



COLLEGE OF
ALBERTA DENTURISTS

ANNUAL REPORT **2023**

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「MESSAGE FROM THE LEADERSHIP」

The College of Alberta Denturists exists so that Albertans may be assured of receiving safe, competent, and ethical denturist care and services. In 2023, the College instituted its inaugural strategic plan which is in effect from 2023 – 2026. Over the next few years, the College will be directing its efforts in four main areas with a focus on collaboration and communication.

With the strategic plan in mind, the College continues to fulfil its legislated mandate and requirements. On January 1, 2023, the College current Standards of Practice came into force. The amendments to the Standards took into consideration the remaining requirements under Bill 46: *The Health Statutes Amendment Act* (No. 2) 2022 and those implemented under Bill 10 pertaining to the protection of women and girls.

The College continues to provide practice guidance to denturists through the release of a series of guidance documents. These resources released in 2023, including those for advertising and informed consent, provide denturists guidance on the Standards of Practice that are applicable in the provision of patient and client care and services.

Throughout 2023, the College has sustained its partnership with the College of Denturists of Ontario and British Columbia College of Oral Health Professionals on the development of the multijurisdictional registration examination for denturists in Canada. We are also excited to have strengthened collaboration from all provincial Colleges and territorial regulators on the initiative with specific support from the Denturist Association of Saskatchewan and the Denturist Association of Manitoba. With the multijurisdictional multiple-choice exam being administered since 2021, foundational work is underway

to shift the provincial objective structured clinical examinations (OSCE) to a multijurisdictional format as well. The projected first administration of the multijurisdictional OSCE is June 2025.

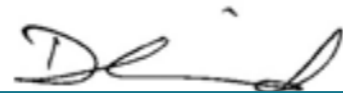
The College is proud that denturists across the province are working in various capacities to ensure safe and competent denturist care and services for all Albertans. Through the dedication and hard work of regulated and public members on our statutory and other committees and initiatives, co-regulation is evident in the College. Council and staff thank those whose commitment to the organization ensures that the people of this province receive high quality care and services.

We are honoured to serve Albertans with our knowledge and expertise both in a governance and professional capacity and present this annual report, as approved by Council, for the year ending December 31, 2023.

Respectfully,



Kim Maximchuk, DD
Council Chair



Dacia Richmond
Executive Director & Registrar

INTRODUCTION

The College

The College of Alberta Denturists is the regulatory body for denturists in Alberta pursuant to the *Health Professions Act* (HPA). Schedule 8 of the HPA was proclaimed in force as was the *Denturists Profession Regulation* on September 1, 2002.

To deliver its mandate of ensuring that Albertans receive ethical, professional, and safe denturist care and services, through leadership, innovation and inter-professional relationships, the College works with the public, its members and industry partners.

The Profession

Denturists are independent, primary healthcare providers who work in varied practice settings and provide one or more of the following services:

- Assess, diagnose, and treat persons missing some or all their natural teeth
- Design, construct, repair, alter, and fit any complete or partial denture for restoring and maintaining function and appearance
- Teach, manage, and conduct research in the science, techniques, and practice of denturism
- Provide restricted activities authorized in the regulation

Most denturists provide their services from independent denture clinics; however, some practice in other environments such as in a laboratory, education, mobile, research, or administrative setting. Those denturists who work in a clinical setting provide dental prostheses for patients who are missing some or all of their natural teeth, as well as some other dental related services such as sports mouth guards.

In Alberta, denturists may use the protected titles of denturist and registered denturist while on the general register or provisional denturist for those on the provisional register. The College also recognizes the initials DD and the term denture specialist to denote registration as a denturist in Alberta.

