SASLPA

SASLPA

Strategic Plan

June 2019-
June 2022

SASKATCHEWAN
ASSOCIATION OF
SPEECH-LANGUAGE
PATHOLOGISTS
AND AUDIOLOGISTS

Table of Contents:

Message from the President

Marcie Conrad, M.Sc.
Council President, SASLPA

As a new member to the SASLPA Council, I was challenged and enlightened with the process of completing a Strategic Plan.

One of the roles of SASLPA as a governing body is to produce forward-thinking Strategic Plans. The goals chosen by Council for the 2019-2022 period will focus on governance, quality assurance and increased awareness and engagement. The Council chose goals which continue to support the work completed over the past three years as well as create new challenges for continued growth of the association.

Creative thought was needed to develop goals that continue to protect the public, maintain reasonable rules for those working as Speech-Language Pathologists and Audiologists and generate continued growth of the association. The process provided renewed purpose and direction in our role as a regulatory body. Council approved new Mission, Vision, and Value statements which will be available for review on SASLPA's website.

Completing the Strategic Plan for SASLPA was exciting as it allowed for reflection on the achievements of the past three years and generated optimism for what is yet to be accomplished.

Message from the Executive Director

Kathy Carroll, M-SLP
Executive Director,
SASLPA

A strong council and an involved membership allow an organization the opportunity to accomplish its goals. This was certainly the case with the strategic goals that were developed for *SASLPA's 2016-19 Strategic Plan*. The strategic plan focused on documentation, public awareness, quality assurance and membership involvement. I am very happy to say that the last three years saw SASLPA complete a majority of the goals that were laid out in the plan.

Most notably, in the area of documentation, we have submitted a request to the Ministry of Health to approve our updated Code of Ethics and we have developed guidelines to support the Code of Ethics (Advertising, Conflict of Interest and Social Media). We are well on our way to presenting our first clinical guidelines. For example, you can expect to see Pediatric Audiology Guidelines this fall and the Dysphagia Practice Guidelines should be available this winter.

We have attempted to increase public awareness by creating handouts regarding our mission, vision and values as well how to access services in the public and private sectors and how to contact us if the public has any concerns.

Improvements to quality assurance are on their way in the form of developing a mentorship program. Member involvement has also seen increases over the last three years. This can be noted in the great attendance received by the educational events, participation in the annual general meeting, the number of volunteers involved in SASLPA projects and in the amount of member feedback that SASLPA receives.

On top of all of the work done on the strategic plan initiatives, the last two years has also seen great strides towards an online registration and renewal system that will make registration and renewal easier for both the SASLPA members and staff.

I look forward to what the next three years have to bring and all accomplishments SASLPA will achieve!

Mandate:

1. It is the duty of the college at all times:
    a. to serve and protect the public; and
    b. to exercise its powers and discharge its responsibilities in the **public interest** and not in the interest of the members.

Public Interest: "welfare or well-being of the general public" (Random House Dictionary)

2. The objectives of the college are:
    a. to **regulate** the practice of the professions and to govern the members in accordance with the Speech-Language Pathologists and Audiologists Act and Bylaws; and
    b. to assure the public of the knowledge, skill, proficiency and competency of members in the practice of speech-language pathology and audiology.

Regulate: Create fair and reasonable rules for becoming and working as a Speech-Language Pathologist or Audiologist

SASLPA FACTS

8 Council Members:
- o *6 Elected SASLPA Members*
- o *2 Appointed Public Representatives*

416 SASLPA Members:
- o *376 S-LPs*
- o *40 Audiologists*

3 Part-Time Staff
- o *Executive Director*
- o *Registrar*
- o *Administrative Assistant*

Creating the Plan

The SASLPA Council and staff met for a one day planning session led by the Executive Director.

In order to prepare for the planning session, council members were asked to think about SASLPA's purpose, ideal future, and values.

A three year plan was created. The Action Plan will assist SASLPA to work toward its goals.

