Council Meeting
College of Homeopaths of Ontario

Thursday, September 26, 2024 10:00 a.m. – 12:39 p.m.

by teleconference

		ITEM	ACTION	FORMAT	WHO	START TIME	DURATION
1		**Call to Order**	**Information**	**Verbal**	**B Sharma**	**10:00**	**2 min**
2		**Welcome to Guests**	**Information**	**Verbal**	**B Sharma**	**10:02**	**2 min**
3		**Agenda**					
	3.1	Consent Agenda* and Committee Reports 3.1.1 Update on Action Items 3.1.2 Membership Scorecard ~~3.1.3 Discipline Cttee Report~~ 3.1.4 Letter to Health Canada re: Importation of Remedies 3.1.5 Health Professions Discipline Tribunals 3.1.6 SML Grey Areas	**Information**	**Written**	**B Ziv**	**10:04**	**5 min**
	3.2	**Adoption of Agenda**	**Decision**	**Written**	**B Sharma**	**10:09**	**3 min**
4		**Declaration of Conflict of Interest**	**Decision**	**Written**	**B Sharma**	**10:12**	**3 min**
5		**Approval of minutes June 19, 2024**	**Decision**	**Written**	**B Sharma**	**10:15**	**5 min**
6		**Staff Update**	**Information**	**Verbal**	**B Ziv**	**10:20**	**5 min**
7		**Audit**					
	7.1	2023-2024 Annual Financial Audit	**Decision**	**Written**	**Auditor**	**10:25**	**30 min**
	7.2	Appointment of Auditor 2024-2025	**Decision**	**Written**	**B Ziv**	**10:55**	**5 min**

		ITEM	ACTION	FORMAT	WHO	START TIME	DURATION
8	8.1 8.2	**Rebranding/Engagement Strategy Update** Scope of Practice Project Interprofessional Collaboration	**Discussion**	**Written**	**B Ziv** **K Harvey**	**11:00**	**20 min**
9		**Unregistered Practitioners**	**Discussion**	**Written**	**B Ziv**	**11:20**	**20 min**
10		**Quality Assurance Update and Path Forward**	**Information**	**Written**	**K Harvey**	**11:40**	**30 min**
IN CAMERA							
In-camera *As permitted by the* Regulated Health Professions Act, 1991*, Schedule 2, section 7.2, there are times when it is appropriate for Council to discuss matters* in camera*. These include issues of public security; financial or personal or other matters of such a nature that it is desirable to avoid public disclosure; information related to a person involved in a criminal proceeding or civil suit; personnel matters or property acquisition; or instructions to be given to or opinions received from legal counsel. A meeting or any portion of a conference held* in-camera *is not open to the public.*							
11		**Approval of *in camera* minutes– June 19, 2024**	**Decision**	**Written**	**B Sharma**	**12:10**	**5 min**
12		**Statement of Operations**	**Decision**	**Written**	**B Ziv**	**12:15**	**10 min**
13		**Other Business and Action Items Arising**	**Discussion**	**Verbal**	**B Sharma**	**12:25**	**10 min**
14		**HBS – Preparation Time**	**Information**	**Verbal**	**B Sharma**	**12:35**	**2 min**
15		**Adjournment**	**Decision**	**Verbal**	**B Sharma**	**12:37**	**2 min**

* A consent agenda is a bundle of items that is voted on, without discussion, as a package. It differentiates between routine matters not needing explanation and more complex issues needing examination. The Chair will ask if anyone wishes to remove an item from the consent agenda. Any Council member may request an item be removed so it can be discussed. To test whether an item should be included in the consent agenda, ask:

- Is this item self-explanatory and uncontroversial? Or does it contain an issue that warrants Council discussion?
- Is this item for information only? Or is it needed for another meeting agenda issue?

NOTE: Please be reminded that all meeting materials, discussions, and decisions are confidential to the College and cannot be copied or shared until they are made public.

College of Homeopaths of Ontario

Council Member Declarations

re: Conflict of Interest as of September 2024

Statement

Annually, CHO Council members complete a written declaration of Conflict of Interest which acknowledges and agrees to the premise that an actual or perceived conflict of interest can undermine confidence in the College and its ability to fulfill its public interest mandate. Council members review the College's Bylaws and conflict of interest policies and agree to take all reasonable steps to avoid any actual or perceived conflict of interest from arising and. If one cannot be avoided, Council members are required, in advance and at each meeting, to declare any real, perceived or potential conflict of interest and to remove him- or herself from any consideration of the matter in issue.

Council Member	Form Signed and Returned	Affiliations Identified	Conflict Identified
Akhlaq Ahmad	✓	Ontario Homeopathic Medical Association, Director 2017-2021 (resigned upon assuming seat on Council)	None
Ayinde Azeez	✓	Licensed Financial Advisor	None
Heather Broadhead	✓	Rotary Club of London, member, ongoing Institute of Corp. Directors, member, ongoing Vimy Ridge Legion, member, ongoing	None
Kerri Flood	✓	CCHM, contract teacher, 2020-2021	None
Gifty Kaur Jassal	✓	Registered with Delhi Homeopathic Board, India	None

Council Member	Form Signed and Returned	Affiliations Identified	Conflict Identified
Catherine Kerr	✓	None	None
Kamika McLean	✓	None	None
Sanjeev Nayyar	✓	Member, Ontario Homeopathic Medical Association	None
Bhupinder Sharma	✓	LIGA Homeopathica Medicorum Internalis, NVP Canada, 2009-present Ontario Homeopathic Medical Association, member, 2017-present Canadian Homeopathic Medical College, Dean, teaching homeopathy, 2016-present Past affiliations: Community Advisory Council, William Osler Health, Brampton General Hospital, member, 2009-2019 Community Care Access Centre, board member, 2009-2017 Homeopathic Medical Educational Center of Canada, teacher, 2006-2008	None
Yen Tran	✓	None	None
Angela Vani	✓	Registrant, College of Opticians of Ontario	None
Paridhi Wasal	✓	Board of Directors, Ontario Homeopathic Medical Association, 2022-2024 (resigned upon election to Council)	None

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Council Meeting
College of Homeopaths of Ontario (CHO)
Minutes

