



2011-2012 Annual Report
of the
Manitoba Society of
Occupational Therapists

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The Manitoba Society of Occupational Therapists (MSOT) plays a vital role in building, promoting and strengthening the OT profession while supporting the individual growth and development of occupational therapists by providing:

Awareness MSOT actively promotes occupational therapy to the public, ensuring more people understand its value and essential role in health & wellness.

Advocacy MSOT is the advocate for Manitoba's occupational therapists, providing the strong voice essential to building positive work environments for today's therapists and their clients.

Professional Development & Networking MSOT is proud to enable the ability of its members by providing professional development and networking opportunities. Members have the unique advantage of sharing their diverse experiences and can benefit from exchanging new ideas, fresh insights and problem solving assistance.

2011 - 2012 BOARD OF DIRECTORS & COMMITTEE CHAIRS

Bronwyn Ring, President

Kathy Kelly, Treasurer

Desiree Day, Secretary

Julie Mitrevski, Coordinator of Communications

Jessica Nagamori, Coordinator of Member Services

Alisia Roos & Megan Hunt, Nominating & Awards Committee
Co-chairs

Alana Hosegood & Brad Snyder, Professional Development
Committee Co-chairs

Katie Kitchen, Public Relations Committee Chair

Karley Van Den Bussche, Special Events Committee Chair

Jacque Ripat, MSOTRF Committee Chair

Natalie MacLeod-Schroeder, CAOT Board Director

Liz Forbes, MOT Student Representative

Lynn Vuongphan, MOT Student Representative

Michelyn Brown, Newsletter Editor

Vision Statement

To be a valued health and wellness resource for Manitobans

Mission Statement

Our Mission is to support the professional interests of occupational therapists

Mandate

Connect - *Engaging through participation*

Enable - *Health and wellness through occupation*

Grow - *Success through continued learning*

President's Report

The 2011 / 2012 fiscal year brought change and growth to the Manitoba Society of Occupational Therapists (MSOT). Some of the initiatives taken on by the Board of Directors this year include the development of the Executive Officer role, increased use of social media, creation of new promotional strategies and venues, creation of professional development and networking events, and development and implementation of the membership survey. Below is a brief overview of the highlights from 2011 - 2012.

Executive Officer Update:

- In February 2012, MSOT hired Pearl Soltys to complete the final research necessary to develop the Executive Officer Position and recruitment strategies. Deliverables for this research included recommending an Executive Officer (EO) position description, remuneration framework, including actual proposed salary numbers and recruitment strategies including a draft advertisement. She produced a detailed report with the background research to support her recommendations and rationale. Recruitment initiatives are planned for late Summer/Fall 2012 with the goal of hiring the part-time, paid EO to start October 2012. Our aim is to officially introduce the incumbent to the membership at the 2012 AGM.

Technology Update:

- MSOT has increased its use of social media via facebook to promote MSOT initiatives, celebrate OT accomplishments, increase awareness amongst members and non-members and direct individuals to the MSOT website. This facebook page can be found at www.facebook.com/TheMSOT.
- New advertising rates were developed for the newsletter, website and emails to MSOT membership.
- A Website / Professional Development survey was created to discover members' needs in these areas and to provide guidance for future planning around website upgrades and MSOT-sponsored educational opportunities.

Professional Development/Networking Opportunities:

- There remains an ongoing focus on providing continuing educational opportunities for members. This has recently included planning and facilitating MSOT's second "Research and Innovation Day" in collaboration with the Winnipeg Regional Health Authority (WRHA) OT Leadership group (OTL).
- This year MSOT re-branded the MSOT New Grad and Awards Night as an "OT Celebration Night" to better honour the accomplishments and volunteer efforts of all OT's in the province. The evening was well-received and extremely successful.

Representation:

MSOT continues to represent members on various influential committees including the Winnipeg Regional Health Authority (WRHA) OT Leadership group (OTL), Master of OT Program Committee/School of Medical Rehabilitation/University of Manitoba, the Winnipeg Technical College Rehabilitation Assistant Advisory Committee and the Professional Alliance of Canada.