LIST OF LEADERSHIP

COUNCIL

Kim Maximchuk, DD
Chair

Mike Galye, DD
Vice Chair (to July 2023)

Karen Smith, DD
Vice Chair (from August 2023)

Tim Kohlen, DD

Satpreet (Sunny) Grewal, DD
(from August 2023)

Joe Gagliardi, FCPA, FCMA, ICD.D
public member

Lora Mattie
public member

STAFF

Dacia Richmond, BSc, MRT(NM)
Executive Director & Registrar, Complaints Director

Andrea Snow
Complaints Director, Privacy Officer

Andrea Thorrougoud
Regulatory and Corporate Services Coordinator, Hearings Director

PUBLIC MEMBERS' REPORT

The denturists of Alberta are regulated under the *Health Professionals Act* (HPA). Denturists specifically are self-governed via the College of Alberta Denturists whose prime directive is to protect the public interest of all Albertans. The HPA was introduced to regulate health professionals in a manner that facilitates non-exclusive, overlapping scopes of practice and requires Colleges to carry out governance responsibilities as well as to serve in the public's best interest.

We were appointed as government volunteers with the mandate to protect the public's best interest. As public Council members, we provide sound governance guidance as it pertains to College affairs. Public members are appointed to regulatory College Councils for three-year terms through an Order of Council by the Lieutenant Governor of Alberta, in accordance with the HPA. Even with us on Council, we are still underrepresented with public members on the College of Alberta Denturists' Council. Publicly appointed members should be 50% of Council composition, therefore we are in need of three more public members to achieve a 50% / 50% representation.

In 2023, the College Council accomplished several mandates driven by changes to the HPA, such as implementing revised Standards of Practice for all denturists. Specifically, Council instituted amended Standards of Practice pertaining to the remaining requirements under Bill 46: The *Health Statutes Amendment Act* (No. 2) 2022 and those implemented under Bill 10 pertaining to the protection of women and girls. Council also made strides towards a uniform, national denturist registration examination, while developing new practice guidance documents for denturists.

From a strategic perspective, Council created a long-term strategic plan for the College that more closely aligns with the mandate of the College. The College also changed public accounting auditors in 2023 to ensure strong independence, viewing our College from a new perspective, and to keep audit fees competitive.

We are committed to serve on the College of Alberta Denturists and oversee and assist to achieve the mandate to govern the profession of denturists, while serving and protecting the public's interest.

Best regards,



Joe Gagliardi, FCPA, FCMA, ICD.D



Lora Mattie, BSc

2023 VOLUNTEERS

The following individuals have volunteered their time and expertise on Council, committees and for the exam process.

Anastaysia Sivkova

Kyle Laliberte

Anne Keough

Limson Kannanaykal Seemon

Ashley Adams

Marc Wagenseil

Cezara Dumbrava

Michael Galye

Corey Hyde

Rae-Lynne Porter

Cynthia Sweet

Rainy Deis

Darrell Cruz

Saba Siddique

Darron Ward

Satpreet Grewal

Dave Fedechko

Shalvin Nath

Erin Barbeau

Suzy Shigeta

Gabriela Alvarado-Torres

Terrena Rizzoli

Hussein Amery

Tim Kohlen

Jason Le

Tony Ivicovic

Jatinder Sharma

Trish Pitchford

Jayesh Bharadia

Trisha Perverseff

Karen Smith

Vadim Dumbrava

Kim Maximchuk

COMMITTEES & ADVISORIES

Examination Committee

The Examination Committee works to ensure that the registration examination administered by the College is a psychometrically sound, robust, and defensible process by which the eligibility for registration with the College may be determined. In 2023, the Examination Committee oversaw the College's Objective Structured Clinical Examination.

Tony Ivcevic, DD – Chair
Erin Barbeau, DD
Ashley Adams, DD

In addition, Tony Ivcevic, Erin Barbeau, and Jayesh Bharadia are participating in the ongoing work for the multijurisdictional denturist registration exam advisory group.

Registration Committee

The Registration Committee is established by statute and confers and makes decisions on matters of registration referred to it by the Registrar.

Jatinder Sharma, DD – Chair
Darron Ward, DD
Satpreet (Sunny) Grewal, DD (to August 2023)
Darrell Cruz, DD
Jason Le, DD
Saba Siddique, DD (to November 2023)
Corey Hyde, DD (from November 2023)

Hearing Tribunal and Complaint Review Committee Roster

This roster is the list from which members of a Hearing Tribunal or Complaint Review Committee are selected by the Hearings Director for a particular matter.

