



NEWSLETTER

of the College of Dietitians of British Columbia

January 2005

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MESSAGE FROM THE CHAIR

Dear Colleagues:

Moving the College from a vision to a fully functioning entity is analogous to starting a brand new company whose product has not previously been available. While it is easy to think in terms of "When BCDNA became the college..." nothing is further from the truth. The Board of CDBC started with a clean slate and their work and that of the various appointed committees is to develop the policies that will ensure CDBC is fulfilling its mandate under the provisions of the legislation and approved bylaws. For most of us these are uncharted waters and our three public Board members have provided invaluable guidance and support as we learn to look at all facets of operation from the 'protection of the public' perspective.

An amazing amount of work has been accomplished since Cabinet approved the bylaws just over a year ago and it is exciting to be part of this formative process. There remains a lot of work to be done and I encourage each and every one of you to become involved in some way. And lastly, none of this would have been possible without the financial support from BCDNA and its members who provided the \$250,000 in seed money and advance registration fees that enabled the dream for a college to become a reality.

Laura Cullen, MBA, RD

MESSAGE FROM THE REGISTRAR

Dear Registrants:

Part of the public protection mandate of regulation under the *Health Professions Act* (HPA) is the establishment of five specific committees. They have broad responsibilities to ensure that Registered Dietitians meet requirements for safe, competent and ethical dietetic practice.

Of the five required committees, two - the Registration and Quality Assurance - are active, and the Inquiry Committee is meeting for the first time in February. Three registrants and two public representatives will soon be appointed to the Patient Relations Committee. The Discipline Committee will be established when needed.

The Registration Committee has registered over 875 registrants to date and, for the first time, recently reviewed the academic and practical training upgrading required for an internationally educated dietitian. The Quality Assurance Committee (QAC) has developed a work-plan and timeline for a new continuing competence program with a projected implementation date of April 2006. You recently received an emailed copy of the College's *Interim Standards for the Insertion of Feeding Tubes*. The standards were developed through the QAC. The College's lawyer will soon orient the Inquiry Committee to the complaint process specified in the HPA. It is critical that committee members are prepared to manage a complaint in a fair, thorough and timely manner, according to the legislation.

Other College activities that fit with legislated requirements include facilitating the first writing of the Canadian Dietetic Registration Examination, developing documents and processes necessary for on-line registration and fee payment, and preparing the 2005/06 budget for the February 11-12, 2005 Board meeting. Marilyn Elliott, Executive Assistant, assists me with this work.

2005 will be an exciting year in the College's development as the Board continues to work towards meeting the HPA requirements. In future newsletters, more details on the functioning of each committee will be provided. The topic for the next Newsletter will be the role of the Inquiry Committee and how a complaint against a dietitian's practice is managed "in the public's interest."

Fern Hubbard, DDH, BA, MEd

BOARD AND COMMITTEE REPORTS

Board Report

The Board met on October 30-31, 2004 in Richmond. (See picture on pg 4). Highlights of the meeting include:

- Laura Cullen was elected Chair of the Board and Glenn Kissmann, Vice-chair, for the term November 1, 2004 to March 31, 2006;
- Province-wide presentations to registrant groups will begin in the new year;
- Terms of Reference and key roles for all College committees were approved (see News item below); and
- Registration Committee and Board policies were approved.

The next meeting is scheduled for February 11-12, 2005 in Richmond. Please contact the office if you are interested in attending as an observer.

Quality Assurance Committee (QAC) Report

The QAC had its first meeting on Saturday, November 6, 2004 and met again on Friday, January 7, 2005. Members are: Liz da Silva, registrant and Chair; Adrian Kershaw, appointed Board member and Vice-chair; Marlyn Davis, elected Board member; Barbara Kates, public representative; and Roula Tzianetas, registrant.



Quality Assurance Committee: (left to right) Liz da Silva (Chair), Barbara Kates, Marlyn Davis, Adrian Kershaw (Vice-Chair) & Roula Tzianetas

BOARD & COMMITTEE REPORTS (continued)

The Quality Assurance team is working on the following two key roles:

- 1) To develop standards of practice for the insertion of feeding tubes as required in Section 6(1) of the Dietitians Regulation.

Interim standards were developed in collaboration with five provincial Internship Directors, two dietitians who currently insert feeding tubes and dietitians on the Board and QAC. The interim standards are based on standards already in place in some BC hospitals and on standards from other provinces. The interim standards were approved by the Board of the CDBC on November 30, 2004 and on December 9, 2004 approval was received from the College of Physicians and Surgeons of BC. RDs can now insert feeding tubes if the procedure is delegated to them by a physician and if they provide the service in accordance with the approved standards. The QAC will consult expert dietitians and stakeholders to develop future permanent standards. The interim standards of practice for the insertion of feeding tubes were circulated to RDs via a group email. They can also be found on the website.

