



msot

**Manitoba Society of
Occupational Therapists**



ANNUAL REPORT 2011

June 1 2010 to May 31 2011

Manitoba Society of Occupational Therapists
7 – 120 Maryland Street
Winnipeg, Manitoba R3G 1L1

Phone: (204) 957.1214 or (866) 957.1214 Fax: (204) 775.2340 E-mail: msot@mts.net



VISION

To be a valued health and wellness resource
for Manitobans

MISSION

To support the
professional interests of
**occupational
therapists**

VALUES

Connect Engaging through participation
Enable Health and wellness through occupation
Grow Success through continued learning

2010—2011 BOARD OF DIRECTORS

President	Andrea McIntyre
President-Elect	Bronwyn Ring
Treasurer	Kathy Kelly
Coordinator of Advocacy/Current Affairs	Bronwyn Ring
Coordinator of Current Affairs	Sheena Warkentin
Coordinator of Communications	Julie Mistrevski
Coordinator of Special Events	Julie Glawson
CAOT Board Director	Natalie Macleod-Schroeder
Student Representative (MOT2)	Brad Snyder
Student Representative (MOT1)	Lynn Vuong
MSOTRF Chair	Jacque Ripat
<hr/>	
MSOT <i>Update</i> Editor	Michelyn Hasselfield
Nominating and Awards	Alisia Roos
Professional Development	Bronwyn Ring
Public Relations	Katie Kitchen
Website	Carla Comte

Table of Contents

President's Report	4
Professional Development Committee Report	5
Public Relations Committee Report	6
Coordinator of Member Services Report	7
Current Affairs/Professional Advocacy Committee Report	7
CAOT Annual Report	8
Coordinator of Special Events Report	9
Nominating & Awards Committee Report	10
Coordinator of Communications Report	11
Financial Statements	13

enabling ability

PRESIDENT'S REPORT

MSOT had a productive year preparing and implementing the new 2010 member approved by-laws which became effective January 1, 2011. One of the major by-law changes was the restructuring of the organization including the change from an "Executive Committee" to a "Board of Directors". As a result of these changes, a new volunteer "Coordinator of Communications" position was created and the Board welcomed Julie Mitrevski to fill this position. Julie has already been working hard to ensure that a clear and effective update of MSOT activities is circulated to members, government, stakeholders and the public. We were excited to launch MSOT's "facebook" page on June 1, 2011; which provides both members and non-members frequent updates on MSOT initiatives. We hope to utilize social media to increase awareness of occupation therapy (OT) within Manitoba. As our organization continues to evolve and restructure throughout 2011 and beyond, MSOT will continue to develop a paid executive officer position to assist MSOT in reaching a broader base and increase the profile of OT in Manitoba.

Over the past year, the Winnipeg Regional Health Authority (WRHA) "OT Leadership Group", in conjunction with MSOT, is working to develop a comprehensive support and resource guide advocating for the profession of occupational therapy in primary care settings. In mid-January, this initiative was presented to the "Family Medicine Site Leadership" team meeting by the regional director of occupational therapy, Marlene Stern. The presentation was very well received, with many attendees requesting more information on the potential contributions of OT to primary care environments. Continued follow-up has been maintained, with an upcoming submission to the *Manitoba College of Family Physicians Newsletter*.

Other examples of MSOT's advocacy efforts include providing a response to Mental Health, Addictions and Spiritual Health Care's document *Achieving Mental Wellness through Resilience and Recovery*. MSOT identified "assistance with service navigation" and "improving transition points", particularly the transition from in-patients to out-patients, as issues impacting patient care. Please see our website www.MSOT.mb.ca for more details. In addition, a letter in response to the discussion paper for *Made in Manitoba Accessibility Legislation* was drafted by our Current Affairs Chair and submitted to the Disability Issues Office of the Provincial Government for January 31 2011 deadline. MSOT's response highlighted American and Ontario disability and accessibility legislation and how it might develop in Manitoba through encouraging OT involvement. The voice of MSOT was also heard when we submitted a letter to the Provincial Ministers of Health and Justice supporting a letter that was submitted by the College of Registered Psychiatric Nurses of Manitoba regarding security at Selkirk Mental Health Centre. MSOT advocated for fair and equitable treatment for all Manitobans with mental illness and emphasized the role of outdoor physical activity in recovery.