Plan

Idea

Action
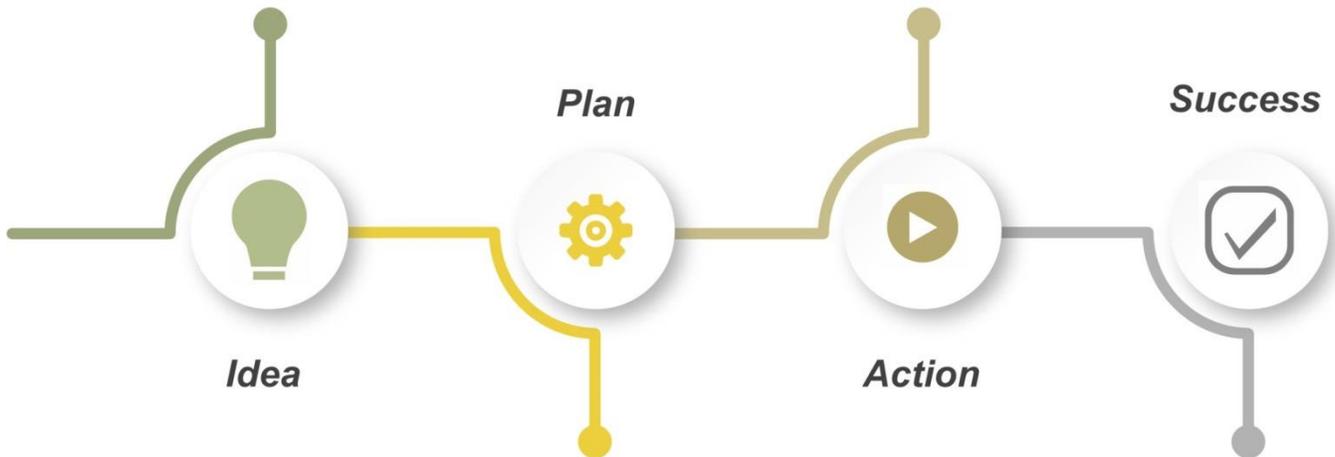
Success

The base of a successful plan is made up of the Mission, Vision, and Values of the organization. The Council and staff reviewed and revised these to become the basis for the 2019 to 2022 plan.

SASLPA will achieve success by following the 2019 to 2022 Action Plan.

The Team

Marcie Conrad
President

Kathy Carroll
Executive Director

Josée Levasseur
Registrar

Charlotte Douglas
President-Elect

Cynthia Bakker
Past-President

Maggie Yeomans
Secretary

Halen Panchyk
Member at Large

Barb Popowich
Treasurer

Duane Schultz

Amber Smale

Public Representatives

Candice Pierce
Administrative
Assistant

Mission

To *protect and serve the Saskatchewan public by setting and upholding standards for the safe and ethical practice of Audiologists and Speech-Language Pathologists.*

Vision

To uphold the Saskatchewan public's trust that we are driven to provide and enforce standards for the safe and ethical practice of audiologists and speech-language pathologists.

Values

SASLPA values *ethical practice, transparency, progressiveness, accountability,* and *integrity.*

SWOT Analysis of SASLPA

- Accommodation
- Functioning Board (resourceful)
- Good Staff (seek support when needed)
- All Public Reps on board
- Knowledge and experience
- Professional
- Fiscally responsible (checks and balances)
- Dedicated Council
- Cooperative/collaborative (internal and external)
- Sub-lean organization (very resourceful and resilient)
- More technologically advanced

- Low risk/low priority for government to open act
- Playing catch-up with regulatory trends
- Small body
- Size makes it difficult for us to assess international applicants
- Rely on Government to be able to make changes to regulations
- Lack of member involvement/interest
- Possible member burn-out
- Low number of complaints
- Education of new graduates at University level