Wednesday, June 19, 2024
by telephone and video conference

Present

Council

Bhupinder Sharma	Professional (Chair)
Akhlaq Ahmad	Professional
Ayinde Azeez	Public
Heather Broadhead	Public
Kerri Flood	Professional
Gifty Jassal	Professional
Catherine Kerr	Public
Kamika Mclean	Public
Sanjeev Nayyar	Professional
Yen Tran	Public
Angela Vani	Professional
Paridhi Wasal	Professional

Staff

Janet Blanchard	Deputy Registrar
Kathryn Harvey	Communications Officer (recorder)
Basil Ziv	Registrar and CEO
Heidi Mayer	Registration Officer (item 6 only, election scrutineer)

Guests

Sarah Kibaalya	Ministry of Health
Rachel Mason	Steinecke Maciura LeBlanc (item 6 only, election scrutineer)

1 Call to Order

The President called the meeting to order at 10:11 a.m. and conducted a roll call.

2 Welcome to New Council Members

The Chair welcomed Sarah Kibaalya from the Ministry of Health and introduced three new Council members.

3 Agenda

3.1 Consent Agenda and Committee Reports

1 Update on Action Items
2 Membership Scorecard
3 2023-24 OPGO Update
4 Inquiries, Complaints and Reports Cttee Report
5 HPRO Annual Meeting Report
6 2024-25 Meeting Dates
7 Spousal Exception Regulation

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Motion # 1: To adopt the consent agenda
Moved by C. Kerr, seconded by H. Broadhead

That Council adopt the consent agenda.
CARRIED

3.2 Adoption of Agenda
(Appendix 3.2 Council Agenda)

Motion # 2: To adopt the agenda
Moved by H. Broadhead, seconded by K. Flood

That Council adopt the agenda.
CARRIED

4 Declaration of Conflict of Interest
(Appendix 4.1 Council Member Declarations re: Conflict of Interest)

None declared.

5 Approval of Minutes

5.1 February 28, 2024
(Appendix 5.1 Minutes, February 28, 2024 Council meeting)

Motion # 3: To approve the minutes of February 28, 2024
Moved by H. Broadhead, seconded by K. Flood

That Council approve the minutes of its February 28, 2024 meeting.
CARRIED (Abstaining: G. Jassal, Y. Tran, P. Wasal)

6 Election of Executive Commitee

Motion # 4: To appoint scrutineers
Moved by K. Flood, seconded by A. Azeez

That Council appoint as scrutineers Rachel Mason of Steinecke Maciura LeBlanc and Heidi Mayer, CHO Registration Officer.
CARRIED

Motion # 5: To appoint a Chair for the election
Moved by H. Broadhead, seconded by S. Nayyar

That Council appoint Registrar Basil Ziv as Chair for the duration of the election process.
CARRIED

In the absence of nominees for the position of Vice-President, Council voted to waive the requirement that nominees had to have been on the Executive Committee for at least one year. Two nominations were made from the floor, each of whom had been on the Committee for nine days less than the one-year requirement.

Motion # 6: To waive the requirement that nominees to the position of Vice-President had to have been a member of the Committee for at least one year.
Moved by H. Broadhead, seconded by S. Nayyar

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That Council waive the requirement that nominees to the position of Vice-President had to have been a member of the Executive Committee for at least one year.
CARRIED

The result of the election process was as follows:

President: Bhupinder Sharma
Vice-President: Kamika Mclean
Treasurer: Heather Broadhead
Member-at-Large: Akhlaq Ahmad
Member-at-Large: Kerri Flood
Past President: Not applicable

Motion # 7: To destroy the ballots
Moved by H. Broadhead, seconded by K. Flood

That Council instruct the scrutineers to destroy the ballots.
CARRIED

Motion # 8: To return the chair to the President
Moved by H. Broadhead, seconded by C. Kerr

That the President resume the position of Chair for the remainder of the meeting.
CARRIED

7 Operating Plan Goals and Objectives (OPGO)
(Appendix 7.1 Report: 2024-2025 OPGO)

7.1 2024/2025 OPGO Plan

Staff presented the updated Operating Plan Goals and Objectives.

Motion # 9: To accept the Operating Plan Goals and Objectives (OPGO)
Moved by H. Broadhead, seconded by K. Flood

That Council accept the Operating Plan Goals and Objectives (OPGO) as presented.
CARRIED

7.2 Registrar's Goals
The President reported that the Registrar's annual performance review was in progress and would continue to reflect the College's identified operating goals and objectives.

8 Rebranding/Engagement Strategy Update
i) Scope of Practice Project
ii) Insurance Benefits Strategy
iii) Public Education
iv) Interprofessional Collaboration

Staff presented an overview of a number of public protection projects aimed at enhancing access to care. Further details will be presented at the fall meeting.

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Secretary's note:
As permitted by the Regulated Health Professions Act, 1991*, Schedule 2, section 7.2 there are times when it is appropriate for Council to discuss matters* in camera*. These include matters of public security; financial or personal or other matters of such a nature that it is desirable to avoid public disclosure; information related to a person involved in a criminal proceeding or civil suit; personnel matters or property acquisition; or instructions to be given to or opinions received from legal counsel. A meeting or any portion of a meeting held* in camera *is not open to the public.*

Motion # 10: To move *in camera*
Moved by C. Kerr, seconded by H. Broadhead

That Council move *in camera* at 12:21 p.m.
CARRIED

10 Committee Appointments
(Appendix 10.1 Report: 2024-2025 Committee Appointments)

Staff presented the proposed composition of committees for 2024-2025, noting that former Council members Paul Joseph and Anna Cardozo had agreed to stay on as committee members.

Motion # 14: To approve the slate of committee appointments
Moved by H. Broadhead, seconded by K. Flood

That Council approve the slate of committee appointments as presented.
CARRIED

11 Other Business and Action Items Arising
None identified.

12 HBS Preparation Time

Half day preparation, half day meeting
Start time: 10:11 a.m.
End time: 12:56 a.m.

13 Adjournment

Motion # 15: To adjourn
Moved by H. Broadhead, seconded by Y. Tran

That Council adjourn at 12:56 p.m.
CARRIED

The Chair agrees these minutes are an accurate reflection of the meeting.