<http://www.collegeofdietitiansbc.org/Communication.htm>

- 2) To establish and maintain a continuing competency program.

The QA Committee is reviewing other college's continuing competency programs as well as BCDNA's PAC program. The development of a new continuing competency program will take some time and dietitians are reminded to keep up with the previous PAC program and to safely and competently practice dietetics. Key features of the new continuing competency program are outlined in the news item below.

Future updates to the activities of the Quality Assurance Committee will be available on the website.

The QAC will be meeting regularly by teleconference during 2005. Dates will be posted on the website. In-person meetings will take place on May 6 and October 17, 2005.

Submitted by Roula Tzianetas

Registration Committee Report

The Registration Committee met on November 27, 2004. As this was the first meeting of the newly appointed committee, considerable time was spent on orientation. A full review of the legislation, work plan and mandate, policies and procedures, as well as regulatory information was conducted. As the committee is still in its early stages, amendments to bylaws and policies and procedures were discussed. There were two new applications for registration. The committee met via conference call on January 12, 2005 and a tentative in-person meeting date has been scheduled for late February.

Committee members are as follows:

- Meredith Cushing, RD, MS – Chair and registrant
- Joyce Statton, BA, MA, PhD – Vice Chair and public representative
- Glenn Kissmann, RD, MHS - Registrant
- Louise Malysh, RN, MSN – Public representative
- Theresa Cividin, RD, MS – Registrant

Submitted by Meredith Cushing.



Registration Committee: (left to right) Louise Malysh, Joyce Statton (Vice-Chair), Meredith Cushing (Chair), Theresa Cividin, Fern Hubbard (Registrar) & Glenn Kissmann



ON-LINE REGISTRATION RENEWAL IS COMING!

To legally practice dietetics in BC and call yourself a Registered Dietitian, you must be registered with the CDBC. Current registration ends on March 31, 2005. In order to continue practicing after April 1, 2005, all CDBC registrants must renew their registration and reserved acts. Renewal documents will be available on the CDBC website beginning in February 2005. By going on-line, you will be able to check and update specific aspects of the registration information you provided last year, renew your registration and pay your renewal fee. You will be sent an email after February 1, 2005 reminding you to renew before April 1st. (See the enclosed flyer for further information.)

CDBC Committees

The Health Professions Act (HPA) specifies the committees that the College must form and the mandates addressed by the committees. All mandates are intended to protect the public by ensuring that registrants are qualified to provide safe, competent and ethical services. All committees report to the Board.

Registration Committee:

- grants registration pursuant to the HPA and bylaws;
- monitors all registration requirements, including the additional qualifications to practice the reserved acts (1st Board priority) and reinstatement requirements (3rd Board priority); and
- develops and monitors registration policies, including the determination of upgrading courses (2nd Board priority).

Quality Assurance Committee:

- establishes and monitors standards of practice, including entry-to-practice standards and standards for the insertion of feeding tubes (1st Board priority – by Feb/05);
- develops practice guidelines and/or advisory statements; and
- establishes and maintains a continuing competency program that enhances the quality of practice, reduces practice that is below-standard and enforces approved standards of practice (2nd Board priority).

Patient Relations Committee:

- develops, maintains and monitors a patient relations program to prevent professional misconduct of a sexual nature (2nd Board priority);
- develops and monitors a code of professional ethics (1st Board priority), including marketing bylaws, guidelines for records management and for patients' access to their records according to privacy legislation; and
- informs registrants and the public of College responsibilities and processes.

Inquiry Committee:

- investigates complaints against registrants pursuant to the legislation, including developing and monitoring an investigation process (1st Board priority) and arranging for the training for Inspectors;
- makes inquiry decisions pursuant to the legislation;
- tracks and monitors the effectiveness of the inquiry process; and
- in liaison with the Patient Relations Committee, informs registrants and the public of the inquiry process and outcomes.

Discipline Committee

- when a complaint cannot be resolved at the inquiry level, conducts hearings, pursuant to the legislation, in consultation with legal counsel; and
- in liaison with the Patient Relations Committee, informs registrants, Canadian dietetic regulators and the Public, of the outcome of disciplinary proceedings.



Registration Fees for the 2005/06 Year

The fees for the upcoming year are:

- Initial Registration for all registration classes: \$700
- Annual Registration Renewal for all registration classes: \$500
- Reserved Acts renewal: \$25 per reserved act.

Other non-registration fees are stated in Schedule D of the bylaws, which are available on the website.

