

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

Quality Assurance Committee Meeting

Monday, September 16, 2013

12:40 to 3:33 pm

College of Dietitians of BC office

Suite 409, 1367 W Broadway, Vancouver, BC

MINUTES

Present: Anita Marriott (Chair), Mary Flesher (Vice-Chair), June Evans, Adrian Kershaw, Delara Saran and Diana Stephenson, Board Chair (ex-officio)

Staff: Fern Hubbard, Registrar and Melanie Journoud, Deputy Registrar

Regrets: Laurie Monahan

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Item No.	Agenda Item	Discussion/Decision
1.	Call to order and Remarks of the Chair	Anita Marriott, Chair, called the meeting to order at 12:40 pm, welcomed Diana Stephenson, Board Chair, and initiated a round of introductions.
1.1	Agreement on Agenda	The agenda was adopted by consensus as amended, with the addition of item 3.4.
1.2	Approval of the May 6, 2013 Minutes	Circulated for information. Anita suggested removing the “draft” note from the final version.
1.3	Email Ballot Results	Circulated for information.
2.	Reports	
2.1	Staff Report	Circulated for information. Fern reported on Alliance and Partnership for Dietetic Education and Practice (PDEP) activities. Final revisions to PDEP’s accreditation standards will be completed this fall and will be piloted in 2014. The transition of accreditation from the Dietitians of Canada to the PDEP may be delayed due to the newly formed Partners Working Group and hiring of a consultant to determine the long-term feasibility of PDEP. Fern reported on trademarking of “Registered Holistic Nutritionists” and the possibility of the Alliance trademarking “Dietitian”. The College of Dietitians of Alberta is pursuing a legal challenge against the School of Natural Nutrition as “Nutritionist” and “Registered” are protected titles in Alberta. Fern reported on the BC Health Regulators’ public awareness campaign and news from the Ministry of Health. Fern also summarized progress on two ongoing projects with the Ministry of Jobs, Tourism and Skills Training: the Internationally Educated Dietitians’ Bridging Program and the Integration of the Integrated Competencies and Performance Indicators with CDBC’s Competence Self-assessment Process. Both contracts will be completed by the end of October 2013.
2.2	Continuing Competence Program (CCP) Survey Results	Melanie reported on results of the CCP survey circulated from April 15 to May 15, 2013 and completed by over 20% of registrants. Committee members commented on the valuable information gathered. Melanie reported that a participation “thank you” was being included in the September Monthly Update.
3.	Decision	
3.1	CCP Revisions	Members reviewed and discussed CCP survey results (item 2.2) and, based on survey feedback and experience gathered since the beginning of the CCP in 2007, proposed revisions for 2015-2018. The Quality Assurance Committee approves the following revisions to the Continuing Competence Program, effective April 1, 2014, as revised: <ul style="list-style-type: none"> • Assessment criteria • Increase frequency of CCP email/ Monthly Update reminders to registrants • Work with Claymore to improve SkilSure’s navigation functionalities and, • Updating of the Self-assessment and Professional Development Plan guidelines to reflect new changes. Carried.

3.2	New Policy Qac-09: Marketing, Sales and Conflict of Interest	Members reviewed new policy Qac-09. <i>The Quality Assurance Committee resolves to approve policy Qac-09: “Marketing, Sales and Conflict of Interest” as circulated and recommends approval to the Board. Carried.</i>
3.3	New Policy Qac-10: Telepractice	Members reviewed new policy Qac-10 and discussed telehealth legislation, risk and liability. Members suggested adapting the Alliances’ policy template to the BC context and re-naming the policy “E-Health”. Staff will review similar policies developed by other BC health regulatory organizations. Members will review a new draft at the next meeting.
3.4	Reinstatement Application: Jennifer Carnaté	Members reviewed the Continuing Competence Program requirement for a reinstatement application. <i>The Quality Assurance Committee approves that the following reinstatement applicant to the CDBC has met the Continuing Competence Program reinstatement requirements in accordance with section 53(1) of the CDBC bylaws and recommends to the Registration Committee successful completion of this portion of the registration requirements for reinstatement to the Full register: Jennifer Carnaté. Carried.</i>
3.5	Activity Report for the November 1 Board Meeting	Anita agreed to write the report by October 18.
4.	Information/ Direction	
4.1	Jurisprudence Examination for Dietitians (JED) Update	Melanie provided a brief history of JED’s development and demonstrated the new online Jurisprudence Examination for Dietitians (JED). It will be launched in October 2013 for the 2014 registration year and will coordinate with the 5-year Criminal Records Recheck cycle. Fern thanked committee members who participated in the development of the JED and thanked Melanie for coordinating implementation of the new online examination.
4.2	Dietitians Regulation and Certified Practices Update	Fern reported the Ministry of Health has said amendments to the Dietitians Regulation will continue in fall 2013. Melanie is coordinating work of the Certified Practices Advisory Committee to develop the needed Schedules.
4.2.1	Draft Schedule J: Administration of Parenteral Nutrition	Committee members reviewed the final draft of Schedule J: “Administration of Parenteral Nutrition”. Members suggested minor revisions. The schedule will be circulated to the Board for information.
4.3	Quality Assurance Program	Members discussed draft bylaws and matters related to the Quality Assurance Program (QAP): assessment, remediation, and access to temporary registration and the national examination. Members liked the idea of developing separate flow charts for the Continuing Competence Program, the Jurisprudence Examination and the Reinstatement Process, as separate but integrated parts of the QAP. Members recommended further discussion about the QAP and review of proposed charts at future meetings.
4.4	Nutrition Care Process Update	Anita reported on an update from a presentation at the Dietitians of Canada national conference. The US Academy of Nutrition and Dietetics (AND) holds the license for the International Dietetics and Nutrition Terminology (IDNT) and they are developing a new manual. Canadian health facilities that use electronic charts may have to purchase separate licenses from the ADN to use the IDNT (approx. \$165 annually for an inpatient facility). The added cost may slow implementation of the Nutrition Care Process in some facilities.
5.	Next Meetings	The next in-person meetings are scheduled on Monday, February 3, 2014 from 12:30-3:30 pm and Monday, April 28, 2014 from 12:30-3:30 pm. Adrian noted he is out of town for the February meeting and was invited to the April meeting as a guest to assist with transition.
6.	Announcements	
7.	Adjournment	The meeting was adjourned at 3:33 pm.

Minutes approved as circulated by consensus via email ballot on October 16, 2013.