



ANNUAL REPORT

2022 - 2023

College of
**REGISTERED
PSYCHIATRIC NURSES**
of Alberta

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The College of Registered Psychiatric Nurses of Alberta (CRPNA) regulates psychiatric nursing as a distinct profession in Alberta under the Health Professions Act.

As a College, CRPNA provides direction to and regulates the practice of psychiatric nurses. The College establishes, maintains, and enforces the requirements for licensure/registration, standards for registration, code of ethics, standards of practice and continued competence of the Profession in a manner that serves and protects public safety.

Legislative Mandate

The College is a regulatory organization that operates within the legislative framework of the Health Professions Act of Alberta and the Registered Psychiatric Nurse Regulations.

The College must establish, maintain, and enforce a code of ethics, standards of practice, continuing competence, and standards for registration of the regulated profession of Psychiatric Nursing.

The College must carry out its activities and govern its regulated members in a manner that protects and serves the public interest.

The College of Registered Psychiatric Nurses of Alberta (CRPNA) is the regulatory body for over 1600 Registered Psychiatric Nurses (RPNs) in Alberta.

RPNs play a crucial role in the provision of health and mental health services to the public.

2022-2023 Council

The Council is the governing body of the College.

As per the Health Professions Act (HPA), the council manages and conducts the activities of the College, exercises the rights, powers, and privileges and carries out the duties of the College in the name of and on behalf of the College and carries out the powers and duties of the Council under this Act and the Regulations, and Bylaws.

The Health Professions Act (HPA) stipulates that public representation make up 50% of voting members of the College Council. The Council consisted of 6 Registered Psychiatric Nurses, who were elected by their peers and 6 public members appointed by government.



Back Row (left to right):

Sharon Martin (Councillor)
Lisa Fetsch (Councillor)
Barbara Lowe (CEO/Registrar)
Munira Peermohamed (Public Member)
Adetoyese Oyedun (Public Member)

Front Row (left to right):

Hany Abdelhady (Public Member)
Judy Negrey (Vice-Chair)
Tonya Ratuszniak (Chair)
Robert Kruchten (Public Member)

Absent from Photo: Dianne Johnstone (Public Member), Joseph Zelmer (Public Member), Rufus Awharitoma (Councillor), Nathan Henshaw (Councillor)



Message from the **President/Chair**

As the 2022/2023 membership year is coming to a close, I remain grateful for the career that I have chosen, and the quality of professionals I get to collaborate with on a daily basis. One question I have been asked repeatedly over the years is, “when do we get to work out East” or “I really want to try Nova Scotia for a while.” These are exciting times for RPNs and never have I felt this dream so close. Last week I was invited to speak with the stakeholders from Newfoundland and Labrador. Previously, I was invited to speak at a fireside chat and then do a presentation for the stakeholders of Nova Scotia. There is a lot of work happening in Atlantic Canada, and our specialty in mental health is being recognized. Each eastern province will onboard RPNs in their own timelines as it all falls under specific provincial jurisdictions, but.... we are so close! Globally, we all recognize that we are in a mental health crisis, so moving forward we all recognize that there has never been a time where a RPN’s professional skills and compassion are needed more.

Another question I have been asked repeatedly over the last couple of years is: “What the heck is the CRPNA, where are the AGMs, swag and RPN promotions”. Historically we are used to our nursing professions undertaking these roles. Bill 46 was very clear in specifying in the government mandate that all nursing regulatory bodies across Alberta dissolve themselves from all association type functions and activities. The CRPNA has completed the provincial directive that half our board members are public members (6) and half are registered psychiatric nurses (6). The professional insights and commentary from this new diversity have been most welcomed. The role of the CRPNA is to regulate the practice of psychiatric nursing, provide direction and govern its regulated members in a manner that protects and serves the public. We at CRPNA remain committed to ensuring that the profession is meeting the rapidly changing needs and demands of a dynamic (and at times overburdened) healthcare system within the governance framework. The newly formed AAN (Alberta Association of Nurses) is the profession-inclusive association for RNs, RPNs, and LPNs across Alberta. Their membership mandate is to enhance, promote and advocate for all nursing professions.



I remain grateful for our amazing CEO Barbara Lowe, as it always is a great pleasure to collaborate together. Her commitment and diligent efforts to propel our profession to the forefront is unequalled, as is her continued work to make RPNs recognized in ALL provinces across Canada. Thank you to Elizabeth Taylor who has dedicated herself for years as our Director of Regulatory Services. To our office staff Joanne Siemens and Della Tufty, your valuable contributions to our profession are truly appreciated. Finally, to the CRPNA Board Members, I can't imagine my role without our professional banter, laughter, and fellowship. To be surrounded by intelligent, like-minded individuals has made the work of a regulatory body a rewarding experience.

With respect and admiration,

Tonya Ratushniak, President



Message from the **CEO/Registrar**

As we reflect on the past year, we acknowledge the challenges we have faced and the progress we have made in our commitment to uphold the highest standards of psychiatric nursing practice and to ensure public protection through excellence in psychiatric nursing regulation.

Our paramount responsibility is to ensure the public's safety and well-being through the rigorous regulation of psychiatric nursing practice, education, and conduct. This year, we have tirelessly worked to fortify the foundation upon which we regulate the profession. By setting and upholding stringent standards of practice, competence requirements and ethical responsibilities, we have reaffirmed our commitment to the individuals and communities that depend on the care and expertise of Registered Psychiatric Nurses.

The nursing shortage remains a critical concern affecting healthcare systems globally. CRPNA recognizes the pivotal role registered psychiatric nurses play in delivering safe, effective, and compassionate care to patients/clients/communities.

Our collaborative efforts with educational institutions, healthcare organizations, stakeholders, and policymakers have yielded encouraging results. It is with great satisfaction that we commend the Alberta Government for recognizing the imperative need for more registered psychiatric nurses in the province. Their recent decision to double the psychiatric nursing education seats at MacEwan University is a monumental step towards addressing this need. By growing and fostering a robust nursing workforce, we are poised to effectively meet the evolving healthcare demands of our communities and the wider public we serve.

With the advancement of new Standards, Bylaws, and Regulations in our continued work of implementing the requirements from the amended Health Professions Act, our dedication to excellence was evident in the meticulous review and enhancement of our standards of practice, bylaws, and regulations. These



cornerstones guide the conduct and expectations of registered psychiatric nurses as they navigate complex clinical scenarios and evolving healthcare landscapes.

