

2022 ANNUAL REPORT
NOVA SCOTIA
DIETETIC ASSOCIATION

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ABOUT NSDA

MISSION

In the public interest, NSDA regulates dietitians and nutritionists to practice in a safe, ethical and competent manner.

VISION

Trust and excellence in regulation and practice

STRATEGIC GOAL STATEMENTS

Strategic Direction 1: Equity Diversity and Inclusion

- ◆ Integrate the principles of equity, diversity and inclusion into NSDA Board Governance and Operations.
- ◆ Collaborate with others to identify strategic interventions to enhance the cultural safety and competency of our operational processes.
- ◆ Promote cultural competency as a standard of practice for Dietitians and Nutritionists in Nova Scotia.

Strategic Direction 2: Regulation of Practice

- ◆ Establish a strategy for the board to influence timely proclamation of the Act and the transition to a college.
- ◆ Begin development of preceptor competencies.
- ◆ Implement continuing competency program following the review of the Network.

Strategic Direction 3: Governance Excellence

- ◆ Develop recruitment framework and implement an effective recruitment strategy for NSDA board.

CORE FUNCTIONS

NSDA’s core functions include addressing complaints, registration and promoting continuing competency and professional practice.



ORGANIZATIONAL STRUCTURE

BOARD OF DIRECTORS

President— Sarah MacDonald

Registrar—Erica Reynolds

President elect—Kolten MacDonell

Secretary— Jennifer Josey

Treasurer— Amy MacDonald

Vice president—Judy Lowe

Members at large— Tierney Saunders



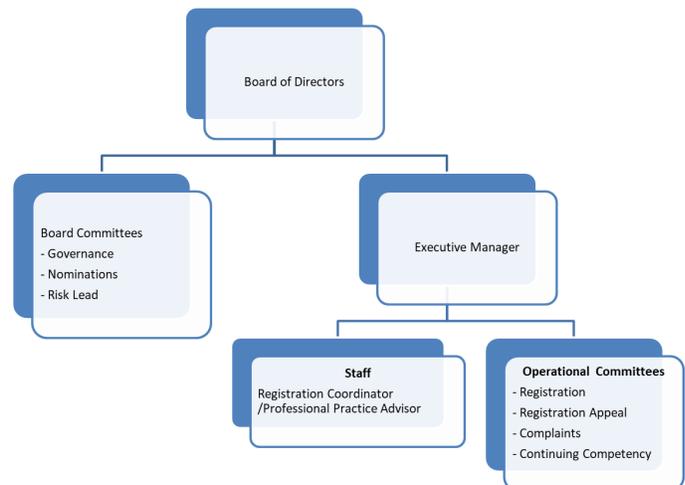
Left to right: Jennifer Hemeon, Amy MacDonald, Amanda Connors, Sarah MacDonald, Kolten MacDonell, Erica Reynolds, Tierney Saunders.
Absent: Judy Lowe, Jennifer Josey

STAFF

Executive Manager (full-time) —Jennifer Hemeon

Registration Coordinator/Practice Advisor (part-time) — Amanda Connors

Administrative Support—Eduardo Moraes (part-time)



PRESIDENT'S REPORT

This past year has been a busy year for NSDA and the Board of Directors. Even with the ongoing impact of Covid-19, we have continued to work towards the NSDA mission of regulating Dietitians and Nutritionists to practice in a safe, ethical and competent manner.

During the past year, the Board has focused their work in advancing the strategic directions. The Board's strategic directions and actions are focused on three areas: Equity, Diversity and Inclusion; Regulation of Practice; and Governance Excellence.

Through the Nova Scotia Regulated Health professionals' network, the Board was able to participate in many opportunities for shared learning related to Equity, Diversity and Inclusion, and how that relates to the work of the Board, and the organization. How regulatory bodies can enhance their practices and policies as it relates to Equity, Diversity and Inclusion is a shared interest and there are great examples from other Nova Scotian colleges, in which we can learn from.

This year the board engaged a local firm to support the strategic action related to the development of a Board recruitment strategy. This past fall we received a report that included a jurisdictional scan, and key information related to competency-based recruitment. The Board used the recommendations from the report to inform the nomination and recruitment processes that will come into effect with college proclamation. When in effect, the new recruitment strategy will utilize a competency matrix and will have a designated position that will work towards representation from diverse and under-represented communities.