Gabriela Alvarado-Torres, DD
Shristi Chand, DD
Rainella Deis, DD
Rick Donily, DD
Vadim Dumbrava, DD
Anna-Lisa Fontana, DD
Raymond Houle, DD
Limson Kannanaykal Seemon, DD

Anne Keough, DD
Shalvin Nath, DD
Rae-Lynne Porter, DD
Donelda Reppert, DD
Jatinder Sharma, DD
Saba Siddique, DD
Cynthia Sweet, DD
Marc Wagenseil, DD

CONTINUING COMPETENCE REPORT

In March 2023, legislative amendments shifted the College's authority for the Continuing Competence Program (CCP) from the *Denturists Profession Regulation* to the College's Standards of Practice. In this move, there were no functional rule changes to the CCP.

Denturists must complete 100 hours of continuing education, in accordance with the rules established by Council, within each five-year cycle beginning on the January 1 following the year of the regulated member's initial registration with the College. Further, in each registration year, denturists must complete a minimum of 10 hours of CCP learning.

Regulated members may show compliance with the CCP by undertaking:

- (a) activities that contain scientific or clinical content related to the practice of denturism; and/or
- (b) continuing education activities that promote the personal or non-clinical development of the regulated member. This category may only be used to a maximum of 10 hours per five-year cycle.

Aside from the areas that pertain directly to the scientific and clinical aspects of the profession, the College encourages members to participate in education in other areas such as business and other programming which results in the members providing quality care to their patients and clients.

In 2023, the College continued with its two-step validation process for monitoring member compliance with the CCP.

- Denturists must be in compliance with their CCP in order to renew their registration for the subsequent year. Failure to comply may have implications on a denturist's practice permit. As such, a quantitative validation is done when reviewing applications for renewal. This validation verifies that the denturist has completed the learning required.
- In July, the Registration Committee, the statutory committee with legislated oversight of the CCP, carried out the qualitative validation of member compliance with the CCP. The committee reviewed 44 CCP portfolios of a randomly selected sample of denturists to ensure compliance with all aspects of the CCP. This represented 15% of registered denturists.

Both processes work together and exemplify due diligence by the College in monitoring denturists' participation in the CCP. In 2023, all members were in compliance with their CCP requirements.

REGISTRATION REPORT

The College works to ensure that solid and defensible criteria are in place by which applicants to the College are assessed for registration initially and at renewal. By these processes, we report our registration activities for 2023.

Applications and Registrations

	2023		2022	
	Applications	Registrations	Applications	Registrations
New graduates				
Alberta program	13	13	17	17
Out of province programs	4	4	6	6
Labour Mobility	2	2	3	3
Substantial Equivalence	1	0	2	0
Reinstatements	5	3	5	5
TOTALS	25	22	33	31

Registration Renewals

	2023	2022
Total practice permits renewed	307	300

Regulated Members (at December 31)

	2023	2022
Regulated Members		
General Register	303	306
Provisional Register	2	0
Total Regulated Members	305	306

Courtesy Register

	2023	2022
Regulated Members Courtesy Register	0	0
Total Regulated Courtesy Members	0	0

Transition from Regulated Membership

The following numbers represent those transitioning from regulated practice.

	2023	2022
Parental/Medical leave	5	3
Retirement	4	5
Left jurisdiction	7	11
Other	3	4
Total	19	23

Registration Review

In 2023, there was one review requested as a result of a registration decision.

PROFESSIONAL CONDUCT REPORT

The College of Alberta Denturists is responsible, under the authority of the *Health Professions Act*, for regulating the practice of denturists in the public interest; setting standards so that the public does not receive unethical, unskilled, or unsafe denturist services.

Each complaint is reviewed to determine the best course of action. This includes assessing whether a resolution is appropriate, and either empowering the parties to the complaint to work it out or have the Complaints Director assist the parties with an informal resolution.

In some cases, further investigation may be necessary, a subject matter expert may be engaged to provide an opinion, or the complaint may be dismissed due to insufficient information or lack of authority.

Regardless of the outcome, the College's commitment to a fair and thorough review process ensures that all complaints are handled with the utmost care and professionalism.