MSOT was represented at various events this year through promotional items or booth display. The OT in the Workplace Group presented at the CAOT conference on the history/development of this committee and the work they have done to achieve their goal of every major employer in Manitoba hiring an OT to address workplace safety.

The "Spotlight on OT Series" was launched in April 2012 - a joint initiative between Public Relations and Communications to create profiles of occupational therapists working in various fields throughout Manitoba. The goal is to use this feature as a tool - both in the newsletter and website - to highlight the expanding role of OT within the province and to promote the profession amongst OTs, consumers, students and workplaces.

Briefs and Position Statements:

In partnership with several Manitoba OT's, MSOT provided a response to the provincial justice system's adult corrections capacity review entitled, "Enabling Ability Through Occupational Therapy." This document highlighted the unique role that occupational therapists can play within the justice system and the benefit of occupational therapy service provision within the correctional system. This paper was presented at the Adult Corrections Capacity Community Consultation held February 7, 2012. A copy can be found at www.msot.mb.ca/position_papers.aspx.

As always, none of this would have been accomplished without the hard work and immense dedication of our office staff, volunteer board and membership dollars. I would like to thank all members and volunteers for your contributions of time and money. Your commitment not only increases the visibility and capacity of the association, but also ensures the collective voice of MSOT is heard.

Respectfully Submitted,



Bronwyn Ring O.T. Reg. (MB)
President, MSOT



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Treasurer's Report

I am pleased to provide the Treasurer's report for the 2011 - 2012 financial year.

The Board of Directors has accomplished many of its financial goals as presented at the 2011 AGM:

- Raising the membership fees as of June 1, 2012 to have the funds to meet the cost associated with the dedicated Executive Officer position;
- Support the regular activities of MSOT: Special events such as the OT Celebration Evening for graduating students and award recipients, the AGM, the Saebo conference, the Research Symposium, the Private Practice group, OT in the Workplace and the CAOT Citation Award;
- Special projects such as the research related to the Executive Officer position and website redesign;
- Regular expenses such as rent, phone, internet, insurance, contract services of COTM Administrative Staff and Executive Director; and
- Ongoing branding and promotion of OT.

The 2010 – 2011 and the 2011 – 2012 Statement of Operations are presented as part of the May 31, 2011 Financial Statements which you will find in this MSOT Annual Report. In reviewing these Statements, you will note that the membership fees appear to have declined by just over \$6,000. The 2011 – 2012 fees, collected on June 1, 2011 did decline by approximately \$1,900 over the previous year. The other factor that inflated the 2010 – 2011 membership fees was the collection of \$4,200 from those who purchased the MSOT Privacy Resource. The consultant fees to develop the MSOT Privacy Resource can be found under "Private Practice" in the list of 2010 – 2011 Expenditures.

The MSOT 2012 - 2013 budget was developed by:

- Reviewing current costs of monthly expenses and anticipated project costs to meet the strategic objectives of the Board of Directors; and
- Reviewing the current and anticipated membership fees and other sources of income.

I would like to thank the current Board of Directors for their support, enthusiasm and energy as well as the MSOT Executive Director and the Administrative staff for their assistance in supporting this position. I also wish to extend my thanks to you, the OTs in Manitoba, for your continued support of MSOT.

Respectfully submitted,

Kathy Kelly, O.T. Reg. (MB)
Treasurer, MSOT

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MSOT Committee and Coordinator Reports

Coordinator of Communications

This is my second year on the Board of the Manitoba Society of Occupational Therapists. Since last year, the following items have been accomplished:

