



COLLEGE & ASSOCIATION OF
Acupuncturists
OF ALBERTA

ANNUAL REPORT

January 1 to December 31, 2016

submitted to

Health Disciplines Board

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Attachment: Audited 2016 Financial Statements

I. PRESIDENT'S MESSAGE

My name is Lowell Ask. I have been serving on the council of the College and Association of Acupuncturists of Alberta (the CAAA) since 2012, and I was elected President of the CAAA in 2016. I have witnessed the progress achieved by the CAAA over the last few years. I would like to highlight major accomplishments in 2016.

At 2016 Annual General Meeting, members elected a new council which consists of seven (7) elected members and one (1) public member. The council has a clear understanding of its mandate to govern the acupuncture profession in public interest, and has made continued efforts to improve the standards of practice, education, competency and ethical conduct.

- Minimum Standards for Acupuncture Education

Education is the very foundation of a profession. The council initiated the project to re-define educational standards in 2013. Given the urgency and importance of the project, the council decided to change the approach in order to get the project completed in a timely manner. The draft has been completed and will be implemented after approval. It has far reaching significance to the profession.

- Proposed Acupuncture Regulation under the *Health Professions Act*

The CAAA had worked with Alberta Health on the proposed Acupuncture Regulation under the *Health Professions Act*. However, there was no progress since October 2014. The new council resumed the efforts and revised the proposed Acupuncture Regulation. It was submitted to Alberta Health in December 2016. Alberta Health plan to complete the transition by the end of 2018.

- Review of the CAAA Bylaws

Based on the information received, council decided to review its current Bylaws. A consultation notice was sent to all registered members in July 2016, and the deadline to provide input was September 2016. Legal counsel was consulted on the proposed changes. Proposed changes will be presented at the 2017 Annual General Meeting for approval.

- Policy review and development of new policies

The council reviewed all existing policies and terms of reference. The council approved a revised Continuing Education Policy which focuses more on quality of continuing education programs, and a revised Travel, Expenses and Honorarium Policy to enhance cost effectiveness. New policies such as the Supervision Policy and Patient Record Standards have also been developed, which will be presented to the Health Disciplines Board for approval.

- Communication with membership

The council recognized the importance of effective communication with members to ensure transparency and accountability. In preparing its 2017 Budget, the council approved a budget to develop a new website. The new website will be launched in April 2017.

- Awareness promotion campaign

One of the challenges identified by the Council is insufficient public awareness and knowledge of acupuncture. As such, the council approved a budget for advertising acupuncture throughout Alberta. In accordance with Alberta legislations, acupuncture is a restricted activity and only members of the CAAA can present themselves as Acupuncturist to the public.

- Strategic planning

The council has a clear understanding of the challenges faced by the profession and recognized the importance of a long-term strategic planning for the future of the profession. The CAAA organized a Board Development Workshop in June 2016 and had tremendous discussion planning the future for the profession. As a result, a comprehensive report titled *Acupuncture in Alberta: History, Status and Prospects* was prepared, which will be presented to Alberta Health and the Health Disciplines Board. It is hoped that the vision of the council for the profession will be supported by the Alberta government.

The council has a critical mandate to govern the profession in public interest. All efforts of the CAAA must serve the mandate. As President of the CAAA, I am pleased with the accomplishments, and we will make continued efforts in that direction.

To conclude, I would like to take this opportunity to express my gratitude to members of the council, committees and Ad Hoc committees, and the office staff for their dedicated efforts to move the profession forward.

Sincerely,

Lowell Ask, President

II. PUBLIC MEMBER'S REPORT

February 22, 2017

I am currently serving in my first term as a public member on the CAAA Council. This service began in July 2014. Since this time, important progress has been made toward developing policies, guidelines and structures that will be necessary for the profession when it becomes autonomous in self-regulation under the Health Professions Act. Toward this end the CAAA has focused on many key considerations including re-defining and improving educational standards, and enhancing standards of competency, practice and ethics to better serve and protect the public. Important work has also been done with policy reviews, a bylaw review, and a revision of the Acupuncture Regulation. The Council members have shown great commitment and dedication toward advancing the profession of acupuncture in the province. It has been both an honor and a privilege to serve as a public member for this Council.

