

Public Protection through Professionalism

COLLEGE OF
KINESIOLOGISTS
OF ONTARIO



2018 Revised Fiscal Year

Contents

President's Message	2
Registrar and CEO's message – governance, planning and accountability.....	4
2018 Year Highlights	6
Achieving our Strategic Directions	7
College Council and Staff	9
Committees	10
Financial Statements.....	15

President's Message

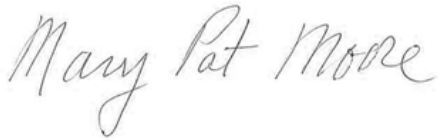
During my time as President of the College of Kinesiologists of Ontario, many initiatives have been implemented to strengthen public protection and increase public awareness of the role of the College in governing the profession. We have responded to new legislative directions, enhanced transparency and provided new Standards and Guidelines to assist registrants in understanding their professional responsibilities regarding the changes to the *Regulated Health Professions Act*.

Investments by the College in ensuring kinesiologists are adhering to professional standards and using evidence-based methodologies and treatment modalities, has been an effective strategy. In May 2018 the Quality Assurance program expanded its e-Learning suite of modules to include the Prevention of Sexual Abuse, which is a mandatory requirement to be completed by all practising kinesiologists. This training program augments and coincides with the recently revised Standard on Professional Boundaries, and other guidelines and articles published on the College website, contributing further to our efforts to assure the public that all kinesiologists are aware and educated in all aspects of preventing sexual abuse.

I value this opportunity to reflect on the changes that have occurred since my appointment to Council in 2013. The first years were focused very much on ensuring sound registration practices, an effective complaints and discipline process and implementing parts of Quality Assurance. Implementation of online learning modules, development of new standards, collaborative work with other health regulators, and an extensive public awareness campaign have all been undertaken. The College's proactive approach to addressing system issues has ensured transparency concerning registrants, college processes, and registration requirements. Throughout the years the College has also invested in governance providing developmental experiences for Council and Committee members to ensure that they have the necessary skills for effective decision-making in adjudicative matters, policy approval and program development.

Through the *Protecting Patients Act* a number of provisions came into effect impacting all Ontarians and the delivery of safe health care by regulated health professionals. Many of the changes addressed sexual abuse including an amendment which defined "patient" for the purpose of determining when sexual abuse by a member has occurred. Other changes included increasing information that is required to be kept on the College's public register relating to conduct, setting out a list of criminal offences that would result in mandatory revocation of a member's certificate of registration, and higher fines for failure by a regulated health professional or employer, to report possible sexual abuse by a regulated health professional. All of the changes directed in this Act concerning the responsibilities of regulated health professionals, have been communicated to Registered Kinesiologists and actions were taken to immediately implement. Council was pleased that most of the directives relating to transparency were already in place and the College was well-positioned to report on activities to inform registrants of the new provisions.

As I reflect back on the achievements of the College during my time as President, I would like to say thank you to the dedicated members of Council, Committees and the staff for their hard work, commitment to public protection and engagement in an agenda of constant improvement. I am extremely grateful for the trust which was placed in me. I look forward to new roles with Council, to meeting new challenges and to continuing in the service of Ontarians.

A handwritten signature in cursive script that reads "Mary Pat Moore". The ink is a light grey or blue color. The signature is fluid and elegant, with the first letters of each word being capitalized and prominent.

Mary Pat Moore, (Past) President

Registrar and CEO's message – governance, planning and accountability

Just a few months ago we issued the Annual Report for the period of April 1, 2017 to March 31, 2018. This Annual Report covers a truncated fiscal year of five months from April 1, 2018 to August 31, 2018. In 2018 the College changed its financial year to coincide with the program year of September 1 to August 31. This change increases transparency aligning our fiscal year with our program year and statistical reporting in future years.

Every day the College works to advance public protection in Ontario. That is our only job. Every action and decision is focused on ensuring that registered kinesiologists deliver safe, ethical, and competent care as health care professionals, placing the interest of their patients and clients first.

Public protection begins with the registration requirements which applicants are required to meet in order to become registered in Ontario as a kinesiologist. The College responds to inquiries from the public, complaints about kinesiologists and reports about kinesiologists which are of concern. Every complaint is investigated by qualified investigators and addressed with the kinesiologist. Information is published on the College website to assist members of the public in making an inquiry or complaint. Critical outcomes from the complaints process are published on the public register.