This past year the Council embarked on a transformative journey by shaping a new strategic plan. This plan was thoughtfully developed in alignment with our regulatory mandate and reflects our dedication to innovation, growth, and adaptability. With the evolving nature of regulation, mental health needs and healthcare paradigms, our strategic plan underscores our commitment to continuous improvement and responsiveness in psychiatric nursing regulation.

Our commitment to excellence extends beyond psychiatric nursing practice to the very structure of our organization. In response to the changing landscape of regulation, we have embarked on a journey of governance reform. After thorough deliberation and consultation, the CRPNA has transitioned from an election-based system to an appointment- competency based one for Council members.

This shift is rooted in our dedication to ensuring that our Council is comprised of individuals with diverse expertise and a deep understanding of the complexities facing regulation and psychiatric nursing practice. Appointments will allow us to strategically select leaders who can guide the organization in the direction needed to effectively address the challenges and opportunities that lie ahead.

A heartfelt *"Thank You"* to all our dedicated Council members, both regulated and public, whose governance and commitment to our central mandate and priorities have been so appreciated and valuable over this past year. My sincere gratitude to our incredible CRPNA operations team Elizabeth Taylor, Joanne Siemens, and Della Tufty for all their innovative and diligent hard work. And a special thank you to our President, Tonya Ratushniak whose vibrant leadership, contributions and dedication have been considerable.

In conclusion, the past year has been a testament to the resilience, dedication, and innovative spirit of our psychiatric nursing community. As we forge ahead, let us remain united in our shared commitment to excellence, innovation, and the transformative power of compassionate care.

In Solidarity,

Barbara Lowe, CEO/Registrar



Message from the Public Members

In Alberta and across the nation, the prominence of mental health and addiction concerns continues to escalate, a trend further underscored since the COVID-19 pandemic. Over the past year, we have been impressed and encouraged by the College's unwavering dedication towards championing the significance of Registered Psychiatric Nurses in furnishing mental health services to all Albertans.

Appointed by the Lieutenant Governor in Council upon the recommendation of the Minister of Health, Public Members assume a pivotal role in aiding health profession colleges to fulfil their mandates. These mandates are geared towards governing their respective professions in a manner that both safeguards and advances the public interest. The Public Members function as impartial contributors, diligently working to bolster the College's capacity to harmonize the perspectives and priorities of its registrants with those of the general public. Their assistance is instrumental in guiding the College's equitable actions and ensuring adherence to legal and statutory obligations. In fact, Public Members are integral participants in the College's regulatory endeavors, actively involved in the decision-making process.

In our capacity as Public Members, our unwavering commitment to the College centers on our proactive dedication to staying well-informed about the public's viewpoint concerning matters, initiatives, and trends that influence Registered Psychiatric Nurses and other healthcare professions. We ardently advance the College's mission to "safeguard and serve the public interest" by upholding the standards of safe, adept, and ethical practice. This involves addressing the requirements of both registrants and the public through sound governance and regulatory measures. Following the completion of the divestiture of association activities, new council composition requirements and new regulations, we have been truly focusing efforts to be a strong regulator to further advance the College's mission.

As fervent Public Members, we hold the conviction that the College, alongside its registrants, assumes a pivotal role in shaping the discourse surrounding the provision of mental health care that optimally harnesses Registered Psychiatric Nurses' expertise. Consequently, we wholeheartedly support the College's vision, aiming to become "an innovative, proactive, and recognized leader in mental health, ensuring Albertans have accessible, effective, and efficient health delivery systems that fully utilize the skills and expertise of Registered Psychiatric Nurses."

Dr Hany Abdelhady, Munira Peermohamed, Joseph Zelmer, Dr Adetoyese Oyedun, Robert Kruchten, and Dianne Johnstone are the current Public Members of the council.



Introduction

CRPNA Administration



Barbara Lowe
CEO/Registrar



Elizabeth Taylor
Deputy Registrar/
Director of Regulatory
Services



Joanne Siemens
Executive Assistant



Della Tufty
Executive Assistant

The College of Registered Psychiatric Nurses of Alberta (CRPNA) regulates psychiatric nursing and exists to protect the public. This is done by setting standards for registered psychiatric nursing practice, supporting registered psychiatric nurses in meeting the standards and taking action when the standards are not met.

Here are some of the ways the College does this work:

- Establish and maintain a registration process that ensures those who practice as registered psychiatric nurses are qualified and competent.
- Set and maintain the standards of psychiatric nursing practice that RPNs must meet every day to ensure safe, competent, and ethical registered psychiatric nursing care.
- Approve psychiatric nursing education programs in Alberta to ensure registered psychiatric nurses get the education they need to perform the competencies of a registered psychiatric nurse.
- Receive and investigate complaints about the practice of registered psychiatric nurses and direct appropriate remedial or disciplinary actions as required.

Overview

Year in Review



GOVERNANCE REFORM - MOVING TO APPOINTED COMPETENCY-BASED COUNCIL

In line with the College's legislated mandate of protection of the public, the Council conducted a review of its governance operations and structure, ensuring it continually evolves to meet the public's changing needs. Under the legislation, Bill 46 required all health regulatory colleges to divest themselves of all association functions and affiliations.

In 2020, the Council began a review of all aspects of its governance from the basics of how Council is formed to how it operates. Council embarked on a proactive, objective, expert and evidence-informed review that was fully centered on public trust. Council reviewed global governance trends, best practices, and expert advice. It also looked at how other Canadian health regulators applied these best practices to governance.

In March 2021, the Council established a Governance Review Committee to lead the work on the development of a transition plan and to secure the required resources for implementing the proposed governance changes.

In May 2022, the Council passed a motion to discontinue Council elections and move to an appointed competency-based Council. The decision to move from elections to appointments was based on two factors. First, regulated member elections potentially create misunderstanding, because they do not serve those that elected them - they serve the public, as mandated under the legislation. Second, appointments based on competencies ensure that the Council is comprised of a diverse group of members who possess a wide range of expertise, skills, extensive knowledge, and diverse perspectives.

Extensive work was undertaken in the development of processes, policies, committees, revised Bylaws and the CRPNA Council Competence Matrix to support this transition.

Beginning in late 2023, a registered psychiatric nurse (RPN) applying to be a Council member will no longer be elected by their peers. Instead, they will apply and be appointed based on specific attributes and competencies — their experience, knowledge, and skill. RPN Council member applicants must demonstrate leadership in RPN practice and must demonstrate some or all of the core Council competencies set out in the Council Competency Matrix 2022.

