



SASKATCHEWAN  
ASSOCIATION OF  
NATUROPATHIC  
PRACTITIONERS



# ANNUAL REPORT

## FISCAL YEAR 2014

*Naturopathic Medicine is a regulated health profession in  
Saskatchewan (The Naturopathy Act, 1978).*

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***The greatest discovery of any generation is that human beings can alter their lives by altering the attitudes of their minds.***

- **Albert Schweitzer**



# SANP ANNUAL REPORT 2014

Minister of Health



SASKATCHEWAN

Legislative Building  
Regina, Saskatchewan



## ***A Message from the Honourable Dustin Duncan Minister of Health***

*Naturopathic medicine has been an established health profession in Saskatchewan for decades. Saskatchewan naturopathic doctors provide professional services to patients that are tailored to their needs and emphasize prevention and self-care.*

*To support our health care transformation agenda, the Ministry of Health has been working closely with SANP to update the legislation that governs the self-regulation of naturopathic doctors.*

*Our government introduced The Naturopathic Medicine Act in 2014. The new Act will enable SANP to better protect patients from harm and also give more treatment options to Saskatchewan residents.*

*This is an excellent example of a collaborative approach where government and health professionals work together to best meet the needs of the health system and the patients we serve.*

*I sincerely thank all naturopathic doctors for their contributions to the health and well-being of Saskatchewan residents.*

A handwritten signature in black ink, appearing to read 'Dustin Duncan'.

***Dustin Duncan  
Minister of Health***

## *President's Message: "The Way Forward"*

### **STRATEGIC HIGHLIGHTS**

We have initiated and completed many projects this year, but one of our most significant to our ongoing operational success has been the hiring of Ken Alecxe as our new Executive Director. Ken has a great deal of executive management experience, and we are delighted to be able to draw upon his knowledge and expertise. Ken worked with us on our Organization Review for the past two years as a consultant. The Organization Review results were presented at the 2014 Annual General Meeting, including a new Vision, Mission, and Value Statements. We immediately started work with Ken's help on *The Way Forward: SANP Strategic Plan 2014-2018*, which we completed drafting in December 2014 for review in 2015.

### **OPERATING HIGHLIGHTS**

Naturopathic Medicine Week 2014 was a huge success with RAWLCO radio shows raising awareness of SANP and naturopathic practice in the eyes of the public. Members should feel great about the total provincial effect of all their open houses and public seminars that allowed Naturopathic Medicine Week 2014 to be a great local and national success.

Our Exam Committee worked hard to update the new ethics and jurisprudence exam that still needs final approval. The Best Practices Committee had a high level of activity as it developed more rigorous standards for our new intravenous Therapy policy, and updated requirements for renewal of members practicing Intravenous Therapy using a self-audit checklist.



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## LOOKING AHEAD

The new proposed legislation received first reading in the fall of 2014, and we remain optimistic it will receive final readings and be proclaimed in 2015. Our 2013 Regulatory and Administrative Bylaws will need to be updated in anticipation of the proclamation.

The third stage of our Organization Review in early 2015 will be to develop an Operations and Implementation Plan linked directly to our new strategic plan for 2014-2018, *The Way Forward*.

Tim Mrazek was sharing the Vice-President role with Laura Stark until December 2014, at which time he stepped down. We want to sincerely thank Tim for all his contributions in that role, and for his strong participation and sage advice.

Toby remains as our CAND representative, but stepped down from his position as Legislative Chair at the end of December 2014. We also want to thank Toby for his tireless efforts working with me on the new legislation.

*Dr. Julie Zepp*

Dr. **Julie** Zepp Rutledge  
President



## *Registrar's Report*



To Whom It May Concern:

This letter is to confirm that the SANP currently has a total of 44 members. In 2015, the SANP grew 10% with four new members. The members who joined in 2014 are as follows:

Richelle Galay, Moose Jaw

Nina Lewis, Calgary

Evan McCarvill, Melfort

Jon Sheridan, Saskatoon

Sincerely yours,

Dr. Allison Ziegler  
Registrar  
2A-2146 Robinson Street  
Regina, Saskatchewan  
S4T 2P7

PH. 306-757-4325

## *Operational Committees*

### *Communications Committee*

Purpose: To focus on developing SANP communications capacity and messaging for distribution to the public, members, and stakeholders.

