



## **CAAA Annual General Meeting**

Baymont Inn – Red Deer, AB

Sunday, April 28, 2019

In Attendance:

*Council members:* Boxin Wanglin, Carmen Lawlor, Helen Anderson, Heather Thompson, Yang Su, Liye (William) Zhao, Wenjun (James) Dai [Absent: Jessica Wyllie]

*Committee Chairs/Members:* Marc Raedschedlers – CCC, Wenjun (James) Dai and Lowell Ask – EC, Lyla Yip – MSC, Yang Su – BFAC, Heather Thompson - RPRC

Minutes: Janelle Kulak

### **1:05 PM Meeting called to order**

#### **1. Approval of Agenda**

Donald Montgomery made a motion to approve the agenda. Karen Korecki seconded. All in favour. Carried.

#### **2. Approval of 2018 AGM minutes**

Minutes from last year's AGM were read by Helen Anderson. Michael McFarlane made a motion to approve the 2018 meeting minutes. Marie Sparrowhawk seconded. All in favour. Carried.

#### **3. Opening remarks and President's Report – Boxin Wanglin**

Thank you to everyone in attendance for braving the weather and road conditions to make it here. We understand that many people are not able to attend today due to the bad weather. We are pleased to host another Annual General Meeting for the College & Association of Acupuncturists of Alberta. Thank you to Marc Raedschedlers and Helen Anderson for presenting in this morning's continuing education seminar.

- Introduction of Council Members, Registrar/Executive Director and Committee Chairs.
- Thanks to Paul Hu and the CAAA office staff as well as all the committee members for their continual hard work.
- Encouragement to members to take part in the advancement of the Acupuncture profession by staying involved and aware.

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President Initial: \_\_\_\_\_

VP Initial: \_\_\_\_\_



- Feedback, questions and concerns are welcomed and we are happy keep the communication between the CAAA and its members strong and successful.

#### **4. Registrar/Executive Director Report – Paul Hu**

##### *Minimum Standards for Professional Acupuncture Education*

- The first draft of Minimum Standards for Professional Acupuncture Education was available February 2017. It was circulated to the Ad Hoc Committee, all acupuncture programs, and Council for review in April 2017.
- In March 2018, Council directed to issue a Request for Proposal to develop a detailed curriculum for acupuncture education.
- Consultation with government confirmed that: first, the concerns are more about the delivery of the curriculum, but not about the curriculum itself; second, it is the authority and responsibility of the regulatory body to establish the standards of competency and practice, but it is the responsibility of educational institutions to develop their curriculum to meet the requirements of the Standards of Competency established by the regulatory body.
- Based on the clarification, the CAAA office revised the draft Minimum Standards for Professional Acupuncture Education and made editorial changes, such as reorganization of the information, integration of CAAA approved policies and standards, and recommendations to address some issues identified from site visits.
- June 22, 2018, the revised Minimum Standards for Professional Acupuncture Education was referred to Registration and Program Review Committee (RPRC) for review. RPRC did a thorough review and made significant improvements.
- December 2, 2018, RPRC completed its review.
- January 6, 2019, council reviewed the draft Minimum Standards.
- January 9, 2019, the proposed Minimum Standards was circulated to all members for consultation.
- February 10, 2019, the first consultation meeting with all acupuncture programs as key stakeholders.
- February 13, 2019, consultation meeting with members in Edmonton.
- February 20, 2019, consultation meeting with members in Calgary.
- March 10, 2019, Registration and Program Review Committee had a meeting and reviewed all the feedback.
- March 17, 2019, the second consultation meeting with all acupuncture programs.
- April 5, 2019, a meeting with government to seek some clarification.
- April 12 and April 17, RPRC had teleconference meetings to revise the MSPAE.