Unfailing professionalism is expected of all kinesiologists and where professional misconduct occurs, the College acts. The College ensures that all reports and complaints of sexual abuse are addressed as a priority. In 2017 changes were made through the *Protecting Patients Act* to help stop sexual abuse of patients by health professionals. The list of sexual abuse acts that result in revocation of a health care practitioner's certificate of registration was expanded and Colleges were provided with the ability to provide assistance for a complainant of sexual abuse to receive counselling even before conclusion of a discipline hearing. If it is determined that activities and behaviours of a kinesiologist are likely exposing patients to harm the College may suspend or restrict the practice of that kinesiologist.

The College is not only responsive; it is proactive in its approach to public protection. The College works to ensure that kinesiologists maintain their competency and participate in continuing professional development to remain current with new developments in the field. Kinesiologists annually review their practice and identify areas where they would like to strengthen their knowledge and skills. The College provides kinesiologists with guidance and responds to questions from the public, employers and advocates, and other health care professionals. Where the College identifies serious risk of public harm we develop training materials for registrants, provide direction and ensure that the expectations of kinesiologists as health care professionals are publicly available and promoted to registrants.

To strengthen public awareness of the important role which the College plays in promoting safe and ethical practice, the College conducts outreach, providing information directly to patients through physician offices, employers, our website, and public consultations. The College will be increasing efforts to reach the public through town hall meetings across Ontario throughout 2019, public consultations on our strategic plan and policy initiatives, and upgrades to our website.

It has always been the commitment of the College and of successive Councils, to proactively strive for improvement. We are committed to using tools and processes necessary to continually improve

effectiveness and accountability. We have embraced a broad definition of competency looking beyond knowledge, skills, and personal characteristics, to include how individuals interact. A *Competency Profile for Governance* has been developed for members of Council and will be used in conjunction with a separate but related tool, *The Council Effectiveness Evaluation Framework*, to reflect upon how well they are performing as a Council or Committee, and as individuals. Just as members of the profession reflect upon their learning needs, Council and Committee members will be addressing their development needs to govern effectively and to meet public expectations.

This coming year will be exciting. We will begin implementation of new strategies, respond to changes proposed by the Ministry and others, and push forward to constantly enhance the professionalism of kinesiologists. Our commitment to public protection drives us forward to meet new challenges. Together with the profession, with appointed public representatives, and with our colleagues and stakeholders, we will continue to strive to ensure safe, competent and effective care for all Ontarians.

A handwritten signature in black ink, appearing to read 'B. Kritzer', with a stylized, flowing script.

Brenda Kritzer, Registrar & CEO

2018 Year Highlights

- The College aligned its fiscal year with the program year improving transparency by enabling the public to consider expenditures and achievements in the same time period.
- The Prevention of Sexual Abuse e-Learning module was launched as a mandatory education program for all practising kinesiologists. This module is just one of the mandatory tools for members to help ensure public protection.
- The second administration of the Ethics and Professionalism e-Learning Module was conducted for new registrants.
- A total of 23 Peer and Practice Assessments were conducted as part of the spring 2018 sitting.
- As part of the Quality Assurance Program, the College more than doubled the number of kinesiologists selected annually for a Peer and Practice Assessment.
- By-laws were updated following consultation with members, the public and other stakeholders, to bring the College's by-laws into compliance with legislation and to ensure clarity regarding requirements of members.
- Approval of three new policies in Registration, which make even more transparent how the College and the Registration Committee address certain matters.

Achieving our Strategic Directions

The College of Kinesiologists of Ontario Strategic Plan described the approved priorities which guided initiatives over a three-year time frame. We have come to the end of our 2015-2018 Strategic Plan, which placed a focus on increasing public awareness and understanding of the regulation of kinesiology under the *Regulated Health Professions Act*, enhancing professionalism and practice support to members of the College, and increasing public confidence through transparency.

Council further defined how the College would address its strategic goals as follows:

Goal One

The value of the regulation of kinesiologists is demonstrated and recognized through public accountability.

This goal speaks to initiatives which:

- Help the public understand how the regulation of kinesiologists adds value.
- Enhance the accountability of kinesiologists and in turn, the College's accountability.

Goal Two

Members are supported by the College in maintaining and enhancing professional competence to improve the health of Ontarians.

