



2020 Annual Report



SASLPA

SASKATCHEWAN
ASSOCIATION OF
SPEECH-LANGUAGE
PATHOLOGISTS
AND AUDIOLOGISTS

VALUES

- ethical practice
- transparency
- progressiveness
- accountability
- integrity

VISION

A model regulatory body which informs and protects the public and has an involved membership.

MISSION

To license, regulate and guide the practice of Audiologists and Speech-Language Pathologists in the interest of the public.

Saskatchewan Association of Speech-Language Pathologists and Audiologists
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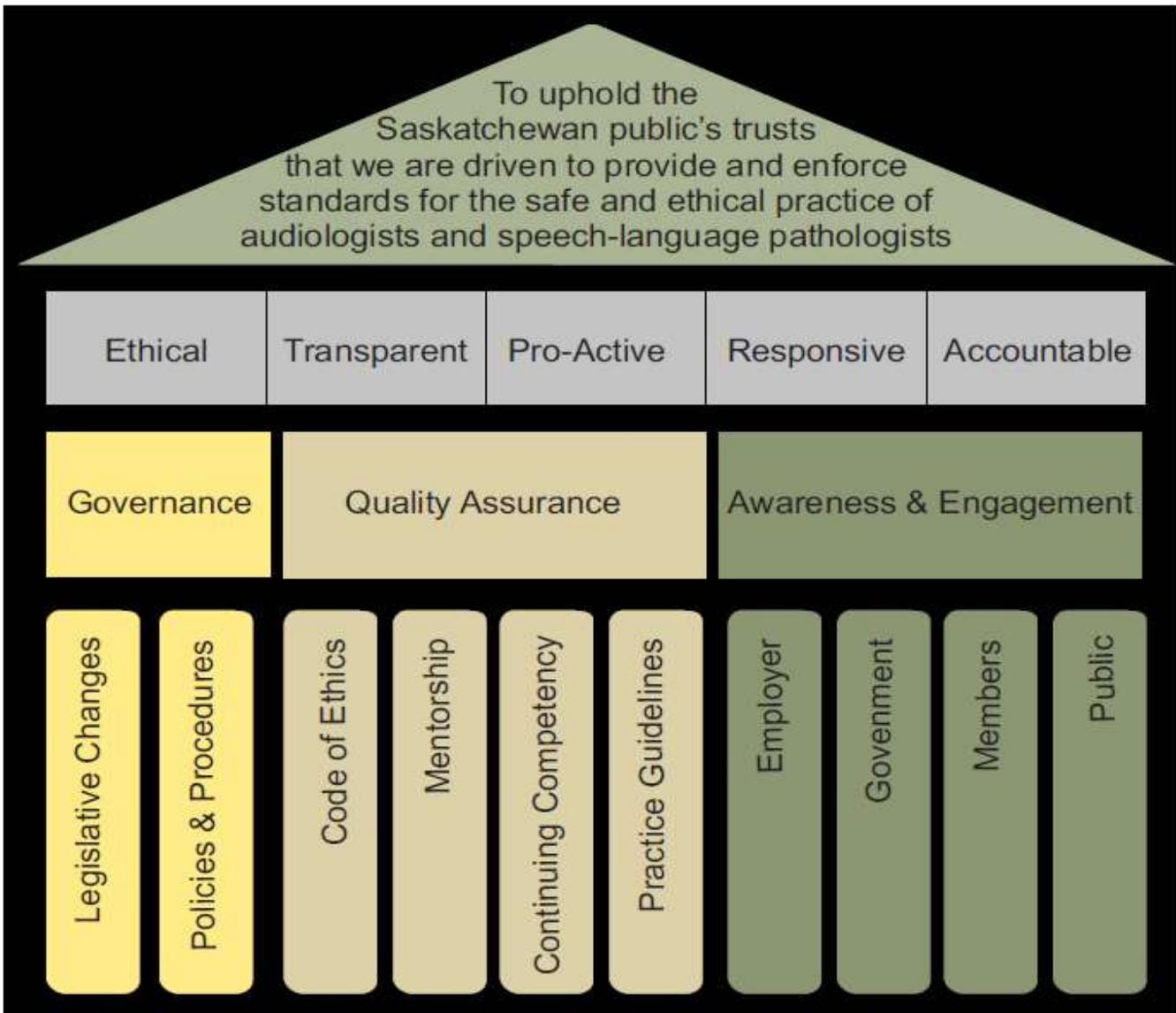


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Strategic Plan
Themes
2019-2021



How Self-Regulation Works



Registration

Sets education requirements and ensures the members have attained the core competencies. Issues licences to SLPs and Auds which allows them to practice.



Standards of Practice

Develops and enforces standards of practice which all audiologists and speech-language pathologists follow.



Continuing Education

Requires audiologists and speech-language pathologists to further their knowledge and skills on a regular basis



Complaints

Responds to complaints from the public concerning care provided by members of SASLPA.