Year in Review

(Continued)

THE CRPNA STANDARDS OF PSYCHIATRIC NURSING PRACTICE (revised 2022).

The CRPNA is accountable for public protection by ensuring that Registered Psychiatric Nurses in Alberta provide safe, competent, and ethical practice. One way this is achieved is through the development, monitoring, and enforcement of the CRPNA Code of Ethics and Standards of Psychiatric Nursing Practice. The CRPNA Code of Ethics and Standards of Psychiatric Nursing Practice articulates the legal and professional obligations of the Registered Psychiatric Nurse and the minimum requirements that must be met.

The CRPNA Council approved the revised and updated Standards of Practice, these standards describe in broad terms the expected level of performance of all RPNs in all settings. The CRPNA extends appreciation to the many Alberta Registered Psychiatric Nurses who provided input and expertise in the development of this document and acknowledges the foundational work of the Registered Psychiatric Nurses of Canada Standards of Psychiatric Nursing Practice 2019 that contributed to the development of this new document.



REGISTERED PSYCHIATRIC NURSE OF CANADA EXAM (RPNCE) DEVELOPMENT

The College of Registered Psychiatric Nurses of Alberta (CPRNA) recruited RPN volunteers to contribute to the ongoing development of the RPNCE. Successful candidates were invited by the exam vendor to participate in item writing, item review or appointment to the Exam Committee.

RPNs had to meet the following criteria:

- Be currently registered as a practicing RPN in good standing with CRPNA;
- Possess psychiatric nursing experience beyond the basic level, acquired either through education preparation or clinical experience;
- Have knowledge of current practice for registered psychiatric nurses;
- View psychiatric nursing and the nursing process in broad, general terms;
- Possess flexibility in using different approaches to solving problems;
- Think critically and creatively, and express ideas effectively both orally and in writing;
- Be able to work well in a group;
- Be able to work intensively on a project;
- Possess basic computer literacy.

Year in Review

(Continued)

CRPNA NEW STRATEGIC PLAN

CRPNA's commitment to excellence extends beyond psychiatric nursing practice to the very structure of the organization. This past year the Council embarked on a transformative journey by shaping a new strategic plan. This plan was thoughtfully developed in alignment with the regulatory mandate and reflects the CRPNA's dedication to innovation, growth, and adaptability. With the evolving nature of regulation, mental health needs and healthcare paradigms, the new strategic plan underscores CRPNA's commitment to continuous improvement and responsiveness in psychiatric nursing regulation.



EXPLORING FEASIBILITY OF MARITIME REGISTERED PSYCHIATRIC NURSE LICENSING & REGULATIONS

In Canada, Registered Psychiatric Nurse (RPN) education, licensing and regulation is only available in Western Canada. This limits the supply of RPNs available in the West to those who can be educated there and prevents them from having career mobility options outside of Western Canada – a long-standing issue.

The Feasibility Study invited RPNs to respond to an important survey that formed part of a study that was exploring the feasibility of licensing and regulating RPNs in the Maritime provinces and RPN mobility, nationally.

The Registered Psychiatric Nurse Regulators of Canada (RPNRC) – of which the College of Registered Psychiatric Nurses of Alberta (CRPNA) is a member – partnered with the Nurses Association of New Brunswick, Nova Scotia Health, and Prince Edward Island Health and Wellness to determine whether licensing and regulating RPNs in the Maritime provinces could contribute to their provinces' mental health and addictions outcomes.

Funded in part by the Government of Canada's Foreign Credential Recognition Program, the study also explored expanding RPN east-west mobility and the licensing of internationally educated psychiatric nurses.

Year in Review

(Continued)

COMMUNICATION WITH REGISTRANTS

CRPNA communicates regulatory information to registrants through email communications and the website on matters such as:

- Regulation Changes for RPNs
- Bylaw Revisions
- Code of Ethics and Standards of Psychiatric Nursing Practice
- Role of a Regulatory College
- CRPNA Governance Review & Reform
- CRPNA Governance Reform – Move to Appointed Competency Based Council
- English Language Requirements – Updated
- Recruiting RPNs to Participate in RPNC Exam Development Opportunities
- Surveys regarding
 - Decision Making Standards for Nurses in the Supervision of Health Care Aides
 - Exploring Feasibility of Maritime RPN Licensing & Regulations

KEY COLLEGE DOCUMENTS DEVELOPED/REVISED

- CRPNA Code of Ethics and Standards of Psychiatric Nursing Practice (revised 2022)
- Revisions to the Health Professions Act (HPA) precipitated changes to RPN Regulations, revisions to the CRPNA Bylaws, and included Standards development.
- Council Competency and Attributes Matrix



CRPNA Professional Guidance

The objective of the CPRNA's professional guidance area is to protect the public by assisting regulated members in identifying foundational, legal, and professional information that may be relevant to their practice.

Understanding the regulatory documents that guide the profession is essential to ensuring ethical and competent care for the public. Guidance is intended to protect the public by communicating the ethical principles and professional standards required for informed safe, ethical, and competent professional decision making.



The professional guidance department responded to many inquiries related to questions regarding RPNs moving out of the hospital settings and moving into independent practice. These inquiries were about starting or working in aesthetic nursing. The other primary theme for professional guidance was virtual care and telehealth services and the role that the RPN has in providing these services to those who may be outside the province. Questions relating to inter-jurisdictional issues (virtual care and telehealth) increased. CRPNA continues to work with other jurisdictions and employers on these issues for positive client outcomes.



CRPNA Registration & Continuing Competence Program Report

REGISTRATION REPORT

CRPNA ensures that qualified individuals are registered to practice as Registered Psychiatric Nurses in Alberta. The CRPNA ensures that those applying for a license meet the criteria to be licensed; this work is essential to CRPNA in meeting its mandate to serve and protect the public interest.

As required by legislation all registrants and applicants must complete the mandatory training for Preventing and Addressing Sexual Abuse and Sexual Misconduct prior to licensure. These modules can be found on the Alberta Federation of Regulated Health Professionals website.

Regulatory
requirements ensure
**safe, competent, ethical,
and professional**
practice to the public.