Sincerely,

Carmen Lawlor, Public Member

III. INTRODUCTION

The acupuncture profession has been regulated in Alberta since 1988 under the *Health Disciplines Act* (hereinafter, “Act”), and has since been governed by the Acupuncture Committee under the Health Disciplines Board established under the Act.

The College and Association of Acupuncturists of Alberta (the “CAAA”) was designated by the Minister of Health to regulate the acupuncture profession in public interest, effective January 1, 2011. As the regulatory body, the CAAA is responsible to ensure that registrants meet the requirements to provide safe, competent and ethical services to the public.

Mission Statement

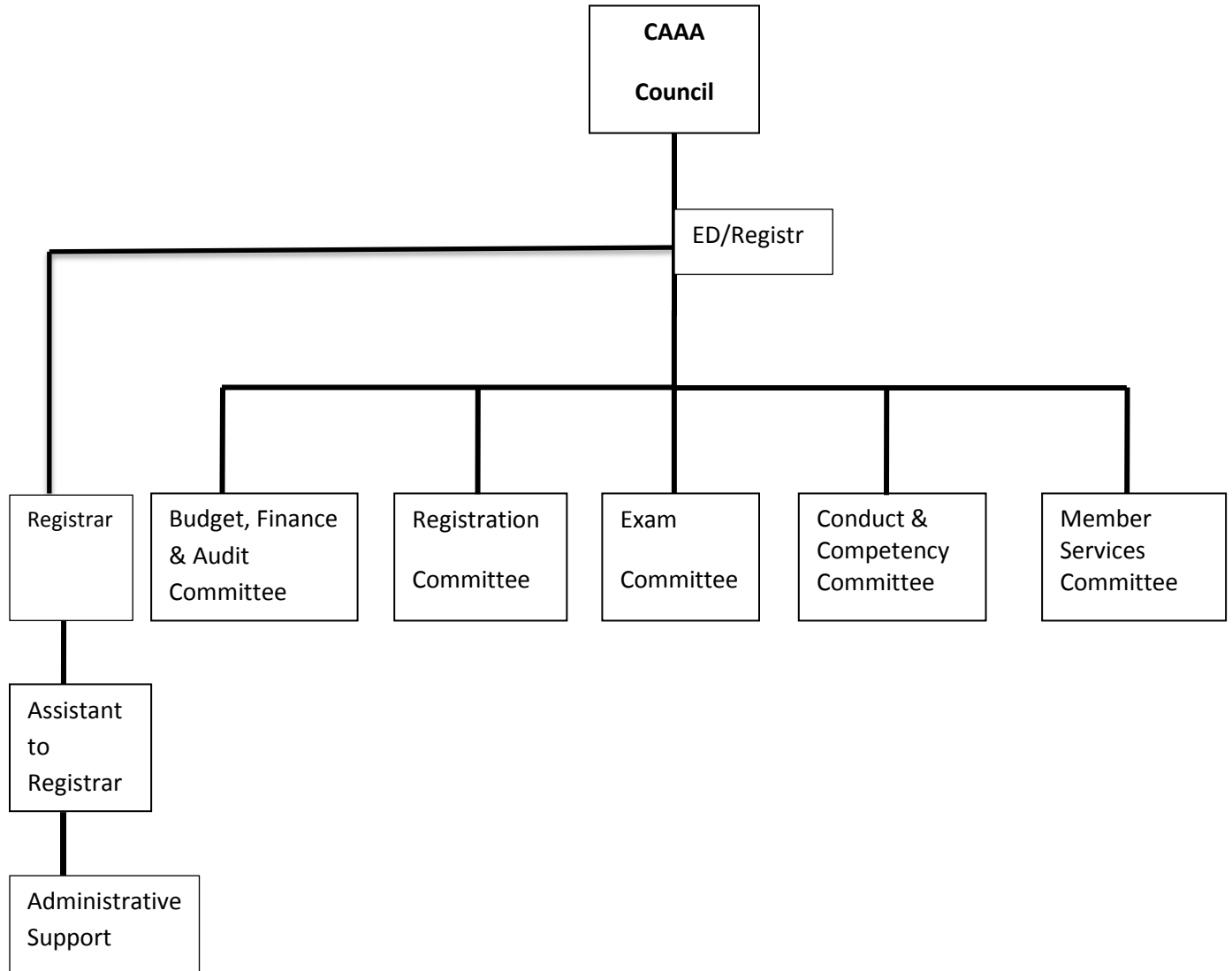
The CAAA serves the public interest and supports the acupuncture profession by setting high standards of practice, education, competence and ethical conduct.