This goal focused on the College's provision of practice support to kinesiologists. Support would be provided through:

- Encouraging further enrichment of university undergraduate programs.
- Understanding and addressing kinesiologists' professional development needs.
- Ensuring that practice standards and guidelines are comprehensive, timely and meaningful.

Goal Three

The College is responsive to the public's need for information about its members, its policies and its practices.

This goal addressed building public confidence in the College as a regulator that puts the interests of the public ahead of the interests of members.

This goal required the College to:

- Understand the public's need for information.
- Respond with openness regarding its policies, decision-making processes and information about kinesiologists that would be relevant to the public when making choices about their health care.

To support the goals of the 2015-2018 Strategic Plan, the College developed a three-year Communications Strategy with objectives requiring substantial communications investments to

increase public and registrant awareness and understanding of the ways in which regulation of the profession of kinesiology improves public health and safety.

Achievements in public awareness and membership education included:

- Distribution of 75,000 information brochures to patients and health care professionals visiting doctors' offices;
- A new public website to improve navigation for members of the public as well as stakeholders, applicants and registrants ;
- Updated public register enabling the public to locate reliable up-to-date information about registered kinesiologists in Ontario;
- Annual meetings with university representatives and professional associations to discuss developments in the profession, education and training needs of members and developments in the regulation of health care professionals;
- Participation in a public-facing website sponsored by 26 health profession regulators which provides access to all 26 sponsors' websites, public registers, and information about the complaints process. This website provides information in multiple languages; and
- Further availability of information on the College website in both official languages.

In 2019, Council will approve a new strategic plan which will position the College for further change aimed at improving and modernizing the governance of health professions. The College will implement major changes to the website to make it much easier for readers to search for information about Councils, policies, and all publications and materials. Council and the College will be undertaking a program of outreach which will take us to communities across Ontario to discuss regulation of kinesiology and learn more about stakeholders' concerns.

The coming year will be exciting and filled with new opportunities to engage with the College. We look forward to hearing more from members of the public and to working with other regulators, government and members of the profession, to improve public protection.

College Council and Staff

Council

Mary Pat Moore - President
Jennifer Pereira, R.Kin - Vice-President
Ken Alger
Nelson Amaral, R.Kin
Steve Anderson
Marilyn Bartlett
Lori-Anne Beckford
Jennifer Bushell, R.Kin
Derek Debono, R.Kin
Nicole DiFilippo, R.Kin
Kalen Johnson
Elwin Lau, R.Kin
Chad McCleave
Michelle Meghie
Stefanie Moser, R.Kin
Graydon Raymer, R.Kin
Ryan Wight, R.Kin
Michelle Young, R.Kin

Non-Council Committee members

Alex Burnaru, R.Kin
Rosario Colomba, R.Kin
Kim Cullen, R.Kin
Faith Delos-Reyes, R.Kin
Susan Garfat, R.Kin
Alisha Gleiser, R.Kin
Jessica Johnson, R.Kin
Jonathan Kwok, R.Kin
Nicole Last, R.Kin
Francesca McKenzie, R.Kin
Renee Raymond, R.Kin
Andrea Scrivener, R.Kin

College Staff

Brenda Kritzer - Registrar and CEO
Nancy Leris - Director, Operations and
Financial Services
Rebecca Nevins - Administrative Assistant
Ugie Ifesi - Manager, Registration Services
Magdalena Reder - Registration and
Examinations Coordinator
Colleen Foster - Administrative Assistant
Eric Bruce - Director, Professional Conduct
Sue Behari - Interim Director, Quality
Assurance
Samuel Hanna - Administrative Assistant
Danae Theakston - Communications Officer

Committees

Registration Committee

The Registration Committee is responsible for developing and implementing transparent, objective, impartial and fair registration practices that adhere to the policies approved by Council and the requirements for registration laid out in the General Regulation. The Committee considers applications for registration that have been referred by the Registrar in situations where the Registrar:

- has doubts about whether an applicant has met the registration requirements;
- is of the opinion that terms, conditions or limitations should be imposed on a certificate of registration; or
- proposes to refuse the application.

During the five-month period April 1 through to August 31, the Registration Committee reviewed and decided on the following:

Type of case	Number of cases	Decision
Expiration of one-year period for registration following notification of eligibility	1	One application was approved and granted a certificate of registration
Exceptional circumstances relevant to examination timelines policy	5	One application was granted. Two applications were withdrawn by the applicant. One application was granted with conditions. One application was refused.
Proposal for upgrading/remediation	2	Two remediation plans were approved.
Proposal for substantial equivalency of education	4	Three applications for substantial equivalency were refused. One application is still under review.
Reinstatement to the General Class after two years in the Inactive Class	3	Three reinstatements into the General Class were granted.