Chair **Date**

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Audit • Tax • Accounting • Advisory

REPORT TO THE BOARD OF DIRECTORS

OF

COLLEGE OF HOMEOPATHS OF ONTARIO

For the year ended March 31, 2024

Prepared by:
Christa Casey, CPA, CA
Umar Saeed, CPA, CA
Partners
To be Determined

AUDIT STATUS

Our audit of the financial statements of College of Homeopaths of Ontario ("the College") for the year ended March 31, 2024 is substantially complete and we expect to release our auditor's report after the following outstanding matters are completed:

- Receipt of the signed management representation letter
- Board approval of the draft financial statements
- Final subsequent review up to date of approval of the financial statements

If any significant matters arise between the date of this report and the signing of our audit report we will raise them with you. The following paragraphs provide information we are required to communicate with you in accordance with Canadian generally accepted auditing standards.

QUALITATIVE ASPECTS OF ACCOUNTING PRACTICES AND FINANCIAL REPORTING

Our audit includes consideration of the qualitative aspects of the financial reporting process, including matters that have a significant impact on the relevance, reliability, comparability, understandability and materiality of the information provided in the financial statements.

There are no matters with respect to the qualitative aspects of accounting practices that we wish to draw to your attention in relation to the financial statements for the 2024 fiscal year.

MANAGEMENT LETTER OF REPRESENTATION

It is necessary for us to obtain written representations from management as an acknowledgement of their responsibility for the fair presentation of the financial statements and as audit evidence on matters material to the financial statements. We have provided a draft of the letter of representation in Appendix A. The Registrar has committed to provide us with a signed copy of the letter on a date that coincides with the date of our auditors' report.

MISSTATEMENTS

The corrected misstatements identified during our audit are included in Appendix B. Management made all the corrections we proposed and as a result there are no unadjusted errors to report to you.

SIGNIFICANT DEFICIENCIES IN INTERNAL CONTROL

During our audit we did not identify any significant deficiencies in internal control to report to the Board.

INDEPENDENCE

Canadian generally accepted auditing standards require that we communicate at least annually with you regarding all relationships between the College and us that, in our professional judgment, may reasonably be thought to bear on our independence.

No matters have been identified that would reasonably be thought to bear on our independence. As a result, we confirm that we are independent.

FINANCIAL STATEMENT PRESENTATION

1. Significant Accounting Policies

The organization's significant accounting policies are disclosed in the notes to the financial statements. During the year there were no new accounting policies or changes to existing accounting policies.

2. Management's Judgments and Accounting Estimates

During the audit we did not encounter any situations that required significant judgments on the part of management or involved significant estimates.

DIFFICULTIES ENCOUNTERED DURING THE AUDIT

During the course of our audit we received the full co-operation of management and did not encounter any difficulties during our audit. There were no limitations on the scope of our audit work and we did not have any disagreements with management.

MATTERS SPECIFICALLY REQUIRED BY OTHER CANADIAN AUDITING STANDARDS TO BE COMMUNICATED

Other sections of Canadian Auditing Standards require us to communicate with those charged with governance in a number of specific circumstances:

- Where we encounter unusual related party transactions or significant matters related to related party transactions;
- Where we encounter other transactions that were unusual or not in the normal course of business;
- Where we suspect or detect fraud;
- Where there is inconsistency between the financial statements and other information in documents containing the financial statements; and
- Where we believe there may be non-compliance with legislative or regulatory requirements.

We did not encounter any such matters during the course of our audit.

ACKNOWLEDGEMENTS

During the course of our audit, we received considerable assistance from the College's staff and management. We would like to take this opportunity to thank them for efforts and for their constructive approach to the audit.

COLLEGE OF HOMEOPATHS OF ONTARIO

163 Queen Street East, Fourth Floor
Toronto, Ontario
M5A 1S1

Date to be determined

Welch LLP
123 Slater Street
3rd Floor
Ottawa, ON
K1P 5H2

To whom it may concern:

We are providing this letter in connection with your audit of the financial statements of College of Homeopaths of Ontario (the "College") for the year ended March 31, 2024, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

We acknowledge that your examination was planned and conducted in accordance with Canadian generally accepted auditing standards so as to enable you to express an opinion on the financial statements. We understand that while your work includes an examination of the accounting system, internal control and related data to the extent you considered necessary in the circumstances, it is not designed to identify, nor can it necessarily be expected to disclose, fraud, shortages, errors and other irregularities, should any exist.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit:

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated June 27, 2024, for the preparation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations; in particular, the financial statements are fairly presented in accordance therewith.

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2. The significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Information Provided

1. We have provided you with:

   (a) Access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;

   (b) Additional information that you have requested from us for the purpose of the audit; and

   (c) Unrestricted access to persons within the College from whom you determined it necessary to obtain audit evidence

2. All transactions have been recorded in the accounting records and are reflected in the financial statements

3. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud. We have assessed this risk as low.

4. We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the College and involves:

   (a) Management;

   (b) Employees who have significant roles in internal control; or

   (c) Others where the fraud could have a material effect on the financial statements.

5. We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the College's financial statements communicated by employees, former employees, analysts, regulators or others.

6. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.

7. We have disclosed to you the identity of the College's related parties and all the related party relationships and transactions of which we are aware.

Temporary and Portfolio Investments

1. All investments that are owned by the College are recorded in the accounts.

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2. The College has good title to all investments recorded in the accounts and these investments are free from hypothecation.

3. These investments were measured at their fair market value as at March 31, 2024.

4. All income earned on the investments for the year has been recorded in the accounts.

Capital Assets

1. All charges to tangible capital asset accounts during the year represent actual additions to and no expenditures of a capital nature were charged to the operations of the College during the year.

2. All capital assets sold or dismantled have been properly accounted for in the books of the College.

3. Appropriate rates have been used to amortize the assets over their estimated useful lives and the provisions were calculated on a basis consistent with that of the previous period.

4. The College has good title to the properties represented by the balance carried in the tangible capital asset accounts, and there are no liens, mortgages or other charges against any of the tangible capital assets shown on the books of the College.