Consultation is an important part for self-regulation. We want to make sure that the input and concerns from all stakeholders are heard. We are committed to working with all stakeholders to establish standards that are reasonable, fair and feasible. But I have to admit that consultation is time-consuming, challenging and sometimes stressful. Here I want to thank all members of the Registration and Program Review Committee for their hard work, as well as to all acupuncture programs and Marc Raedschelders for their participation. I am still optimistic that we will reach agreement on those difficult issues.

*Transition to the Health Professions Act*

Transition to the Health Professions Act has been one of the priorities of the CAAA. The Council and the Transition Task Force have made great efforts to move this forward.

- February 25, 2018, Mr. James Casey attended the Council meeting, and Council approved to retain Mr. Casey to help with regulation policies.
- February 27, 2018, the 7<sup>th</sup> version of the proposed regulation policies was forwarded to Mr. Casey for review.
- March 16, 2018, Mr. Casey provided his advice, a 33-page document.
- March 23, 2018, an information session in Calgary to members about the reasons and importance of the transition to the Health Professions Act.
- March 28, 2018, a meeting with Mr. Casey to review his advice.
- March 28, 2018, an information session in Edmonton about the reasons and importance of the transition to the Health Professions Act
- April 29, 2018, AGM, presentation about the reasons and importance of the transition to the Health Professions Act
- April 29, 2018, Council approved the Terms of Reference for the Transition Task Force (Lowell Ask, Boxin Wanglin, Carmen Lawlor, and Cathy Palmer)
- In May 2018, Task Force met twice to review legal advice and made changes to the proposed regulation policies
- June 9, 2018, Lowell on behalf of the Task Force briefed the Council on the proposed Regulation Policies.
- August 11, 2018, Lowell on behalf of the Task Force presented the proposed Regulation Policies to Council.
- October 9, 2018, the proposed regulation policies were circulated to all members for consultation.
- November 1, 2018, to help members under the proposed regulation policies, a document titled Understanding the Proposed Regulation Policies was posted on the CAAA website, with detailed comparison between the current regulation and proposed regulation.



- November 2, 2018, a consultation meeting with members in Edmonton
- November 5, 2018, a consultation meeting with members in Calgary
- November 12, 2018, council decided to extend the feedback deadline to November 19, 2018.
- November 27, 2018, a summary of consultation feedback was circulated to CAAA members.
- December 8, 2018, a summary of consultation feedback was presented to Council.
- January 18, 2019, a meeting with the Office of Health Minister and other government officials to discuss the transition. The reason for the transition was fully explained, the achievements of the CAAA were presented to demonstrate that the CAAA is ready for self-regulation. However, given the provincial election, no timeline was committed.
- Based on members' feedback, some minor changes will be made to the proposed regulation policies.
- Will work with new government to complete the transition ASAP.

Transition to the Health Professions Act is very important for the profession. However, although we have made great efforts to move this forward, it is something beyond the control of the CAAA. Now the election is done. The College is planning to send a letter to all MLAs to get their attention to and support for the transition. I hope that our members make the efforts to approach your local MLAs to introduce the profession and get their attention to this issue. The CAAA office is willing to provide any help you may need for such a meeting. Just let us know.

### *Communication*

It is always the intention of the Council to keep members informed and engaged.

- Council meeting minutes is posted on the CAAA website after it is approved and signed.
- A new staff was hired from September 2018 to focus on communication with stakeholders.
- Quarterly newsletter resurfaced from October 2018. So far 3 issues have been published.
- More consultation meetings were offered with members and other stakeholders on important issues.
- More surveys were conducted to collect members' feedback and to help Council make informed decisions, such as advertising and recent demographic survey.

Communication is critical. We will make more efforts to improve communication with our members in a variety of forms. I hope our Member Services Committee can take a lead in this regard, and the office will provide as much support as needed.



### *Bill 21*

The only thing that was not planned for in 2018 was the Bill 21, *An Act to Protect Patients*.