Vision

The CAAA is committed to excellence in regulation and support of the Registered Acupuncturists of Alberta.

Organizational Structure

The organization structure of the CAAA is set out as below. The Council, Committees and positions are established in accordance with the *Health Disciplines Act* and the By-laws of the CAAA.



IV. COUNCIL AND COMMITTEE MEMBERS

The Council is elected by the membership and is responsible for the governance and management of the regulatory and business affairs of the CAAA. Council members elected at the 2016 annual general meeting and committee members appointed by Council are as follows.

Council Members

Lowell Ask, President
Boxin Wanglin, Vice President
Yang Su, Treasurer
William Zhao, Director
Don Fan, Director
Colton Oswald, Director
Heather Thompson, Director
Carmen Lawlor, Public Member

Registration and Program Review Committee (RPRC)

Marjorie Copithorn, Chair
Zoe (Ying) Zhao
Michelle Phillips
Jessica Stankowski
Zhaocheng Han

Conduct and Competency Committee (CCC)

Marc Raedschelders, Chair
Amanda Ballas
Michael McFarlane
Frank Du
Gord Ariza
Ann Zee
Heather Thompson
Patricia Hull (Public Member)

Examination Committee (EC)

William Zhao, Chair
Yucheng Chen
Amanda Ballas
Boxin Wanglin
Wenjun Dai
Zhaocheng Han
Lowell Ask, consultant

Don Fan, consultant

Budget, Finance and Audit Committee (BFAC)

Yang Su, Chair

Boxin Wanglin

Cherisse Osness

Ricky Wang

Member Services Committee (MSC)

Constantine Karampelas, Co-Chair

Margaret Kennedy, Co-Chair

Anthony Yong

Lindsay Cole

Mujun Chen

Lyla Yip

Benny Xu

CAAA Office Staff

Paul Hu, Executive Director/Registrar

Sheila Wang, Executive Assistant to Registrar

Eleanor van Gunst, Assistant to Registrar (part-time)

Phyllis Fraser, Administrative Support

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V. GOVERNANCE

The College and Association of Acupuncturists of Alberta (the CAAA) is mandated to regulate acupuncture profession in public interest. To achieve effective and efficient governance, the council has focused efforts on developing and revising various policies, standards, guidelines and structures.

Minimum Standards for Acupuncture Education

Education is the very cornerstone and foundation upon which a profession is built. Regrettably, it is the educational programming within our profession that has presented the most challenges, and represents the most notable deficit in our governance. The *Criteria for Acupuncture Program Approval* document which was previously used by the Acupuncture Committee under the Health Disciplines Board is outdated and does not reflect the high standards we are striving for.

The council initiated the project in 2013. However, due to various reasons, the project did not progress as expected. Given the importance and urgency of the project, the council decided to change the approach, and the draft is now available.

The Minimum Standards for Acupuncture Education outlines the essential requirements for a successful delivery of acupuncture programs, including admission requirements, core curriculum, program length and course hours, instructor qualifications, facility and equipment requirement, and program management and administration, etc. It will be presented to the Health Disciplines Board for approval. Once implemented, it will help lay a solid foundation to this profession.

Transition to the Health Professions Act

The legislation related to acupuncture was enacted in 1988. Without timely amendment to this legislation, however, some requirements are now outdated. From 2013, the CAAA began work, in conjunction with Alberta Health, to complete the transition from the *Health Disciplines Act* to the *Health Professions Act*. However, no progress was made since October 2014 due to staff changeover of Alberta Health.

The council renewed the efforts and reviewed the proposed Acupuncture Regulation. A set of revised Acupuncture Regulation was submitted to Alberta Health in December 2016. The CAAA has been working with Alberta Health on the transition, and it is expected that the transition will be completed by the end of 2018.