The Board has continued its work in preparing for transition to a college, and I am pleased to share that proclamation is expected to occur in short order. With the proclamation of the Dietitians Act, this will modernize our regulatory processes and we will be in line with health Colleges in Nova Scotia, and the nine provincial dietetic Colleges across the Country. This Act enables the regulation of practice, in addition to regulation of title and provides clarity to stakeholders that the organization is not a professional association, but a regulator. The pending college proclamation, and what this means for Dietitians will be a main topic at the 2022 AGM.

The NSDA Board of Directors is a committed and dedicated group of volunteers that continues to pursue the organizational vision – I thank them all for their ongoing involvement and the support they have provided me over the past two years. In addition, I would like to express my thanks for the staff and volunteers of NSDA, who are incredibly dedicated, and are critical to ensuring we continue to regulate licensed Dietitians and Nutritionists to practice in a safe, ethical and competent manner. I am prepared to continue with the Board in the role of past-president, and welcome Kolten MacDonell into the position of president.



Respectfully submitted,

Sarah MacDonald, PDt

President, NSDA Board of Directors

EXECUTIVE MANAGER'S REPORT

I am pleased to report on this year's initiatives and provide an overview of collaborative projects.

As we approach college proclamation, I have managed the development of policies and communications related to college proclamation, and have liaised with government to finalize the regulations. In the fall, webinars were offered to dietitians on proposed college bylaws and an overview of significant changes under the College Act. A communiqué was published and mailed to dietitians providing an overview of the upcoming changes to registration and licensing.

I continued to participate on the Alliance of Canadian Dietetic Regulatory Bodies (the Alliance) as chair and the director for the Canadian Dietetic Registration Exam (CDRE), and sit on the Nova Scotia Network of Regulated Health Professions executive council. These partnerships enable NSDA to keep up to date on regulatory practices and collaborate on issues of mutual interest.

This year, the Alliance's focus has been seeking and negotiating a contract with a third party provider for accreditation. Provincial colleges have a collective legislated duty to approve education programs that prepare students to enter a regulated profession. This aligns with a college's mandate: to ensure that those who enter the dietetics profession have the knowledge, skills and judgment to practice safely, ethically and competently. The Alliance conducted a thorough risk analysis and scan of available accreditation providers, focusing on those that would be able to provide the profession with a timely transition and an objective, sustainable and efficient accreditation framework. As a result, the Alliance identified one organization that met all its criteria and started negotiations in 2022 (prior to year end).

In November 2021, the Partnership for Dietetic Education and Practice (PDEP) announced that Dietitians of Canada (DC) would terminate their contract as the service provider for accreditation of dietetic education programs. Their services would cease as of March 31, 2022. The Alliance proceeded with contract negotiations with EQual, a subsidiary of Accreditation Canada. EQual is an established and bilingual service provider that currently conducts accreditation for approximately 225 programs, including 22 health professions. The decision will enable a timely transition and satisfy labour mobility requirements, is cost effective, objective and assures quality, credibility, and confidence in the results. This decision is aligned with current practices in the accreditation environment of regulated health professions, and reflects colleges' immediate needs.

Also, on the national front, the Alliance addressed a change in the 2021 pass rate of the Canadian Dietetic Registration Examination (CDRE). In recent years, the CDRE average pass rate has been ~90%. The May 2020 sitting of the examination was cancelled due to the global pandemic. The November 2020 exam was a virtual online-proctored exam. There was no change in average pass rate between the November 2019 and November 2020 exams. However, the May 2021 pass rate was 71.7 % and the November 2021 pass rate was 70.43 %.

The Alliance recognized the following variables to potentially explain the lower pass rate:

- disruption to education programs during the pandemic, including online classes, interruptions to practicum placements, and a change in teaching and assessment strategies,
- the impact of the pandemic on writers' mental health; and
- the impact of stress related to the remote-proctored virtual platform.



As per usual, the psychometrician statistically assessed the exam results after each sitting and the Alliance remains assured that the CDRE is a psychometrically fair and valid professional exam.

Continued...

In-line with the Board's strategic goal related to Equity, Diversity and Inclusion, we have been integrating these principles into volunteer and staff recruitment processes, and we have started the process to collaborate with others to identify strategic interventions to enhance the cultural safety and competency of our operational processes. We collaborated through the Provincial Network to participate in sessions to enhance our understanding and learn of others colleges' initiatives. At last year's AGM, a session was offered to create awareness of cultural competency as a standard of practice for dietitians.