Though the Saskatchewan Association of Speech-Language Pathologists and Audiologists (SASLPA) is named an association, its function is that of a College. To facilitate self-regulation, professionals elect and appoint members of the profession to sit on Council and form Committees. In addition, the government appoints a number of public representatives to Council. The function of the SASLPA is to regulate itself in the public interest, with objectivity, ensuring that bylaws, practice standards, and regulations are in place, and to which it adheres. The SASLPA must also have a system by which complaints from the public can be addressed.

The SASLPA does not receive government funding and thus, is entirely funded through application and registration fees, as well as a small amount of advertising revenue.

The SASLPA provides resources to its members, such as, but not limited to, informational group emails, webinars, and a website.



SASLPA ANNUAL GENERAL MEETING - May 19, 2021 Executive Director's Report

2020 was certainly a year like no other. In my 2019 report, I mentioned that SASLPA's vision over the next three years was 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.". Regardless of the fact that we faced a world-wide pandemic, the SASLPA council, committees, registrants, and staff worked very hard to make that vision a reality.



Governance

- ❖ SASLPA annually submits a request to the Government of Saskatchewan to update our Act. The request submitted in 2020 included considerations such as:
 - Prescribing minimum education requirements for advance practices such as working with cochlear implants or tracheostomies;
 - Changing our name from "Association" to "Regulatory College"; and
 - Adding language to allow use of the title "Doctor" by qualified SASLPA registrants.
- ❖ SASLPA is continuously updating and creating required policies, for example, council has been working to develop a Human Resources Policy Manual.



Quality Assurance

- ❖ The first cohort of SASLPA's new graduate applicants wrote the Canadian Entry to Practice (CETP) examinations for audiologists and speech-language pathologists in November 2020 and participated in the new supervisory program.
- ❖ SASLPA's second practice guidelines, *The Dysphagia Practice Guidelines*, were vetted by SASLPA registrants and approved by council. We would like to acknowledge and thank the guideline committee for their hard work!
- ❖ The SASLPA council chose virtual care to be the topic of the next SASLPA guideline to be produced.



Awareness and Engagement

- ❖ SASLPA staff are building relationships with the Government of Saskatchewan.
- ❖ SASLPA staff fielded many registrant inquiries in 2020 regarding COVID-19, Documentation and Record Keeping Guidelines and virtual care.



Other Commitments/Projects

- ❖ SASLPA staff continued to work closely with Thentia to ensure that the on-line database system (including on-line registration and renewal) was working as smoothly as possible.

2021 Objectives

The activities of the ED are defined and developed in conjunction with Council during the strategic planning and review processes that are scheduled annually after the AGM. Activities currently in progress include:

- ❖ Identify and review policies and guidelines to be created or updated;
- ❖ Resubmission of the proposal for changes to The Speech-Language Pathologists and Audiologists Act to the Ministry of Health for the 2022 year;
- ❖ Carry out Communication Strategies for the SASLPA members, the public and other stakeholders;
- ❖ Carry out objectives as agreed upon during 2021-2022 Strategic Review process; and
- ❖ Other activities as directed by Council.

Submitted by:

Kathy Carroll

Executive Director

2020 TIMELINE



SASLPA ANNUAL GENERAL MEETING – May 19, 2021
Council President's Report



To say 2020 was a year like no other would be an understatement. I've had the opportunity to volunteer on many committees and boards locally, provincially and nationally over the years but serving as president of SASLPA during a pandemic was probably the most memorable. One thing I quickly realized was how much I miss in-person meetings. I thought I would never say that, but it's true. There is so much "value added" information we obtain from meeting face to face with others in a group setting that can't be captured virtually.

This was a year of challenges that most of us haven't faced in our lifetimes. The pandemic required us all to quickly adapt in order to remain relevant and continue delivering services to our clients safely. It was great to see that as Speech-Language Pathologists and Audiologists we did this very successfully.

Our SASLPA staff, executive council, and committee members effectively transitioned to virtual platforms for almost all of SASLPA's business. I would like to acknowledge the hard work of Kathy Carroll - Executive Director, Josee Levasseur - Registrar, and Candice Pierce - Administrative Assistant. I would like to thank members of the SASLPA executive and committees for their volunteer contributions to our organization this past year. A special shout out goes to Maggie Yeomans - Secretary for providing excellent minutes that allowed us to keep track of the many action items that required attention.

Highlights of the past year for SASLPA include successful completion of the first Canadian Entry to Practice Exam (CETP), adoption of Dysphagia Guidelines and update of the New Member Handbook. This year also saw our professions exert the right to diagnose disorders within our scope of practice even when professionals from other disciplines challenge this right. For the upcoming year SASLPA has decided to focus on developing a Virtual Care guideline which is timely given that many clinicians have needed to shift their focus to virtual care over the past year.