5. Where the value of any capital assets has been impaired, this fact has been disclosed to you.

Liabilities and Commitments

1. At the year end, with the exception of relatively immaterial obligations for which invoices had not been received or which otherwise could not readily be determined or estimated, all known liabilities of the College are included and fairly stated on the balance sheet.

2. At the year-end there were no contingent liabilities (e.g., discounted receivables or drafts, guarantees, pending or unsettled suits, matters in dispute).

3. The College has complied with all aspects of contractual agreements that could have a material effect on the financial statements in the event of non-compliance.

4. At the year-end, the College had no unusual commitments or contractual obligations of any sort that were not in the ordinary course of business or that might have an adverse effect upon the College.

5. All claims outstanding against the College or possible claims have been disclosed to you and, where appropriate, reflected in the financial statements or notes thereto.

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6. We understand that any illegal or possibly illegal act could damage the College or its reputation or give rise to a claim or claims against the College. We are not aware of any violations or possible violations of law or regulations the effects of which should be considered for disclosure in the financial statements or as the basis for recording a contingent loss.

Statement of Operations

1. All of the revenues of the College for the year has been recorded in the books of account and disclosed in the financial statements.

2. The statement of operations contains no extraordinary or non-recurring items of material amount except as shown thereon.

Corporate Minutes

1. The minute books of the College contain an accurate record of all the business transacted at meetings of Council and committees up to the date of this letter.

Controlled and Related Entities

1. The College does not have relationships with any companies or other not-for-profit organizations that involve control, joint control, or significant influence nor does the College have an economic interest in any other not-for-profit organization.

Related Party Transactions

1. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.

2. There have been no exchanges of goods or services with any related parties for which appropriate accounting recognition and financial statement disclosure has not been given.

Recognition, Measurement and Disclosure

1. Significant assumptions used in arriving at the fair values of financial instruments as measured and disclosed in the financial statements are reasonable and appropriate in the circumstances.

2. The College has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities reflected in the financial statements.

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3. The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is reasonably possible that the estimate will change in the near term and the effect of the change could be material to the financial statements.

4. The College did not undertake any material non-monetary transactions or transactions for no consideration during the financial reporting period under consideration.

Going Concern

1. We confirm that we have assessed the College's ability to continue as a going concern, taking into account all information which is at least twelve months from the year-end date, and we conclude that the College is able to continue as a going concern for the foreseeable future.

Other Information

Other information consists of financial or non-financial information (other than financial statements and the auditor's report thereon) included in an College's annual report. An annual report is a document, or combination of documents, prepared typically on an annual basis by management or those charged with governance in accordance with law, regulation or custom, the purpose of which is to provide owners or stakeholders with information on the College's operations and the College's financial results and financial position as set out in the financial statements.

1. We have informed you of all the documents that we expect to issue that may comprise "other information".

General

1. We are unaware of any frauds or possible frauds having been committed by the College, its employees or any of its directors and officers and we have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

2. We have no knowledge of any allegations of fraud or suspected fraud affecting the College's financial statements.

3. We acknowledge that we are responsible for the implementation and operation of internal controls that are designed to prevent and detect fraud and error.

4. We are unaware of any known or probable instances of non-compliance with the requirements of regulatory or governmental authorities, including their financial reporting requirements.

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5. The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole.

6. In the course of your audit of our financial statements for the year ended March 31, 2024, you have recommended certain journal entries and adjustments to our books and records. We hereby acknowledge that we understand, agree with and approve of the journal entries which have been considered necessary to present fairly the financial position and operating results of our College.

Events Subsequent to the Year-end

No facts have been discovered which necessitate material adjustment to the year-end figures or disclosure in the notes to the financial statements.

Yours very truly,

COLLEGE OF HOMEOPATHS OF ONTARIO

Per_____
Basil Ziv, Registrar and CEO

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College of Homeopaths of Ontario
Year End: March 31, 2024
Adjustments
Rev. 10/10/01
Date: 4/1/2023 To 3/31/2024

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
1	3/31/2024	Deferred fees	24012	HH1		4,375.52		
1	3/31/2024	Application Fees	41010	HH1	4,375.52			
		to adjust application revenue						
					4,375.52	**4,375.52**		
		Net Income (Loss)	**32,611.89**					

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F I N A N C I A L S T A T E M E N T S

For

COLLEGE OF HOMEOPATHS OF ONTARIO

For year ended

MARCH 31, 2024

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INDEPENDENT AUDITOR'S REPORT

To the directors of

COLLEGE OF HOMEOPATHS OF ONTARIO

Opinion

We have audited the financial statements of College of Homeopaths of Ontario (the "College"), which comprise the statement of financial position as at March 31, 2024, and the statements of operations, changes in fund balances and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the College as at March 31, 2024 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the College in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, 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.

In preparing the financial statements, management is responsible for assessing the College's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the College or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the College's financial reporting process.

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Auditors Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the College to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants
Licensed Public Accountants

Toronto, Ontario
Date to be determined.

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COLLEGE OF HOMEOPATHS OF ONTARIO

STATEMENT OF FINANCIAL POSITION

MARCH 31, 2024

	2024	2023
ASSETS		
CURRENT ASSETS		
Cash	$ 94,948	$ 383,214
Short -term investments	230,000	-
Accounts receivable	2,569	-
Prepaid expenses	9,416	4,058
	336,933	387,272
TANGIBLE CAPITAL ASSETS (note 3)	720	1,051
	$ 337,653	$ 388,323
LIABILITIES AND FUND BALANCES		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	$ 43,668	$ 59,145
Government remittances payable	27,555	34,494
Deferred registration and application fees	251,052	311,919
	322,275	405,558
FUND BALANCES		
Capital fund - internally restricted	721	1,051
General fund - unrestricted	4,657	(28,286)
Sexual abuse therapy fund - internally restricted (note 5)	10,000	10,000
	15,378	(17,235)
	$ 337,653	$ 388,323

Approved by the Board:

. . . . . .President

. . . . . .Vice-President

(See accompanying notes)