I wish to thank dietitians who volunteer their time above and beyond their employment and family commitments to participate on NSDA's operational committees. Their participation on working groups and input into policies and decisions supports NSDA's ability to effectively regulate the practice of dietetics in the public interest.

Respectfully submitted,

Jennifer Hemeon, PDt, MScAHN

Executive Manager

PROFESSIONAL PRACTICE

As NSDA's practice advisor/registration coordinator, I address registrants' questions regarding professional practice and registration matters in addition to collaborating with other national practice advisors regarding regulatory interests. This year, the most asked questions were related to virtual practice and professional liability insurance requirements. Nationally, dietetic practice advisors have reviewed unusual practice questions and embarked on a review and revision of the professional code of ethics.

Several registrants have requested information about virtual practice outside of Nova Scotia. The NSDA does not provide virtual practice guidelines for other provincial regulators. Questions regarding virtual practice in another province are best addressed with the other relevant regulatory body directly.

The NSDA does not currently have a professional liability insurance requirement. Upon proclamation of the Dietitians Act (2009), the NSDA will transition to the Nova Scotia College of Dietitians and Nutritionists (NSCDN). Under NSCDN, a professional liability insurance requirement of \$5,000,000 will be required for all dietitians who hold an active practice license. I have been exploring group insurance options for dietitians, and more information will be provided prior to proclamation.

The review and revision of the code of ethics is in progress. In collaboration with five provincial dietetic regulators, the code of ethics is being drafted to articulate five principles that dietitians are expected to consider to make fair, equitable, and just decisions in any professional situation and work environment. A draft of this document will be presented to dietitians in winter 2023 for consultation.

As NSDA's practice advisor/registration coordinator, I am available to answer inquiries related to practice, registration, and the Continuing Competency Program, and can be contacted at acon-nors@nsdassoc.ca.

Respectfully submitted,

Amanda Connors, PDt, Practice Advisor

Registration Coordinator



COMMITTEE REPORTS

Continuing Competency Committee

Members: Bonnie Conrad (chair), Veronica Lawen, Maria Vautour, Lisa Gaudet, Jan Palmer, Anne McLaughlin, Rita MacAulay, Tina Witherrall and Amanda Connors (ex-officio, staff). In the spring of 2021, 15 % of the membership's Continuing Competency Program (CCP) submissions were audited.

The table illustrates the 2021 audit results.

Total # audits 105

Score:	
60% or higher	86 (82%)
50-59%	9 (8.5%)
Less than 50%	10 (9.5%)

The Committee met on four occasions during the 2021/22 fiscal year. In late spring the Committee met on two occasions to review CCP audits scored 50% or lower by a CCP auditor. In November 2021, the CCP met twice to (a) review and provide suggestions for revisions to Policy 5.2 - Continuing Competency Program Audit Process and (b) begin the CCP review to explore its relevance and utility. The Committee is committed to the continuation of the CCP review in April and May 2022. This Committee is self-sufficient under the leadership of the Chair and support from the practice advisor, Amanda Connors

Registration Committee

Members: Audra Gallant (chair), Pam Soley, Connie Foote, Daphne Lordly, Nicole Druhin-McGinn, Teresa Flynn, Amanda Connors (ex-officio, staff), Jennifer Hemeon (ex-officio, staff))

This fiscal year, the Registration Committee met twice, and their work involved:

- Review of a reinstatement application where the Committee offered direction regarding how to proceed.
- Review and discussion of the new registration policy requirements under NSCDN addressing reinstatement, the non-practise roster, and the candidate license.

Registration Appeal Committee

There have not been any registration appeals.



REGISTRATION

New Registrants 2021/22

Full License

1632	Kathleen Chan
1638	Rachel Everett
1639	Heather Anderson
1642	Rebecca Gravel
1597	Cheri Charlene Cosby
1651	Kelsey Gill
1664	Chelsey Landry
1665	Monica Teixeira
1299	Emily Foster
1634	Alyssa Millar
1327	Jessica Gilmore
1635	Robin McLennan
1637	Angela Beare
1640	Caylene Manning
1641	Victoria Rivers-Bowerman
1643	Robertson Lindsay
1644	Alyssa Teed
1645	Kelsey Hoskin
1291	Kaitlyn Comeau
1646	Ruth Harvie
1648	Melissa Chisholm
1647	Nicole Stevens
1650	Jennifer McIntosh
1652	Cassandra Fenlon
1654	Laura Arsenault
1655	Peggy Yiptong
1657	Rachel Waugh
1659	Caitlin Ferreira
1662	Alexis Tomchuk
1663	Sam Firth
1666	Jane Francis
1667	Jillian Ruhl
1668	Paula Elizabeth Farrell
1671	Andrea Penney
1672	Laurel Ettinger
1673	Kate Erin Wentzell
1675	Carol-Ann Robert
1676	Jillian Walsh