CAASPR's relationship to the provinces and territories has undergone change over the past year with BC, Alberta, Ontario and Quebec leaving the alliance. This continues to be an evolving situation with implications for the remaining provinces and territories, including Saskatchewan. Stay tuned for updates in coming months.

In summary, 2020 was a year of adaptation for all of us personally and professionally. Thank you for the opportunity to serve as your president. I wish all the best to the incoming executive, committee members, volunteers and especially you, our members, in 2021.

Submitted by:

Charlotte Douglas
SASLPA President



SASLPA ANNUAL GENERAL MEETING – May 19, 2021
Registrar's Report

Registrar Position:

- The Registrar manages all activities relating to membership registration and renewal processes. The Registrar also works with other regulatory organizations at a provincial and national level on items specific to membership registration, renewal, currency and continuing competency issues. The position also functions as Chair of the Registration and Membership Committee and the Mentorship Committee.



1. 2020 Activities:

- Canadian Alliance of Audiology and Speech-Language Pathology Regulators (CAASPR): (see CAASPR Report)
 - CAASPR functions as a working board. The SASLPA Registrar has acted as Chair of CAASPR since May 2018 and Past Chair since June 2019.
 - Launch of the first sitting of the CETP exam.
 - Launch of the CAASPR website and centralized assessment portal for international applicants.
- Bylaw IV – VII Revisions and submission.
- Work with ED and Admin to review SASLPA online application portal and member portal.
- Developed the SASLPA Applicant Guide to help new applicants navigate the process for application and the requirements for licensure.
- Developed the SASLPA Registrant Handbook as a resource for registrants.
- Developed the SASLPA Supervision Guide to support Provisional members who are required to complete a period of supervised practice.

2. 2021-2022 Objectives:

- Work collaboratively with the exam vendor to ensure continued implement the National Entry to Practice Exam.
- Work with the Registration and Membership Committee in conjunction with Council to continue to review and revise policies and procedures and documents for initial registration.
- Work with the Mentorship Committee/Registration in conjunction with Council and the Registration and Membership Committee to review the Mentorship Program for initial practice registrants.
- Work in collaboration with ED and Admin to review online renewal and application processes.
- Work in collaboration with Registration and Membership Committee to develop processes for in house assessment of international applicants.
- Other activities as directed by the ED/Council or as further defined at the strategic planning session in June 2019.

Submitted by: Josée Levasseur, Registrar



Public Representatives' Report

Duane Schultz and Amber Smale

What are Public Representatives?

As Public Representatives we are appointed by Provincial Order in Council as full members of the Saskatchewan Association of Speech Language Pathologists and Audiologists Council but are not members of the Association itself. Every member of Council has the responsibility to regulate in the public interest rather than the interest of the profession. However, public representatives have this primary responsibility. Public representatives are not expected to or supposed to be, a technical expert or experienced in the specific profession, although often they bring prior Board and work experience that contributes to the overall success of the Association.

What is the Role of Public Representatives?

Public members participate in all statutory activities of the Council and its committees to which they are appointed under the applicable Act, including participation in the discipline committee. Public representatives are not required to participate in other matters that are of concern only to members, although we can assist the Council in obtaining clarification on points through a network of private and public contacts. As a participating Council member, public representatives ensure that the profession acts fairly, follows the Act and its bylaws, and fosters appropriate standards of practice and professional ethics. Public representatives may also participate in meetings with members of the public and in public forums and may be asked to prepare a message in the annual report that is submitted to the Minister of Health. Periodic contact with officials from the Ministry of Health and public representatives on other professional Councils may occur.

Our Personal experience?

Serving as a Public Representative is a very rewarding and valuable experience and one of the key ways individuals give back to their community. Not only do we learn about governance, and the role of participating as a member of a Council, we learn about the profession, the services offered, the regulatory environment and challenges being faced, all adding to our knowledge and understanding in general. During our discussions, we learn about other associations/colleges, as well as meeting different professionals.

Public members are valued Council members who have helped to provide background and context to various issues the Council considers. Current public members, Duane Schultz and Amber Smale serve on committees of the council. Duane and I would like to welcome the new members to the Council and thank both the present Council and staff for their continued passion and commitment to the Association. They give a lot of personal time to work for the Association and its interests nationally. It continues to be a pleasurable experience working with a Council and staff that operate in a professional and respectful manner, welcoming diversity of thought and perspectives to make an overall better decision for the Association. We continue to learn a lot from this experience and the administrative staff ensure we are informed and prepared for our role and meetings.

We look forward to getting back to normal soon, connecting with everyone in person and to support another productive, healthy year for SASLPA.

Submitted by: Amber Smale - April 14, 2021



Network of Inter-Professional Regulatory Organizations (NIRO) Report

NIRO was established in 1995 as a forum for the province's Health regulatory organizations to meet and discuss issues of common concern and to provide educational sessions that will enhance and further the objectives of the organizations.