Applicants who are not satisfied with the decision of the Registration Committee may appeal the decision to the [Health Professions Appeal and Review Board](#) (HPARB). There were no appeals submitted to HPARB during the period of April 1, 2018 to August 31, 2018. During this period, one hearing by HPARB occurred of an appeal of a Registration Committee decision in a prior fiscal year.

Exam

213 applicants wrote the entry-to-practice exam during the period of April 1 through to August 31. The College administered one sitting of the exam during the period.

	Registered	Wrote	Passed	% Passing
April 28, 2018	227	213	157	73

Examination Appeals Committee

The Examination Appeals Committee is responsible for hearing appeals from applicants writing the entry-to-practice exam and who meet the criteria for filing an appeal. Three appeals were received during the period, including two examination appeals from the same applicant. Two appeals were granted, while one was denied.

Examination Committee

The Examination Committee is comprised of College members and faculty members from kinesiology programs across Ontario. The Committee approves test forms, sets the pass mark for each exam and ensures that the exam reflects the entry-level competencies. The Committee did not meet during the period of April 1, 2018 to August 31, 2018.

Item Writing Committee

The Item Writing Committee is comprised of registered kinesiologists and faculty members from kinesiology programs across Ontario. Panels of the Committee develop exam questions that correspond to the Examination Blueprint. The Committee did not meet during the period of April 1, 2018 to August 31, 2018.

Registration Statistics

Membership as of April 1, 2018

General Class	2,422
Inactive Class	370
Total Registrants	2,792

New members registered between April 1, 2018 and August 31, 2018 – 102

Renewed Membership as of August 31, 2018

General Class	2,133
---------------	-------

Inactive Class	279
Total renewed Registrants	2,412

Complaints and Discipline

The Inquiries, Complaints and Reports Committee (ICRC) reviews concerns about members of the profession related to potential professional misconduct, incompetence or incapacity. Such concerns can be brought to the College's attention by various means, such as formal complaints by patients, mandatory reports by employers and other health care professionals, and other information provided to the Registrar.

Following its review of a formal complaint or a Registrar's report, the Inquiries, Complaints and Reports Committee may do any one or more of the following:

- refer specified allegations of professional misconduct or incompetence regarding a registrant to the Discipline Committee for a hearing;
- make inquiries into a registrant's capacity and/or refer the matter to the Fitness to Practise Committee;
- require a registrant to appear before a panel of the Inquiries, Complaints and Reports Committee to be cautioned;
- take other appropriate action, which may include:
 - requiring a registrant to complete a specified continuing education or remediation program;
 - asking the registrant to voluntarily restrict his or her practice, or to pursue a mentoring or monitoring program; or
 - providing a registrant with advice and/or recommendations;
- take no action.

Additionally, in certain circumstances, the Inquiries, Complaints and Reports Committee may suspend or impose terms, conditions, or limitations on a registrant's certificate of registration, where the Committee is of the opinion that the registrant's conduct is likely to expose the registrant's patients to harm or injury.

Committee Activity

During the period of April 1, 2018 to August 31, 2018, panels of the Inquiries, Complaints and Reports Committee met on three occasions. In total, the panels conducted the following business:

Report matters reviewed	3
Complaint matters reviewed	0
Cautions delivered	0
Appointments of investigator requested	2

Dispositions

During the period of April 1, 2018 to August 31, 2018, panels of the Inquiries, Complaints and Reports Committee issued decisions with the following dispositions:

No Action	1
Undertaking to resign membership	1

Appeals

Certain decisions of the Inquiries, Complaints and Reports Committee in complaints matters can be appealed to the Health Professions Appeal and Review Board (HPARB) by the complainant or by the member. HPARB conducts a review of the matter to determine whether the ICR Committee's investigation was adequate and its decision was reasonable.

One matter decided by a panel of the Inquiries, Complaints and Reports Committee was appealed to HPARB.

Discipline Committee

The Discipline Committee was not required to meet during the period of April 1, 2018 to August 31, 2018.

Fitness to Practise Committee

The Fitness to Practise Committee was not required to meet during the period of April 1, 2018 to August 31, 2018.