Temporary Members

Niousha Alizadehsaravi
Megan Couturier
Heather Strother
Casilda Highland
Erik Vandenboer
Evelyn Varaidzo Nyamandi
Madalyn Higgins
Ksenia Kholina
Chelsey Purdy
Sarah Jane Wilson

Resignations 2021/22

0532	Susan Barrett-Silva
0543	Rose Mary Teasdale
0562	Marion Nickerson
0647	Bonnie Conrad
0778	Laurie Wadsworth
0515	Susanne DeWolfe
0952	Lorie Anne McNeil
1041	Lindsay Fredericks
1331	Melanie Riley
1403	Heidi Stirling
1406	Erin Elizabeth Selig
0500	Alexandra Grace Rogers
1458	Laurenn O'Connor
1479	Elizabeth Muggah
1490	Makayla Danielle MacLellan
1494	Emily Davenport
1508	Avery Tremblett
1525	Kristen Turnbull
1527	Stacey Glennie
1553	Amanda Rees
1233	Monica Holmes
1571	Charla Adams
0964	Deborah Everett
0882	Sheryl MacDonald
1601	Katherine Hillier
1603	Bailey Olivia McNutt
1618	Keisha Mcdonald-Sellar
1631	Jocelyne Labonté
1632	Kathleen Chan
1638	Rachel Everett
1639	Heather Anderson
1642	Rebecca Gravel
1597	Cheri Charlene Cosby
1651	Kelsey Gill
1664	Chelsey Landry
1665	Monica Teixeira
1368	Ann Terese MacDonald

Resignations 2021/22 (cont.)

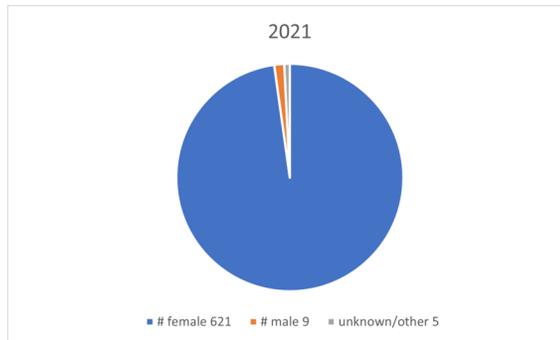
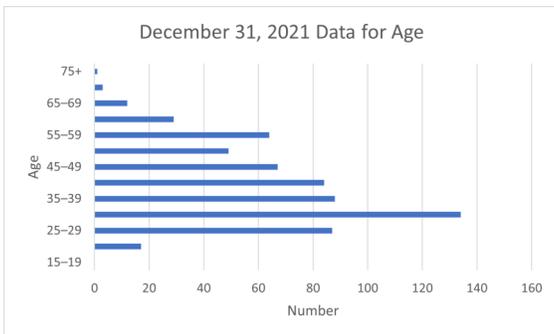
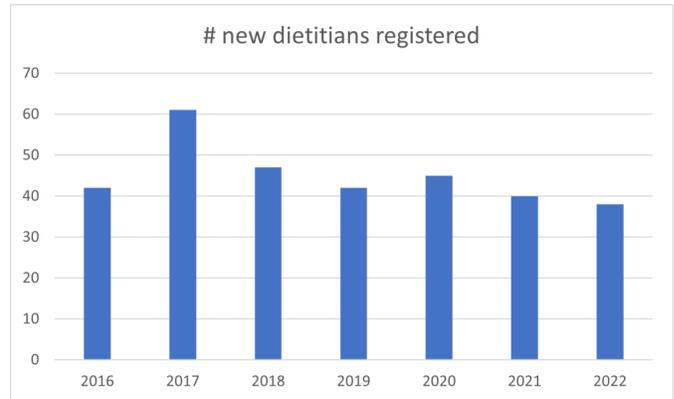
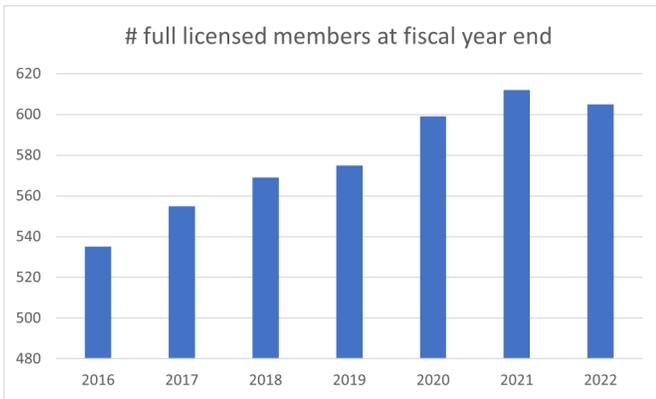
0871	Anne	Porter
1359	Ashley	Roy
1216	Chris	Stothart
1154	Christena	LeBlanc
0835	Coleen	Nolan
0909	Darlene	Harrietha
1245	Doreen	MacLean
1160	Holly	Benoit
1169	Jody Lynn	MacDonald
1257	Natalie	Dobson
1199	Rachel	Morse
0898	Irene	Healy Vihant
0758	Linda	Scott
1059	Patricia	Willis
1372	Brittany	Hartling
1313	Krista	McLellan