S Strengths **W** Weaknesses

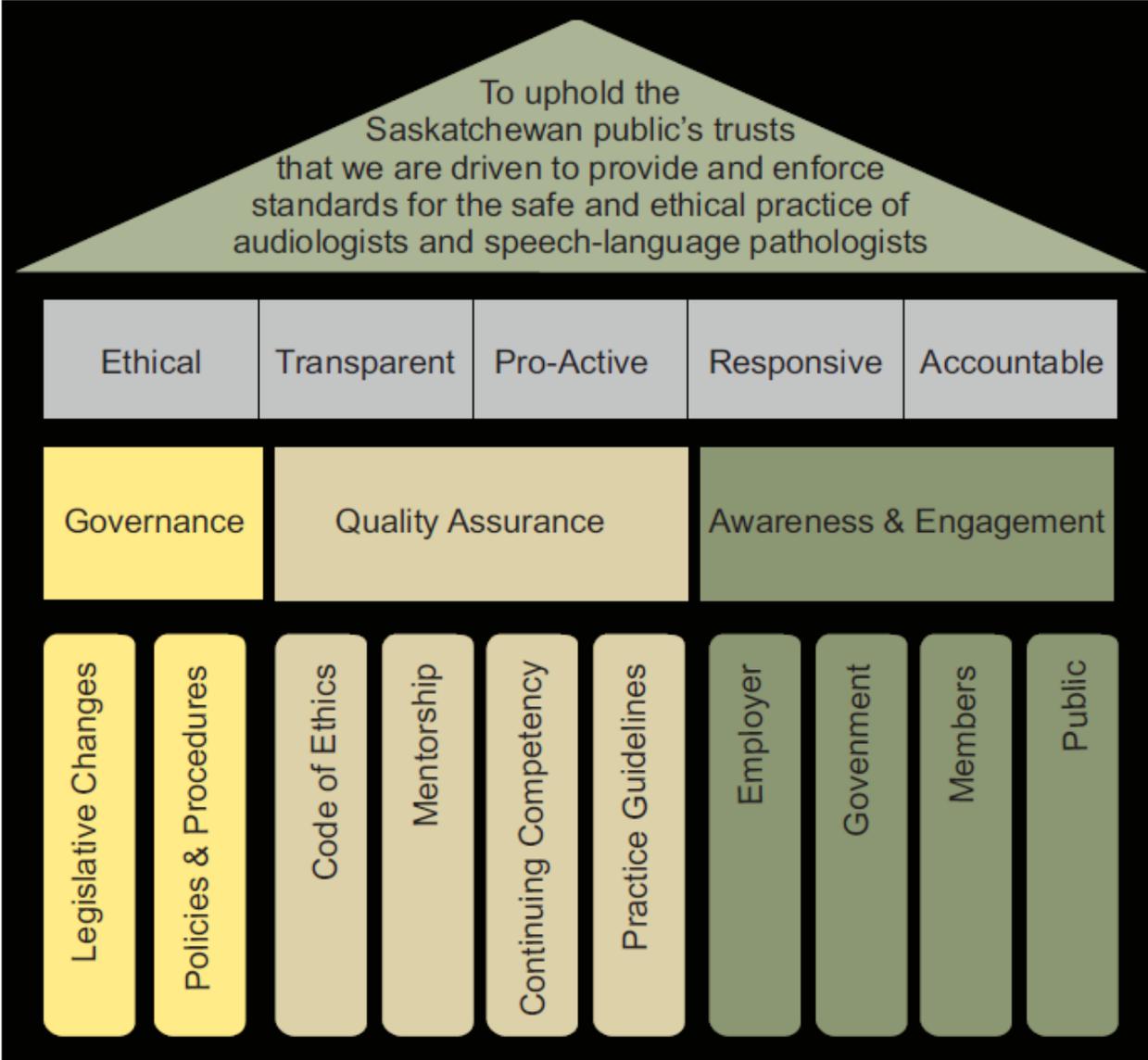**O** Opportunities **T** Threats

- Partnerships and enhanced relationships (e.g., CAASPR, NIRO - e.g., RDs also trying to make dysphagia a restricted area of practice)
- Tele-education/health
- National initiatives (e.g., exam, competency profile)

- Possible amalgamation/imposed government changes
- CAASPR

Focus Areas and Objectives

To uphold the
Saskatchewan public's trusts
that we are driven to provide and enforce
standards for the safe and ethical practice of
audiologists and speech-language pathologists

Ethical	Transparent	Pro-Active	Responsive	Accountable

Governance	Quality Assurance	Awareness & Engagement

Legislative Changes	Policies & Procedures	Code of Ethics	Mentorship	Continuing Competency	Practice Guidelines	Employer	Govenment	Members	Public

Focus Areas and Objectives

Governance						
Objective	Project	Resources	Date	Lead	Key Performance Indictors	Communication
Government approval for proposed legislative changes	Annual submission of request to repeal current Act until approved by Government	Executive Director (ED)	Annually by the end of August	ED	Proposed Legislation approved by Ministry of Health	email to stakeholders, webinar for members, post on website
	Ensure bylaws allow SASLPA to align with CAASPR's suggested licenising requirements	Registrar, Registration & Membership and Legislation & Bylaws Committees	Prior to fall 2020	Registrar	Proposed Legislation approved by Ministry of Health	email to stakeholders, webinar for members, post on website
Policies and procedures	Review, revise, create policies for IT	ED, Registrar, Administrative Assistant (AA)	Ongoing	ED	Approved Documents in Policy and Procedure Manual and on website	Post on website
	Review, revise, create policies for Board	ED, President	Ongoing	ED	Approved Documents in Policy and Procedure Manual and on website	email to members re: changes, post on website
	Review, revise, create policies for Complaints	ED, Professional Conduct Committee	March 2020	ED	Approved Documents in Policy and Procedure Manual and on website	email to members re: changes, post on website
	Up-to-date policies and procedures	ED, Registrar and AA	ongoing	ED	Current Policy and Procedures manual	available on website