- The Health Department did a brief consultation with all regulatory colleges on how they deal with complaints in sexual nature in June 2018.
- The Health Minister introduced Bill 21, *An Act to Protect Patients*, in the legislature on October 30, 2018. The purpose was to enhance protection of patients from sexual abuse or sexual misconduct by health professionals, as well as to enhance transparency.
- Bill 21 received royal assent on November 19, 2018. On the same day, each regulatory college was directed to develop standards of practice to implement Bill 21, with December 31, 2018 being the deadline.

Although our profession is not under the Health Professions Act yet, protecting patients from sexual abuse or sexual misconduct is equally important. In addition, we wanted to demonstrate to the government that our profession always prioritizes public protection and is capable of self-regulation. So the office drafted the standards of practice which was reviewed by our legal counsel. The draft Standards of Practice was presented to Council in January 2019, and was circulated to all members for consultation on January 18, 2019. Consultation and workshops were provided to members on March 20 in Edmonton and March 27 in Calgary. More workshops will be provided to members to further their understanding as well as how to protect themselves in practice.

### *Plan for 2019*

All regulatory bodies perform similar functions:

- Regulate: administer relevant legislations and develop standards in various areas for a profession to protect the public interest;
- Advocate: advance the interests of a profession which is a function normally performed by association;
- Educate: continuing education programs for members to maintain and upgrade their competency and skills as well as educational events to promote public awareness;
- Communicate: internal communication to keep members informed and engaged, as well as external communication to promote public awareness;
- Collaborate: collaborate with acupuncture training programs, with counterparts in other provinces and countries, with other professions, with universities, with governments at different levels.



Second, let us take a look at the unique challenges faced by our profession:

- As a profession, we need more specific and measurable standards for acupuncture training programs to ensure consistency, transparency and accountability.
- In addition to administering an outdated legislation, we need to work with all stakeholders to complete the transition to the Health Professions Act.
- We need to work with other regulatory bodies to improve the Pan-Canadian Examinations in the hope that all provinces will administer the same registration examination in the future.
- We need to respond to competing, sometimes conflicting, demands from our members and stakeholders. Any single challenge listed above takes time and requires careful strategic planning and united efforts. For 2019, the following activities have been planned, which I have reported to Council at its December 2018 meeting.

#### *Minimum Standards for Professional Acupuncture Education*

Currently, Registration and Program Review Committee is revising the proposed minimum standards based on the feedback from all stakeholders. Once it is reviewed by the Council, it will be circulated to acupuncture programs for another round of consultation. Once the standards are approved, acupuncture programs will be allowed time to implement the newly approved standards.

#### *Transition to the HPA*

Once the proposed Acupuncture Regulation is approved by the cabinet, a few activities will follow, including:

- A new set of Bylaws under the HPA and new Acupuncture Regulation
- Applications for the grandparented title Doctor of Acupuncture under the HPA
- Standards of Practice

#### *Alberta Doctor of Acupuncture Examination*

After the grandparenting stage, new applicants for Doctor of Acupuncture title will be required to complete the examination. Development of an examination takes time and resources. We should start the work as soon as possible.

#### *Public education events to promote acupuncture*

Member Services Committee has worked very hard to prepare a presentation for public education purpose. They will present it in their report later. Members of that committee are willing to help any member who is willing to offer a public education event in their communities.



### *Mentorship Program*

Most of our members are self-employed and have to take full responsibilities for almost everything. However, some skills may not have been adequately covered through your acupuncture program education. In some cases, some new members need further help with their clinical skills and practice management. Also, new graduates encounter difficulties in finding a qualified supervisor. As such, the CAAA is planning to set up a mentorship program which is designed to provide support to members in need of help. The CAAA will set the requirements to be a mentor and develop a supervision guide to outline the roles and responsibilities of the supervisor and the supervised registrant.

### *Bill 21 implementation*

The requirements of Bill 21 have come into force since April 1, 2019. Since we are still under the Health Disciplines Act, we have more time to implement those requirements. However, some preparation work has to start from now.