The Network provides a voice for regulators as a group of experts who have a leadership role in advocating for change. As defined by its Terms of Reference, the purpose/ objectives of NIRO, in the public interest, are to:

- Strengthen professional self-regulation through identifying and dialoguing common and current issues;
- Provide education on issues relevant to regulation as appropriate;
- Liaise with and provide advice and recommendations to key stakeholders regarding current and evolving trends in self-regulation;
- Establish sub-committees on an ad hoc basis as needed; and
- Review the Terms of Reference every three years or as requested.

The current NIRO membership includes 27 Saskatchewan regulatory organizations plus representation from Saskatchewan Health. Participation in NIRO is voluntary; however, as a self-regulating professional body, SASLPA has been an active participant since the formation of NIRO. SASLPA's current representative to NIRO is the Executive Director.

Traditionally, NIRO holds meetings twice per year, in the spring and fall. In addition to the regular NIRO meetings, NIRO members attended weekly COVID-19 discussion meetings with representatives from the Ministry of Health and the Saskatchewan health Authority.

In addition to and in lieu of meetings, NIRO members manage issues on an ad hoc basis as they arise, using electronic communication means for communication.

Submitted by: Kathy Carroll, Executive Director



Canadian Alliance of Audiology and Speech-Language Pathology Regulators (CAASPR) Report

- “The Canadian Alliance of Audiology and Speech-Language Pathology Regulators (CAASPR) is a national coalition of regulators of the professions of audiology and speech – language pathology across Canada.
The Alliance members work together on matters which support the regulatory mandate of each provincial jurisdiction to protect the public interest in a consistent national approach. CAASPR is a virtual organization.” (www.caaspr.ca)
- Each provincial regulatory body (Newfoundland, New-Brunswick, Québec, Ontario, Manitoba, Saskatchewan, Alberta and British-Columbia) has two representatives who sit on the national CAASPR Board of Directors. The Registrar is generally the non-voting member while the President is the voting member. Together, these positions provide for ongoing provincial representation regarding issues and developments that relate to labour mobility, membership & registration, licensing, continuing competencies and standards of practice.
- In 2016 CAASPR received funding from Employment and Social Development Canada (ESDC) to complete projects designed to expedite licensure and labour market integration of internationally-trained and Canadian applicants.

3. 2020 Activities:

- In March 2020, the new CAASPR website and application portal were launched.
- Between May and June 2020, British Columbia, Alberta, Ontario and Quebec stepped down from CAASPR.
- November 21st, 2020 marked the first sitting of the CETP exam.
- From June 2019 to March 2020 the SASLPA Registrar acted as Past Chair of CAASPR.

4. 2021 Objectives:

- Continue to require CETP exam for applicants entering the practices of Audiology and Speech-Language Pathology.

Submitted by: Josée Levasseur, Registrar



Committee Reports

Audiology Committee Report

Chair: Charlotte Douglas, AUD

This committee was disbanded in 2020.

Discipline Committee

Chair: Kara Broks

Members: Orlene Martens, SLP
Natalie Morog, AUD
Jackie Hobbs, SLP
Pamela Lamon, SLP
Duane Schultz, Public Rep.

Committee has not met since last meeting. No Report.

Dysphagia Committee

Chair: Kathy Carroll, SLP

Members:

Cynthia Bakker, SLP
Marcie Conrad, SLP
Bill Feldbruegge, SLP
Alissa Steckler, SLP
Chantelle Thomas, SLP
Jenna Singbeil, SLP

The Dysphagia Practice Guideline focuses on safe and ethical dysphagia practice in Saskatchewan. Thank you to the committee for all your hard work on this project! The guideline was vetted by the SASLPA registrants and then the final draft was approved by council. The approved document was shared with registrants in January 2021.

Submitted by: Kathy Carroll
April 29, 2021

Finance Committee

Chair: Nichole Forbes, SLP

Members: Audrey Harder, SLP
Barb Popowich, SLP
Kathy Carroll, Executive
Director

Submitted by: Kathy Carroll

April 29, 2021

The Finance Committee typically meets annually to work on the SASLPA budget. In order to provide additional support to the treasurer role, the Finance Committee intends to meet more frequently going forward. The Finance Committee also intends to review and revise, where needed, all of SASLPA's financial policies in 2021.

Legislation and By-Laws Committee

Chair: Charlotte Douglas, AUD

Members: Bette Kelly, SLP
Teresa Paslawski, SLP

The Legislation and By-Laws Committee has not met since last meeting. No Report.

Nominations Committee

Chair: Charlotte Douglas, AUD

The Nominations Committee has not met since last meeting. No Report.

Pediatric Audiology Guidelines Committee

Chair: Charlotte Douglas, AUD

Members: Jodi Haberstock, AUD
Lynne Brewster, AUD
Kristen Molnar, AUD
Jill Ingram, AUD
Tara Collins, AU
Jeff Smith, AUD
Tawfik Shabaka, AUD

The Pediatric Audiology Guidelines ADHOC Committee terms of reference have been changed to allow the group to review and revise the guidelines on an as needed basis.