Patient Relations Committee

The Patient Relations Committee was not required to meet during the period of April 1, 2018 to August 31, 2018.

Quality Assurance

The Quality Assurance (QA) Committee administers programs that promote continuing competence and continuing professional improvement among kinesiologists. The Quality Assurance Program includes:

- Continuing professional development;
- Self-assessment and Peer and Practice Assessment; and
- Mechanisms for the College to monitor kinesiologists' participation and compliance with the program.

All kinesiologists registered in the General Class must participate in the QA program and demonstrate commitment to continuous improvement and ongoing learning. The program is intended to be educational and supportive in nature.

The QA Committee achievements for the period included:

- Completion of the Spring 2018 Peer and Practice Assessment by 23 members during the period of May to August;
- Launch of the Prevention of Sexual Abuse e-Learning Module for all general members;
- Second administration of the Ethics and Professionalism e-Learning Module for new members.
- Update of the College's Peer and Practice Assessment Guide for members.

Peer and Practice Assessment

The peer and practice assessment (PPA) is an educational opportunity designed to assess kinesio­logists' knowledge, skills and judgment, and to help them identify areas of strength and opportunities for improvement within their practice.

	2018 (April- August)
Assessments conducted	23

Final Decisions by the Quality Assurance Committee

Decision	2018
No Further Action	1
Member notified on consequence of non-compliance with the Quality Assurance program requirements	1
Files and decisions to be reviewed at future QA committee meetings	21
Total	23

Planning and Finance Committee

The Planning and Finance Committee provides guidance and advice on financial matters and oversees planning activities that help the College achieve its strategic goals. The Committee met three times during the period April 1, 2018 and August 31, 2018 to review the proposed operational plan for 2018/2019 and review the proposed budget and quarterly financials.

Financial Statements

See below the College's audited financial statements for the period of April 1, 2018 to August 31, 2018.

**COLLEGE OF KINESIOLOGISTS OF
ONTARIO**

FINANCIAL STATEMENTS

AUGUST 31, 2018

COLLEGE OF KINESIOLOGISTS OF ONTARIO

FINANCIAL STATEMENTS

AUGUST 31, 2018

INDEX	Page
Independent Auditors' Report	1
Financial Statements	
Statement of Financial Position	2
Statement of Changes in Net Assets	3
Statement of Operations	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 9

INDEPENDENT AUDITORS' REPORT

To the Board of Directors of
College of Kinesiologists of Ontario

We have audited the accompanying financial statements of College of Kinesiologists of Ontario, which comprise the statement of financial position as at August 31, 2018 and the statements of operations, changes in net assets and cash flows for the five month period then ended and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of College of Kinesiologists of Ontario as at August 31, 2018 and the results of its operations and its cash flows for the five month period then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Crowe Soberman LLP

Chartered Professional Accountants
Licensed Public Accountants

Toronto, Canada
December 4, 2018

COLLEGE OF KINESIOLOGISTS OF ONTARIO
STATEMENT OF FINANCIAL POSITION

At **August 31 2018** **March 31 2018**

ASSETS

Current

Cash - unrestricted	\$	2,468,807	\$	1,592,950
Cash - restricted, internally (Note 3)		260,000		260,000
Prepaid expenses and sundry		101,931		108,250

2,830,738 **1,961,200**

Capital assets (Note 4)		249,983		269,075
--------------------------------	--	----------------	--	---------

\$ 3,080,721 \$ 2,230,275

LIABILITIES

Current

Accounts payable and accrued liabilities	\$	202,053	\$	96,000
Deferred revenue		1,527,150		774,201

1,729,203 **870,201**

Deferred rent		133,156		141,375
----------------------	--	----------------	--	---------

1,862,359 **1,011,576**

Commitments (Note 7)

NET ASSETS

Net assets invested in capital assets		249,983		269,075
Internally restricted net assets (Note 3)		260,000		260,000
Unrestricted net assets		708,379		689,624

1,218,362 **1,218,699**

\$ 3,080,721 \$ 2,230,275

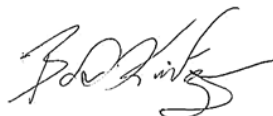
The accompanying notes are an integral part of the financial statements