Update: The SANP Facebook page is at 127 likes. Regular messages concerning the profession and general health messages have been posted at frequent intervals by Megan Parker, Doug Amell and Wendy Present-Jahn. Our most popular post in 2014, (on the dangers of microwave ovens), reached 12, 872 people! Whenever members have Naturopathic Medicine Week events are planned, a new book launch or other exciting news to share, updates are put up on the web page.

Chair: Wendy Present-Jahn

Members: Doug Amell, Wendy Present-Jahn, and Megan Parker



McNally presentation and SANP booth at the trade fair during Naturopathic Medicine Week 2014.

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## ***Canadian Association of Naturopathic Practitioners***

Purpose: To provide representation from the SANP on the Board of the Canadian Association of Naturopathic Doctors (CAND), and liaise between the two organizations.

Update: The CAND has continued its work efforts on developing and completing a strategic operating plan, government relations, development of a core consistent message for the naturopathic profession, health fusion, and Naturopathic Medicine Week.

Member: Toby Bridgman

## ***Membership Committee***

Purpose: To focus on developing resources and promotional materials to encourage growth of the profession within Saskatchewan. SANP is a regulatory body for Naturopathic Doctors in the province with a focus on protecting the public. This membership committee will focus on supporting members to achieve healthy, thriving practices.

Chair: Darlene Ahenakew

Members: Alana Barmby, Laura Stark, Darlene Ahenakew and Katherine Cheah

## ***Exam and Invigilators Committee***

Purpose: To create, update, and invigilate exams as needed.

Update: The committee worked diligently on a new ethics and jurisprudence exam, as well as invigilating the first set of practical exams.

Chair: Leshia Ferguson

Members: Christian Gleisberg, Tim Mrazek, and Leshia Ferguson

Exam Invigilators/Practical Exams – Tim Mrazek, Christian Geisberg, Wendy Present-Jahn, Marika Geis, and Laura Stark



## *Quality Management*

### *Best Practices Committee*

Purpose: To monitor and improve the safety of all therapies provided by registrants to patients in the Province of Saskatchewan; to ensure that policy and bylaws are appropriate with the chief aim to maintain the highest level of safety for patients; to create and modify policy so that it is easy to interpret and to follow; and to make quality assurance visits to registrant ND clinics to ensure that policy is being effectively maintained.

Update: The major undertaking of the Best Practices Committee this year was updating the Intravenous Therapy Policy, including a self-audit process. This lays the groundwork for the practice audit visits that will allow the SANP Council to better fulfill its duty as a regulatory body.

Chair: Laura Stark

Members: Toby Bridgman, Christina Gleisberg, Laura Stark, and Amy Velichka

### *Professional Conduct Committee*

Purpose: As the governing body for assessing and certifying the credentials of naturopathic practitioners in Saskatchewan, the SANP has a strong due diligence process for ensuring that best practices and standards of conduct for naturopathic practice are observed. The Professional Conduct Committee (PCC) provides due diligence recommendations to the SANP Council on the disclosure and notification of public complaints.

Update: In 2014, the PCC investigated a complaint following the sale and use of a recalled product. The product in question was returned to the manufacturer or destroyed until the product was deemed safe via third-party testing at the request of the manufacturer. The PCC recommends that, in the future, Saskatchewan Naturopathic Doctors strictly follow the recalls set forth by Health Canada, regardless of the reassurances (however legitimate) from suppliers. The PCC also recommends that a visual reminder of the recall be posted near the shelf location of the product to ensure batch numbers are screened before being returned to the shelf.