MSOT continues to represent members on various influential committees including the WRHA OT Leadership Group, University of Manitoba MOT Program Committee, School of Medical Rehabilitation Executive Committee, Winnipeg Technical College Rehabilitation Assistant Advisory Committee and the Professional Alliance of Canada (PAC).

The Professional Alliance of Canada (PAC) met via teleconference in January, and in person at the 2011 Canadian Association of Occupational Therapists (CAOT) Conference. As many of the

(Continued on page 5)

(Continued from page 4)

Provincial organizations struggle to maintain membership numbers, PAC members continue to share resources and ideas as both cost and time saving measures.

The MSOT Private Practice Group has completed a *Personal Health Information Act* (PHIA) privacy package and statement for the individual private practices to use. It is available for purchase through the MSOT office by MSOT members in independent practice.

MSOT will begin a review of the strategic plan and continue to look for opportunities to increase the awareness of OT in Manitoba, advocate with and for occupational therapists, and create professional development and networking opportunities for our members. As part of this initiative, we will be sponsoring a two day SAEBO workshop in October 2011. We remain open to sponsoring other professional development and networking events in Manitoba and welcome suggestions.

As always, the ability of MSOT to achieve these objectives relies on the financial support and active participation of all occupational therapists in Manitoba.

In the office, MSOT continues to rely on a close working relationship with the College of Occupational Therapists of Manitoba (COTM), sharing computer systems, office personnel, and office space.

Respectfully submitted,
Andrea McIntyre, O.T. Reg. (MB)
MSOT President

PROFESSIONAL DEVELOPMENT

During the 2010—2011 year the Professional Development Committee consisted of Rose Tapia for half of that time, however is vacant at the time of writing. This year, the Professional Development Committee continued to coordinate with the WRHA Occupational Therapy Leadership Group, the membership and the MSOT Board of Directors to determine the professional development priorities of occupational therapists in Manitoba. Currently, this entails planning for a SAEBO workshop during the month of October, 2011.

Future initiatives for the Professional Development Committee, once the chairperson positions are filled, include; drop-in lectures during OT Month, and hosting another research forum.

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

PUBLIC RELATIONS COMMITTEE REPORT

2010 – 2011 has been an exciting time for both MSOT and the profession of occupational therapy! Since joining the MSOT Board of Directors in November 2010 as Public Relations Chair, I have had the privilege of working with many talented occupational therapists, student occupational therapists, and members of the community.

Occupational Therapy and Primary Care

In November 2010, I began working closely with Marlene Stern, Leanne Leclair, and Isabelle Boisvert to develop a comprehensive support and resource guide advocating for the profession of occupational therapy in primary care settings. Our goal was to communicate the variety of occupational therapy services that could further support comprehensive and accessible care to all Manitobans. A succinct, two-page hand out was developed for family physicians, which was complemented by a comprehensive resource list.

In mid-January, this initiative was presented to the Family Medicine Site Leadership Team meeting by the Regional Director of Occupational Therapy for the Winnipeg Regional Health Authority, Marlene Stern. The presentation was very well received, with many attendees requesting more information on the potential contributions of occupational therapy in primary care environments. There was also a keen interest in facilitating improved awareness of, and access to, occupational therapy services. Continued follow-up has been maintained, stay tuned for more exciting work being done in this area!

School of Medical Rehabilitation Open House

MSOT annually participates in the School of Medical Rehabilitation Open House. This year, myself as well as Michelyn Hasselfield, *Update* Editor, attended the event on behalf of MSOT. The Open House proved to be a wonderful opportunity to meet prospective students, and to promote the profession of occupational therapy. The MSOT standing banner, featuring the new MSOT branding, as well as information about the profession of occupational therapy, was prominently displayed at the MSOT booth. MSOT post-it notes were also provided to attendees.