Registration by Status

Registration Status	2022/ 2023	2021/ 2022	2020/ 2021	2019/ 2020
Practicing	1498	1416	1405	1444
Temporary Practicing	3	20	60	2
Total Practicing Registrants	1501	1436	1465	1446
Non-Practicing	104	116	112	101
Retired	53	43	53	37
Total Non-Practicing Registrants	157	159	165	138
Total Registrants	1658	1595	1630	1584

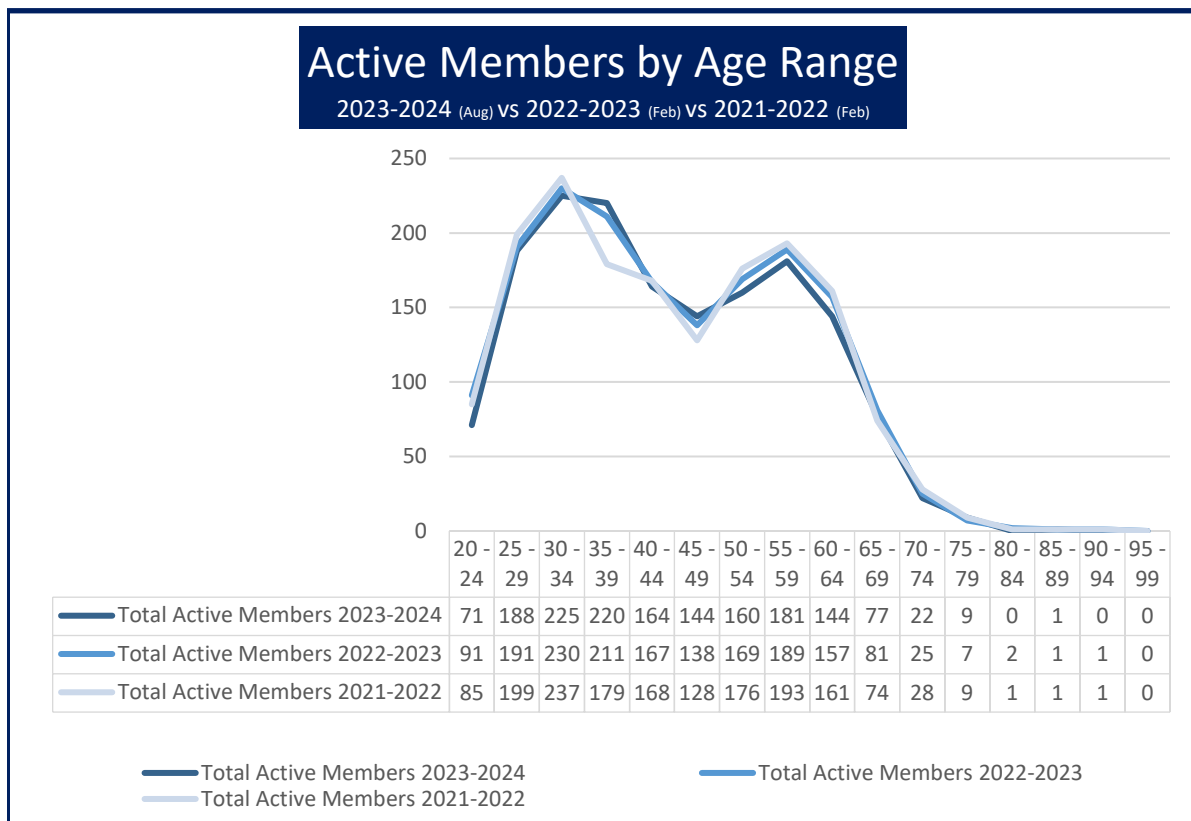
CRPNA registration year runs from May 1st to April 30th with permit expiry of May 31st.

**Registrants by Status are the 2022/2023 statistics as of February 28, 2023.*

Registrations by Applicant Type

*Registrations	2022/2023
Alberta Graduates NEW Registrants	58
Internationally Educated Psychiatric Nurse (IEPN) NEW Registrants	2
Out of Province NEW Registrants	43
Re-applicants (previously registered returning to practice) NEW Registrants	7
Practicing Registrants Renewals	1391
Non Practicing & Retired Registrants Renewals	157
Courtesy Registrants	0
Total	1658

*Registrations reflect Registrations approved between March 1st, 2022 to February 28th, 2023.





The College is committed to protect & serve the public interest by ensuring regulated members provide safe, competent & ethical practice, this is achieved through a code of ethics, standards of practice, and continuing competence requirements, providing employers and the public with assurance that regulated members of the College are accountable for meeting and maintaining professional standards. Only those individuals with a valid active practice permit and current registration with the College are permitted to use the protected titles of Registered Psychiatric Nurse (RPN), and Psychiatric Nurse (PN).

CONTINUING COMPETENCE PROGRAM

Registered Psychiatric Nurses (RPNs) are regulated members under the Health Professions Act (HPA). Section 50(2) of the HPA states that all colleges under the HPA are to provide a program for regulated members to maintain competence and to enhance the provision of professional services.

Continuing competence is essential to meeting the demands of ever evolving health care system and client need. The CRPNA's program provides a solid framework for RPNs.

Three Steps to the Continuing Competence Program:

Section 1 - Self Assessment

To identify learning needs utilizing the standards of practice and indicators in the Continuing Competence Program (CCP) booklet. These encompass domains (or areas of practice)

- Direct Clinical Practice
- Educator
- Administrator
- Researcher

Section 2 - Practice Enhancement Plan

Developing learning objective(s)

Learning objectives are created in terms of:

- Specific – observable action or behaviour
- Measurable – able to define end results in qualitative or quantitative terms
- Attainable – having the required resources or strategies to obtain the end objective
- Relevant – how learning objective(s) enhance practice or increase knowledge or skill base

Section 3 - Expected Outcomes

How learning objective(s) enhance practice.

Complaints/Concerns – Professional Conduct Report

Introduction

The CRPNA's primary role is public protection. A way of achieving this role is by ensuring public concerns and complaints are handled in a manner consistent with the principles of natural justice, this includes transparency, objectivity, independence, and fairness. Due process follows legislative requirements under the HPA.



Complaints are processed under Part 4 of the Health Professions Act (HPA). The Complaints Director is mandated by the HPA to act on complaints about regulated members. Members of the public contact the CRPNA to seek guidance on the concerns and complaints process. These inquiries do not always result in a formal complaint being made to the CRPNA, often, with assistance the complainant will deal with the concern through the employment setting, directly with the regulated member, or realize that the “nurse” is not an RPN.