Sincere thanks to all council members for their guidance and support, to all committee members for their commitment and efforts, to all members for their understanding and cooperation, and to my colleagues for their much valued assistance. Special thanks to Public Members for their support to our profession.

## **5. Budget Finance & Audit Committee Report – Yang Su**

### *BFAC Activity*

Within BFCA, we are dedicated to preserving the financial integrity of our organization by following the principles of Responsibility, Accountability, Sustainability and Transparency.

- Introduction of members of the BFAC: Sarena Armsworthy, Jay McCoy, Jingzhao Wang, William Zhao and Yang Su
  
- In 2018, we set the following as our goals:
  - Keep up-to-date records as well as an audit trail for all transactions;
  - Make sure all committee spending in line with the budget;
  - Review all internal processes and reporting methods to the council;
  - Appoint an external professional auditor; and
  - Prepare a financial report to the AGM.

To meet our goals, we did the following in 2018:

- Modified the Travel, Expense and Honorarium Policy for council & committee members;



- Modified the Honorarium Policy for the continuing education speaker;
- Modified the Administration Fee Schedule;
- Developed a policy regarding purchase administration;
- And conducted a very thorough internal audit in November 2018.

To ensure financial accountability, the following procedures have been adopted:

- Develop policies for managing the fees and expenses;
- Developed guideline for committees to develop their budget.
- Conduct internal audit to ensure policies and standards are followed;
- Contract external professional bookkeeping firm to ensure consistency and quality;
- Appoint an external independent auditor to conduct a thorough financial audit.

#### *Explanation of the 2018 Financial Statement*

There are two types of legal expenses incurred by the CAAA:  
legal fees for dealing with complaints and hearings \$34,700.00;  
legal fees for general advice on a variety of matters requested by Council and committees  
\$60,332.00.

In 2018, legal fees for general advice incurred on the following matters:

1. Review and legal advice on proposed regulation policies
2. Acupuncture treatment by massage therapists
3. Board Development Workshop (Roles and responsibilities of council)
4. Interpretation of scope of practice in the Schedule 1 to the Health Professions Act
5. Legal advice on the College's name under the Health Professions Act
6. Publishing examination results by acupuncture programs candidates attended
7. Unauthorized practice of acupuncture and unauthorized use of acupuncturist title/Injunction application to the Court of Law
8. Applications under the Labour Mobility Agreement without experience of practice
9. Software program to track work progress by Registration and Program Review Committee
10. Information Sheet prepared by former Member Services Committee for Public Education
11. Legal advice on how to respond to Federation of Acupuncture Education Institute of Alberta (FAEIA)
12. Legal advice on registration fee increase
13. Impact of Facebook posting by a member on the standing of the member
14. Meeting with department of health regarding the transition to the HPA
15. Meeting with the office of Minister of Health regarding the transition to the HPA
16. Conflict of interest issue



Special thank you to our Registrar /ED Mr. Hu and staff who are doing a fantastic job in assisting BFAC activity. Thank you for your meticulous work attitude and strict financial management system. At the same time, I would like to thank you all BFAC members for the hard work and dedication over the past year. Being treasurer of the CAAA is a great honor with great responsibilities. I will continue to do whatever I can to serve the best interests of our profession.

### **Break - 10 minutes**

#### **6. Registration & Program Review Committee Report – Heather Thomson**

##### *Meetings*

RPRC met in person in 5 times, held 5 teleconference meetings, and two MS Review meetings.

##### *Site Visits*

This year we expanded our site visits to the schools to 6 hours and our focus was on Processes and Procedures. What are the processes and procedures for specific areas including initial student interviews, resolution processes, reporting of grading, reporting of student progress in clinic, reporting of client files, file security, etc., which were conducted at the end of May.

Three schools required a follow-up site visit to clarify findings from initial site visit and to see progress from given feedback, which the RPRC conducted in July.