MSOT meets “facebook”

In close collaboration with Julie Mitrevski, MSOT Communications Coordinator, a “facebook” page was developed for MSOT. This page is used to communicate current OT affairs, highlight the accomplishments of local occupational therapists, and share interesting resources with the community. As of August 1, 2011, the “facebook” page has over 75 fans!

MSOT gets business cards!

Featuring the new MSOT logo, created in 2010 by Changemakers, 1000 business cards have been ordered! These will be a great promotional and networking tool in the coming years! MSOT and the profession of occupational therapy are soaring to new heights in Manitoba. I am looking forward to the coming year, and to the continued growth of MSOT!

Respectfully submitted,
Katie Kitchen, O.T. Reg. (MB)

COORDINATOR OF MEMBER SERVICES REPORT

At the end of the 2010—2011 fiscal year, there were 323 members registered with MSOT. This includes 314 active, six out of province and three life members. This number represents only 53% of individuals registered with COTM. It is important to note that while membership in many provincial occupational therapy associations across Canada is declining, the number of members registered with MSOT has remained consistent throughout the past few years. This reflects both the dedication and enthusiasm of our current membership and the need to increase the visibility and accessibility of MSOT to attract new members. It is important for occupational therapists to understand that they can join MSOT at any time in the year, and that their contribution is essential to not only the growth of MSOT, but the maintenance and survival of this Society. That being said, I encourage every MSOT member to recruit at least one occupational therapist to MSOT this year. Not only will this help MSOT volunteers deliver quality service, but it will assist occupational therapists across the province by improving visibility, offering professional development opportunities, providing representation, and advocating for policy change.

In the 2010—2011 fiscal year, I continued to attend monthly Board of Directors meetings, and ensured member's questions and concerns were addressed. I worked alongside the MSOT administrative staff to ensure current job postings, resources and educational opportunities were available to members in an efficient and timely manner. Finally, I spent time reviewing and drafting changes related to membership policy and by-laws.

As Coordinator of Member Services, I would like to thank you for your continued support and membership with MSOT. Your membership strengthens the occupational therapy community within Manitoba and provides a strong network of therapists to advocate for our profession and initiate growth and change.

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

CURRENT AFFAIRS/ PROFESSIONAL ADVOCACY REPORT

This year, I have had the privilege of being involved in new and exciting activities with MSOT. In addition to acting as the liaison to the OT and the Workplace subcommittee; highlights of the past year include the following.

- Review of the WRHA *Regional Recommendations for Falls Prevention and Management* document and forwarded a response to the Regional Falls Prevention Leadership Committee.
- Completion the *Manitoba Institute for Patient Safety Stakeholder Survey*.
- Submission of a response to the Provincial Government's *Discussion Paper for Made in Manitoba Accessibility Legislation*. This document was produced following the stakeholder consultation session that I attended in 2009 and will be used to help guide future accessibility legislation. Preliminary legislation was passed this year, and recommendations regarding accessibility legislation are to be expected in 2012.
- Review and response to the draft *Provincial Mental Health Strategic Plan*.

A new area that MSOT is beginning to Explore, is the role of OT in driving capacity assessment and reporting to driver licensing organizations. This project is still in the information gathering phase, and OTs in other provinces have been contacted for information about driving assessment and reporting in their jurisdictions. MSOT is hoping to increase the awareness of the importance of the role of OTs in driving assessment, and eventually advocate for changes in reporting methods.

Respectfully submitted,
Sheena Warkentin, O.T. Reg. (MB)

CANADIAN ASSOCIATION OF OCCUPATIONAL THERAPISTS (CAOT) 2010/2011 ANNUAL REPORT

Over the past year, the CAOT Board met twice in person and once by teleconference. I attended the CAOT National Conference in Saskatoon in June. In November, the Board and staff participated in a lobby day on Parliament Hill, with a message to our MPs from CAOT. Our recommendations included:

- The development of a practical *Active Living Guide*, similar to the *Canada Food Guide*, that gives Canadians a clear idea of how to live an active life;
- support for maintaining the independence of older Canadians by promoting access to older driver retraining programs through initiatives such as government advertising and tax credits; and
- promotion for all Canadians to have the option to be as active as they can be by extending the Child Fitness Tax Credit to all, regardless of age.