Chair: Naomi Whelan

Members: Kathleen Fyffe, Lynn Chiasson, Laura Stark and Naomi Whelan

## ***Discipline Committee***

Purpose: Under the *Naturopathy Act*, the Discipline Committee works closely with the Professional Conduct Committee and conducts disciplinary procedures and hearings where required to address complaints and protocol breaches in naturopathic practice, and to make recommendations to the Council for redress.

Update: There were no disciplinary procedures or hearings required in 2014.

Chair: Marika Geis

Members: Vanessa DiCisso, Peter Gleisberg and Marika Geis



## *SANP Council and Staff*



### Council Members:

Front row, left to right: Amy Velichka, Secretary; Julie Zepp Rutledge, President; Jacqui Fleury, Treasurer. Absent: Toby Bridgman was Vice-President until November of 2015, at which time Laura Stark assumed the full role as Vice-President.

Back row, left to right: Allison Ziegler, Registrar; Laura Stark, Vice-President

### Staff:

Back row, far right: Ken Alecxe, Executive Director

Note: The picture of the Council and the Executive Director was taken on February 1, 2015 in Moose Jaw during the second day of a session on finalizing the SANP Strategic Plan 2014-2018 and developing the Operations and Implementation Plan 2014-2015.



## *Highlights of 2014*

- *The Organization Review was completed by the Council with the facilitation of Ken Alecxe as our consultant. It made a number of recommendations that were discussed and a strategic plan was initiated to deal with them and with the ongoing operations of the SANP. It has been critical that we move the SANP into a strong governance position as a member-based organization with new legislation on the horizon.*
- *One of the recommendations was to develop organizational capacity by developing an Executive Director position. This new position will be reviewed and established in 2015.*
- *Another recommendation was to develop a rolling, five-year strategic plan for the organization that would be reviewed annually. As a result, a five-year strategic plan was developed by the Council in 2014, "The Way Forward: SANP Strategic Plan 2014-2018". "The Way Forward" outlines the key goals, objectives, and performance measures for the SANP. A further recommendation will be implemented in 2015 to develop an Operations and Implementation Plan to ensure the strategic plan is implemented, monitored, reviewed, and adjusted on a continuing basis.*
- *New legislation was introduced to implement a College system for the regulation of Naturopathic Doctors in Saskatchewan separate from the SANP. The legislation also provides new capacities for Naturopathic Doctors in this province, such as the right to prescribe. In 2015, a Transition Committee will be established to assist Council with the transfer of regulatory responsibilities from the SANP to a new College of Naturopathic Doctors.*
- *Naturopathic Medicine Week 2014 was an outstanding success, and has provided new educational opportunities to the public. The SANP is very appreciative that Regina and Saskatoon issued proclamations for Naturopathic Medicine Week 2014.*

## *Financial Summary*

The financial picture of the Saskatchewan Association of Naturopathic Practitioners has remained stable over the recent number of years. Some of the accumulated retained earnings have been utilized toward developing the organizational capacity of the SANP. This is particularly important with the pending new legislation for *The Naturopathy Act* that is expected to receive its final readings in the Legislative Assembly in 2015.

A key objective of the last four years of *The Way Forward: SANP Strategic Plan 2014-2018* will focus on the Transition of the Saskatchewan Association of Naturopathic Practitioners toward the realization of the Saskatchewan College of Naturopathic Doctors, as provided by the new legislation. A significant financial undertaking will be a review of cost of the Transition and operational funding for the two organizations.