This year's site visits will serve as a benchmark for further visits in the future.

##### *Minimum Standards Doc*

Many hours have gone into building the current draft of this document – in meetings and individually on personal time. This document has been developed from our “Standards of Competency and Practice” document, the current Regulations and, the Pan Canadian Exam Blueprint. We have taken special care to ensure that the Minimum Standards reflect the purpose of the Standards of Competency which is to provide details to the knowledge and skills necessary for safe and effective practice as registered acupuncturists in Alberta; ie. to ensure public safety.

The general format of the MS document is arranged in a similar format as the school site visit blueprint. This will allow the schools to prepare ahead of time and in a more thorough way for site visits in the future.

We expect the Minimum Standards document to last for at least 5 – 7 years and assist with the transition to HPA.



*Final version of MSPAE + Supporting Report*

These two documents were submitted to the Council on April 26<sup>th</sup>. The accompanying report is meant as a guide to give in-depth reasoning as to why some sections were edited the way they were.

*New School Application*

The application for a new school has been a continuous process of requesting and reviewing information. At this stage in the procedure, we have approved the application with the caveat that the applicant must provide an Implementation Plan including a comprehensive package containing syllabi, hours, credits, administration etc. RPRC will review and make final recommendations once the submittal is complete.

*Restricted Registration*

- This year RPRC has reviewed the list of members with Restricted Registrations and discovered several “expired” registrations. CAAA office gave notice of this expiration in December and advised that steps were to be made to complete the licensing process.
- RPRC has reviewed and processed approximately 14 requests.

*LMA*

- RPRC has reviewed and processed approximately four requests.
- Meeting with HDB showed that...
- RPRC to discuss aligning LMA standard with BC at future meetings.

*CEU's*

- RPRC is considering E-learning courses from various sources – ongoing research and future discussion is scheduled.
- RPRC has discussed approximately five applications/recommendations for in-person CEU's.

*Ongoing & Miscellaneous*

- One member of RPRC has recently retired. The CAAA office will post an announcement requesting volunteer applications to fill this position.
- Researching project management software to assist and streamline tasks.

**7. Conduct & Competency Committee – Marc Raedschelders**

*Hearings:*

- This year we saw an increase in complaints against some of our members, which is a trend of grave concern. As our profession grows, especially in numbers of practitioners, the potential for complaints unfortunately increases as well. As you



know this comes with a substantial cost to the CAAA and this problem needs to be addressed carefully with a proactive, preventative approach.

- After reviewing all the documents of this year's complaints, it was obvious that the primary reasons for the complaints such as:
  - adverse reactions to sometimes unskilled use of acupuncture modalities,
  - blistering following cupping,
  - questionable moxibustion practices,
  - inappropriate draping techniques and touching of the patient,
  - lack of judgement in assessing a patient,
  - questionable billing practices

to name a few, were not the only problems that resulted in a complaint.

Equally troublesome was the fact that all of the complaints revealed secondary deficiencies in practice that could be summarized under one simple concept:

Poor practitioner–patient communication.

It is very well possible that some of the expensive hearings could have been avoided by better communication between practitioner and the complaining patient. As explained in this morning's presentation, improved practice in documenting information in the patient's file together with obtaining informed consent after a detailed explanation of all aspects of the treatments that will be administered is a good start and evidence of proper patient – practitioner communication.

- Indeed, additional deficiencies that were found in all of the complaints resulted from examining the documents provided by the investigated members and consisted in
  - Substandard informed consent forms with often clear mistakes including but not limited to spelling and grammar errors,
  - Total ignorance of the concept of informed consent and
  - Completely sub-standard patient records and filing practices.

It is my opinion that this problem is unfortunately widespread within the membership and is based on the fact the significance and obligation of good record keeping is undervalued.