As a result of my meeting with Joy Smith (MP Kildonan-St.Paul), I was asked to speak on behalf of CAOT regarding "Healthy Living for Canadians" to the Parliament Standing Committee on Health. I presented to the Committee in Ottawa on February 8th, alongside the Canadian Medical Association, the Canadian Nurses Association, Public Health Canada and Santé Publique du Quebec. The presentation was well received.

MSOT and CAOT presented the 2010 Citation Awards at a reception in December to Neil MacHutchon. He holds a number of titles including the Manager of Patient Care for Rehabilitation Ambulatory Services at the Health Sciences Centre in Winnipeg. Neil directly oversees multidisciplinary teams, including occupational therapists and is well respected for his management style and support of occupational therapy in direct service delivery and program development.

CAOT also hosted a 85th Anniversary Celebration on March 3rd in Manitoba. CAOT pins were presented to new members by Sue Baptiste, President, CAOT and Claudia von Zweck, Executive Director CAOT.

Highlights of the Board Meetings included revision to the CAOT by-laws to include a by-election process to manage vacancies that occur before the end of the pre-established term of office of CAOT Board Directors. Revision of individual membership criteria in the CAOT by-laws to offer alternatives to the requirement that all individual members must successfully complete the national certification examination. The revisions continue to reserve individual membership for occupational therapists that have met Canadian standards for the profession by requiring successful examination completion and/or full registration with a Canadian regulatory organization. This requirement is in addition to criteria for graduation from either an occupational therapy education program in Canada that has been granted Academic Accreditation or an occupational therapy educational program outside of Canada and recognized by WFOT plus Canadian citizenship or established primary residency in Canada.

The following position statements were approved:

- The revised position statement on Support Personnel in Occupational Therapy.
- Occupational therapy and cultural safety.
- Occupational therapy and aboriginal health.
- Client safety and occupational therapy.

Further, the Canadian Home Care Association position statement on Rehabilitation Therapy Services in Home Care was endorsed and the OTA/PTA accreditation policies and procedures were approved.

(Continued from page 8)

Lastly, the following special projects were approved;

- the development of a strategic plan for university academic accreditation;
- the development of a strategic plan for the Canadian Journal of Occupational Therapy;
- advocacy activity related to promotion of coverage of occupational therapy services by third party insurers;
- professional issue forums at conference 2011 on the topics of pain management and occupational therapy and the role of occupational therapy and cancer survivorship; and
- hosting the 85th anniversary celebrations in locations across Canada.

I also continue to sit on the CAOT Risk Management Committee for the CAOT Board. To access previous highlights from board meetings, annual reports, the mid-year report, or membership statistics, please visit the "Members Only" section of the CAOT website under CAOT Affairs.

For the first year in many, CAOT/MSOT did not present any Citation Awards for 2011 due to a lack of nominations. Please consider putting in a nomination for a person or an organization who has demonstrated a commitment to the beliefs, values and work of occupational therapy.

This has been my third year on the Board of Directors and it has been a wonderful experience. I agreed to let my name stand for a second term and have been re-appointed for another three year term commencing October 1st.

If you have any comments or questions on this report, please contact me at 787-2352 or n.macleod.schroeder@gmail.com.

Respectfully submitted,
Natalie MacLeod Schroeder, O.T. Reg. (MB)

COORDINATOR OF SPECIAL EVENTS REPORT

This year's main focus has been on organizing a continuing education course sponsored by MSOT. The course, entitled "Improving Upper Extremity Motor Function Following Stroke", is presented by Saebo and will occur on October 21-22, 2011 at the Health Sciences Centre. The 2011 AGM is being planned and will be held October 25 at a new venue, namely, the Manitoba Children's Museum. Unfortunately, there was no reception events held for CAOT citation award recipients this year as no nominations were submitted.

This coming AGM, will mark the end of my term as Coordinator of Special Events. It has been a great experience for me. I have thoroughly enjoyed working with the MSOT Board of Directors and other occupational therapists in Manitoba.

