

SASKATCHEWAN COLLEGE OF PODIATRISTS
SATURDAY JANUARY 19, 2008
ANNUAL GENERAL MEETING
REGINA, SASKATCHEWAN

AGENDA

Old Business:

Matters arising from minutes

New Business:

1. President's Report
2. Treasurer's Update / Financial Statement
3. Registrar's Report
4. Quality Assurance Committee Update & Policy Review
5. Policy Statement – Infection Control Guidelines
6. Policy Statement – Podiatry Entrance Examinations recognized by council
7. Membership & Licensure Certificate and Crest Design
8. Re-appointment of Committees
9. Incorporation
10. Prescription Drug and Diagnostic Bylaws
11. Website Update
12. Review of U of S CNE Foot Care Modalities course content
13. Next Meeting Location

Meeting called to order at 13:02 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, NR, HS, BB

Old Business:

Matters arising from minutes

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

Discussion: nil

Motion passed, minutes adopted and archived.

New Business:

1. President's Report

Motion: SH moved to adopt the report, seconded by TMW

Discussion: nil

Motion passed, President's report adopted and archived.

2. Treasurer's Update / Financial Statement

Financial status is good to excellent. Fiscal stabilization fund is holding at \$50,000.

Treasurer does not recommend raising licensing fees for 2009.

3. Registrar's Report

Motion: SH moved to adopt the report, seconded by TMW

Discussion: nil

Motion passed, Registrar's report adopted and archived.

4. Quality Assurance Committee Update and Policy Review

The QA Committee convened this morning. The Chair TMW gave a verbal report at this AGM. The QA committee has provided draft policies and guidelines to be reviewed by council.

Draft of Continuing Education Guidelines presented.

Motion: SH moved to adopt the Continuing Education Guideline, seconded HJ.

Discussion: TMW feels that this should be e-mailed out. SH states it will be posted on the website.

Motion passed, Guideline adopted.

Orthotic Dispensing Guidelines presented. TMW states that these guidelines should be recognized as a Policy Statement. Grammatical revisions made to these guidelines on consultation with council.

Motion: SH moved to adopt these guidelines as Policy Statement 2008-001 Orthotic Dispensing Guidelines, seconded by HJ

Discussion: nil

Motion passed, Policy Statement adopted.

Draft of Record Keeping Policy presented. Revisions made to this draft on consultation with council.

Motion: SH moved to adopt Policy Statement 2008-002 Record Keeping, seconded by HJ

Discussion: nil

Motion passed, Policy Statement adopted.

Draft of Advertising Guidelines presented. Revisions made to this draft on consultation with council.

Motion: SH moved to adopt these guidelines as Policy Statement 2008-003 Advertising Standards, seconded by HJ

Discussion: nil

Motion passed, Policy Statement adopted.

The QA committee is reviewing a Podiatry Privacy Policy. This is a modification of the Dental Privacy Policy

5. Policy Statement – Infection Control Guidelines

SH presents amended Policy Statement 2007-002 Infection Control Guidelines

Motion: SH moved to adopt the amended policy, seconded by AS

Discussion: nil

Motion passed, amended Policy Statement adopted.

6. Policy Statement – Podiatry Entrance Examinations recognized by Council

SH states that a list of the names of these examinations is being compiled and will be entered into a Policy Statement.

7. Membership & Licensure Certificate and Crest Design

HJ has brought the most recent drafts of the Membership and Licensure Certificates with color Crest for council to view. Comments, suggestions, and recommendations noted and will be forwarded to graphic designer.

8. Re-appointment of Committees

Motion: AS moved to re-appoint all committee members of the SCOP for the 2008 calendar year, seconded by SH

Discussion: nil

Motion passed.

9. Incorporation

Information about the development of incorporation bylaws to be requested from other regulatory bodies at NIRO meeting.

Motion: AS moved to form an ad hoc NIRO Committee comprised of AC and HJ, seconded by SH

Discussion: nil

Motion passed.

10. Prescription Drug and Diagnostic Bylaws

Legislative Review committee to develop these bylaws.

Action: AS to draft letter to Ya-Hong Song, Senior Policy Analyst, Policy and Planning Sask Health, and the respective registrars of the Saskatchewan College of Physicians and Surgeons, and the Saskatchewan College of Pharmacy regarding this matter.

11. Website Update

AC has targeted March as a possible date for the SCOP website to be online with updated content.

12. Review of U of S CNE Foot Care Modalities course content

After U of S strike, the most recent version of the CNE Foot Care Modalities manual will be reviewed by council.

Also, SH to draft a reply to the e-mail from Michelle Murphy at U of S CNE regarding a question from Saskatoon Health Region - Home Care West (Wakaw) as to why the use of a Dremel (rotary carpentry tool) is not included in the Foot Care Modalities course.

13. Next meeting Location

The next SCOP Meeting of Council is to be held in Saskatoon, SK on Saturday 1:00pm May 10, 2008. Location to be announced. The following Meeting of Council is tentatively scheduled for September 20, 2008.

Motion: NP moved to adjourn meeting, seconded by TMW

Discussion: None

Motion passed, Meeting adjourned at 15:41 CST.