Transition from the Health Disciplines Act to the Health Professions Act is extremely important for the profession. The major advantage of self-regulation is to utilize the expertise of regulated members to govern a profession in public interest. Under the *Health Disciplines Act*, the regulatory body is accountable to the Health Disciplines Board, and the profession is not autonomous in its regulation. Although we appreciate the guidance of the Board, their direction is not always consistent, nor pertinent. Changes to the Health Disciplines Board membership create challenges for not only continuity, but also progress. New members to the Board often

lack necessary background information of acupuncture, and also of the specific concerns and goals of our profession. The current governance structure presents a challenge for effective and efficient governance of the profession.

In addition, the CAAA has been operating smoothly for five years, and has achieved substantial progress in some fundamental areas, such as: the establishment of Code of Professional Conduct, and redefining of Minimum Standards for Acupuncture Education. We will make every effort possible to improve the governance of the profession in public interest and we are willing and ready to take responsibility for the profession.

CAAA Bylaws Review

The council initiated a review of the current Bylaws considering the information it received from some students and members. All registered members were invited to provide their input through a consultation process. Council also sought legal advice on proposed changes. Proposed changes will be presented for approval at 2017 Annual General Meeting.

CAAA Safety Handbook

The CAAA has been delivering an Online Safety Examination which was developed by its counterparts in British Columbia and Ontario. A panel was appointed to develop a Safety Handbook based on Alberta's regulations and practice standards. The draft Safety Handbook was finished in June 2016. A formal consultation process was completed. The Safety Handbook will be the basis for the Alberta Safety Examination. Along with Occupational Health and Safety Handbook for Acupuncturists, it will provide effective guidance to member's practice to enhance public safety.

Policy Review and Development

The council conducted a thorough review of all existing policies and terms of reference.

The council approved a revised Continuing Education Policy which focuses more on the quality of continuing education programs.

To improve accountability and cost effectiveness, the council approved a revised Travel, Expenses and Honorarium Policy. Guideline has been developed to help council and committees prepare their budgets.

New policies have also been developed. Supervision Policy and Supervision Guideline specify the roles and responsibilities of the supervisor and the restricted registrants. Patient Record Standards stipulate the information to be included in patient files. They will be presented to the Health Disciplines Board for approval. Implementation of such standards will effectively protect public interest and earn the confidence of stakeholders.

Communication

Transparency is critical to effective governance. The council approved to develop a new website to improve communication with members, stakeholders and the public. The new website will be launched in April 2017.

The council also approved a budget to promote public awareness of acupuncture as a regulated profession. Acupuncture is restricted activity in accordance with the *Government Organization Act*, and the title of acupuncturist is protected under the *Health Disciplines Act*. The CAAA is the regulatory body for registered acupuncturists, with a mandate to protect the public. If the public have concerns about an acupuncturist, they should contact the CAAA.

VI. REGISTRATION OF COLLEGE MEMBERS

	2016	2015
New Members	50	72
Full Members (including under LMA)	38	51
Temporary	1	5
Restricted	11	16
Transferred, Cancelled, Retired, Deceased	-16	-9
Membership Renewed	685	621
Total Number of Registrants as of Dec. 31	719	693

VII. TRAINING PROGRAMS AND EXAMINATIONS

Currently, there are five acupuncture programs approved by the Health Disciplines Board, as listed below.

- Grant MacEwan University, Edmonton, since 1998
- Reeves College, Edmonton, since 2008; revised curriculum approved 2014
- Alberta College of Acupuncture & TCM, Calgary, since 2000
- Calgary College of TCM & Acupuncture, Calgary, since 2004
- Canadian Institute of TCM, Calgary, since 2004

The Alberta Acupuncturist Registration Examination consists of the following components.

- Pan-Canadian Written Examination for Acupuncturists
- Pan-Canadian Clinical Case-study Exam for Acupuncturists
- Online Safety Examination in written format

- OSCE (Objective Structured Clinical Examination) Safety Exam: Modalities
- OSCE (Objective Structured Clinical Examination) Safety Exam: Acupuncture Points

The table below is a summary of candidate performance at the Alberta Acupuncture Registration Examination.