Respectfully submitted,
Julie Glawson, O.T. Reg. (MB)

NOMINATING & AWARDS COMMITTEE REPORT

This was an exciting and busy first year of being the Awards and Nominations Chair! As a member of MSOT, I encourage everyone to join the MSOT Board of Directors or a committee for at least one two-year term. It is a great experience and an amazing opportunity to provide insight and support to your society!

Respectfully submitted,
Alisia Roos, O.T. Reg. (MB)



At the October 2010 convocation, the MSOT prize was awarded to Anneka Vermeylen for receiving the second highest standing in the final year of the MOT program at the University of Manitoba. Congratulations are extended to Anneka.

In December 2010, Gillian Ronson received the MSOT Student Research Prize given to the MOT student with the highest mark in "Statistics and Research Methods". Congratulations Gillian!

The 7th Annual MSOT Awards and New Grads reception was held May 12, 2011 at the Winnipeg Convention Centre to recognize contributions to the profession of occupational therapy and to welcome and recognize the graduating class of 2011. The event was well attended again this year and it provided a pleasant opportunity for experienced practitioners and eager students about to join the profession a chance to meet and converse.

The 2011 MSOT Outstanding Occupational Therapist Award was presented to **Brenda Fjeldsted** who was the successful candidate selected from the nominations received for this year's award.

Ed Geisbrecht received the MSOT Research Fund Mary Judd Award.

Alana Hosegood received the MSOT Award for Professional Excellence in Fieldwork. She was nominated by fieldwork educators for her exceptional performance.

Marcia Finlayson, Maja Kathan, Jane McSwiggan, and Isabella Polimeni-Walker were recognized for their 25-year membership with MSOT.

The 2010 MOT Graduates also recognized fieldwork educators who were nominated for the Fieldwork Educator Roster of Honour.

Respectfully submitted,
Alisia Roos, O.T. Reg. (MB)

Nominations

In 2010/2011, we welcomed the following people to the Board:

Andrea McIntyre
President

Julie Mitrevski
Coordinator of Communications

Lynn Vuong
MOT 1 Representative

Katie Kitchen
Public Relations

Michelyn Hasselfield
Newsletter Editor

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

- Secretary
- Awards and Nominations Co-chair
- Treasurer
- Public Relations Co-chair
- Current Affairs/Professional Advocacy Co-chairs
- MSOTRF Chair
- Nominating and Awards Co-chair
- Professional Development Co-chairs
- Special events Co-chairs
- Website Editor

COORDINATOR OF COMMUNICATIONS REPORT

I joined the Manitoba Society of Occupational Therapists Board of Directors in March, 2011 when I took on the newly developed role of Coordinator of Communications.

The following is a list our achievements thus far.

- Completion of a description of the role as Coordinator of Communications.
- Guidelines for the Coordinator of Communications and its relation to other communication-oriented positions.
- Launched “facebook” social media network webpage on June 1, 2011 to promote MSOT and connect with our members.
 - ☑ MSOT website postings consist of professional development opportunities, advocacy projects, occupational therapists in the news, job opportunities for occupational therapists in the provincially and nationally, promotion of the OT profession, promotion of MSOT services, current hot topics and debates, accomplishments of fellow MSOT members as well as University of Manitoba students in the community.
 - ☑ To date, we have 88 followers and interest continues to grow.
- Involvement in the discussion for an enhanced MSOT website.
- Development of an MSOT advertising rates proposal for the website, social media and newsletter mediums awaiting to be approved by the board. This proposal was developed based on research of comparable provincial occupational therapy organizations across Canada, comparable professionally affiliated organization’s rates, as well as a couple provincial non-profit organization advertising rates.
- Creation of MSOT AGM postcard reminders to send to select MSOT members for trial and evaluation of its effectiveness.
- Regular professional development updates sent to website administrator to ensure MSOT members gain access to the most up-to-date workshops and presentations for continuing competency.
- Submission of an article to the MSOT newsletter, promoting “facebook”, professional development opportunities and OTs in the news.
- Involvement in the organization and promotion of OT month in October.
- Attended the MSOT Awards Ceremony and promoted the then soon-to-be launched “facebook” page to new and existing students.

This is only the beginning, and I look forward to my involvement in the upcoming year.