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WELCH LLP

COLLEGE OF HOMEOPATHS OF ONTARIO

STATEMENT OF OPERATIONS

YEAR ENDED MARCH 31, 2024

	2024			2023
	Capital Fund	General Fund	Total	Total
Revenue				
Registration fees	$ -	$ 563,381	$ 563,381	$ 525,425
Registration application fees	-	8,733	8,733	4,043
Jurisprudence program fees	-	5,202	5,202	-
Interest and other income	-	13,388	13,388	7,892
	-	590,704	590,704	537,360
Expenses				
Salaries and benefits	-	454,027	454,027	453,493
Professional services	-	43,861	43,861	53,851
Office and general	-	45,693	45,693	41,971
Investigations	-	2,400	2,400	45,201
Council and committees (note 6)	-	11,780	11,780	8,868
Amortization of tangible capital assets	331	-	331	537
	331	557,761	558,092	603,921
Excess of revenue over (under) expenses	$ (331)	$ 32,943	$ 32,612	$ (66,561)

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(See accompanying notes)

WELCH LLP

COLLEGE OF HOMEOPATHS OF ONTARIO

STATEMENT OF CHANGES IN FUND BALANCES

YEAR ENDED MARCH 31, 2024

	Capital fund - internally restricted	General fund - unrestricted	Sexual abuse therapy fund - internally restricted	Total 2024	Total 2023
Fund balances, beginning of year	$ 1,052	$ (28,286)	$ 10,000	$ (17,234)	$ 49,327
Excess of revenue over expenses (expenses over revenue)	(331)	32,943	-	32,612	(66,561)
Fund balances, end of year	$ 721	$ 4,657	$ 10,000	$ 15,378	$ (17,234)

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(See accompanying notes)

WELCH LLP

COLLEGE OF HOMEOPATHS OF ONTARIO

STATEMENT OF CASH FLOWS

YEAR ENDED MARCH 31, 2024

	2024	2023
CASH FLOWS PROVIDED BY (USED IN)		
Operating activities		
Excess of revenue over expenses (expenses over revenue)	$ 32,612	$ (66,561)
Adjustments for:		
Amortization of tangible capital assets	331	537
	32,943	(66,024)
Changes in non-cash working capital components:		
Accounts receivable	(2,569)	-
Prepaid expenses	(5,358)	11,699
Investments	(230,000)	-
Accounts payable and accrued liabilities	(15,476)	(74,299)
Government remittances payable	(6,939)	3,535
Deferred registration and application fees	(60,867)	16,279
	(288,266)	(108,810)
CASH FLOWS FROM FINANCING ACTIVITIES		
Increase (decrease) in bank indebtedness	-	(5,000)
DECREASE IN CASH	(288,266)	(113,810)
CASH, BEGINNING OF YEAR	383,214	497,024
CASH, END OF YEAR	$ 94,948	$ 383,214

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(See accompanying notes)

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1. NATURE OF OPERATIONS

The College of Homeopaths of Ontario (the "College") was established to allow self regulation of the homeopathy profession under the Regulated Health Professions Act, 1991 and Homeopathy Act, 2007. As the regulator and governing body of the homeopathy profession in Ontario, the College's major function is to administer the Homeopathy Act, 2007 in the public interest.

Effective April 1, 2015, the Homeopathy Act 2007 was proclaimed and the Transitional Council became an established health regulatory College.

The College is a not-for-profit organization, as described in Section 149(1)(l) of the Income Tax Act, and therefore is not subject to income taxes.

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of accounting

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Fund accounting

The College uses fund accounting to report the activities of the following three funds.

1. General Fund - Unrestricted: Reports the revenue and expenses related to the core activities.
2. Capital Fund - Internally Restricted: Reports the revenue and expenses related to tangible capital assets.
3. Sexual Abuse Therapy Fund - Internally Restricted: Reports the revenue and expenses related to the sexual abuse program.

Revenue recognition

The College follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable and the amount to be received can be reasonably estimated and collections are reasonably assured.

Revenue from jurisprudence program fees, registration application fees and academic program review fees are recognized upon enrolment, application processing or program review, respectively.

Registration application fees are recognized as revenue notably over the membership year. Registration and application fees received in advance of the registration year to which they relate are recorded as deferred registration fees.

Financial instruments

The College's cash is initially recognized and subsequently measured at fair value at the financial statement date. All other financial instruments are subsequently at amortized cost.

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2. **SIGNIFICANT ACCOUNTING POLICIES** - Cont'd.

Tangible capital assets and amortization

Tangible capital assets are recorded at cost and amortized using the declining balance method over their estimated useful life at the following rates:

Computer equipment	45%
Computer software	100%
Office equipment	20%

Contributions in kind

Contributors provide a significant amount of time and absorb costs related to certain activities of the College. Because of the difficulty in determining their fair value and completeness, contributions in kind are not recorded in the financial statements.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Management makes accounting estimates when determining the useful life of its tangible capital assets and accrued liabilities. Actual results could differ from the estimates.

3. **TANGIBLE CAPITAL ASSETS**

Tangible capital assets consist of the following:

	2024		2023	
	Cost	Accumulated amortization	Cost	Accumulated amortization
Computer equipment	$ 23,432	$ 23,167	$ 23,432	$ 22,949
Office equipment	1,502	1,047	1,502	934
	24,934	$ 24,214	24,934	$ 23,883
Less: accumulated amortization	(24,214)		(23,883)	
	$ 720		$ 1,051	

4. **CREDIT FACILITIES**

The College has an operating line of credit with an authorized limit of $50,000 (2023 - $50,000) that bears interest at the prime rate plus 3.5%. As at March 31, 2024, no amount was drawn on the operating line of credit (2023 - $nil). The credit facility is secured by a general security agreement providing a first priority interest over all assets of the College.

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5. SEXUAL ABUSE THERAPY FUND - INTERNALLY RESTRICTED

The College has internally restricted net assets in accordance with Ontario Regulation 59/94 Funding for Therapy or Counselling for Patients Sexually Abused by Members, under the Regulated Health Professions Act, 1991. The fund is set up for the purposes of a program established under section 85.7 - Funding Provide by College - of the Health Professions Procedural Code. These funds cannot be used for other purposes without the approval of the Council.