At a Glance

Complaints		Complaints	
Carried over from 2022	11	Dismissed	13
New in 2023	10	Resolved informally	4
Total	21	Alternative Complaint Resolution	0
Closed in 2023	18	Investigated	4
Remain active	3	Referred to a hearing	2

Complaint Themes

Complaint themes revolved around fit, function, patient care, aesthetics, and billing in 2023. Of the 18 files closed in 2023, the most common complaint was about the fit and function of the dentures, occasionally intertwined with complaints regarding aesthetics.

Hearings

Administrative hearings involve regulated members from within the profession and public members appointed by the Government of Alberta. These occur when there is evidence of alleged unprofessional conduct under the *Health Professions Act*.

Hearings	Number of Hearings
Carried over from 2022	2
Held in 2023	4*

*Two of the hearings are ongoing

Appeals

Decisions may be reviewed or appealed, which adds an extra level of fairness to ensure decisions are reasonable and the process was handled in accordance with the principle of natural justice.

Type of Request	Heard By	Number of Requests (2023)
Review of Complaint Dismissal	Complaints Review Committee	1
Hearing Tribunal Decision	Council of the College	0
Council Finding, Order, or Direction	Court of Appeal	0

Sexual Abuse and/or Sexual Misconduct Complaints

The *Health Professions Act* prohibits all sexual relationships with patients, even in cases where there is consent. Should a patient bring forward allegations of sexual abuse or misconduct, the College is committed to supporting them through the Patient Treatment and Counselling Fund, which provides funding for necessary treatment and counselling. Any finding of unprofessional conduct by a regulated member will be taken extremely seriously and may result in severe consequences. For your reference, we have included a detailed table below outlining data related to these types of complaints, as well as the funds dispersed through the Patient Treatment and Counselling Fund.

Year	Sexual Abuse	Sexual Misconduct	Funds Dispersed
2023	0	1	\$0
2022	0	0	\$0

PATIENT RELATIONS PROGRAM

The College has established a Patient Relations Program in accordance with Part 8.2 of the *Health Professions Act*. This entity is multi-faceted in that it provides for:

Education

- All Council, College staff, and Hearing Tribunal/Complaint Review Committee Roster regulated members receive training in trauma informed practice and the legal issues pertaining to sexual abuse and sexual misconduct by regulated members towards patients
- All other regulated members have received training on trauma informed practice.
- All new applicants must complete the trauma-informed training as part of the application process.
- The College provides information on its website clearly and with transparency.

Standards and Guidelines

- The College's Standards of Practice provides the definition of a patient and sets the minimum expected standards for denturists in regard to professional boundaries and the inherent power imbalance between the patient and denturist.
- The College's Standards of Practice and Code of Ethics are current. The Standards were revised in response to legislative changes and came into force January 1, 2023.
- The College has published a practice guideline on the conduct of regulated members towards patients.

Funding for Treatment and Counselling

- In accordance with the regulations, the College has established a fund which is available to a complainant who alleges sexual abuse and/or sexual misconduct by a regulated member
- Eligibility for and disbursement of funds are as per the regulations
- The College has not been requested to nor dispersed funds of this matter in 2023

Reporting Period	January – December 2023		
	Related to Sexual Abuse	Related to Sexual Misconduct	Total
Number of Complaints	0	1	1
Number of Patients that Accessed the Fund	0	0	0
Amount of Money Dispersed	0	0	0

EXAMINATION REPORT

The College of Alberta Denturists administers a registration examination that is used as a measure to assess applications for registration as a regulated member on the general register. The exam consists of two components: a multiple-choice question (MCQ) examination and an objective structured clinical examination (OSCE). This exam structure ensures consistency and objectivity in assessment. A candidate must be successful on both components in order to qualify for registration on the general register. As per policy, an individual may have a maximum of three attempts per component.

Under the psychometric guidance of Martek Assessments Ltd., the College ensures that the processes for the development and administration of the registration examination for denturists have rigor and fairness imbedded. The examinations are developed based on the national competency profile for denturists and approved examination blueprints. The MCQ component is administered via remote proctoring and in conjunction as the multijurisdictional MCQ having many provinces subscribing to a single exam. At this time, the OSCE has provincial context. A group of Canadian denturist regulators, including Alberta, are working to also establish a multijurisdictional OSCE. The movement towards a complete multijurisdictional exam gives the Colleges greater confidence in labour mobility.