Professional Conduct Committee

Chair/Co-Chair: Bill Feldbruegge, MSc, SLP (C) (May 2023)

Maggie Yeomans, AUD (May 2021)

*Appointment expiration dates in brackets

Members:

Tracey Schick-Sparrowhawk, AUD (May 2022)

Grace Block, SLP (May 2021)

Tara Redlick, SLP (May 2023)

Cory Klassen, SLP (May 2022)

Priyanka Chaudhury, AUD (January 2024)

Submitted by: Bill Feldbruegge - April 30, 2021

One complaint was under investigation at the time of last report to the AGM. That complaint was dropped by the complainant shortly after it was made and so was dismissed outright.

We welcome Priyanka Chaudhury to the Committee, she is an audiologist who lives in Saskatoon.

Maggie Yeomans has agreed to act as co-chair of the committee. The terms for both Maggie and Grace Block expire in May 2021 and we ask that the Executive Council please consider appointing them for another term.

Currently, because of COVID-19 restrictions, it is difficult to plan for any training for the PCC. It is not certain when restrictions will be lifted but once this happens the committee will plan for some form of education, as we have new members on the committee and a new Chairperson.

Professional Development Committee

Co-Chair: Lindsay Ground, SLP

Members:

Nichole Forbes, SLP

Jordan Busse, SLP

Angelika Nixdorf, SLP

Jodi Habershtock, AUD

Halen Panchyk, AUD

Submitted by: Lindsay Ground - April 28, 2021

The Professional Development (PD) Committee recently sent out a survey to SASLPA members to obtain information regarding topics of interest to assist the committee with planning PD opportunities for 2021. We received 124 responses, 10 Audiologists and 114 Speech-Language Pathologists. The PD committee has reviewed the responses and has started planning for this year. Given the ongoing Covid-19 pandemic, we will continue to offer PD opportunities via webinars. SASLPA members will be able to register for the live webinar and will also have the opportunity to watch the recording if they are unable to attend the live presentation. We will strive to continue to provide PD opportunities over the lunch hour to accommodate busy schedules.

We have, unfortunately, lost a few members and will always welcome new members!



Registration and Membership Committee

Chair: Josée Levasseur, SLP (Registrar)

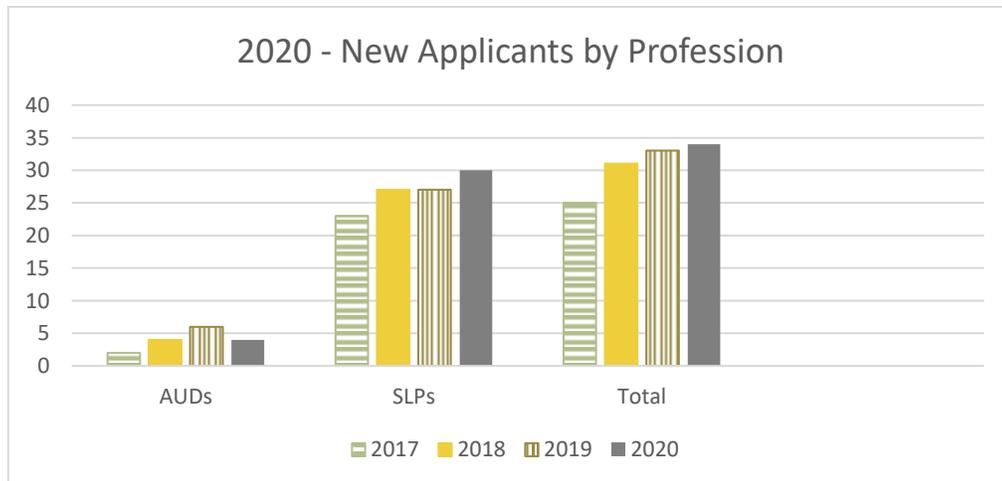
- Members:**
- Tami Pavely, SLP (Council Member-at-Large)
 - Halen Panchyk, AUD
 - Terryann McCurry, SLP
 - Lisa Persaud, SLP
 - Chelsea Stuart, AUD
 - Tania Thomas, SLP
 - Charlotte McLean, SLP
 - Leanne Golding-Guest, SLP