A total of two (2) open complaints were carried over from the previous fiscal years. Nine (9) new complaints were filed between May 1, 2022, and April 30, 2023. A total of five (5) complaints were closed during the year, six (6) remain open at the end of the 2022/2023 year.

Whenever possible, CRPNA utilizes the process of just culture and risk assessment in the review of concerns with an interest in changing behaviors to minimize the probability of a future occurrence.

Many concerns/complaints are resolved by mutual agreement, as per Section 55(2) (a.1) of the HPA without proceeding to a hearing. This is consistent with the CRPNA's mandate of protecting the public interest and enhancing the practice of psychiatric nursing in a remedial manner when it is reasonable and commensurate with the allegations. Remediation processes require consent of all parties. Remediation is less adversarial and more collaborative and includes timeliness and certainty of outcomes. Education can include course work, modules to enhance understanding, including a module on the complaint process entitled Disciplinary Actions: What Every Nurse Should Know. However, the seriousness and complexity of some complaints may warrant a hearing.



No new complaints received during the 2022-2023 reporting year were referred to a hearing by the Complaints Director.

Complaints Received	2022-2023
Number of new complaints received May 1, 2022 to April 30, 2023	9
Number of complaints carried over from previous years	2
Number of complaints closed in the year	5
Number of complaints still open as of April 30, 2023	6

The CRPNA has a mandate to protect the public and ensure that the services provided by its regulated members are safe, competent, and ethical.

The CRPNA fulfills the above mandate through conduct processes addressing unprofessional conduct, incompetence, or incapacity (inability to practice safely due to a mental or physical disorder).

The HPA sets out the approaches for addressing unprofessional conduct to protect the public from incompetent or unethical practitioners.



New Complaints by Nature of Complaint May 1st, 2022 – April 30th, 2023	New Complaints
Clinical Competence: Medication	
Clinical Competence Issue - Documentation	1
Clinical Competence Issue – Breach of Agency Policy	2
Clinical Competence Issue – Practice	1
Clinical Competence Issue – Ethical Communications	
Unethical Conduct	1
Unethical Business Practice	
Abuse – Verbal: Patient	1
Abuse – Verbal: Other	1
Abuse – Physical: Patient	
Abuse – Physical: Other	
Abuse – Financial: Patient	
Abuse – Financial: Other	
Sexual Abuse of a Patient	
Sexual Misconduct of a Patient	
Professional Boundary Issue: With Patient	
Professional Boundary Issue: With Staff	1
Professional Boundary Issue: With Students	
Professional Boundary Issue: With Family of a Patient	1
Confidentiality Breaches	

Source of New Complaints May 1st, 2022 – April 30th, 2023	New Complaints
Employer (mandatory reporting Sec 57 HPA or filing of written complaint Sec 54 HPA)	7
Co-worker/Practitioner	1
Public/Family/Patients	1
Other (other agency, self-report, registration services)	
Total New Complaints	9



Status of Active Complaints May 1st, 2022 – April 30, 2023	New Complaints	Complaints Carried over
Under Investigation, Including Expert Review	2	1
Completing Agreed to Terms of Resolution, Informal Resolution	2	
Completed Informal Resolution	2	1
Forwarded to Hearing by the Complaints Review Committee		
Forwarded to Hearing by the Complaints Director		
Awaiting Decision from Hearing Tribunal		
Hearings Held		
Completing orders of Hearing Tribunal		
Matters Heard in Court of Appeal		
Dismissed – Insufficient Evidence to Support Allegations	2	
Dismissed, Appealed and Awaiting Decision of Complaints Review Committee		
Dismissed, Appealed and Upheld by Complaints Review Committee		
Dismissed, Appealed and Review Scheduled in Next Fiscal Year		
Section 118	1	
Appeals to Council		
Referred to Alternative Complaint Resolution		
Total complaints	9	2
<i>Total complaints being carried into the 2023 - 2024 registration year that are still open</i>		6

The CPRNA manages and resolves complaints against registrants under the process outlined in the Health Professions Act, Part 4, Professional Conduct.

Funding for Treatment and Counselling May 1st, 2022 – April 30th, 2023	Related to Sexual Abuse	Related to Sexual Misconduct	Total
Number of Complaints	0	0	0
Number of Patients that Accessed the Fund	0	0	0
Amount of Money Dispersed	\$0	\$0	\$0

Education Fund

The CRPNA Psychiatric Nursing Education Fund is provided through a grant from Alberta Health to support Registered Psychiatric Nurses (RPN) in their pursuit of educational opportunities that specifically impact their skills, knowledge, and professional development.

Funding is available to RPNs residing in Alberta who have an Active Practice Permit from the CRPNA. Education funding is intended to support RPNs in the development of additional knowledge and skills within the profession of Psychiatric Nursing.

The CRPNA Psychiatric Nursing Education Fund Selection Committee approved educational funding to 22 Registered Psychiatric Nurse applicants for the **2022** application year for a total of \$6,960.60 granted in funding as follows:

Education Fund May 2022

	Eligible Applicants	\$ Granted	Total Paid Out	Outstanding Funds
Event Funding				
Short Term Funding	3	\$ 300.00	\$ 200.00	\$ 100.00
Long Term Funding	8	\$ 1,915.00	\$ 1,415.00	\$ 500.00
Withdrawn Applicants				
Applicants Not Funded	4			
TOTAL	15	\$ 2,215.00	\$ 1,615.00	\$ 600.00

Education Fund November 2022

	Eligible Applicants	\$ Granted	Total Paid Out	Outstanding Funds
Event Funding	2	\$ 350.00	\$ 350.00	
Short Term Funding				
Long Term Funding	9	\$ 4,395.60	\$ 4,395.60	
Withdrawn Applicants				
Applicants Not Funded				
TOTAL	11	\$ 4,745.60	\$ 4,745.60	

The CRPNA Psychiatric Nursing Education Fund is provided through a grant from Alberta Health to support Registered Psychiatric Nurses (RPNs) in their pursuit of educational opportunities that specifically impact their skills, knowledge, and professional development.

Outstanding funds are from applicants that have not sent in program completion documentation to date, the funds will be applied back into the education fund if not claimed within the eligible time frame.

Note: Eligible applicants means applicants that met all education fund criteria.



