

SASKATCHEWAN COLLEGE OF PODIATRISTS
SATURDAY SEPTEMBER 22, 2007
MEETING OF COUNCIL
SASKATOON, SASKATCHEWAN

AGENDA

Old Business:

Matters arising from minutes

New Business:

1. Report from Chair of Quality Assurance Committee Chair
2. Policy Statement – Infection Control Guidelines
3. Bylaw amendment request from Saskatchewan Health
4. Incorporation
5. SCOP Meeting with SALPN in Regina
6. CNE content
7. Notice of Condolence to Dr. Hannah Shenouda on the passing of her husband
8. Membership & Licensure Certificate and Logo/Crest Design
9. Dr. Hemendra Parmar Memorial Scholarship
10. Office Space proposal from College of Physicians and Surgeons
11. NIRO Meeting Reports
12. Website Update
13. Entry Exam Follow-up
14. Next Meeting Location

Meeting called to order at 13:05 CST

AS sat as Chair, HJ recorded minutes

Membership initials: Terry Wharton to be initialed TMW, and Thomas Weisz initialed TW

Members Present: AS, HJ, SH, NP, TMW, AC, SR, TW, MJ, MD

Old Business:

Matters arising from minutes

Motion: TMW moved to adopt the minutes from last meeting, seconded by SH

Discussion: nil

Motion passed, minutes adopted and archived.

New Business:

1. Report from Chair of Quality Assurance Committee (verbal)

The QA Committee convened this morning and has appointed TMW as the Chair. The Chair TMW will forward a write-up of this report to SCOP Council.

SH recommends that the QA committee develop the forms and procedures required for assessing number of clinical contact hours, and obtaining proof of liability insurance for the Registrar to use for licensure purposes.

The QA committee is also responsible for developing advertising guidelines.

The QA committee is to develop a Podiatry Privacy Policy.

Action: AS to send digital copy of Dental Privacy Policy to chair of QA committee. This is to be revised by QA committee for Podiatry purposes. Once approved by Council, the policy can be dispersed to membership and posted on SCOP website. HIPA to be linked to the website.

QA committee has reviewed and revised previous SAC Orthotic Dispensing Guidelines

Motion: TMW moved to adopt the Orthotic Dispensing Guidelines, seconded by SH

Discussion: nil

Motion passed

Motion: TMW moved that under section 26 (2)(c) and 26 (3)(d) council recognizes the following:

1. Conferences and workshops attended
2. Internet and self-study such as on-line CME journals, textbooks
3. Presentations at workshops and lectures

Seconded by SH

Discussion: SH states that the study prior to giving a presentation accounts for learning time.

Motion passed

Motion: TMW moved that under section 26 (3)(c) council recognizes Podiatry practice as direct patient contact for the purpose of this regulation. Proof of this must be available to the College on demand, seconded SH

Discussion: nil

Motion passed

2. Policy Statement – Infection Control Guidelines

TMW notes that the QA committee is currently reviewing the current Infection Control Guidelines and will submit an updated amended policy to Council for Council adoption.

3. Bylaw amendment request from Saskatchewan Health
AS states that he had enquired with Sask Health about development of incorporation bylaws. While on the topic of bylaws, he had been requested to amend the Regulatory Bylaws to actually list the names of Canadian schools in Section 21(b) where it states that completion of a Chiropody/Podiatry education program recognized by council is a requirement for registration.
Council feels that there is no need to amend this bylaw to include the names of any schools because Council has already adopted Policy Statement (2007-001) Recognized Schools of Podiatry, which lists all schools recognized by Council, including the Canadian schools.
4. Incorporation
Council has identified incorporation as being a Legislative Review Committee matter. AS states Incorporation Bylaws would probably need to be approved by Sask Justice. There is some discussion as to whether the Regulatory Bylaws would need to be amended and approved by Sask Health in order to include incorporation.
Motion: TMW moved that the Legislative Review committee proceed with professional incorporation, seconded by HJ
Discussion: nil
Motion passed
5. SCOP Meeting with SALPN in Regina
SH and AS are meeting with Chris Bailey, Executive Director for SALPN Sept 29, 2007 in Regina to discuss various letters of correspondence.
6. CNE content
Michelle Murphy from U of S CNE has asked SH in an e-mail if using a double-sided curette in the treatment of calluses was endorsed by the SCOP. SH replied that the use of a double-sided curette to treat callus was not endorsed by the SCOP to be instructed in a CNE.
7. Notice of Condolence to Hannah Shenouda
Council has agreed that a notice of condolence be directed to Dr. Hannah Shenouda on the passing of her husband Dr. Gamal Shenouda. *Action:* Treasurer SH to send a donation on behalf of the SCOP to the Alzheimers Society.
8. Membership & Licensure Certificate and Logo/Crest Design
A graphic designer from Proprint in Saskatoon is designing a new logo/crest and membership and licensure certificates. HJ has been overseeing this project. Drafts of the logo/crest, and certificates handed out. Feedback from council noted and to be forwarded to designer for further adjustment and alteration of design.
9. Dr. Hemendra Parmar Memorial Scholarship
Action: TMW to put a picture of the recipient and a notice of awarding this scholarship to Marissa Abao in the Prince Albert Southwest Booster.

10. Office Space Proposal from College of Physicians and Surgeons
Council received an e-mail from the College of Physicians and Surgeons of Saskatchewan stating that they have office space available that can be leased and/or shared by various Health Care Professional Regulatory bodies.
Action: AS to express SCOP interest in a letter to College of Physicians and Surgeons of Saskatchewan requesting more details regarding the costs for this office space.
11. NIRO Meeting Reports
AS has requested the Registrar AC, to provide a NIRO report and attend the next NIRO meeting. TMW has suggested that a comprehensive set of incorporation bylaws could be requested from various regulatory bodies at the next NIRO Meeting.
12. Website Update
AC is investigating website revision and production. The original website designer is to provide instruction on how to enter information into the website.
13. Entry Exam Follow-Up
Motion: SH moved that council draft a policy statement that lists the jurisdictional Podiatry Entry Exams recognized by council, seconded by HJ.
Discussion: nil
Motion passed
14. Next meeting location
The SCOP Annual General Meeting is to be held in Regina, SK on Saturday 1:00pm January 19, 2008. Location to be announced. A Meeting of Council will be tentatively scheduled for May 10, 2008, and September 20, 2008.

Motion: TMW moved to adjourn meeting, seconded by SH

Discussion: None

Motion passed, Meeting adjourned at 16:55 CST.