2023 Examination Results

The MCQ is offered twice per year for candidates while the OSCE once. The results follow below.

February 2023

	MCQ	
	Candidates	Successes
First-time sitting	1	1
Successive sittings	2	0

June 2023

	MCQ		OSCE	
	Candidates	Successes	Candidates	Successes
First-time sitting	16	14	17	13
Successive sittings	3	1	7	2

Candidates are advised that they have the option to appeal their results based on the exam process. There were two exam appeals in 2023.

The College would like to express its appreciation to all denturists who contributed their expertise and assistance. Their invaluable contributions with development, assessing and standardizing ensures that this examination is robust and defensible in terms of both validity and reliability.

INDEPENDENT AUDITOR'S REPORT

To the members of College of Alberta Denturists

Opinion

We have audited the financial statements of College of Alberta Denturists, which comprise the statement of financial position as at December 31, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2023, and its results of operations and its cash flows for the year then ended in accordance with ASNPO.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

The financial statements of the organization for the year ended December 31, 2022 were audited by another auditor who expressed an unmodified opinion on those financial statements on March 29, 2023.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, 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.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lagom LLP

Lagom LLP
Chartered Professional Accountants

Edmonton, Alberta
May 28, 2024

December 31	2023	2022
Assets		
Current		
Cash	\$ 1,172,495	\$ 1,400,303
Short term investments (note 3)	789,773	539,318
Accounts receivable	18,576	5,903
Prepaid expenses	10,796	9,323
	1,991,640	1,954,847
Capital assets (note 4)	24,333	27,920
Deposits	6,848	-
	\$ 2,022,821	\$ 1,982,767
Liabilities		
Current		
Accounts payable and accrued liabilities (note 5)	\$ 59,801	\$ 46,134
GST payable	29,153	36,017
Deferred income (note 6)	747,250	804,450
Current portion of capital lease obligation (note 7)	4,149	4,149
	840,353	890,750
Capital lease obligation (note 7)	4,149	8,298
	844,502	899,048
Net Assets		
Unrestricted General Fund	372,510	529,125
Invested in Capital Assets	16,037	15,471
Restricted Emergency Response Reserve Fund	10,000	10,000
Restricted Patient Treatment and Counselling Reserve Fund	60,000	60,000
Restricted Fair Registration Practices Act Audit Reserve Fund	25,000	25,000
Restricted Operational Reserve Fund	694,772	444,123
	1,178,319	1,083,719
	\$ 2,022,821	\$ 1,982,767

On behalf of the Board

Khemachon Member

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COLLEGE OF ALBERTA DENTURISTS STATEMENT OF OPERATIONS

Year ended December 31	2023	2022
Revenues		
Regulated member permit fees	\$ 818,221	\$ 826,507
Examination fees	115,925	126,595
Application fees and late penalties	9,922	16,750
Professional conduct hearing order recovery	2,750	760
Non-regulated member permit fees	-	450
	946,818	971,062
Expenditures		
Salaries, remuneration, and benefits (note 9)	291,768	350,841
Professional conduct	211,979	101,894
Examination costs	85,172	73,807
Committees (note 10)	73,936	98,279
Corporate services	69,403	59,556
Professional fees	53,826	34,780
Rent	46,341	51,731
Information technology	24,105	22,849
Interest and bank charges	22,433	24,476
Amortization	6,523	9,406
	885,486	827,619
Excess of revenues over expenditures from operations	61,332	143,443
Other income		
Interest income	25,455	4,009
Government assistance	7,813	7,813
	33,268	11,822
Excess of revenues over expenditures	\$ 94,600	\$ 155,265