Quality Assurance						
Objective	Project	Resources	Date	Lead	Key Performance Indictors	Communication
Maintain current, clear and user friendly code of ethics that define the terms of ethical behaviour and guide decision making in difficult situations	Discuss addition of Duty to Report with CoE Committee	Executive Director (ED), committee	September 2019	ED	Excel sheet with pros and cons of other codes of ethics	inform council when completed
	Further revise SASLPA Code of Ethics, if required	Ethics Committee	November 2020	Chair	revised document	inform council when completed
	Submit for government approval	ED	November 2020	ED	government approval	
	Add self-declaration for reading code of conduct on annual renewal	Administrative Assistant	Summer 2020	AA	form with self-declaration	send out new code as attachment for each renewal
	Adopt new Code	Council	Following Government Approval	ED	host webinar, send out link to new code	email, website, webinar
A user friendly mentorship program that adequately prepares a new member to provide competent services	Complete development of Mentorship program (including forms)	Mentorship Committee	Fall 2019	Registrar	Forms complete and presented to council for approval	Webinar
	Educate stakeholders regarding program	Mentorship Committee	Winter 2019	Registrar	Webinar and education package completed	Email and one-one meetings with stakeholders
	Pilot Mentorship Program	SASLPA Registrants	Spring 2020	Registrar	member volunteers and new members (best time of year when new grads coming on board)	call, email, website
	Implement Mentorship Program	Registrar, Council	Summer 2020	Registrar	date of implementation as per council vote	email, website, webinar

Develop/adopt Standards of Practice and Practice Guidelines	Maintain list existing practice guidelines in other jurisdictions	Executive Director (ED)	Ongoing	ED	Up-to-date list of current guidelines	Update council as needed
	Use prior member survey results to prioritize practice areas	ED, Administrative Assistant (AA), SASLPA Registrants	Ongoing	ED	Maintain list of practice guidelines to complete	Update council as needed
	Create committees to develop the guidelines	ED, SASLPA Registrants	Ongoing	ED	Personally contact members who have listed matching area of expertise; general call out to members	call, email, website
	Documents adopted and put into use (website)	AA, Council	Ongoing	ED	usable documents to guide practice	email, website, webinar
A user friendly quality assurance program that adequately captures a member's ability to provide competent services	Research existing competency programs	ED, Registrar	Fall 2019	ED	spread sheet with pros and cons	inform council when complete
	Research and attend, if appropriate, education sessions on developing a competency program	ED, Registrar; Financial Resources: course fees, education materials	Ongoing	ED	list of available programs and costs associated with each	inform council when complete
	Create committee to develop the new program	ED, Registrar	Fall 2020	ED	Committee created	inform council when complete
	Budget for database changes to accommodate new continuing competency program	Finance Committee	Winter 2020	ED	2022 budget with estimated costs to change the database approved by Council	budget shared with members via AGM report

			Awareness and Engagement			
Objective	Project	Resources	Date	Lead	Key Performance Indictors	Communication
Employers	When to share complaints with SASLPA	Executive Director (ED), Professional Conduct Committee	Spring 2021	ED	Research other jurisdictions practices; Discussion with Employers completed; Guidelines for Employers	Email and one-one discussions with employers
	Expectations for employees to follow our Code of Ethics when duties are assigned	ED, Professional Conduct Committee and Administrative Assistant (AA)	Spring 2021	ED	Research other jurisdictions practices; Discussion with Employers completed; Guidelines for Employers	Email and one-one discussions with employers
Government	Discuss proposed act changes	ED, Registrar, President	Summer annually	ED	Meetings with Government representatives completed	Infrorm council as needed
	Build relationships	ED, Registrar	Ongoing	ED	email and one-one meetings	Infrorm council as needed
	Educate regarding our professions	ED, Registrar	Ongoing	ED	email and one-one meetings	Infrorm council as needed
Member	SASLPA's role in regulation	ED			Webinars, "Did you knows", and short emails created and shared with members	email, in person presentations if feasible
	Renewal System	ED, Registrar, AA	Summer 2019	ED	Webinar created and shared with members	email

	Upcoming changes - Mentorship program, Continuing Competency Program, Code of Ethics	Executive Director (ED), Registrar, Administrative Assistant (AA)	Ongoing	ED	Webinars, "Did you knows", and short emails created and shared with members	email, in person presentations if feasible
Public	Questions to ask practitioners	ED, Registrar, AA	Fall 2019	ED	Clear and easy to find on website; poster distributed to members to give the public	Website, members
	Complaints Process	ED	Spring 2020	ED	Clear and easy to find on website	Website
	SASLPA's Role	ED, Registrar, AA	Spring 2020	ED	Clear and easy to find on website	Website