Under the HDA, and equally so under the HPA, our regulating body has the duty to protect the public and to provide a way to the public, specifically our patients, to voice their concerns and complaints. Therefore, the Conduct and Competency Committee is a very important division of the regulating body. We need to expand this committee with at least 3 to 5 members from both the Edmonton and Calgary region. The most important criteria for membership among the ones outlined in the Terms of Reference are:



- Good communication skills,
- ability to write a report,
- good knowledge of medical ethics, acupuncture regulation and legislation related to HDA and HPA.

The renewed CCC will have to review and update some of the CAAA policies such as the Safety Handbook and the policy on Patient Records. In order to work pro-actively and preventatively in an attempt to avoid many complaints, remedial workshops should be offered, that deal with the noticed deficiencies of patient record keeping and informed consent.

## **8. Examination Committee – Lowell Ask**

### *Introduction of the EC*

1. Wenjun (James) Dai – Co-Chair of EC
2. Boxin Wanglin – Consultant to EC
3. Don Fan – Long term EC Member
4. Yucheng Chen – Long term EC Member
5. Ricky Wang – Long term Committee Member new to EC
6. Rose Galikas – New to EC

CAAA bylaws and EC Terms of Reference, this committee may have up to 7 EC members.

Workload of the EC remains high and we have a commitment to send members for Pan-Canadian activities.

As stated in Article 7.4 of the CAAA Bylaws, responsibilities of the Examination Committee are as follows:

- a. Overseeing all aspects of an acupuncture examination process including but not limited to;
  - i. Developing and implementing an entry-level examination for registration purposes;
  - ii. Evaluating the performance of the exam candidates.
- b. Any other duties assigned through Council-approved governance policies including terms of reference.

Currently, and as it has been for 6 years, the Alberta Acupuncture registration examinations (AARE) consists of both provincial and national components.

1. Provincially, the components consist of the following parts:



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- a. A paper-based Safety Exam that tests concepts like infection control and safe clinical procedures (30 questions);
  - b. A paper-based Jurisprudence exam that evaluates the knowledge of jurisdictional laws, acts, and regulations (20 questions);
  - c. A structured practical exam to evaluate clinical skills consisting of 2 stations.
2. The Pan-Canadian examinations are the national requirements adopted by Alberta. There are 2 parts:
- a. A Written multiple choice component that tests the candidate's theoretical and book knowledge of the rich concepts of TCM acupuncture (150-160 questions);
  - b. A case study component that evaluates critical thinking and applied knowledge in reference to diagnosis, etiology and pathogenesis, treatment principles, acupuncture treatment, biomedical diagnosis, and treatment considerations (6-8 written response questions).

*Passing Rates from Previous Exam Cycle*

Component	Pass Score	Alberta Graduates	Alberta Total	Canada Total
Written Multiple-Choice	450 (100-700)	50/59 (85%)	54/69 (78%)	272/359 (76%)
Clinical Case-study	450 (100-700)	35/70 (50%)	38/75 (51%)	216/328 (66%)
Safety/Jurisprudence	54%	43/47 (91%)	45/50 (90%)	
Modalities Station	57%	35/47 (74%)	38/54 (70%)	
Acupuncture Points Station	43%	38/53 (72%)	44/63 (70%)	

Better communication:

- Candidate Handbook
- Candidate Orientation Sessions

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President Initial: \_\_\_\_\_

VP Initial: \_\_\_\_\_



EC had several meetings that included meetings with Dr. Dwight Harley and Dr. Margaret Dennet - both psychometricians.

Meeting contents included:

- Handbook revisions
- Exam Planning
- Item writing
- Candidate Orientations
- Examiners trainings
- Full exam and retake exam
- Scoring
- Reviews

EC sent members to participate in several Pan-Canadian related activities:

- Pan-Can EC meetings
- Item Writer training
- Item Writing
- Item rating sessions

EC invited delegates from the other provinces to observe the exam. Last October, 2 members from B.C. attended the full exam.