- In collaboration with the Public Relations Board Member, the MSOT facebook page is maintained and updated on a regular basis with professional development and job opportunities as well as OTs in the news, OT research in Manitoba and MSOT events. Launched in June of 2011, the facebook page now has over 150 followers and continues to grow;
- Developed new and creative ways to promote Occupational Therapists and MSOT;
- Participated in gathering individuals to attend the OT Celebration Night in May;
- Organized and chaired Communication Committee meetings to ensure forward movement of ideas and projects;
- Partnered with the MSOT *Update* Newsletter Editor and assumed the role of Website Editor (until the position is filled). This position involves providing news and professional development updates and overall website content maintenance;
- With the approval from membership, the website re-design is on its way. Recently, a survey was completed by members and non-members to establish a better understanding of their needs and wants for the communication of information through the website;
- Involved in the partnership with the University of Manitoba to establish new fieldwork opportunities for students and new brochures and descriptions of OT's in non-traditional roles;
- Managed to recruit a photographer and group of individuals to take part in a photography shoot to express the various roles and responsibilities of OT's to share with the community;
- Involvement in the organization and promotion of OT Month in October;
- Engaged in the development of OT Profiles for the MSOT *Update* newsletter; and
- Contributed a written article to the newsletter regarding social media's impact in joining OTs together in Manitoba.

It's been an exciting year to be on the MSOT Executive Board. With our efforts and productivity, we strive to provide more to our members and the community.

Respectfully submitted,

Julie Mitrevski, O.T. Reg. (MB)
Coordinator of Communications, MSOT



Current Affairs/Professional Advocacy Committee

There is currently no chair of this very important MSOT committee. Please refer to the President's Report for information on the efforts and submission made by MSOT regarding the provincial justice system's adult corrections capacity review.

Another important initiative that is under the auspices of this committee is the OT and the Workplace Group. The goal of this group is to have every major employer in Manitoba hire an OT to address workplace safety. This group, with the help of many volunteers, manned a display booth at the 2012 Safety Services Manitoba Conference and also presented a poster at the CAOT Conference in Quebec City.

Advocacy is a vital role for MSOT and it is the vision of the Board that the dedicated MSOT Executive Officer will lend much support to the future initiatives of this committee.

Respectfully submitted,

Bronwyn Ring, O.T. Reg. (MB)

Coordinator of Member Services



At the end of the 2011-2012 fiscal year, there were 305 registered members of MSOT.

Numbers as of May 31/12:

Full members:	299
Out of Province:	3
Life Members:	<u>3</u>
Total:	305

This total number represents 47.8% of individuals registered with COTM; a percentage which continues to indicate steady decline. This demonstrates a trend that requires examination and action in order to increase support for MSOT.

Within my Coordinator of Member Services role, I began taking crucial steps, in collaboration with other Board members, to determine the underlying reasons for this decline, in addition to examining how we can encourage increased membership in MSOT. This included completion of a survey, for both members and non-members of MSOT, comprised of questions addressing issues such as membership benefits, usage of MSOT resources, and organizational priorities. The survey received a noteworthy 30% response rate, and at the time of this report, an analysis of the survey results was still in progress.

In addition to the survey, during the 2011 - 2012 fiscal year, I attended monthly Board of Directors meetings, worked with MSOT Administrative staff and Board members to ensure timely completion of specific Coordinator tasks, was available to address member, non-member and Board queries and updated the MSOT website membership information. Finally, I have assisted in the efforts to develop an Executive Officer position for the organization. This position will improve accountability and representation of the organization, thereby allowing for increased visibility of, and support for, the profession to a greater audience.

MSOT is the only organization that serves to promote the Occupational Therapy profession in Manitoba. As Coordinator of Member Services, I would like to thank our members for your continued support, and I welcome all Occupational Therapists to join this evolving and dynamic organization; your membership is vital to the progression and advocacy of Occupational Therapy in this province.

Respectfully submitted,

Jessica Nagamori, O.T. Reg. (MB)
Coordinator of Member Services, MSOT



Nominating and Awards Committee

This was an exciting and busy year for the Awards and Nominations Committee. As members of MSOT, we encourage everyone to join the Board for at least one two-year term - as it is a great opportunity to provide insight and support to your Society.