See accompanying notes

COLLEGE OF ALBERTA DENTURISTS STATEMENT OF CHANGES IN NET ASSETS

Year ended December 31, 2023

	2023						
	Total	Unrestricted General Fund	Invested in Capital Assets	Restricted Emergency Response Reserve Fund	Restricted Patient Treatment and Counselling Reserve Fund	Restricted Fair Registration Practices Act Audit Reserve Fund	Restricted Operational Reserve Fund
Balance, beginning of year	\$ 1,083,719	\$ 529,125	\$ 15,471	\$ 10,000	\$ 60,000	\$ 25,000	\$ 444,123
Excess (deficiency) of revenues over expenditures	94,600	101,123	(6,523)	-	-	-	-
Transfers to (from) unrestricted general fund	-	(257,738)	7,089	-	-	-	250,649
Balance, end of year	\$ 1,178,319	\$ 372,510	\$ 16,037	\$ 10,000	\$ 60,000	\$ 25,000	\$ 694,772

	2022						
	Total	Unrestricted General Fund	Invested in Capital Assets	Restricted Emergency Response Reserve Fund	Restricted Patient Treatment and Counselling Reserve Fund	Restricted Fair Registration Practices Act Audit Reserve Fund	Restricted Operational Reserve Fund
Balance, beginning of year	\$ 928,454	\$ 489,507	\$ 18,947	\$ 15,000	\$ 55,000	\$ 25,000	\$ 325,000
Excess (deficiency) of revenues over expenditures	155,265	164,671	(9,406)	-	-	-	-
Transfers to (from) unrestricted general fund	-	(125,053)	5,930	-	-	-	119,123
Transfers between restricted funds	-	-	-	(5,000)	5,000	-	-
Balance, end of year	\$ 1,083,719	\$ 529,125	\$ 15,471	\$ 10,000	\$ 60,000	\$ 25,000	\$ 444,123

See accompanying notes

COLLEGE OF ALBERTA DENTURISTS
STATEMENT OF CASH FLOWS

Year ended December 31	2023	2022
Operating activities		
Excess of revenues over expenditures	\$ 94,600	\$ 155,265
Adjustment for		
Amortization	6,523	9,406
	101,123	164,671
Change in non-cash working capital items		
Accounts receivable	(12,673)	(3,478)
Prepaid expenses	(8,321)	(2,146)
Accounts payable and accrued liabilities	13,668	(15,811)
GST payable	(6,864)	854
Deferred income	(57,200)	6,425
	29,733	150,515
Investing activities		
Purchase of short term investments, net of redemptions	(250,455)	(118,790)
Purchase of capital assets	(2,937)	(1,781)
	(253,392)	(120,571)
Financing activity		
Repayment of capital lease obligation	(4,149)	(4,150)
Net (decrease) increase in cash	(227,808)	25,794
Cash, beginning of year	1,400,303	1,374,509
Cash, end of year	\$ 1,172,495	\$ 1,400,303

See accompanying notes

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

1. Nature of operations

College of Alberta Denturists (the "College") was established under the Health Professions Act to regulate the profession of denturism in Alberta and to strive to ensure that Albertans receive ethical, professional and safe denturist services. The College is registered as a not-for-profit organization and, as such, is exempt from income taxes under Section 149 (1)(l) of the Income Tax Act.

2. Significant accounting policies

The College follows accounting principles generally accepted in Canada in preparing its financial statements. The significant accounting policies used are as follows:

(a) Cash and cash equivalents

Cash and cash equivalents include cash and short-term investments with maturities of three months or less from their date of acquisition, which are readily convertible into a known amount of cash, and are subject to an insignificant risk to changes in their fair value.

(b) Short term investments

Short term investments consists of GICs with maturity of one year or less and are classified as current assets. Short term investments are carried at amortized cost except when it is established that their value is impaired. Impairment losses, or reversal of previously recognized impairment losses, are reported as part of net income.

(c) Capital assets

Capital assets are recorded at cost. The College provides for amortization using the declining balance method at rates designed to amortize the cost of the capital assets over their estimated useful lives. No amortization is recorded in the year of disposal. The annual amortization rates are as follows:

Equipment	20%
Furniture and fixtures	20%
Computer equipment	30%
Computer software	30%

(d) Impairment of long-lived assets

The College tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected undiscounted future net cash flows the longlived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent carrying value exceeds its fair value.

