

Inspector Compensation

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Category: Inquiry

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Background:

Inspectors hired by the CDBC to investigate complaints against registrants are paid according to CDBC policy.

Policy:

1. Inspectors are paid \$75 per hour, pro-rated to the quarter-hour, to a maximum of \$525 per day.
2. Payment is made at the end of the case or at intervals of at least one month on receipt of a completed and signed Investigation Expense Form (attached).
3. Expenses must be reviewed with the Registrar every 20 hours of billed work.
4. Expenses approved by the Registrar that are directly related to the investigation are reimbursed. Receipts must be attached to the expense claim form.
5. Paid work includes training, orientation sessions, travel time (only for time the Inspector is working), case preparation, interviewing, report writing, and telephone and email discussions with the Co-Inspector, Registrar and Inquiry Committee.
6. Payment is an acknowledgement of time, commitment, knowledge and skill. It is not intended to be viewed as employment.
7. If the Inspector is a CDBC employee, the compensation outlined in this policy is not applicable and the Inquiry Committee is informed of the Inspector's employee status prior to appointment.
8. The CDBC tracks all expenses/costs for each case.

Attachment: Inspection Expense Form

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

INSPECTOR'S EXPENSE FORM

Name: _____

Address: _____

Case number: _____ Signature: _____

Ad16/Forms.Inspector Expense Form Dec 2 16.docx

	DATE	DETAILS OF ACTIVITY	TIME @ \$75/hr	TOTAL \$
Liaison with co-inspector, Registrar, Inquiry Committee				
Inspection activities and report drafting				
Travel				
Expenses				
TOTALS				

Registrar's approval: _____

Date: _____