Awards:

- At the October 2011 convocation, the MSOT Prize was awarded to **Gillian Ronson** for receiving the second highest standing in the final year of the MOT program at the University of Manitoba. Congratulations are extended to Gillian!
- In December 2011, **Ashley Orr** received the MSOT Student Research Prize given to the MOT student with the highest mark in Statistics and Research Methods. Congratulations Ashley!
- The 1st Annual MSOT Celebration Night was held May 24, 2012 at the Winnipeg Convention Centre to recognize contributions to the profession of occupational therapy and to welcome and recognize the graduating class of 2012. This event was very well attended and provided a pleasant opportunity for experienced practitioners and eager students (about to join the profession) a chance to meet and converse.
- The 2012 MSOT Outstanding Occupational Therapist Award was presented to **Lisa Forbes** who was the successful candidate selected from the nominations received. We would also like to congratulate the Outstanding OT Nominees **Angela Romanyshyn, Teresa Fricke and Brenda Semenko.**
- **Pam Wener** received the MSOT Research Fund Mary Judd Award.
- **Dawn James** was the recipient of the MSOT Research Fund Presentation Award.
- **Leah Hildebrand** received the MSOT Award for Professional Excellence in Fieldwork. She was nominated by fieldwork educators for exceptional performance in fieldwork.
- **Lynda Wolfe, Azel Navarro, Nancy Stillinger, Rosanna Papadopolus and Patrick Wu** were recognized for their 25-year membership with MSOT. The 2012 MOT Graduates also recognized fieldwork educators who were nominated for the Fieldwork Educator Roster of Honour.

MSOT Committee & Coordinator Reports *continued*

Nominations:

In the fall of 2011, we welcomed the following people to the 2011 – 2012 Board of Directors:

- **Bronwyn Ring** (President) (previously MSOT Coordinator of Member Services)
- **Desiree Day** (Secretary)
- **Jessica Nagamori** (Coordinator of Member Services)
- **Liz Forbes** (MOT 1 Representative)
- **Brad Snyder and Alana Hosegood** (Professional Development Co-Chairs)
- **Megan Hunt** (Nominating and Awards Co-Chair)
- **Karley Van Den Bussche** (Special Events Chair)

We are currently recruiting for the following positions for the upcoming term:

- Treasurer
- Public Relations Chair
- Current Affairs/Professional Advocacy Chair
- Special Events Chair
- Website Editor
- Nominating and Awards Chair
- MSOTRF Chair
- Professional Development Chair
- Newsletter Editor

Respectfully submitted,

Alisia Roos, O.T. Reg. (MB) and Megan Hunt, O.T. Reg. (MB)
Nominating and Awards Committee Co-Chairs, MSOT

Professional Development Committee

During the 2011-2012 year, the Professional Development Committee consisted of Board members Alana Hosegood and Brad Snyder. This year, the Professional Development Committee organized two guest lecturers during OT Month in October 2011. Various students and clinicians from Health Sciences Centre attended the lectures on homelessness and aging in place. Both lunch and learn sessions provided students and clinicians with a great networking opportunity. We encourage you to attend OT Month activities in the Fall of 2012.

This year, the Professional Development Committee also collaborated with Jacquie Ripat, MSOTRF Chair, and Marlene Stern, WRHA Regional Director, to plan and organize the Second Annual Manitoba Occupational Therapy Research and Innovation Day. This day of sharing, learning and networking will take place on October 31, 2012 at Deer Lodge Centre. The event will feature an array of paper and poster presentations from occupational therapists with a variety of scopes of practice. The day will also include a panel discussion with three OT innovators and an interactive learning session with Hal Loewen, School of Medical Rehabilitation Librarian. We look forward to this wonderful learning opportunity and hope you will join us.

In the spring of 2011, MSOT hosted a very successful Saebo workshop. The Professional Development Committee is collaborating with Saebo to plan and organize another workshop for the spring of 2013. We will provide registration details as they become available.

We look forward to offering continued professional development opportunities in the coming year. You can keep current on professional development activities by visiting the MSOT website at www.msot.mb.ca/professional_development_workshops.aspx.

Respectfully submitted,

Alana Hosegood, O.T. Reg. (MB) and Brad Snyder, O.T. Reg. (MB)
Professional Development Committee Co-Chairs, MSOT



Public Relations Committee

Over the past year, public relations initiatives have sought to be consistent with the values and priorities of MSOT - connect, enable and grow.