Delegates from British Columbia (CTCMA), Ontario (PCE Consultant), and Edmonton (CEO of Principia Assessments)

They were impressed by the Alberta practical exams and its administration including the comprehensive examiner trainings and are committed to exploring how a practical assessment would look on a national level.

On behalf of the EC, thanks the CAAA office; Paul Hu, Sheila Wang, Jenney White, Janelle Kulak, and Lesley Bober for admin support to the EC. Thanks the EC members for their dedication and hard work. I would also thank the examiners and supporting staff for their hard work on exam days. Thanks to the item-writers who have fostered our item-bank. And thank you to all who have responded to surveys, asked questions, or otherwise gave constructive feedback about the exams. This is a healthy way to continually improve ourselves.

## **9. Member Services Committee – Lyla Yip**

Introduction this year's Membership Services Committee (MSC): Lindsay Babcock, co-chair; Carol Xu, co-chair; Margaret Kennedy, Lyla Yip, Muchun Chen, Kirsten Carson, Sarah Martins, and Tonya Coutts Wirth. Everyone on the committee has worked together



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to accomplish our tasks this year. In addition to our committee members, we had a few other people who frequently joined our meetings and helped us in many ways: Paul Hu, Janelle Kulak, and Boxin Wanglin. Thank you all for your hard work.

In the past year, we have continued to work on existing projects, such as offering continuing education sessions, as well as exploring new projects to help members and promote the profession.

We are continuing to support and offer continuing education opportunities. We are always looking for more speakers and topics, I would like to encourage you to let our committee know if there are speakers you believe we could bring in for continuing education evenings or seminars. This past year we've had a couple interesting topics, such as the sessions about Medicinal Marijuana.

For our continuing education events, we have looked into recording them and making them available online. So far, we have successfully used Facebook Live to share the Proposed Minimum Standards of Education Consultations information session when it was in Edmonton. Thank you Janelle for running that for us! We are still figuring out what this will look like in the long term. There are several issues involved in offering this service to our members, but we hope to find a way.

As a new project this year, we have been developing a Welcome Package for new members. We are including as much information as we can think to include. It's all the information we wish we had when we first started!

Several of our MSC members accompanied Paul as representatives of the CAAA to the Interprofessional Learning Pathway Launch at the U of A on September 14, 2018. The day was a great success! They were able to share information about Acupuncture with Health Science students in their first year of study, alongside many other health professions. The event was hosted in an effort to prepare those students for interprofessional practice and education. The event appears to happen annually, and after the positive experience last year, we are eager to go again in future years.

We have developed an informational brochure/pamphlet about the CAAA, and acupuncture generally. It will be used for promotional events like the Interprofessional Learning Pathway Launch we attended in September, and is available for download through the CAAA website (under the Resources tab).

We are in the process of setting up to encourage members to host public education presentations. We are developing resources to support your ability to do this - we have a PowerPoint presentation for you to use, and funding to pay for your time and the facility



that hosts your presentation. As a starting point, we have budgeted for 12 presentations, and we hope members will be encouraged to make a presentation in their community, once the presentation is finalized. It is our hope that local acupuncturists will make the presentations in their own area. If you would like to be kept informed for when this presentation is available, please contact us for more details.

A few of our usual projects were put on the back-burner this year, in favour of getting the other projects already discussed going. Those projects are insurance company conversations (to promote acupuncture coverage and direct billing access) and group discounts for our CAAA members. We have not forgotten these projects, and we will keep trying to make headway in these areas.

We welcome all member's requests and input for areas of development. Our committee desires to make meaningful contributions to our community of acupuncturists, here in Alberta.

**10. New business**

No new business.

**11. Question and Answer period**

**12. Closing Remarks – Heather Thompson**

Monique Ruchkall made a motion to adjourn the meeting. Ming Yue Huang seconded. All in favour. Carried.

**3:55 PM Meeting adjourned**



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President Initial: \_\_\_\_\_

VP Initial: \_\_\_\_\_