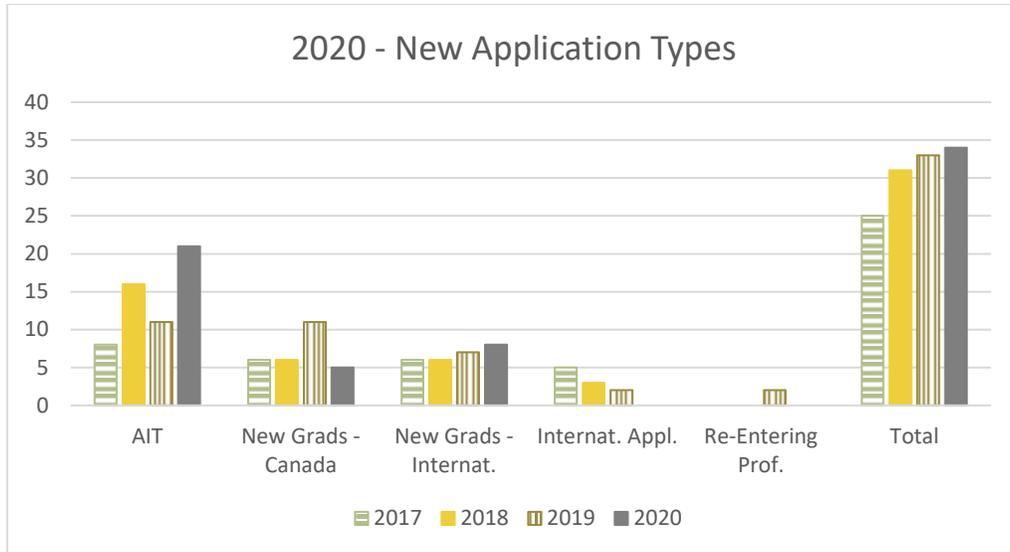
1. 2020 Activities:

- The current committee consisting of 6 speech-language pathologists and 2 audiologists.
- The Registration and Membership Committee has convened 4 times in 2020 (March, June, September, and December).
- The Committee has evaluated and recommended for Council approval:
 - From January 1st to December 31st, 2020:
 - 34 new applicants; 30 speech-language pathology and 4 audiology applications for practising, provisional and temporary membership.
- The Registrar has recommended for Council approval of 8 member applications (7 SLPs and 1 Auds) for non-practising status for 2021;
- 4 member audits for CEEs (i.e 2018, 2019, 2020) were initiated.
- Implementation of bylaw requirements for applicants entering the professions of Audiology and Speech-Language Pathology:
 - Completion of the entry-to-practice exam.
 - Completion of a period of supervised practice.
- 6 Provisional registrants wrote the Canadian Entry to Practice exam in November 2020.

2. SASLPA Membership Statistics

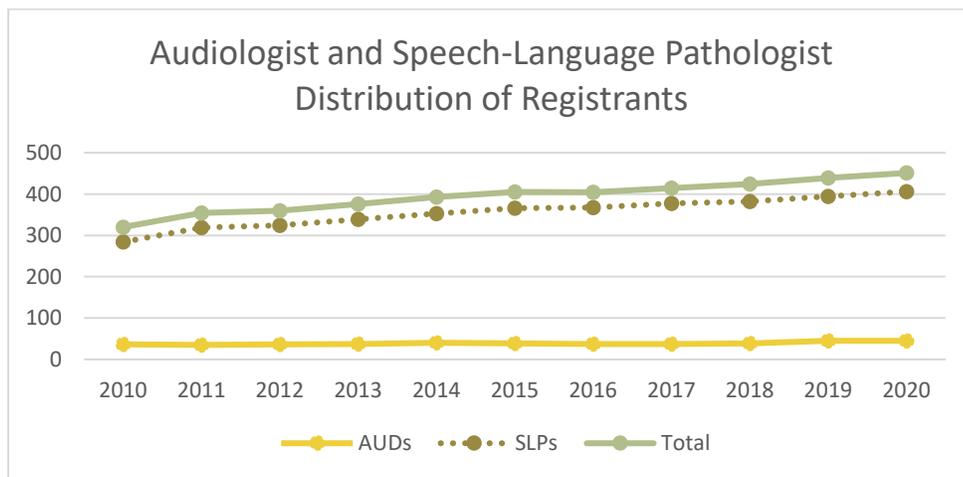
- 13 SASLPA members (1 Auds and 12 SLPs) have not renewed their 2021 membership and are, therefore, considered resigned. (in 2019, 14 members did not renew their membership).
- 5 members changed their status to retired with a total of 10 members in this membership category.
- New applicant distribution 2020:





Note: AIT = interprovincial mobility

- SASLPA Membership from 2010-2019. Membership as of December 31, 2019 = 439 (practicing, non-practicing and provisional). Membership as of January 3, 2020 = 420, Membership as of December 31, 2020 = 451.



3. 2021-2022 Objectives:

- Review Registration and Membership policies to align with new processes and requirements.
- Review supervision program and develop supervisor guide.
- Review new processes for the evaluation of international applicants.

Submitted by: Josée Levasseur, Registrar

**SASKATCHEWAN ASSOCIATION OF SPEECH-LANGUAGE
PATHOLOGISTS AND AUDIOLOGISTS**

**FINANCIAL STATEMENTS
(unaudited)**

DECEMBER 31, 2020

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members

Saskatchewan Association of Speech-Language Pathologists and Audiologists

We have reviewed the accompanying financial statements of **Saskatchewan Association of Speech-Language Pathologists and Audiologists** that comprise the balance sheet as at **December 31, 2020**, and the statements of operations and members' equity, and cash flows for the year 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.