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

2. Significant accounting policies, continued

(e) Leases

Leases are classified as either capital or operating leases. Leases that transfer substantially all of the benefits and inherent risks of ownership of property to the College are accounted for as capital leases. At the time a capital lease is entered into, an asset is recorded together with its related long-term obligation to reflect the acquisition and financing. Equipment recorded under capital leases is amortized on the same basis as described above. Payments under operating leases are expensed as incurred.

(f) Revenue recognition

The Foundation follows the deferral method of accounting for contributions. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Regulated member permit fees are collected in advance and recognized over the year the fees apply to. Examination fees, application fees, and other revenues are recognized when the underlying transaction occurs.

Interest income and other income is recognized when earned on the accrual basis.

(g) Financial instruments

The College initially measures its financial assets and liabilities at fair value adjusted by, in the case of a financial instrument that will not be measured subsequently at fair value, the amount of transaction costs directly attributable to the instrument. Amounts due to and from related parties are measured at the exchange amount, being the amount agreed up by the related parties.

The College subsequently measures its financial assets and financial liabilities at amortized cost, except for derivatives and equity securities quoted in an active market, which are subsequently measured at fair value. Changes in fair value are recognized in net income. Financial assets measured at amortized cost are tested for impairment when there are indicators of possible impairment. When a significant adverse change has occurred during the period in the expected timing or amount of future cash flows from the financial asset or group of assets, a write-down is recognized in net income.

(h) Accounting estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reported period. These estimates are reviewed periodically and are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

2. Significant accounting policies, continued

(i) Government assistance

Government and other grants related to capital assets are accounted for as deferred government assistance and amortized on the same basis as the related capital assets. Operating grants are accounted for as revenue when earned.

(j) Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

2. Significant accounting policies, continued

(k) Fund accounting

The College of Alberta Denturists follows the restricted fund method of accounting for contributions.

In order to ensure observance of the limitations and restrictions placed on the use of resources available to the College, the accounts of the College are maintained in accordance with the principles of fund accounting. Accordingly, resources are classified for accounting and reporting purposes into funds. These funds are held in accordance with the directives of the Executive Council and the College's internal policies. For financial reporting purposes, the accounts have been classified into the following funds:

Unrestricted General Fund

This fund is available for general purposes and reflects the transactions associated with the operating activities of the College.

Invested in Capital Assets

This fund records the activities associated with the College's capital assets.

Restricted Emergency Response Fund

The College is responsible for managing operational costs incurred throughout the year. The Emergency Response Reserve Fund was established on April 09, 2021, to cover any overages from unbudgeted costs. The College Council may, at its discretion, allocate funds from the General Fund to supplement operating cash shortfalls. This fund is held for that purpose.

Restricted Patient Treatment and Counselling Fund

As per Bill 21, a regulator is responsible for the payment of treatment and counselling for any complainant who alleges unprofessional conduct in the forms of sexual abuse and/or sexual misconduct. This fund reflects the above financial obligations. A complaint must be deemed valid by the Complaints Director before the funds become available. The maximum amount and timeline that is available to the patient is as per the Funding for Treatment and Counselling Regulation and currently equals approximately \$25,000 per patient per complaint.

Restricted Fair Registration Practices Act Audit Reserve Fund

The Fair Registration Practices Act came into force on March 1, 2020. The regulations stipulate that the College will be audited on their registration practices and will be billed for the audit process. This fund is held for that purpose.

Restricted Operational Reserve Fund

This fund is restricted to ensure the College has up to one year of operational funds available at its discretion should there be government directives or other influences that would affect the business of the College.

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

3. Short term investments

	2023	2022
One year cashable GIC bearing interest at 4.00% per annum. The investment matures on August 28, 2024.	\$ 693,472	\$ 35,028
One year cashable GIC bearing interest at 4.00% per annum. The investment matures on August 28, 2024.	60,822	-
One year cashable GIC bearing interest at 4.00% per annum. The investment matures on August 28, 2024.	25,342	-
One year cashable GIC bearing interest at 4.00% per annum. The investment matures on August 28, 2024.	10,137	-
One year cashable GIC bearing interest at 3.25% per annum. The investment matured during the year.	-	444,242
One year cashable GIC bearing interest at 3.25% per annum. The investment matured during the year.	-	60,048
	\$ 789,773	\$ 539,318

Included in short term investments are amounts accrued for interest earned in the current fiscal year of \$10,673 (2022 - \$195).