Components	Exam Date	New (% pass rate)	Retake (% pass rate)	Alberta Total	Canada (inc AB)
Written	Oct 15, 2016	45/62 (73%)	17/30 (57%)	62/92 (67%)	234/353 (66%)
Case-study	Jan 21, 2017	38/58 (65.5%)	20/42 (47.6%)	58/100 (58%)	200/303 (66%)
On-line Safety	Oct 15, 2016	62/62 (100%)			
Modalities	Oct 15 & 16, 2016	36/61 (59%)	2/5 (40%)	38/66 (57.6%)	
Acu Points	Oct 15 & 16, 2016	30/61 (49%)	6/18 (33%)	36/79 (46%)	

VIII. CONTINUING EDUCATION PROGRAM

In accordance with the *Alberta Acupuncture Regulation*, section 4, a registered acupuncturist must have completed 50 hours of educational programs within the 2 last years to renew their registration. To help members meet the requirement, Member Services Committee has made great efforts to organize continuing education activities to members. Similar activities organized in Calgary by Alberta Association of Traditional Chinese Medicine Doctors (the “AATCMD”) were also available to CAAA members.

The following CEU events were organized by the CAAA in 2016.

Date	Topic	Speaker
March 31	Uncover secrets of acupuncture points	Dr. Yuan Guo
April 23	Tung’s Extraordinary Acupuncture System	Dr. Michael Chung
August 25	Treatment of Tennis Elbow	Dr. Jianlong Guo
September 26	Treating Strokes and Sequelae with Acupuncture	Dr. Nenggui Xu
November 26	Spirit of Acupuncture	Dr. Xiaochuan Pan
November 27	<i>Taiji</i> & Acupuncture	Dr. Xueli(Jack) Fu

IX. COMPLAINTS AND DISCIPLINES

In 2016, the CAAA office received four formal complaints. Of the four complainants, one was withdrawn; another is pending decision; investigation is ongoing in the other two.

X. FINANCIAL INFORMATION

An audited 2016 Financial Statements will be presented at the 2017 Annual General Meeting and also available online for review. A copy is enclosed.

Financial prudence has been exercised by the CAAA, and the CAAA has maintained a sound and stable financial position.

XI. OTHER PROFESSIONAL ACTIVITIES

- Strategic Planning

There was a big change to the council membership in 2016 election, as many previous council members have reached their maximum terms. To help new council members understand their role and to develop a strategic plan, a Board Development Workshop was organized on June 3 and 4, 2016. Inspired discussion centered around the challenges faced by the profession and the options to address them. As a result, a comprehensive report was developed, which reviewed the history of acupuncture in Alberta, identified the challenges faced by the profession, summarized what the CAAA has accomplished, and, most importantly, outlined the vision for the profession. This report will be presented to the Health Disciplines Board and the Alberta Health.

- Public Awareness Campaign

One of the challenges identified is insufficient public knowledge of acupuncture. Acupuncture has been regulated in Alberta since 1988. However, due to its brief history in Canada and marginalized status in the healthcare system, the public does not have sufficient knowledge about acupuncture. To protect the public, the council approved a budget to launch a public awareness campaign. The messages to convey are: Acupuncture is a restricted activity in Alberta. Performing acupuncture requires proper authorization; The College and Association of Acupuncturists of Alberta is the regulatory body for the acupuncture profession, with the mandate to protect the public.

- Quality Continuing Education Programs

The purpose of continuing education program is to ensure that all acupuncturists maintain at the very least and, preferably, enhance or improve their competence and skills within their scope of practice as it relates to public safety in the delivery of professional services. With this understanding, the Registration Committee reviewed and revised the Continuing Education Policy, with more emphasis on the quality of continuing education programs. Further, the Council approved a budget to support more quality continuing education programs to be organized by the Member Services Committee.

XII. CONCLUSION

In 2016, the CAAA has achieved great progress in many aspects, based on the foundation achieved over past few years. The council identified the challenges faced by the profession and proposed solutions to address them. Committed to high standards of practice, education, competence and ethical conduct, the CAAA is willing to work with all stakeholders to move the

profession forward. We are confident to earn and retain the trust of Albertans, striving for excellence in regulation and governance of the acupuncture profession.