Connect: Engaging through participation

MSOT facebook

As of July 2012, the MSOT facebook page has 157 fans. Since its launch on June 1, 2011, the MSOT facebook page has proven to be a dynamic method of communication with OTs. Through a collaborative effort with Julie Mitrevski, Coordinator of Communications, regular updates are posted to highlight local occupational therapy accomplishments, communicate MSOT initiatives and to convey local professional development & employment opportunities.

National Occupational Therapy Month

The Public Relations Committee enjoyed participating in the excitement of National Occupational Therapy Month in October. MSOT hosted its first annual potluck, in conjunction with the School of Medical Rehabilitation, as an opportunity to celebrate National Occupational Therapy Month. Watch for this annual tradition in the Fall of 2012!

School of Medical Rehabilitation Open House

A highlight of each year is MSOT's participation in the School of Medical Rehabilitation Open House event. The MSOT display booth was complete with tasty lollipops with a sticker directing them to the MSOT facebook page! This year's event was well-attended by prospective students, keen with questions and excited about the profession of occupational therapy.

Networking

Public Relations is proud to be part of the ad-hoc MSOT Communications Committee, which works as a collaborative effort to facilitate and ensure effective communication to the MSOT membership. Monthly meetings are held, in addition to monthly Board of Director meetings, to discuss communications initiatives.

Public Relations has also facilitated the coordination and delivery of promotional materials for various occupational therapy events, including professional development and School of Medical Rehabilitation events.

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MSOT Committee & Coordinator Reports *continued*

Enable: Health and wellness through occupation

MSOT Response to Manitoba Justice's Adult Corrections Capacity Review

In January 2012, MSOT learned of Manitoba Justice's call for submissions to conduct an adult corrections capacity review. Public Relations Chair, Katie Kitchen, along with Bronwyn Ring (MSOT President), Gina DeVos and Kelly Hauser, prepared a response to this address entitled: Response to Call for Adult Corrections Capacity Review: Enabling Ability Through Occupational Therapy. This document can be viewed on the MSOT website. Advocating for the role of occupational therapy in the provincial justice system was an exciting opportunity for the profession of occupational therapy.

Grow: Success through continued learning

Spotlight on Occupational Therapy Series

Public Relations has been involved in the development and implementation of a new series for the MSOT newsletter, *Update*. This feature was developed to highlight the many roles of occupational therapists – both in emerging and established areas of practice. Public Relations Chair, Katie Kitchen, wrote the first submission for this initiative on her, then, current role as Case Manager for United Church Halfway Homes; and was published in the April 2012 MSOT *Update*.

Public Relations looks forward to being able to facilitate the continued values and mission of MSOT in the coming year.

Respectfully submitted,

Katie Kitchen, O.T. Reg. (MB)
Public Relations Committee Chair, MSOT

Special Events Committee

The start of 2012 has certainly kept Board members busy planning events. One of the main focuses has been on organizing and revamping the event previously known as the "New Grads Reception." In order to more accurately reflect the focus and true intent of the event: to bring all occupational therapists together, the event was renamed "OT Celebration Night". This soirée included fieldwork educator awards, new grad acknowledgment and the Outstanding OT Award. (This year, four very deserving candidates were nominated for this prestigious award). All this, coupled with fabulous prizes donated by local sponsors, good food and great company, made the First Annual OT Celebration Night a huge success. Nearly 100 people attended the event and we hope that you will be among them next year.

This year's AGM, will be held on October 23, 2012 at Fort Gibraltar, a Manitoban heritage building marked with rich and vibrant culture.

I look forward to another great year with MSOT.

Respectfully submitted,

Karley Van Den Bussche, O.T. Reg. (MB)
Special Events Committee Chair, MSOT



Manitoba Society of Occupational Therapists Research Fund (MSOTRF) Committee

This year, we had four submissions for the MSOTRF \$1,000 Mary Judd Research Award. We were pleased to be able to present this award to Pam Wener for her project: "Interprofessional collaboration to deliver mental health services in primary care settings: Influences of the micro, meso and macro systems." The next Mary Judd Research Award deadline is November 2012. Dawn James was the recipient for the \$500 MSOTRF Presentation Award. This award provides \$500 support for an occupational therapist to present his or her research at a conference. Dawn attended the 2012 CAOT Conference in Quebec City where she presented her work: "Occupational therapy and Human Immunodeficiency Virus: A 'positive' future." Congratulations Dawn! The next application deadline for the Presentation Award is January 2013. Please note that application information for both of these awards is available on the MSOT website. Finally, we were pleased to present Ashley Orr with the MSOT Student Research Award at the School of Medical Rehabilitation Awards ceremony in December 2011.