**COLLEGE OF REGISTERED PSYCHIATRIC NURSES
OF ALBERTA**

Financial Statements

For the Year Ended April 30, 2023



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

FOR THE YEAR ENDED APRIL 30, 2023

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Independent Auditor's Report

To the Members of College Of Registered Psychiatric Nurses Of Alberta:

Opinion

We have audited the financial statements of College Of Registered Psychiatric Nurses Of Alberta (the "College"), which comprise the statement of financial position as at April 30, 2023, and the statements of operations, changes in net assets 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 April 30, 2023, 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 other 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 the 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.

Auditor's 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.

MNP LLP

17010 - 103 Ave Suite 100, Edmonton AB, T5S 1K7

T: 780.486.3357 F: 780.486.3320



Independent Auditor's Report

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.

Edmonton, Alberta

August 28, 2023

MNP LLP

Chartered Professional Accountants

**COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA****STATEMENT OF FINANCIAL POSITION****AS AT APRIL 30, 2023**

	2023	2022
ASSETS		
CURRENT		
Cash	\$ 736,931	\$ 1,216,640
Guaranteed investments - unrestricted	948,434	335,794
Accounts receivable and accrued interest	25,179	6,696
Prepaid expenses and deposits	8,472	8,472
Current portion of restricted cash and guaranteed investments (Note 4)	765,714	752,472
	2,484,730	2,320,074
RESTRICTED CASH AND GUARANTEED INVESTMENTS (Note 4)	815,517	828,157
CAPITAL ASSETS (Note 3)	15,559	14,698
	\$ 3,315,806	\$ 3,162,929
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities (Note 5)	\$ 201,937	\$ 165,859
Deferred revenue (Note 10)	813,115	725,085
	1,015,052	890,944
NET ASSETS		
TED JAMES SCHOLARSHIP FUND (Notes 4, 6)	35,793	35,793
NATIONAL DEVELOPMENT FUND (Notes 4, 6)	4,462	4,462
CAPITAL ASSET RESERVE (Note 3)	15,558	14,698
FINANCIAL RESERVE (Notes 4, 6)	640,000	640,000
UNRESTRICTED RESERVE	703,965	676,658
EDUCATION FUND (Notes 4, 6)	765,714	752,472
COUNCIL ORIENTATION & EDUCATION RESERVE FUND (Notes 4, 6)	35,376	44,376
FAIR REGISTRATION AUDIT RESERVE FUND (Notes 4, 6)	10,000	10,000
REGULATORY INITIATIVES RESERVE FUND (Notes 4, 6)	33,000	33,000
CONDUCT RESERVE FUND (Notes 4, 6)	14,823	14,823
PATIENT RELATIONS RESERVE FUND (Notes 4, 6)	25,000	25,000
SPECIAL PROJECTS RESERVE FUND (Notes 4, 6)	17,063	20,703
	2,300,754	2,271,985
	\$ 3,315,806	\$ 3,162,929

APPROVED ON BEHALF OF THE BOARD:
Director

COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED APRIL 30, 2023

	2023	2022
TED JAMES SCHOLARSHIP FUND		
Balance, beginning of year	\$ 35,793	\$ 35,793
Balance, end of year	<u>\$ 35,793</u>	<u>\$ 35,793</u>
NATIONAL DEVELOPMENT FUND		
Balance, beginning of year	\$ 4,462	\$ 4,462
Balance, end of year	<u>\$ 4,462</u>	<u>\$ 4,462</u>
CAPITAL ASSET RESERVE		
Balance, beginning of year	\$ 14,698	\$ 6,457
Purchase of property and equipment	8,184	13,538
Amortization of property and equipment	<u>(7,324)</u>	<u>(5,297)</u>
Balance, end of year	<u>\$ 15,558</u>	<u>\$ 14,698</u>
FINANCIAL RESERVE		
Balance, beginning of year	\$ 640,000	\$ 640,000
Balance, end of year	<u>\$ 640,000</u>	<u>\$ 640,000</u>
UNRESTRICTED RESERVE		
Balance, beginning of year	\$ 676,658	\$ 547,764
Purchase of property and equipment	(4,544)	(7,211)
Amortization of property and equipment	7,324	5,297
Excess of revenue over expenses for the year	<u>24,527</u>	<u>130,808</u>
Balance, end of year	<u>\$ 703,965</u>	<u>\$ 676,658</u>

COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

STATEMENT OF CHANGES IN NET ASSETS (continued)

FOR THE YEAR ENDED APRIL 30, 2023

	2023	2022
EDUCATION FUND		
Balance, beginning of year	\$ 752,472	\$ 757,825
Expenditures	(6,385)	(9,396)
Interest income	19,627	4,043
Balance, end of year	\$ 765,714	\$ 752,472
COUNCIL ORIENTATION & EDUCATION RESERVE FUND		
Balance, beginning of year	\$ 44,376	\$ 44,376
Expenditures	(9,000)	-
Balance, end of year	\$ 35,376	\$ 44,376
FAIR REGISTRATION AUDIT RESERVE FUND		
Balance, beginning of year	\$ 10,000	\$ 10,000
Balance, end of year	\$ 10,000	\$ 10,000
REGULATORY INITIATIVES RESERVE FUND		
Balance, beginning of year	\$ 33,000	\$ 33,000
Balance, end of year	\$ 33,000	\$ 33,000
CONDUCT RESERVE FUND		
Balance, beginning of year	\$ 14,823	\$ 20,000
Expenditures	-	(5,177)
Balance, end of year	\$ 14,823	\$ 14,823



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

STATEMENT OF CHANGES IN NET ASSETS (continued)

FOR THE YEAR ENDED APRIL 30, 2023

	2023	2022
PATIENT RELATIONS RESERVE FUND		
Balance, beginning of year	\$ 25,000	\$ 25,000
Balance, end of year	<u>\$ 25,000</u>	<u>\$ 25,000</u>
SPECIAL PROJECTS RESERVE FUND		
Balance, beginning of year	\$ 20,703	\$ 52,789
Purchase of property and equipment	(3,640)	(6,328)
Expenditures	<u>-</u>	<u>(25,758)</u>
Balance, end of year	<u>\$ 17,063</u>	<u>\$ 20,703</u>



