

2023-25 Business Plan

2023-2025





2023-25 Business Plan Goals **Sowing the seeds for regulatory excellence**

1.a. Expand information accessibility to our members and the public to make it easier to navigate the landscape of acupuncture more effectively.

- Create and post videos and step-by-step guides by the end of June 2023 on the following topics to support members in use of the Member Portal:
 - Registration Applications
 - Registration Renewal
 - Exam Application
 - How to Create an Account

Create and post an education video regarding What a College Does and Its Benefit to a Profession by the end of fiscal September 2023.

1.b. Enhance the Continuing Competence Program to ensure that registrants maintain competence throughout their career, thereby supporting the College's mandate to protect the public.

- Create a survey to evaluate the effectiveness of the Continuing Competency Program by the end of April 2023.
- Develop and implement a procedure for College-selected learning activities by the end of June 2023.
- Develop an audit rubric and procedure by the end of March 2024
- Create a self-assessment tool and guide by the end of September 2024.

1.c. Develop Standards of Practice for acupuncturists to provide safe and quality care for the public.

- The first drafts or revisions of the following SoPs will be developed by the end of June 2023:
 - Supervision
 - Sexual abuse/misconduct & female genital mutilation (FGM)
 - Patient records

- Member consultation for the above listed SoPs will be completed by end of September 2023.
- The above listed SoPs will be submitted to government for consultation by end of October 2023.
- After receiving government feedback, the above-listed SOPs will be submitted to Council for review and approval at their next scheduled meeting.

2.a. Improve reporting to our stakeholders, resulting in strengthened transparency and accountability.

- Publish the College's inaugural 5-year strategic plan by end of April 2023.
- Publish the College's 2023-25 Business Plan by end of April 2023.
- Publish an Annual Report that reports against the initiatives and targets set out in the 2023-25 Business Plan by end of September 2024.

2.b. Review and update policies to align with the College's policy governance model to effectively and efficiently fulfill our mandate.

- Update the Code of Professional Conduct by the end of June 2023.
- Draft Registration Policy and corresponding procedures by end of June 2023.
- Draft Hearing Policy and Complaint Management Policy with corresponding procedures by end of June 2023.
- Finalize all drafts including consultation with implementation by the end of March 2024.
- Create a policy review framework by the end of March 2024.

2.c. Establish a records management system to improve information management and increase operational efficiency.

- Develop a system to complete a records management storage solution by end of June 2023.
- Implement a records management storage solution by end of September 2023.