Respectfully submitted,
Julie Mitrevski, O.T. Reg. (MB)

enabling ability

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS RESEARCH FUND (MSOTRF) REPORT

This year, we were pleased to present the \$1000 “Mary Judd Research Award” to Ed Giesbrecht for his project, *Enhancing Participation In the Community by improving Wheelchair Skills (EPIC Wheels): A Randomized Controlled Trial*. The next Mary Judd research award deadline is November 2011; please consider submitting your research proposal for this deadline.

Unfortunately, we did not have any applicants for the “Presentation Award” this year. This award provides \$500 support for an occupational therapist to present his or her research at a conference. The deadline for applications is January 2012; application information is on the MSOT website.

My report includes a complete accounting of the MSOT “Research Fund” accurate to September 30, 2010 and verified by COTM’s auditor.

Thank you to committee members; Pam Wener, Leanne Leclair, Lisa Forbes, and Corie Haslbeck. I welcome your comments or suggestions regarding any of the activities of MSOTRF.

Respectfully submitted;
Jacquie Ripat, O.T. Reg. (MB)

Balance, October 1, 2009	\$41,960
<u>Revenues:</u>	
Deposits to account	620
Interest earned	1,302
<u>Expenses:</u>	
Payments from account	-500
Inter-fund 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	2,641
Balance, September 30, 2010	\$45,923

enabling ability

MSOT FINANCIAL STATEMENTS



NOTICE TO READER

On the basis of information provided by management, we have compiled the balance sheet of Manitoba Society of Occupational Therapists as at May 31, 2010 and the statement of operations and surplus for the three month period then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Winnipeg, Manitoba
July 29, 2011



Chartered Accountants Inc.

MSOT FINANCIAL STATEMENTS

Balance Sheet

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS

Balance Sheet

May 31, 2010

(Unaudited - See Notice To Reader)

	<i>May 31</i> 2010	<i>Feb 28</i> 2010
ASSETS		
CURRENT		
Cash	\$ 28,835	\$ 33,915
Prepaid expenses	517	729
	29,352	34,644
FIXED ASSETS		
	-	10
	\$ 29,352	\$ 34,654
LIABILITIES AND SURPLUS		
CURRENT		
Accounts payable and accrued liabilities	\$ 17,739	\$ 6,250
Deferred memberships	-	5,759
	17,739	12,009
SURPLUS		
	11,613	22,645
	\$ 29,352	\$ 34,654

MSOT FINANCIAL STATEMENTS

Statement of Operations and Surplus

MANITOBA SOCIETY OF OCCUPATIONAL THERAPISTS

Statement of Operations and Surplus

Three Month Period Ended May 31, 2010

(Unaudited - See Notice To Reader)

	<i>May 31</i> 2010 <i>(3 months)</i>	<i>Feb 28</i> 2010 <i>(12 months)</i>
REVENUE		
Interest	\$ 14	\$ 65
Memberships	5,717	23,160
Newsletter, labels and emails	75	600
Sponsorship	-	3,892
Other income	1,306	-
	7,112	27,717
EXPENSES		
Amortization	10	50
Annual general meeting	-	2,061
Awards	2,122	1,554
Current affairs	3,510	-
Executive officer expenses	3,942	7,048
Insurance	212	806
Interest and bank charges	6	143
Member services	1,448	3,407
Newsletter	-	643
Organizational costs	3,091	4,570
Private practice	477	-
Professional development	79	1,761
Professional fees	1,000	1,384
Publicity	2,247	2,675
Rent	-	900
	18,144	27,002
NET INCOME (LOSS)	(11,032)	715
RETAINED EARNINGS - BEGINNING OF PERIOD	22,645	21,930
RETAINED EARNINGS - END OF PERIOD	\$ 11,613	\$ 22,645

MSOT FINANCIAL STATEMENTS

Statement of Cash Flows

Statement of cash flows to be presented at the MSOT AGM October 25, 2011.
Updated financial statements will be available online after the AGM.

MSOT FINANCIAL STATEMENTS

Notes to Financial Statements

Notes to financial statements to be presented at the MSOT AGM October 25, 2011.
Updated financial statements will be available online after the AGM.