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED APRIL 30, 2023

	2023	%	2022	%
REVENUE				
Membership fees	\$ 794,908	95.4	\$ 772,750	83.5
Interest income	18,633	2.2	13,257	1.4
Exam fees	943	0.1	96,597	10.4
Miscellaneous	12,788	1.5	34,659	3.7
Transfer from Education Fund	6,386	0.8	9,400	1.0
	833,658	100.0	926,663	100.0
EXPENSES				
Administration and College (Schedule 1)	93,662	11.2	114,317	12.4
Amortization	7,324	0.9	5,297	0.6
Continuing education (recovery)	12,684	1.5	(483)	(0.1)
Disciplinary action	-	-	2,000	0.2
Dues	9,911	1.2	10,469	1.1
Internet/on-line renewal	54,195	6.5	32,647	3.5
Meeting/Committee/Council (Schedule 2)	66,258	7.9	11,112	1.2
Professional services and certification	8,724	1.0	93,950	10.1
Salaries and benefits	559,868	67.2	526,546	56.8
	812,626	97.4	795,855	85.8
INCOME BEFORE FUND REVENUES (EXPENDITURES)	21,032	2.6	130,808	14.2
FUND REVENUES (EXPENDITURES)				
Education fund interest income	19,627	2.4	4,044	0.4
Education fund disbursements (Schedule 3)	(6,386)	(0.8)	(9,400)	(1.0)
Conduct reserve fund expenditures	-	-	(5,177)	(0.6)
Special projects fund expenditures	-	-	(25,758)	(2.8)
	13,241	1.6	(36,291)	(4.0)
EXCESS OF REVENUE OVER EXPENSES FOR THE YEAR	\$ 34,273	4.2	\$ 94,517	10.2



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED APRIL 30, 2023

	2023	2022
CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES		
Cash receipts from memberships, exam fees and other	\$ 886,569	\$ 891,074
Cash paid to suppliers and employees	(775,610)	(808,836)
Interest received	38,260	17,301
	149,219	99,539
CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES		
Purchase of capital assets	(8,184)	(13,539)
Purchase of guaranteed investments - unrestricted	(600,000)	-
Change in restricted cash and guaranteed investments	(20,744)	777,676
	(628,928)	764,137
INCREASE (DECREASE) IN CASH DURING THE YEAR	(479,709)	863,676
CASH, beginning of year	1,216,640	352,964
CASH, end of year	\$ 736,931	\$ 1,216,640



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2023

1. PURPOSE OF ORGANIZATION

The College is established under legislation created to protect the public by registering qualified psychiatric nurses, setting standards, monitoring competency, and investigating and acting on complaints. The College is a not-for-profit organization for income tax purposes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and include the following significant accounting policies:

(a) 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 amount of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the current period. These estimates are reviewed periodically, and adjustments are made to income as appropriate in the year they become known. Estimated life of capital assets is the most significant item that involves the use of estimates.

(b) Financial Instruments

The College's financial instruments consist of cash, accounts receivable, guaranteed investments and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the College is not exposed to significant interest, currency or credit risks arising from these financial instruments.

The fair value of the financial instruments is approximately equal to their carrying value due to their short-term maturity date.

Measurement of financial instruments

The College initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

The College subsequently measures all of its financial assets and financial liabilities at amortized cost, except in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income.

Financial assets measured at amortized cost include cash and accounts receivable and accrued interest.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in net income. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

(b) Financial Instruments (continued)

Transaction costs

The College recognizes its transaction costs, if any, in net income in the period incurred. However, financial instruments that will not be subsequently measured at fair value are adjusted by the transaction costs that are directly attributable to their origination, issuance, or assumption.

(c) Capital Assets

Capital assets are stated at cost. Amortization is provided annually at 20% for equipment and 55% for computer equipment using the declining balance method to write-off the property and equipment over their estimated useful lives.

(d) 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. Accordingly, membership fees received at the year-end for the annual term commencing immediately after the year end have been deferred and will be recognized in the fiscal period to which they relate.

Certain grant revenue may be deferred for income recognition purposes to a following fiscal period to match related expenditures.

Endowment contributions and related investment income are recognized as direct increases in net assets.

(e) Contributed Services and Materials

Volunteer services contributed on behalf of the College in carrying out its activities are not recognized in these financial statements due to the difficulty of determining their fair value.

Other contributed services and materials are recognized only to the extent that they would have been purchased in the normal course of operations and their value is reasonably determinable.

(f) Guaranteed Investments

Guaranteed investments are recorded at fair market value.

(g) Cash and Cash Equivalents

The College's policy is to disclose unrestricted cash in accounts under cash and cash equivalents.



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2023

3. CAPITAL ASSETS

	2023		2022	
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Equipment	\$ 124,302	\$ 117,114	\$ 7,188	\$ 8,497
Computer equipment and website	29,016	20,645	8,371	6,201
	\$ 153,318	\$ 137,759	\$ 15,559	\$ 14,698

4. RESTRICTED CASH AND GUARANTEED INVESTMENTS

	2023	2022
Education Fund - short-term	\$ 765,714	\$ 752,472
Ted James Scholarship Fund	\$ 35,793	\$ 35,793
National Development Fund	4,462	4,462
Financial Reserve	640,000	640,000
Council Orientation & Education Reserve Fund	35,376	44,376
Fair Registration Audit Reserve Fund	10,000	10,000
Regulatory Initiatives Reserve Fund	33,000	33,000
Conduct Reserve Fund	14,823	14,823
Patient Relations Reserve Fund	25,000	25,000
Special Project Reserve Fund	17,063	20,703
Long-term balance, end of year	\$ 815,517	\$ 828,157

Guaranteed investments earn interest at a rate of 1.5% and 4.45% and have maturity dates within the next fiscal year.

5. ACCOUNTS PAYABLE

Included in accounts payable is government remittances payable of \$16,497 (2022 - \$15,805).

6. RESTRICTED NET ASSETS

Financial Reserve

The Financial Reserve was established to provide for continued operations for one year in the event of unexpected interruptions in cash flow or unexpected expenses. As well, the financial reserve is intended to provide funds to cover the costs of any disciplinary hearings. Transfers to/from the Financial Reserve require Council approval.

COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2023

6. RESTRICTED NET ASSETS (continued)

Ted James Scholarship Fund

The Ted James Scholarship Fund was initiated by a donation of funds to the College. The interest on the donated funds is to be used for educational bursaries. These funds are restricted for that purpose. In the previous year, it was determined that the College is no longer able maintain these funds but will continue to maintain them until they are distributed. These funds have not been distributed during the current year.

National Development Fund

The National Development Fund was set up to assist with the costs of developing a National Body for Psychiatric Nurse Regulators. There were expenditures in the amount of \$Nil in the current year (2022 - \$Nil).