The following is a complete accounting of the MSOT Research Fund accurate to September 30, 2011 and verified by COTF's auditor:

Balance, October 1, 2010	\$44,551
<u>Revenues:</u>	
Deposits to account	675
Interest earned	1,334
<u>Expenses:</u>	
Payments from account	-
Interfund Transfer (Administration)	100
<u>Change in fair value of investments as classified available-for-sale:</u>	
Change in fair value of investments as classified available-for-sale	587
Balance, September 30, 2011	\$47,047

Thank you to committee members Leanne Leclair, Lisa Forbes and Corie Haslbeck, and to our MSOT members who conducted peer review of our grant applications. I welcome your comments or suggestions regarding any of the activities of MSOTRF.

Respectfully submitted,

Jacquie Ripat, O.T. Reg. (MB)
MSOTRF Committee Chair, MSOT

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CAOT Board Director Report

CAOT has certainly been busy over the past year. I personally attended two in-person board meetings (Ottawa in November and Quebec City in June) and participated in one board meeting by teleconference. In addition, I participated with my fellow CAOT Board members and the CAOT Head Office staff in another successful Lobby Day on the Hill in November 2011.

Summary of the Board Highlights

Launch of the Elder Abuse Strategies: CAOT Board and staff with health partners and the Minister of the State for Seniors, the Honourable Alice Wong, gathered to celebrate the launch of "Strategies for occupational therapists to address elder abuse/mistreatment" - a national guideline developed to address and manage elder abuse. This launch was conducted in advance of the November CAOT Board meeting. Following the launch, education sessions took place across the country (including Manitoba in January) with content experts introducing these strategies to the Occupational Therapy committee and inter-professional colleagues.

Policies around the Trial Occupational Therapy Exam (TOTE) and the Trial Occupational Therapy Exam Manual (TOTEM) were developed. These exam resources have been made available to candidates intending to write the National Certification Exam (for a cost).

CAOT-BC has been established: With the dissolution of the British Columbia Society of Occupational Therapists (BSCOT) in September 2011, CAOT and a working group from BC have established a provincial chapter to represent the interests of occupational therapists working in BC. A report on the formation of CAOT-BC in response to the closure of the BCSOT was approved. In addition, terms of reference for the CAOT-BC Regional Advisory Committee Terms of Reference were approved.

The Board proposed a 3% membership fee increase to the membership at the June 2012 annual general meeting which was approved and took effect for the upcoming membership year.

A discussion paper on advanced competencies was approved. The report was published in the March 2012 issue of *Occupational Therapy Now*.

The following Position Statements were approved:

- The position statement on Elder Abuse and Occupational Therapy.
- The position statement on Pain Management and Occupational Therapy.
- The joint position statement on Professional Responsibility in Fieldwork Education in Occupational Therapy.

The following strategic initiatives were approved:

- Offering a one year leadership fellowship.
- Resources for ongoing advocacy efforts with the federal government and extended health insurers.
- Hosting professional issue forums on the topics of dementia and workplace safety and intervention.

The report regarding the outsourcing of the Canadian Journal of Occupational Therapy was received. CJOT has been published "in-house." Beginning in 2013, CJOT will be published and distributed by SAGE publishing. This introduces additional benefits to members/authors/subscribers such as online review/submission and improved marketing and circulation.

Addition of electronic access to the American Journal of Occupational Therapy (AJOT) via the CAOT website for all members.

OT Weekly e-blasts began in the spring. These mailings include updates on the Head Office of CAOT, as well as information on occupational therapy related news and events.

I will be attending the next CAOT Board Meeting in November and participating once again in the Lobby Day on the Hill, (working to increase the profile of our profession with the Federal Government). It has been a privilege to be the Manitoba representative to the CAOT Board over the past year and I look forward to the upcoming year. Please do not hesitate to contact me with any issues you feel should be brought to CAOT. I can be contacted at n.macleod.schroeder@gmail.com.