Sincerely yours,

Dr. Jacqui Fleury

Treasurer



***FINANCIAL  
STATEMENTS***

# SANP ANNUAL REPORT 2014

10:21 AM  
2015-04-27  
Accrual Basis

## Saskatchewan Association of Naturopathic Practitioners Profit & Loss January through December 2014

	Jan - Dec 14	Jan - Dec 13	\$ Change
<b>Income</b>			
Funding Match - CAND	2,000.00	2,000.00	0.00
<b>Licenses &amp; Dues</b>			
National Membership Dues	14,590.00	11,860.60	2,729.40
SANP Licensing Fee	27,415.01	25,429.01	1,986.00
<b>Total Licenses &amp; Dues</b>	42,005.01	37,289.61	4,715.40
Miscellaneous Income	50.00	0.00	50.00
Reimbursed Expenses	59.40	44.55	14.85
<b>Total Income</b>	44,114.41	39,334.16	4,780.25
<b>Expense</b>			
AGM Expenses	605.23	207.19	398.04
Bank Charges	60.50	44.55	15.95
CAND Dues	14,742.25	12,424.00	2,318.25
Contract Labour	10,688.90	0.00	10,688.90
Exam Invigilation	200.00	202.50	-2.50
<b>Insurance</b>			
Liability Insurance	2,142.00	2,142.00	0.00
<b>Total Insurance</b>	2,142.00	2,142.00	0.00
<b>Marketing</b>	7,429.68	6,898.89	530.79
Miscellaneous/unknown	211.15	410.95	-199.80
<b>Office Expense</b>			
Photo Copying & Printing	313.84	0.00	313.84
Postage & Delivery	0.00	17.70	-17.70
Office Expense - Other	14.18	0.00	14.18
<b>Total Office Expense</b>	328.02	17.70	310.32
<b>Professional Fees</b>			
Accounting	0.00	70.00	-70.00
Consulting	0.00	40.00	-40.00
Legal Fees	1,994.84	3,107.08	-1,112.24
Professional Fees - Other	233.12	220.86	12.26
<b>Total Professional Fees</b>	2,227.96	3,437.94	-1,209.98
Rent	442.08	0.00	442.08
<b>Supplies</b>			
Administrative	124.81	0.00	124.81
Supplies - Other	71.69	0.00	71.69
<b>Total Supplies</b>	196.50	0.00	196.50
Telephone	319.36	154.90	164.46
Travel Expenses	2,121.59	472.92	1,648.67
<b>Total Expense</b>	41,715.22	26,413.54	15,301.68
<b>Net Income</b>	<b>2,399.19</b>	<b>12,920.62</b>	<b>-10,521.43</b>

# SANP ANNUAL REPORT 2014

10:24 AM  
2015-04-27  
Accrual Basis

## Saskatchewan Association of Naturopathic Practitioners Balance Sheet As of 31 December 2014

	<u>31 Dec 14</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Chequing/Savings	
TD Canada Trust	44,029.96
<b>Total Chequing/Savings</b>	44,029.96
Accounts Receivable	
Accounts Receivable	2,000.00
<b>Total Accounts Receivable</b>	2,000.00
<b>Total Current Assets</b>	46,029.96
<b>TOTAL ASSETS</b>	<u>46,029.96</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Other Current Liabilities	
GST Payable	4.49
<b>Total Other Current Liabilities</b>	4.49
<b>Total Current Liabilities</b>	4.49
<b>Total Liabilities</b>	4.49
<b>Equity</b>	
Opening Bal Equity	6,670.83
Retained Earnings	36,955.45
Net Income	2,399.19
<b>Total Equity</b>	46,025.47
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>46,029.96</u>

## Notes to Financial Statements

### ACCOUNTS

The Profit and Loss Statement shows a comparison between 2013 and 2014. In 2014, the Council also contracted a certified accountant to conduct a Review Engagement of all of the SANP accounts and transactions for the 2013 Fiscal Year. The Review Engagement will be provided in early 2015 and will provide detailed analysis of the accounts and recommendations for their management in the future.

### DEBT

The SANP is not carrying any long-term debt, and short-term debt is managed through cash flow on a continuing basis.

### GOING CONCERN

The SANP remains a financially strong and viable organization. The increase in contracted labour expenses in 2014 is due to the use of a legislative officer to assist in drafting new legislation and bylaws, plus the use of a contracted consultant to facilitate the Council through an Organization Review and Strategic Plan.

### CONTINGENT LIABILITIES

A small amount of positive retained earnings accrued from 2014 and was aggregated with the ongoing retained earnings. Aggregate retained earnings remain available for the standard wind-down provisions and for investment in future contract requirements to assist in the day-to-day operations of the SANP and in the transition following new legislation in 2015.