6. COUNCIL AND COMMITTEE EXPENSES

Certain council and committee expenses are paid directly by the Health Board Secretariat. The expenses of public appointees to the Council, made by the Lieutenant Governor in Council, will continue to be paid by the Health Board Secretariat. Total expenses paid by the Health Board Secretariat in connection with public members for the year as follows:

	2024	2023
Honorarium	$ 4,225	$ 10,225
Reimbursement of expenses	-	-
	$ 4,225	$ 10,225

Council and committee expenses, other than the payment of honorariums and reimbursement of expenses, paid directly by the College for the year were $11,780 (2023 - $8,868). Other than the payments of honorariums and reimbursement of expenses, no further amounts were paid to council members in the year (2023 - $nil).

7. FINANCIAL INSTRUMENTS

The College is exposed to various risks through its financial instruments. The following analysis provides a measure of the College's risk exposure and concentrations at its fiscal year-end date.

Credit risk

The College is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The College's maximum exposure to credit risk represents the sum of the carrying value of its cash. The College's cash is deposited with a Canadian chartered bank and as a result, management believes the risk of loss is remote.

Liquidity risk

Liquidity risk is the risk that the College cannot meet a demand for cash or fund its obligations as they become due. The College has managed liquidity risk in the past by significantly reducing its core costs and increasing its membership base. The College's long-term viability depends on its ability to continue to manage its core costs in relation to the revenue from its members.

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7. **FINANCIAL INSTRUMENTS** - Cont'd.

Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk is comprised of currency risk, interest risk and other price risk.

i) *Currency risk*

Currency risk is the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate relative to the Canadian dollar due to changes in foreign exchange rates. The College's financial instruments are denominated in Canadian dollars and it transacts primarily in Canadian dollars. As a result, management does not believe it is exposed to significant currency risk.

ii) *Interest rate risk*

Interest rate risk is the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market interest rates. The College is not exposed to interest rate risk as the College does not currently have any interest bearing debt.

iii) *Other price risk*

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate due to changes in market prices (other than those arising from currency risk or interest rate risk), whether these changes are caused by factors specific to the individual instrument or its issuer or factors affecting all similar instruments traded in the market. The College is not exposed to other significant price risks.

Changes in risk

There have been no significant changes in the College's risk exposure from the prior year.

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AGENDA ITEM # 7.2
APPENDIX 7.2.1

COLLEGE OF HOMEOPATHS OF ONTARIO
REPORT FORM / BRIEFING NOTES

MEETING/DATE:	**COUNCIL, SEPTEMBER 26, 2024**	**DECISION**	**X**
DATE:	**SEPTEMBER 12, 2024**	**DISCUSSION**	□
ITEM NAME:	**Appointment of Auditor for 2024-2025**	**INFORMATION**	□
INITIATED BY:	**B ZIV**		
PRESENTED BY:	**H BROADHEAD, B ZIV**		

OBJECTIVE OF THIS REPORT (relevance to the business of Council, potential impact/outcome of decision):

To forward to Council a recommendation to approve Welch LLP as the College's auditors for 2024-2025.

STRATEGIC DIRECTIONS: This initiative fits with the strategic direction of the College's 2023/2024 Operating Plan, Goals and Objectives in the Key Result Area or other requirement:

□ **1 Delivering on Legislative & Legal Mandate**
X 2 Practicing Good Governance
□ **3 Achieving Growth**
□ **Fulfilling RHPA Objects**
X **Meeting a Legislative/Regulatory or Bylaw Requirement**
□ **Other, specify:** _____

GUIDING LEGISLATION/BYLAW/POLICY:

Bylaw 4.12 – Appointment of Auditor

Council shall appoint an accountant or a firm of accountants licensed under the Public Accounting Act to audit the accounts of the College and to prepare financial statements for each fiscal year.

LINK TO CURRENT/FUTURE OPERATIONAL STRUCTURE:

PROTECTING THE PUBLIC: Provide a brief summary and rationale for any proposed decision and how it may impact and advance public interest and protection. I.e. How action taken or proposed demonstrates and advances public interest and protection, increases public trust and transparency, reduces risk to patients/public, and/or addresses changing public expectations.

BACKGROUND (history/pertinent info/stakeholder groups consulted/government directives/research findings/best practices. When conducting research provide full references including web links, document title, author, source, page number).:

Welch LLP has conducted the CHO's annual audit for the last six years.

RISKS / MITIGATION OPTIONS:

KEY CONSIDERATIONS:
Competitive cost, effective working relationship.

ANALYSIS:

RESOURCE IMPLICATIONS:

1. Remaining with the same auditing firm will result in no change from current human or financial resource requirements.
2. Changing firms would entail a learning curve and potentially higher costs.

OPTIONS:

1. Reappoint Welch LLP as the College's auditors for 2024-2025.
2. Explore other options.

RECOMMENDATIONS: To reappoint Welch LLP as the College's auditors for 2024-2025.

RESOLUTION:

That Council reappoint Welch LLP as the College's auditors for 2024-2025.

College of Homeopaths of Ontario

Promoting Interprofessional Collaboration

Guiding Principles

- Extreme stresses on the health-care system necessitate optimal use of resources.
- Patient-centred care is grounded in effective allocation of professional services across a spectrum of needs.
- Continuity of care requires collaboration among professionals.
- Collaboration has the potential to make homeopathy more accessible to more patients.

Survey Results

- 40% of respondents had never practiced with other health care professionals
- Of those who do, two-thirds do so within a formally defined relationship
- Other professionals include physicians, nurses, massage therapists, naturopaths, pharmacists, psychologists, acupuncturists, physiotherapists, chiropractors, and dentists.

Survey Results

Primary Reasons for Collaboration

- to share facilities and other overhead costs
- to increase the size of their patient populations
- to share broader perspectives on care options
- to both refer out and receive referrals
- to facilitate the ordering of tests (bloodwork, imaging)

Survey Results

"My patients are healthier and they come to see me as a more comprehensive health-care provider -- someone they can ask for help in all situations."

College of Homeopaths of Ontario

Quality Assurance

Operational Goals – A List

1B) Quality Assurance Program (Self-Assessment Process)
To reduce organizational risk, enhance registrant competence and compliance, and improve member service, the CHO will launch the registrant self-assessment requirement of the Quality Assurance Program. // Domain 6 – Suitability to Practice includes full rollout of the Quality Assurance Program and increased monitoring of registrant compliance. [CPMF Std 10.2; Std 10.3].