Education Fund

The purpose of the Education Fund is to generate earnings to support educational programs.

- a) Commencing April 1, 2008, the College may distribute the earnings to support educational programs and charge against the fund, annually, the actual administration costs, reasonably incurred, that shall not exceed 5% of the total amount of the earnings distributed in support of educational programs during that fiscal year.
- b) Unexpended earnings in any fiscal year may be retained by the College and carried forward to be used in future years for educational programs provided always that the College will use its best efforts to distribute the earnings, in accordance with the agreement, in the next fiscal year.

During the prior year, it was determined that the College is no longer able maintain these funds, based on a change in Provincial legislation. The College will continue to hold these funds until the time at which the Province determines how they are to be distributed. There were expenditures in the amount of \$6,385 in the current year (2022 - \$9,396).

Council Orientation & Education Reserve Fund

The Council Orientation & Education Reserve Fund was set up to assist with the costs associated with attending and participating in activities and learning's that provide initial and ongoing education in regulatory governance and the public protection mandate. There were expenditures in the amount of \$9,000 in the current year (2022 - \$Nil).

Regulatory Initiatives Reserve Fund

The Regulatory Initiatives Reserve Fund was established to assist with the costs associated with participating in initiatives that address regulatory requirements and enhance regulatory processes. There were expenditures in the amount of \$Nil in the current year (2022 - \$Nil).

Fair Registration Audit Reserve Fund

The Fair Registration Audit Reserve Fund was established to assist with the costs associated with a possible registrations audit under the Fair Registrations Practice Act. There were expenditures in the amount of \$Nil in the current year (2022 - \$Nil).



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2023

6. RESTRICTED NET ASSETS (continued)

Conduct Reserve Fund

The Conduct Reserve Fund was established to assist with the costs associated with an unexpectedly costly conduct investigation and hearing. There were expenditures in the amount of \$Nil in the current year (2022 - \$5,177).

Patient Relations Reserve Fund

The Patient Relations Reserve Fund was established to assist with the costs associated with the legislated requirement to provide counselling / therapy to any patient lodging a complaint of sexual abuse or misconduct toward a registrant. There were expenditures in the amount of \$Nil in the current year (2022 - \$Nil).

Special Projects Fund

The Special Projects Fund was established to assist with the costs associated with significant capital purchases. There were expenditures in the amount of \$3,640 in the current year (2022 - \$32,086).

7. COMMITMENTS

The College is committed to a lease for office premises until July 31, 2024. The minimum monthly payments required are \$2,557 plus a proportionate share of property taxes, operating costs and management fee totaling approximately \$1,204 per month.

The minimum annual lease payments for the next two years are as follows:

<u>Year</u>	<u>Amount</u>
2024	\$ 45,132
2025	11,283
	<u>\$ 56,415</u>

8. FINANCIAL RISKS

Risks and concentrations

The College is exposed to various risks through its financial instruments, without being exposed to concentrations of risk.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial statement liabilities. The College is exposed to this risk mainly in respect of its accounts payable and accrued liabilities.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The College's main credit risks relate to accounts receivable and interest receivable. The College provides credit to its clients in the normal course of operations.



COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA

NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2023

8. FINANCIAL RISKS (continued)

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 three types of risk: currency risk, interest rate risk and other price risk. The College is mainly exposed to interest rate risk.

9. COMPARATIVE FIGURES

Certain 2022 comparative figures have been reclassified in order to conform to the financial statement presentation adopted for 2023. The accounts affected include Cash and Guaranteed investments - unrestricted from the Statement of Financial Position and Change in restricted cash and guaranteed investments from the Statement of Cash Flows.

10. DEFERRED REVENUE

The prior year deferred revenue of \$725,085 has been included in the 2023 revenue on the Statement of Operations. The College collected \$813,115 of deferred revenue to be included in 2024 revenue.

**COLLEGE OF REGISTERED PSYCHIATRIC NURSES OF ALBERTA****SCHEDULE 1 - ADMINISTRATION AND COLLEGE EXPENSES****FOR THE YEAR ENDED APRIL 30, 2023**

	2023	%		2022	%
Audit fees and bookkeeping	\$ 11,445	1.4	\$	12,025	1.3
Equipment purchases	2,428	0.3		636	0.1
Insurance and bonding	2,255	0.3		1,987	0.2
Interest and bank charges	1,497	0.2		1,715	0.2
Janitorial	1,200	0.1		600	0.1
Miscellaneous	3,203	0.4		3,235	0.3
Printing and photocopy supplies	1,732	0.2		1,907	0.2
Public relations	999	0.1		28,346	3.1
Rent	52,507	6.3		50,809	5.5
Stationery and office	12,719	1.5		8,520	0.9
Telephone	3,677	0.4		4,537	0.5
	\$ 93,662	11.2	\$	114,317	12.4

SCHEDULE 2 - MEETING/COMMITTEE/COUNCIL EXPENSES**FOR THE YEAR ENDED APRIL 30, 2023**

	2023	%		2022	%
Council meetings/conference	\$ 58,704	7.0	\$	10,185	1.1
RPN of Canada meetings	7,554	0.9		927	0.1
	\$ 66,258	7.9	\$	11,112	1.2

SCHEDULE 3 - EDUCATION FUND DISBURSEMENTS**FOR THE YEAR ENDED APRIL 30, 2023**

	2023	%		2022	%
Long-term funding	\$ 6,386	0.8	\$	8,950	1.0
Short-term funding	-	-		450	-
	\$ 6,386	0.8	\$	9,400	1.0

Committees and Appointments

2022-2023

Officers of Council

Tonya Ratushniak - Chair

Judy Negrey – Vice-Chair

Barbara Lowe – CEO/Registrar

Registration & Continuing Competence Committee

Elizabeth Taylor – Chair

Hany Abdelhady

Lisa Fetsch

Sharon Martin

Tonya Ratushniak

Dianne Johnstone

Compliant Review / Hearings Membership List

Public Members are appointed to a Complaint Review or Hearing Committee by Alberta Health & Wellness

RPN's appointed by Council:

Scott Billan

Jennifer Castro

Lynn Huxley

Annette Rampersaud

Complaints Director

Barbara Lowe

Hearings Director

Joanne Siemens

CRPNA governance and regulatory committees carry out the responsibilities of a self-regulating profession as outlined in the Health Professions Act. This section lists the regulated and public committee members that undertake the regulatory work of CRPNA.