On March 31, 2022, there were 605 full full-licensed registrants and 9 temporary members.

During the 2021/22 fiscal year, 38 new dietitians registered with NSDA as full licensed registrants.

Since March 31, 2021, 53 dietitians resigned due to end of career, inactive in dietetic practice, or move to another jurisdiction. This number is higher than usual due to upcoming college proclamation. Dietitians not active in dietetic practice according to the currency requirement (500 hours/3 years) under the college, will not retain an active practice license.

REGISTRATION STATISTICS



FINANCIAL SUMMARY

Financial statements for the year ending March 31, 2021 have been audited. The audited financial statements will be presented at the AGM and are posted on the NSDA website.

Total expenses (~\$292,000) were greater than budgeted expenses. (\$268,550), Legal expenses (~\$24,000) were greater than budgeted (\$10,000), due to costs associated with addressing a complaint and proclamation.

For the year ending March 31, 2022, the net income of ~ \$10,000 was more than budgeted because actual revenue exceeded budgeted revenue. This amount will be added to the contingency fund. The estimated contingency fund at year end, is \$145,000. The goal is to maintain a minimum of \$100,000 for emergency use or for expenses associated with a complaint.

	2021/22 Budget	2021/22 Projected *	Difference
Total Revenue	\$268,550	~\$302,000	~\$33,450 Over budget
Total Expenses	\$268,550	~\$292,000	~\$23,450 Over budget
Net Gain	0	~\$10,000	

* estimates based on the 2021/22 unaudited year-end statement

2022-23 Proposed Budget

A balanced budget is being proposed. (see pg. 12). Key differences between the 2021/22 and 2022/23 budgets include:

- \$ 5,421 will be drawn from the contingency and will be included in the total income budget.
- Total expenses will increase due to honorariums budgeted for board members and committee members, staffing, and website updates related to proclamation.

Amy MacDonald
Treasurer

Proposed budget for the 2022/2023 fiscal year

REVENUE	
Exam Fees	\$ 25,000.00
Membership Dues	248,000.00
Application and Late Fees	5,000.00
Interest and GIC	5,000.00
Misc. Income	5,000.00
Contingency	5,421.00
TOTAL REVENUE	<u>\$ 288,771.00</u>
EXPENDITURES	
Office expenses	\$ 4,100.00
Office Rental	13,550.00
Insurance	4,528.00
Fees to enable credit card payment	5,000.00
Website	13,000.00
Audit	5,500.00
Alliance	3,300.00
CDRE fees	25,000.00
Misc. Expenses	1,000.00
Provincial Regulatory Network	815.00
Legal Expenses	10,000.00
COMMITTEES	
Honorariums	1,250.00
Complaints Committee	5,000.00
STAFF	
Meals/travel	1,200.00
Staff Development/Education	2,500.00
Salaries	181,728.00
BOARD EXPENSES	
Meeting costs	4,050.00
Board Development	2,500.00
Honorariums	4,500.00
Misc Board Expenses	250.00
TOTAL EXPENSES	<u>\$ 288,771.00</u>
DIFFERENCE	-