On behalf of the Board

Director



Director



COLLEGE OF KINESIOLOGISTS OF ONTARIO
STATEMENT OF CHANGES IN NET ASSETS

Period ended	Net assets invested in capital assets	Internally restricted net assets	Unrestricted net assets	August 31, 2018 (5 months)	March 31, 2018 (12 months)
Net assets, beginning of period	\$ 269,075	\$ 260,000	\$ 689,624	\$ 1,218,699	\$ 973,948
Excess (deficiency) of revenue over expenses	(27,825)	-	27,488	(337)	244,751
Interfund transfers (<i>Note 3</i>)	8,733	-	(8,733)	-	-
Net assets, end of period	\$ 249,983	\$ 260,000	\$ 708,379	\$ 1,218,362	\$ 1,218,699

The accompanying notes are an integral part of the financial statements

**COLLEGE OF KINESIOLOGISTS OF ONTARIO
STATEMENT OF OPERATIONS**

Period ended	August 31 2018	March 31 2018
	(5 months)	(12 months)
Revenue		
Registration fees	\$ 711,345	\$ 1,610,620
Examination fees	84,000	208,100
Application fees	26,802	52,600
Jurisprudence fees	13,365	27,070
	835,512	1,898,390
Expenses		
Salaries and benefits	406,149	820,708
Registration costs	102,416	193,107
Rent	89,922	213,500
Processing fees	68,235	72,185
Communications and media costs	41,801	81,786
Quality assurance	33,571	45,015
Office and general	24,685	58,327
Professional fees	19,331	31,170
Council and committee costs	14,647	44,140
Professional conduct	7,267	28,739
Amortization of capital assets	27,825	64,962
	835,849	1,653,639
Excess (deficiency) of revenue over expenses	\$ (337)	\$ 244,751

The accompanying notes are an integral part of the financial statements

COLLEGE OF KINESIOLOGISTS OF ONTARIO
STATEMENT OF CASH FLOWS
Period ended

August 31 **March 31**
2018 **2018**
(5 months) **(12 months)**

SOURCES (USES) OF CASH

Operating activities

Excess (deficiency) of revenue over expenses \$ (337) \$ 244,751

Item not involving cash

Amortization of capital assets **27,825** 64,962

Amortization of deferred rent **(8,219)** (18,436)

19,269 291,277

Changes in non-cash working capital items

Prepaid expenses and sundry **6,319** (17,726)

Accounts payable and accrued liabilities **106,053** 23,826

Deferred revenue **752,949** 52,072

Cash provided by operating activities **884,590** 349,449

Investing activity

Acquisition of capital assets **(8,733)** (12,902)

Cash used in investing activity **(8,733)** (12,902)

Net increase in cash **875,857** 336,547

Cash, beginning of period **1,852,950** 1,516,403

Cash, end of period \$ **2,728,807** \$ 1,852,950

Represented by:

Cash - unrestricted \$ **2,468,807** \$ 1,592,950

Cash - restricted, internally **260,000** 260,000

\$ 2,728,807 \$ 1,852,950

The accompanying notes are an integral part of the financial statements

COLLEGE OF KINESIOLOGISTS OF ONTARIO
NOTES TO FINANCIAL STATEMENTS
August 31, 2018

1. Purpose of the organization and income tax status

The College of Kinesiologists of Ontario (“the College”) was created April 1, 2013 pursuant to the proclamation of the Kinesiology Act, 2007. The College is a non-profit organization mandated through legislation and regulations to regulate the profession of kinesiology in Ontario in the interest of the public. The College is committed to ensuring excellent professional practice by registered kinesiologists. Through the establishment of entry-to-practice requirements and through the provision of continuous practice support, the College ensures that registered kinesiologists deliver competent, safe and ethical services.

The College is exempt from income tax under Section 149(1)(1) of the Income Tax Act. Registration remains valid so long as the College continues to fulfill the requirements of the Income Tax Act and regulations in respect of non-profit organizations.

Effective April 1, 2018, the fiscal year end of the College was changed from March 31 to August 31.

2. Significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the statement of financial position date and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Fund accounting

The net assets invested in capital assets fund reports the assets, liabilities, revenues and expenses related to the College's capital assets.

The internally restricted net assets fund of the College represents resources internally restricted by the Council for specific use.

The unrestricted fund accounts for current operations as well as the College's general operations.

COLLEGE OF KINESIOLOGISTS OF ONTARIO
NOTES TO FINANCIAL STATEMENTS
August 31, 2018

2. Significant accounting policies (continued)

Revenue recognition

Non-refundable application fees are recognized as revenue upon assessment of the application.

Jurisprudence fees are recognized as revenue when the services have been provided.

