. As members, be assured that there is no fee increase anticipated as a result of this new position.

The NSDA board is committed to working together as we move toward our strategic directions and are excited to be part of this change toward a governance model of the Nova Scotia College of Dietitians and Nutritionists.

We will continue to keep you informed of our progress through our website and newsletters. We wish you, your family and friends health and joy in 2012! Darlene Bogers, President

Anglehart, C (2010) Best practices for boards. Health Association Nova Scotia

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Figure 2: NSDA Organizational Chart



Fall Retreat 2011. From left to right: Darlene Bogers (president), Lisa Sutherland (member at large), Gail Kaiser (member at large), Jennifer Brenton (member at large), Lisa Slauenwhite (member at large), Carla Anglehardt (HANS facilitator), Melissa Deveau (member at large), Jennifer Garus (executive manager)



Fall Retreat 2011. From left clockwise: Gail Kaiser (member at large), Jennifer Brenton (member at large), Stacey Lake (registrar), Jennifer Garus (executive manager), Jennifer Brenton (member at large), Darlene Bogers (president), Lisa Slauenwhite (member at large), Lisa Sutherland (member at large), Melissa Deveau (member at large), Michelle McLearn (member at large), and Patti Simpson (president elect).

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2012 Education day & Annual General Meeting



Friday, May 25, 2012
Location: Digby pines resort

Upcoming positions for the 2012-2014 term on the Board:

President Elect

Treasurer

More information will be available in the March Bulletin.

Members are welcome to attend board meetings. If you are considering a position on the Board, this would be an opportunity to observe a board meeting. The next meeting is scheduled for March in Dartmouth. Please call 835-0253 for more information.

Canadian Dietetic Registration Examination Spring Exam

Date: Saturday, May 12, 2012

Application Deadline for Temporary Membership:

March 12, 2012

Exam Fee Deadline: April 5, 2012

Location: Mount Saint Vincent University



Upon proclamation of the new *Dietitians Act*, RD, *registered dietitian*, and *nutritionist* will be protected. On the 2012 Renewal Form, please indicate your preference for receiving either a gold or silver lapel pin. Upon proclamation of the Act, you will receive a lapel pin and wall certificate from the College.

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EXECUTIVE MANAGER'S MESSAGE

After having the opportunity to speak with over half of you over the past two months for in-person conversations about the new Continuing Competency Program (CCP), this message is going to be short and sweet. Two hundred sixty-five members and dietetic students attended one of thirteen sessions held across Nova Scotia (herein referred to as the *road show*) to introduce the CCP Tool Kit. The Tool Kit is now posted on the NSDA website. It includes, as an appendix, a summary of the feedback and questions members expressed and asked at the sessions. For those who were unable to attend a session, worry-not! Video clips will be posted on the members-**only side of the site to accompany the Tool Kit and you're welcome to** contact me if you have any questions. I would like to extend a sincere thanks to all of you who attended with such constructive and positive feedback.



The Continuing Competency Committee, during and since the summer of 2011, met more frequently than usual to develop the new Tool Kit. I would like to extend thanks to the committee for their participation in its development, and also for attending education sessions with me and contributing to the conversations about the new Tool Kit. The Committee included Lisa Slauenwhite as Chair, Pam Ross, Cathy Lockerbie-Forrester, Veronica Lawen, and Annick Arsenault. MSVU Dietetic Intern, Marissa Van Engelen was also instrumental in its development.

The road show was also an opportunity to chat with you about the transition to a college. You were particularly interested to discuss how the College will regulate the scope of practice (SOP) and protect practice. Process is underway to develop policies, standards and guidelines to **interpret the Act's scope of practice for members and provide clarity with regard to expectations for** safe and competent practice in relation to specific activities that will fall within the SOP. Policy will also be written to clarify and define the active practice license. When the new Act comes into effect, we will continue to protect titles (*dietitian* and *nutritionist*), but also protect the practice of dietetics so that the public receives safe dietetic services from those qualified and regulated to do so. You can see how the areas of interest that you have expressed are in parallel with the **Board's strategic direction (see page 2) for the next few years. Please continue to stay involved and engaged in the work of the college.**

In response to members' questions related to telepractice and the increase in the prevalence of dietetic telepractice, a policy to regulate and support telepractice was approved by the NSDA board of directors at the January board meeting. The policy was drafted in collaboration with dietetic regulatory bodies across Canada (the Alliance). The regulation of health professionals in Canada is authorized in provincial law and therefore professional requirements differ slightly from province to province. The Policy will be emailed to all members and posted on the NSDA website.