Practitioners' Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of **Saskatchewan Association of Speech-Language Pathologists and Audiologists** as at **December 31, 2020**, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

March 24, 2021

Regina, Saskatchewan

Chartered Professional Accountants

BALANCE SHEET
(unaudited)
AS AT DECEMBER 31, 2020
(with comparative figures for 2019)

ASSETS	<u>2020</u>	<u>2019</u>
Current assets		
Cash	\$ 712,190	\$ 618,629
Investments (Note 3)	188,317	185,462
Prepaid expenses	12,264	12,135
	<hr/>	<hr/>
	\$ 912,771	\$ 816,226
	<hr/>	<hr/>
	LIABILITIES	
Current liabilities		
Accounts payable and accrued liabilities	\$ 9,666	\$ 7,755
Government remittances payable	959	821
Deferred membership revenue	261,620	249,010
	<hr/>	<hr/>
	272,245	257,586
	<hr/>	<hr/>
	MEMBERS' EQUITY	
Members' equity	640,526	558,640
	<hr/>	<hr/>
	\$ 912,771	\$ 816,226
	<hr/>	<hr/>

STATEMENT OF OPERATIONS AND MEMBERS' EQUITY
(unaudited)
FOR THE YEAR ENDED DECEMBER 31, 2020
(with comparative figures for the year ended December 31, 2019)

	<u>2020</u>	<u>2019</u>
Revenue		
Membership fees	\$ 270,400	\$ 270,790
Interest	2,856	2,711
Advertising and other revenue	3,715	5,335
	<u>276,971</u>	<u>278,836</u>
Expenses		
Affiliation memberships	3,566	3,508
Bank charges & interest	6,392	4,960
Computer service & website	21,312	21,881
Honoraria and awards	175	363
Insurance	27,447	27,079
Legal	1,590	678
Office equipment	3,531	584
Professional fees	3,779	3,665
Rent	11,890	11,555
Salaries and benefits	110,406	110,566
Telephone & video conference	2,802	2,861
Travel	233	5,238
Workshops, AGM, Committees	1,962	5,898
	<u>195,085</u>	<u>198,836</u>
Excess of revenues over expenses	81,886	80,000
Members' equity - beginning of year	<u>558,640</u>	<u>478,640</u>
Members' equity - end of year	\$ 640,526	\$ 558,640

See accompanying notes to the financial statements.

STATEMENT OF CASH FLOWS
(unaudited)
FOR THE YEAR ENDED DECEMBER 31, 2020
(with comparative figures for the year ended December 31, 2019)

	<u>2020</u>	<u>2019</u>
Cash provided by (used in) operating activities:		
Excess of revenues over expenses	\$ 81,886	\$ 80,000
Non-cash operating working capital (Note 4)	14,530	7,392
	<hr/> 96,416	<hr/> 87,392
Cash provided by (used in) investing activities:		
Additions to investments	<hr/> (2,855)	<hr/> (2,711)
Increase in cash	93,561	84,681
Cash position - beginning of year	<hr/> 618,629	<hr/> 533,948
Cash position - end of year	<hr/> \$ 712,190	<hr/> \$ 618,629

NOTES TO THE FINANCIAL STATEMENTS
(unaudited)
FOR THE YEAR ENDED DECEMBER 31, 2020
(with comparative figures for the year ended December 31, 2019)

1. Nature of operations

Saskatchewan Association of Speech-Language Pathologists and Audiologists (SASLPA) is a non-profit organization dedicated to assuring that high quality, accessible speech, language, and hearing services are provided to Saskatchewan residents. SASLPA is the regulatory body for Speech-Language Pathologists and Audiologists in Saskatchewan. All Speech-Language Pathologists and Audiologists qualified to practice in Saskatchewan are registered members of the Association. As a not for profit organization, SASLPA is exempt from income taxes.

2. Summary of significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations which required management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the period in which they become known. The financial statements reflect the following policies:

Financial instruments - recognition and measurement

Financial assets and financial liabilities are recorded on the statement of financial position when the Association becomes party to the contractual provisions of the financial instrument. All financial instruments are required to be recognized at fair value upon initial recognition, except for certain related party transactions. Measurement in subsequent periods of equity instruments is at fair value. All other financial assets and financial liabilities are subsequently measured at amortized cost adjusted by transaction costs, which are amortized over the expected life of the instrument.

Fair value is the amount at which a financial instrument could be exchanged at arm's length between willing, unrelated parties in an open market. Changes in fair values of financial assets and financial liabilities measured at fair value are recognized in excess of revenues over expenses.