Respectfully submitted,

Natalie MacLeod-Schroeder, O.T. Reg. (MB)
CAOT Board Director, MSOT



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Visit www.msot.mb.ca for member resources



REVIEW ENGAGEMENT REPORT

To the Directors of Manitoba Society of Occupational Therapists

We have reviewed the statement of financial position of Manitoba Society of Occupational Therapists as at May 31, 2012 and the statements of revenue and expenditures, changes in net assets and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and, accordingly, consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the society.

A review does not constitute an audit and, consequently, we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Winnipeg, Manitoba
August 15, 2012

OnBusiness
Chartered Accountants Inc.

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS**Statement of Financial Position****May 31, 2012***(Unaudited)*

	2012	2011
ASSETS		
CURRENT		
Cash <i>(Note 4)</i>	\$ 12,710	\$ 17,035
Accounts receivable	25	-
Prepaid expenses	530	436
	\$ 13,265	\$ 17,471
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 5,951	\$ 5,802
NET ASSETS		
Surplus	7,314	11,669
LIABILITIES AND NET ASSETS	\$ 13,265	\$ 17,471

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS**Statement of Changes in Net Assets****Year Ended May 31, 2012***(Unaudited)*

	2012	2011
NET ASSETS - BEGINNING OF YEAR		
Deficiency of revenues over expenditures	\$ 11,669	\$ 11,612
	(4,355)	57
NET ASSETS - END OF YEAR	\$ 7,314	\$ 11,669

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS**Statement of Revenues and Expenditures****Year Ended May 31, 2012***(Unaudited)*

	2012	2011
REVENUES		
Memberships	\$ 23,016	\$ 29,394
Newsletter, labels and emails	415	578
Interest	147	74
Other income	-	17
	23,578	30,063
EXPENDITURES		
Annual general meeting	2,862	2,848
Awards	379	650
Current affairs	1,889	1,879
Executive officer expenses	6,097	4,584
Insurance	1,564	953
Interest and bank charges	(59)	238
Member services	3,157	1,391
Organizational costs	2,412	2,249
Private practice	664	5,999
Professional development	-	30
Professional fees	3,673	648
Publicity	2,619	2,837
Renewals	837	1,379
Rent	900	900
Special events	(411)	1,694
Telephone	1,350	1,727
	27,933	30,006
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	\$ (4,355)	\$ 57

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS

Notes to Financial Statements

Year Ended May 31, 2012

(Unaudited)

1. NATURE OF ORGANIZATION

The Society was incorporated under the laws of the Province of Manitoba on November 13, 1964 as a non-profit corporation. The Society is exempt from income taxes pursuant to paragraph 149 (1)(1) of the Income Tax Act. Its primary purpose is to promote the profession of occupational therapy and represent the interests of its members to governments, educational institutions, other professions, business and the public.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements have been prepared in accordance with Canadian generally accepted accounting principles. The financial statements include the following significant accounting policies:

Contributed services

No amount has been reflected in the financial statements for contributed services since no objective basis is available to measure the value of such services. Nevertheless, a number of volunteers have contributed significant amounts of their time in the Society's activities.

Revenue recognition

The Society derives substantially all of its revenue from the sale of memberships. Membership fees are recognized as revenue over the period that memberships apply to. Other revenues are recognized when received or receivable.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from these estimates.

3. FINANCIAL INSTRUMENTS

The Society's financial instruments consist of cash, accounts receivable and accounts payable and accrued liabilities. Unless, otherwise noted, it is the opinion of the directors that the Society is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

4. CASH

	2012	2011
Cash	\$ 12,710	\$ 17,035

Cash includes a savings account bearing interest at 1.75% (20120 - 0.50%).

5. CAPITAL MANAGEMENT

The Society's objectives when managing capital are:

- to safeguard the Society's ability to continue as a going concern, so that it can continue to provide returns for members and benefits for other stakeholders.

The Society has no externally imposed capital requirements.