The balance in short-term investments is restricted for internally restricted funds. The nature of the internally restricted funds is described in the significant accounting policies notes.

4. Capital assets

			2023	2022
	Cost	Accumulated amortization	Net	Net
Equipment	\$ 58,384	\$ 44,755	\$ 13,629	\$ 17,037
Furniture and fixtures	58,818	54,098	4,720	5,900
Computer equipment	33,520	28,577	4,943	3,496
Computer software	24,083	23,042	1,041	1,487
	\$ 174,805	\$ 150,472	\$ 24,333	\$ 27,920

Included in capital assets are assets under capital lease with a cost of \$20,746 (2022 - \$20,746) and accumulated amortization of \$8,796 (2022 - \$5,808).

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

5. Accounts payable and accrued liabilities

	2023	2022
Accounts payable and accrued liabilities	\$ 39,658	\$ 23,249
Wages and vacation payable	13,911	22,885
Source deductions payable	6,232	-
	<u>\$ 59,801</u>	<u>\$ 46,134</u>

6. Deferred income

Deferred income consists of annual member dues for 2024, which have been received prior to December 31, 2023.

7. Capital lease obligation

	2023	2022
Capital lease contract with office equipment with a net book value of \$11,950 pledged as security, repayable in quarterly installments of \$1,037 plus GST including interest at 0% per annum with a maturity date of February 16, 2026.		
	\$ 8,298	\$ 12,447
Less current portion	<u>4,149</u>	<u>4,149</u>
Due beyond one year	<u>\$ 4,149</u>	<u>\$ 8,298</u>
2024	\$ 4,149	
2025	<u>4,149</u>	
Total future minimum lease payments	8,298	
Less current portion	<u>4,149</u>	
	<u>\$ 4,149</u>	

8. Commitments

The College's total commitments, under various operating leases, inclusive of estimated occupancy costs, is as follows.

The College leases premises and office services under a lease agreement which expires on June 30, 2027 and requires monthly payments of \$1,691. In addition, the College is responsible for its share of operating costs, property taxes and management fees. Aggregate lease payments, including estimated operating costs, property taxes, and management fees, for the next five years are as follows:

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

8. *Commitments, continued*

2024	\$ 52,826
2025	52,826
2026	52,826
2027	26,413
	<u>\$ 184,891</u>

9. **Salaries, remuneration, and benefits**

The College paid the following amounts for salaries, remuneration and benefits in the year:

	2023	2022
Administrative salaries	\$ 204,796	\$ 249,080
Administrative benefits	28,969	22,072
Other remuneration	58,003	79,689
	<u>\$ 291,768</u>	<u>\$ 350,841</u>

10. **Committees**

	2023	2022
Council	\$ 44,345	\$ 52,923
Examination	14,148	13,105
Registration	3,678	4,540
Legal Consultation	11,765	27,711
	<u>\$ 73,936</u>	<u>\$ 98,279</u>

The Committees' costs include travel, meetings, legal consultation and per diems. The above noted expenses do not include costs of the public members of Council for regular scheduled Council meetings, as their expenses are remitted to and funded by Alberta Health.

11. **Government assistance and grants**

The College received funding for the Alberta Jobs Now Program (AJNP) in the amount of \$7,813 (2022 - \$7,813).

COLLEGE OF ALBERTA DENTURISTS NOTES TO THE FINANCIAL STATEMENTS

December 31, 2023

12. Financial instruments

Transactions in financial instruments may result in an entity assuming or transferring to another party one or more of the financial risks described below. The required disclosures provide information that assists users of financial statements in assessing the extent of risk related to financial instruments.

(a) Interest rate risk

The College is exposed to interest rate risk. Interest rate risk is the risk that the College has interest rate exposure on its short term investments, and capital lease obligation, which are at fixed interest rates. This exposure may have an effect on its earnings in future periods. In the opinion of management the interest rate risk exposure to the College low and is not material.

13. Comparative figures

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.



COLLEGE OF
ALBERTA DENTURISTS

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