When there is an indication of impairment and such impairment is determined to have occurred, the carrying amount of financial assets measured at amortized cost is reduced to the greater of the discounted cash flows expected or the proceeds that could be realized from sale of the financial asset. Such impairments can be subsequently reversed if the value subsequently improves.

Tangible capital assets

Tangible capital assets are recorded as an expense in the year of acquisition.

Revenue recognition

Membership revenue is recognized in the year the member is licensed to practice, which coincides with the Association's fiscal year. Membership revenue received in advance of the next membership year is shown as deferred revenue. Interest revenue is recognized in the year it is earned. Other revenue is recorded in the fiscal period that the services are provided.

NOTES TO THE FINANCIAL STATEMENTS
(unaudited)
FOR THE YEAR ENDED DECEMBER 31, 2020
(with comparative figures for the year ended December 31, 2019)

3. Investments

	<u>2020</u>	<u>2019</u>
Term deposits	\$ 188,317	\$ 185,462

The term deposits bear interest at rates ranging from 0.55% to 2.05% (2019: 1.10% to 2.10%) and have maturities ranging from January to August 2021 (2019: January 2020 to January 2021).

4. Non-cash operating working capital

Details of net change in each element of working capital relating to operations excluding cash are as follows:

	<u>2020</u>	<u>2019</u>
(Increase) decrease in current assets:		
Prepaid expenses	\$ (129)	\$ (277)
Increase (decrease) in current liabilities:		
Accounts payable and accrued liabilities	1,911	360
Government remittances payable	138	129
Deferred revenue	12,610	7,180
	14,659	7,669
	\$ 14,530	\$ 7,392

5. Financial instruments

The Association's recognized financial instruments consist of cash, investments, accounts payable and accrued liabilities. The fair value of these instruments approximate their carrying value given the short term nature of the amounts.

6. Financial risk management

The Association has a risk management framework to monitor, evaluate and manage the principal risks assumed with financial instruments. The significant financial risks to which the Association is exposed is:

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Association's exposure to liquidity risk is dependent on the receipt of funds from its operations and other related sources. Funds from these sources are primarily used to finance working capital and capital expenditure requirements, and are considered adequate to meet the Association's financial obligations.

SASLPA Financial Report

	2020 Actuals	2021 Budget	2022 Budget
Revenue			
Membership Fees Current Year (Notes 1,2)	268,060.00	263,250.00	273,450.00
Membership Fees Following Year (Notes 1,2)	0.00	0.00	0.00
Penalty Fees	2,340.00	0.00	0.00
Interest Income	2,855.57	0.00	0.00
Other Revenue (Advertising, registration fees, etc)	3,714.89	6,100.00	4,100.00
Total Revenue	276,970.46	269,350.00	277,550.00
Expenses			
Accounting and Audit Expenses	3,774.00	3,758.24	8,500.00
Affiliation/Membership Fees	3,566.19	5,739.44	400.00
Bank charges & interest expense	6,392.44	5,000.00	6,500.00
Computer Services	21,311.84	30,960.48	25,000.00
Courier & Postage	163.88	200.00	200.00
Honoraria & Awards, Misc.	175.00	450.00	450.00
Insurance	27,447.08	5,000.00	5,000.00
Legal Expenses	1,590.00	10,000.00	5,000.00
Office Equipment (> \$200)	2,825.34	3,000.00	1,500.00
Office Equipment	0.00	100.00	100.00
Office Supplies	219.14	2,000.00	500.00
Photocopying & Printing	322.72	200.00	350.00
Rent & Insurance	11,890.14	13,090.00	14,100.00
Salaries and Benefits (Note 3)	110,406.45	137,243.95	149,655.00
Sub-contracts/Special Projects (Note 4)	0.00	8,200.00	28,200.00
Communications	2,802.20	4,000.00	4,000.00
Travel Expenses	235.14	15,100.00	7,600.00
Workshops, AGM, Committees	1,962.14	19,600.00	17,100.00
Total Expenses	195,083.70	263,642.11	274,155.00
Net Income (Loss)	81,886.76	5,707.89	3,395.00
Investments			
	Maturing	Principal	
Guaranteed Investment Certificate	26-Mar-21	\$44,772.64	
Guaranteed Investment Certificate	25-Jan-20	\$66,621.52	
Guaranteed Investment Certificate	30-Aug-21	\$31,359.04	
Guaranteed Investment Certificate	6-Jan-21	\$42,954.22	
Total		\$185,707.42	

Notes:

1. Adjustments were made to the 2020 YTD actual to reflect the year in which the membership fee revenue applied.
 - a. Membership fee revenue of \$249,010 that was collected in 2019 was moved to the 2020 YTD actual
2. 2022 Budget estimates a total of 437 members (15 new)
3. Any salary increases are potential only and would need to be approved by Council.
4. \$8200 budgeted for monies that members could apply for to help fund conferences or other special projects.
5. The expected inflation rate (Consumer Price Index) for Saskatchewan for 2022 is forecasted to be 2.0% (based on RBC economic report).