Deliverables:
1. Launch pilot test of the registrant self-assessment requirement of the CHO Quality Assurance Program to ensure registrants understand and comply with the annual requirements.
2. Rollout of the self-assessment requirement to all registrants following pilot test.

Operational Goals

1B) Quality Assurance Program

To reduce organizational risk, enhance registrant competence and compliance, and improve member service, through full rollout of the Quality Assurance Program and increased monitoring of registrant compliance. [CPMF Std 10.2; Std 10.3].

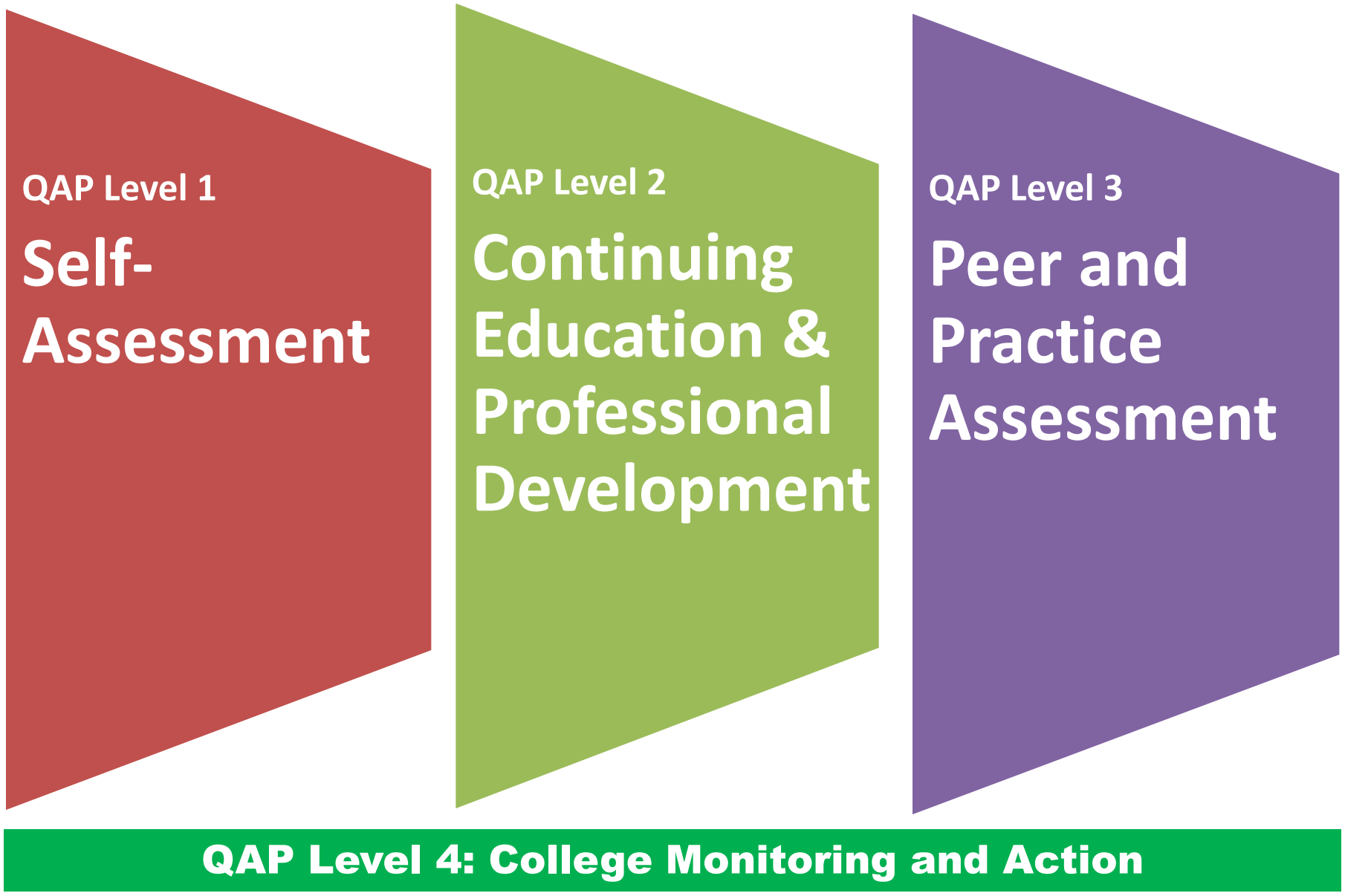
Deliverables

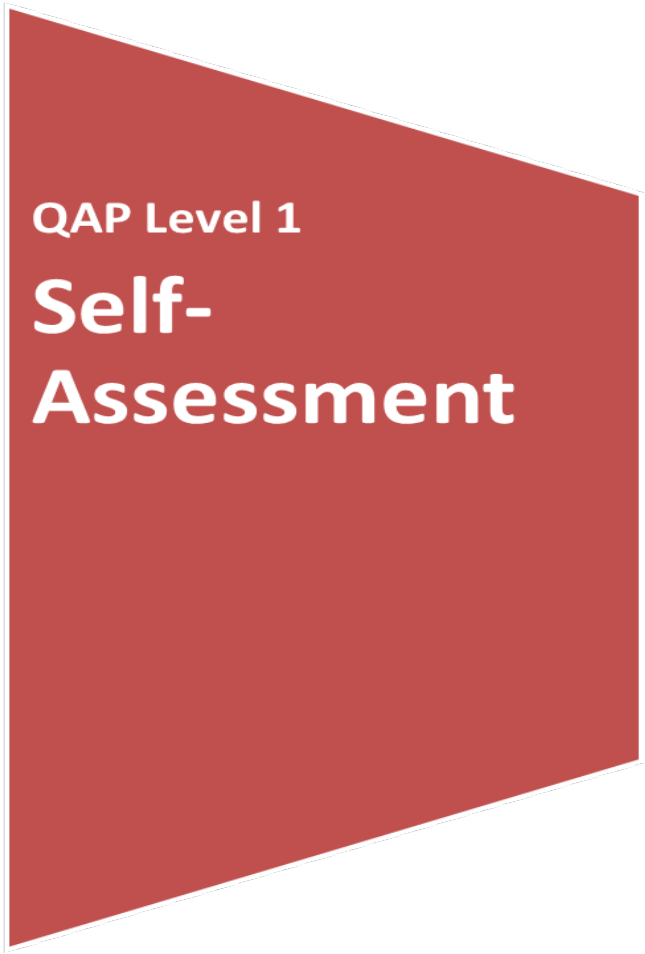
3. The College effectively remediates and monitors registrants who demonstrate unsatisfactory knowledge, skills, and judgment and tracks the results of remediation activities a registrant is directed to undertake as part of its QA Program and assesses whether the registrant subsequently demonstrates the required knowledge, skill and judgement while practising.