Examination fees are recorded in the fiscal period to which they relate. Examination fees received in advance are recorded as deferred revenue.

Registration fees are recognized as revenue proportionately over the fiscal period to which they relate. Registration fees received in advance of the membership year to which they relate are recorded as deferred revenue.

Financial instruments

The College initially measures its financial assets and liabilities at fair value.

The College subsequently measures all of its financial instruments at amortized cost using the straight-line method.

Transaction costs are recognized in the statement of operations in the period incurred.

Capital assets

Capital assets are recorded at cost less accumulated amortization. Amortization is provided annually on bases designed to amortize the assets over their estimated useful lives, as follows:

Furniture and fixtures	-	straight line over 5 years
Computer equipment	-	straight-line over 3 years
Computer software	-	straight-line over 3 years
Leasehold improvements	-	straight-line over 10 years

Deferred rent

Deferred rent includes reduced rent benefits and tenant inducements received in cash.

The College recognizes rental expenses using the straight-line method whereby any contractual rents over the term of a lease are recognized into income evenly over that term. The difference between the rental expense recognized and rental payments made is shown as deferred rent. Lease incentives received in connection with leasehold improvements are amortized to income on a straight-line basis over the terms of the lease.

COLLEGE OF KINESIOLOGISTS OF ONTARIO
NOTES TO FINANCIAL STATEMENTS
August 31, 2018

3. Interfund transfers and internally restricted net assets

The purpose of the internally restricted net assets fund is to address unplanned expenses, any increases in investigation costs and hearings and provide support to victims of sexual abuse in the future.

The internally restricted net assets of \$260,000 (March 31, 2018 - \$260,000) is comprised of the abuse therapy fund of \$30,000 (March 31, 2018 - \$30,000), investigations and hearings fund of \$140,000 (March 31, 2018 - \$140,000) and property and technology fund of \$90,000 (March 31, 2018 - \$90,000).

In addition, \$8,733 (March 31, 2018 - \$12,902) was transferred from the unrestricted net assets fund to the capital assets fund in order to fund the cash outlays for capital asset acquisitions.

4. Capital assets

		Cost	Accumulated Amortization	August 31 2018 Net Carrying Amount	March 31 2018 Net Carrying Amount
Furniture and fixtures	\$	131,180	\$ 100,231	\$ 30,949	\$ 41,881
Computer equipment		42,220	30,557	11,663	4,981
Computer software		121,863	115,703	6,160	7,392
Leasehold improvements		326,662	125,451	201,211	214,821
	\$	621,925	\$ 371,942	\$ 249,983	\$ 269,075

5. Bank loan

The College's banking facility provides for a maximum operating line of credit of \$125,000. Borrowings under the line of credit bear interest at the prime rate of the College's banker plus 0.5% per annum, and are secured by a general security agreement and assignment of fire and other perils insurance on the College's leased premises. The line of credit remains unused as at August 31, 2018.

COLLEGE OF KINESIOLOGISTS OF ONTARIO
NOTES TO FINANCIAL STATEMENTS
August 31, 2018

6. Financial instruments

The College regularly evaluates and manages the principal risks assumed with its financial instruments. The risks that arise from transacting in financial instruments include liquidity risk, credit risk, market risk, interest rate risk, and foreign currency risk. The following analysis provides a measure of the College's risk exposure and concentrations. There are no significant changes in the risk exposures from the prior period.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with its financial liabilities as they come due. The College is exposed to this risk mainly in respect of its accounts payable and accrued liabilities. Accounts payable are generally repaid within the credit terms.

The College is not exposed to any significant credit risk, market risk, interest rate risk, and foreign currency risk at the statement of financial position date.

7. Commitments

The College is committed under several contracts which expire between October 2019 and October 2021. The College is also committed under a long-term lease for premises which expires in June 2024. Annual contract and lease payments (exclusive of requirement to pay taxes, insurance and maintenance costs) for the next five years and thereafter are approximately as follows:

Year ending August 31, 2019	\$	176,000
2020		175,000
2021		164,000
2022		130,000
2023		118,000
Thereafter		98,000
		<hr/>
	\$	861,000
		<hr/>

**COLLEGE OF
KINESIOLOGISTS
OF ONTARIO**



160 Bloor Street East, Suite 1402 Toronto, ON, M4W 1B9
T 416.961.7000 | F 416.961.7009 | www.coko.ca