Failure to Renew Registration by March 31, 2005

If you don't renew your registration by March 31, 2005, you cease to be a registrant of the CDBC. Non-registrants cannot legally work as dietitians and cannot call themselves Registered Dietitians. A former registrant may apply for reinstatement to the register by September 30, 2005 by submitting the registration renewal form, paying the registration renewal fee, and paying an additional reinstatement fee of \$250. (Refer to bylaw 51)

Reserved Acts

Do you select enteral nutrition products or ingredients, make recommendations for products or ingredients, mix ingredients, and/or fill a prescription for enteral nutrition? If so, you must be registered with Reserved Act "A." If you are not registered with Reserved Act "A" and your patient requires enteral nutrition services, you must obtain the services of an RD who is registered with Reserved Act "A." Please note: Reserved Acts may be added to your registration at any time, with proof of competence. Processing time is one to two days.

Are you interested in contract work?

The College is looking for Registered Dietitians and other qualified professionals who are interested in contracting with the College to research and write specific draft materials relating to the committee mandates. If you like to research topics of interest to RDs, draft documents, and work in consultation with others, we would like to hear from you. Please submit a current resume to the Registrar, outlining your areas of interest.

Liability Insurance

To protect the public, all practicing RDs are required to carry professional liability insurance of not less than one million dollars per occurrence. Please fax or mail to the College a copy of your liability insurance policy for the period April 1, 2005 to March 31, 2006 as soon as it is available. Note: You must have liability insurance coverage for all practice settings, including RD volunteer work. If your workplace insurance does not cover you for all settings, you will need to obtain additional liability insurance coverage.



Interim Standards for the Insertion of Feeding Tubes by RDs

Please refer to the Quality Assurance Committee Report for information about the approved interim standards to meet section 6(1) of the Dietitians Regulation. Permanent standards will be developed by the QAC over the next few months. If you are interested in being added to the consultation list, please contact the College office.

The NEW CDBC Continuing Competence Program

As reported in the QAC Report, the College is developing a new continuing competence program that replaces the previous BCDNA Professional Action Credit (PAC) program. During the January 7, 2005 meeting, the committee agreed that the following components would be a part of the new program: self-assessment, including the annual submission of continuing competence activities; annual review of submissions; and an audit process which would involve peers.

The target date for the launch of the new program is April 2006. As the program develops, feedback will be sought from registrants. In particular, the College will be holding focus groups in all electoral regions to give registrants the opportunity to review the proposed program and make suggestions for improvements. It is anticipated that the new program will be piloted later this year and the College will be seeking volunteers. If you are interested in participating, please contact the office.

Continued Competence under the MRA

CDBC registrants with gaps in their registration history are not eligible to transfer to another province under the Mutual Recognition Agreement. Also, you may be asked to provide documentation supporting the continued competence activities you have participated in since BCDNA's PAC program ended in March 2004.

THANK YOU – to Participants in the CAM Project

Registrants in Kelowna, Victoria and Vancouver received a letter and email from the College, asking for volunteers for the Competency Assessment Model (CAM) Project. Volunteers were asked to participate in a videoconference focus group facilitated by contractors from the University of Alberta, to determine standards of practice for clinical, community and food administration dietetic practice. The College of Dietitians of Alberta initiated the CAM Project. Once standards of practice appropriate for the regulation of dietitians are determined, they will be available to all members of the Alliance. Thank you to those RDs who participated – your time and work is appreciated!

Incorporated Registered Dietitians

Is your dietetic practice currently incorporated under the Business Corporation Act? The Board will be reviewing the Incorporation section (Part VI) of the College bylaws, which is not yet approved, at the February 11-12, 2005 meeting. Registrants who are currently incorporated are invited to submit suggestions by February 4, 2005 for amendment to the draft bylaws. Some comments have already been received; more are welcome. The draft bylaws may be viewed on the website, under Legislation and Bylaws.

Protecting your Personal Information

All information gathered by the CDBC is collected, used and disclosed according to requirements in the Freedom of Information and Protection of Privacy Act (FOIPPA). Information in the database is secure and security is monitored. The database is not for sale and is never provided to outside groups. At times, statistics are provided in an aggregate form to outside agencies, such as the Canadian Institute for Health Information and Human Resources Development Canada. Individual identities are not disclosed. If you have any questions regarding the College's protection of your personal information, please contact the Registrar.



Transitional Board (to October 31, 2004): (left to right) Peter Lam, Carol Kline, Laura Cullen, Adrian Kershaw, Maja Karlsson, Glenn Kissmann, Patti Bonisteel, Joyce Statton & Clarice Dillman (missing)

BCDNA Funds Received

In December 2004, the College received the balance of the BCDNA's funds, approximately \$29,000. BCDNA had previously informed the College that the funds would be coming and they were included in the College's 2004/05 budget. Thank you, BCDNA members! Your generosity and interest in the developing College is greatly appreciated.

Reminder...

CDBC registrants may use the title "Registered Dietitian" or "Dietitian" and the initials "RD." Titles or initials that include "nutritionist" are no longer recognized in BC. Also, grandparent registration is only available until December 10, 2005.

Have you Moved?

Please inform the office of any changes in your name, home and work addresses, and email addresses. You will soon be able to update your contact information on the website.