Operational Goals

4. Provide registrants with greater support in applying new and existing professional practice standards and guidelines into their practice.

5. Through system partner initiatives build a meaningful bank of registrant education tools, materials and access to learning resources related to demonstrating competent, safe and ethical practice in a regulatory health care environment. (CPMF Standard 5 and strengthen Domain 6 – measure 10.1 a)


QAP Level 1
Self-Assessment
QAP Level 2
Continuing Education & Professional Development
QAP Level 3
Peer and Practice Assessment
QAP Level 4: College Monitoring and Action



Self-Assessment

- Every calendar year every registrant must complete the Conscious Competency Self-assessment Questionnaire, Learning Plan and Learning Goal

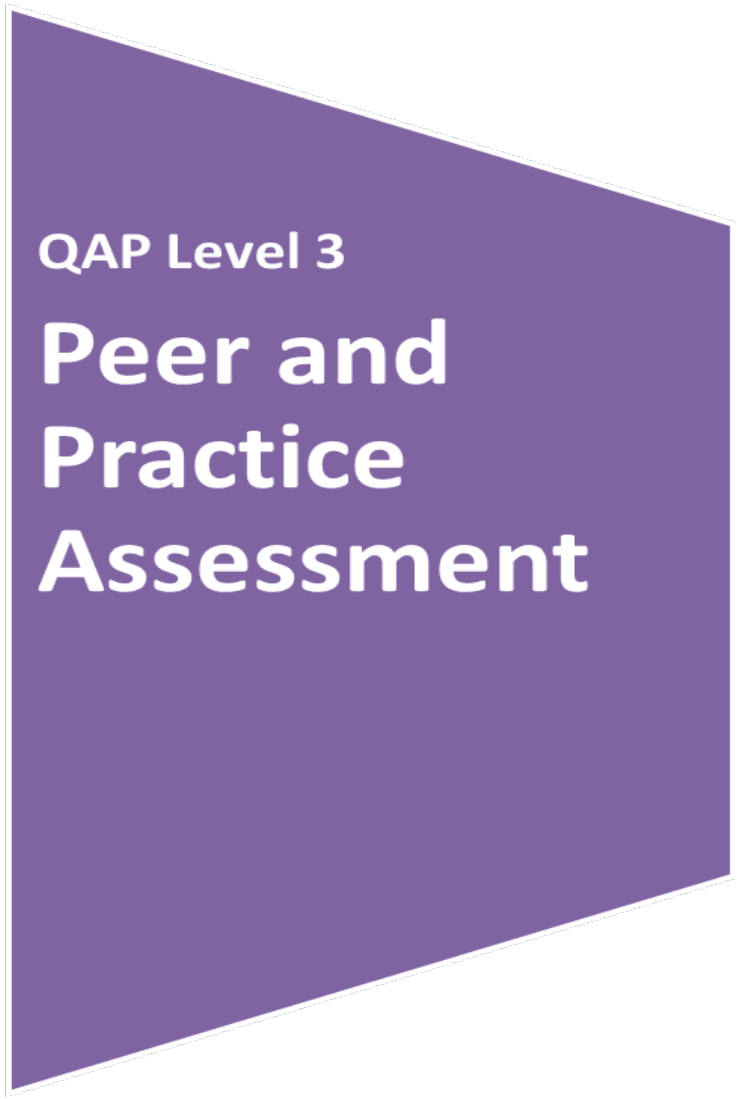
- Registrant keeps self-assessment and professional portfolio records on file for 10 years

QAP Level 2

Continuing Education & Professional Development

Continuing Education and Professional Development

- Annually, Registrants must complete 15 credits of CE and PD activities and complete a CEPD Log
- Keep on file for 10 years.
- CHO to provide education content related to professional requirements and competency improvement through learning management system
- CHO to provide up to 4 sessions per year.



Peer and Practice Assessment

- Registrants may be selected to undergo a peer-to-practice assessment, which includes:
  - A telephone interview/video conference, or a site-visit if required
  - A review of Self-Assessment Checklist and CE and PD Log
  - Review of relevant

Schedule

October 2024

- Roll out initial phase of self-assessment including education on program focused on setting expectations
- Include survey to assess registrants' experience with the first phase, identify concerns

January-February 2025

- Add to educational material, including modules on first three topics
- Evaluate experience to date, modify as needed

April-May 2025

- Roll out education component of next phase of self-assessment

Fall 2025

- Implement first phases of peer and practice assessments

College of Homeopaths of Ontario

Insurance/Benefits Coverage of Homeopathic Services

Guiding Principle

Access to care is a key element of public protection, and therefore it is within the College's mandate to address obstacles to access.

Survey Results

- Majority of patients have no insurance/benefits coverage
- No patients have full coverage for homeopathic services
- Approximately two-thirds of patients go without needed care due to an inability to pay

Survey Comments

"Majority of the clients are not covered for homeopathy. But they are covered for naturopaths and chiropractors so they prefer to get their homeopathic advice from those not the actual homeopath."

"It would greatly benefit our profession if more insurance companies could offer coverage for homeopathy, either in place of or at the same level as naturopathy. There is significant public interest in homeopathic services, but many are unable to access them due to budget constraints."

Considerations

- Role of College:
  - Active? Limited? Supportive? None?
- Strategies
  - Registrant involvement?
  - Direct contact with insurers, employers?
- Risks: real or perceived professional advocacy