Jennifer Garus, P.Dt, Executive Manager

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2011 audit of the continuing development tool

The Continuing Competence Committee recently completed the sixth annual audit of **members' Continuing Development Self-Directed Learning Tools (CDTs)**. Depending on audit results, members received individualized feedback; notifications were *not* sent to members with satisfactory audit results.

The most common audit finding was that goals were written as job tasks or business plans rather than goals to increase knowledge or skill in a specific area. When goals are written as job tasks, evaluations do not show evidence that activities had an impact on practice or competence. Learning should increase knowledge or skill in a specific area and have an impact on practice.

Another audit finding was that goals were too broad or not written in a specific, clear or understandable manner. It is difficult to achieve and measure goals that are too broad; there will be no clear outcome, and it will be difficult to evaluate an impact on practice.

Of the 86 audits completed, 59 (50%) had satisfactory results and 38 (50%) members were sent individualized **feedback. Two members' audits were classified as "referral review" and will be flagged and reviewed according to policy IX-40** in April 2012. A referral review was warranted if the CDT was not completed in entirety and if there was no documentation of the impact of learning on competency and practice.

If you would like to discuss your audit result, please contact Jennifer Garus at (902) 835-0253.

"Continuous learning is not about continually taking courses. It's about developing skills in reflection and enquiry. "

Carter McNamara, MBA, PhD.

Job Tasks:

To increase the number of presentations I deliver.

To revise my department's policy manual.
cies.

Competency Goals:

To improve my presentation skills.

To update skill in writing effective poli-

To meet a job task goal, one must complete the job task to reach the goal.

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2012 License renewal

Renewal forms will be mailed to you early in February. If you have had a change in mailing address, please notify NSDA as soon as possible. If you do not receive a renewal form, please contact NSDA or renew online.

You have the option to renew online. Your individualized user-name and password to access the members-only side of the NSDA website is printed on your renewal form. Renewal Guidelines are posted on the NSDA website. As we continue to move toward a paperless renewal system, please renew online if possible. It is feasible to complete the renewal form online and mail payment if you do not choose to pay by credit card online.



The Continuing Competency Program (CCP) will be launched this renewal period, however you are not required to submit this year. Declare on the renewal form that you have developed 2012 goals. All members will submit their first submission of the Portfolio Checklist in March 2013. One third of the membership will submit their Learning Log and Goal Evaluations each year. Your first submission deadline for your Learning Log and Goal Evaluations will be printed on your renewal form. For more information, please refer to the CCP Tool Kit.

This year, the complete renewal package consists of the renewal form and renewal fee. To avoid a late penalty fee (\$155), the complete renewal package must be received by March 31, 2012.

YOU ASKED... PRACTICE Q & A

If I go to another province to practice for a short period of time, do I need to register in that province?

If you are physically practicing in another province, you are required to be registered in that province. Contact the regulatory body prior to travelling to the province. Many provinces issue short term licenses.

When can we use RD?

When the new *Dietitians Act* comes into effect, the designation RD will be protected. In the meantime, RD is not protected and it is confusing to the public if the professional designation is inconsistently used. It is recommended that dietitians and nutritionists use P.Dt until the new Act is proclaimed.

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2011-2012 board of directors

President	Darlene Bogers
President elect	Patti Simpson
Vice president	Jennifer Hutchinson
Treasurer	Deborah Everett
Secretary	Jennifer Brenton
Registrar	Stacey Lake
Members at large:	Lisa Slauenwhite, Lisa Sutherland, Gail Kaiser, Michelle McLearn, Melissa Deveau
Executive Manager (ex-officio)	Jennifer Garus



To practice under a name that is not on the NSDA register, please send a copy of certificate of name change (e.g. marriage certificate) to NSDA. A new license card will be mailed to you.



Please email NSDA if your employment or home contact information or email address changes. As we rely on technology to communicate with you, it is especially important that your email address is current.



Receipts for the 2010/11 registration fee were mailed to members in the spring. If you require a duplicate electronic receipt, please contact NSDA.

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