

COLLEGE OF  
**ALBERTA DENTURISTS**

# 2024 ANNUAL REPORT

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# Message from Leadership

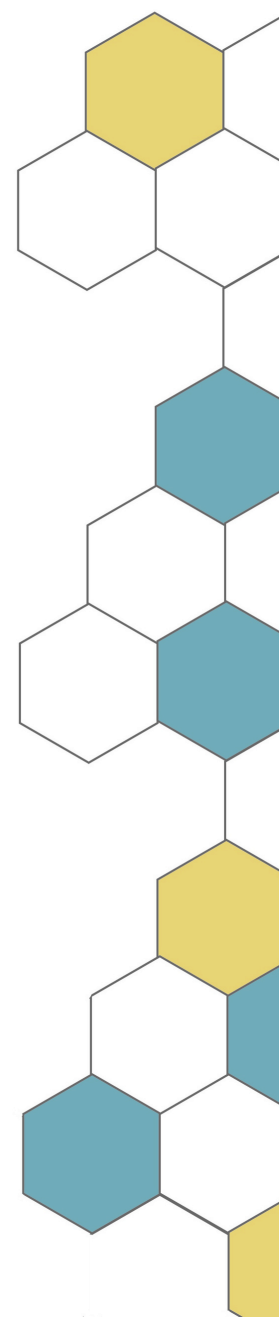


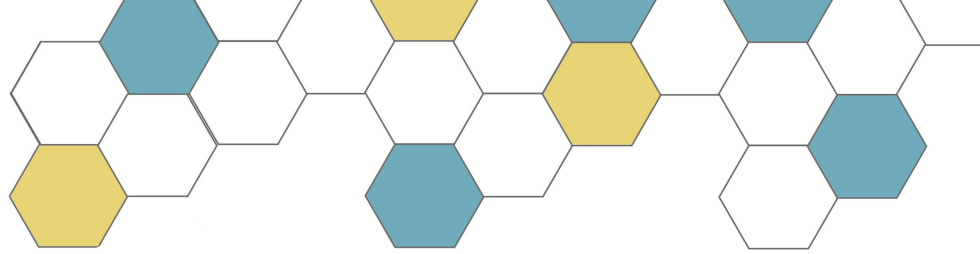
The College of Alberta Denturists exists so that Albertans may be assured of receiving safe, competent, and ethical denturist care and services. With the strategic plan in mind, the College continues to fulfil its legislated mandate and requirements. We are very pleased to have received two additional public members for our Council. This continues to move us toward our legislated minimum ratio of public to professional members on Council. In alignment with our fiscal responsibilities, we are also happy to report that after review of our financial activities for 2024, we are within 5% of budgeted revenues and 1% of expenditures. We continue to exercise our fiduciary responsibilities with respectful consideration.

The College persisted in 2024 to provide practice guidance to denturists through the release of a series of guidance documents. New resources released in 2024 included those for medical device compliance, professionalism, sterilization monitoring, and updated infection prevention and control guidelines. These documents provide denturists guidance on and insight into the Standards of Practice that are applicable in the provision of patient and client care and services.

In collaboration with denturists and regulators in British Columbia, Saskatchewan, Manitoba, and Ontario, throughout 2024, the College continued its work on the multijurisdictional registration examination for denturists in Canada. We are also excited at the prospect of the Atlantic provinces aligning on this project. With the multijurisdictional multiple-choice exam having been administered since 2021, foundational work is being finalized to shift the provincial objective structured clinical examination (OSCE) to a multijurisdictional format as well. The first administration of the multijurisdictional OSCE is scheduled for June 2025.

From a financial perspective, the College is also pleased that, overall, actual financial activities mirrored the forecasted budget. Variances existed in examination fees collected with the influx of out-of-province candidates and in professional conduct stemming from unanticipated legal expenses. These areas of the budget are subject to fluctuations that can be outside management's control.





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, 2024.

Respectfully,

Lora Mattie  
Current Council Chair

Dacia Richmond  
Executive Director & Registrar







# Introduction

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## The College

The College of Alberta Denturists is the regulatory body for denturists in Alberta pursuant to the *Health Professions Act* (HPA) and the *Denturists Profession Regulation* enacted thereunder. 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 settings. Those denturists 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

Karen Galloway, DD – Vice Chair

Tim Kohlen, DD

Satpreet (Sunny) Grewal, DD

David Fedechko, DD

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

Lora Mattie – public member

Munira Peermohamed, CPHI(C), CP-FS, PCQI – public member *(from October 9, 2024)*

Robin Erickson, KC, BComm, LLB – public member *(from November 7, 2024)*

## Staff

Dacia Richmond – Executive Director & Registrar, Complaints Director

Andrea Snow – Complaints Director, Privacy Officer

Andrea Thorrougood – Regulatory and Corporate Services Coordinator, Hearings Director



# Public Members' Report

The denturists of Alberta are regulated under the *Health Professions 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 professions in a manner that facilitates non-exclusive, overlapping scopes of practice. The HPA requires colleges to carry out governance responsibilities as well as to serve in the public's best interest.

Public members are appointed as government volunteers and have the mandate to protect the public's best interest. Public Council members, who provide sound governance guidance as it pertains to College affairs, 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.

We are happy to report that late in 2024, Munira Peermohamed, who has a wealth of public member experience, and Robin Erickson, a retired lawyer with a strong governance background, have joined Lora Mattie and Joe Gagliardi as our third and fourth public members on the College of Alberta Denturists' Council. With four public members we are still underrepresented of our goal of 50% public members on the College of Alberta Denturists' Council and 50% industry members representation. We are optimistic to have a balanced representation on Council in the coming year.

In 2024, the College continued work in preparation for the multijurisdictional objective structured clinical examination (OSCE) for June 2025. The College also released new and updated practice guidance documents in the following areas:

- Infection prevention and control
- Medical device compliance
- Professionalism
- Sterilization monitoring

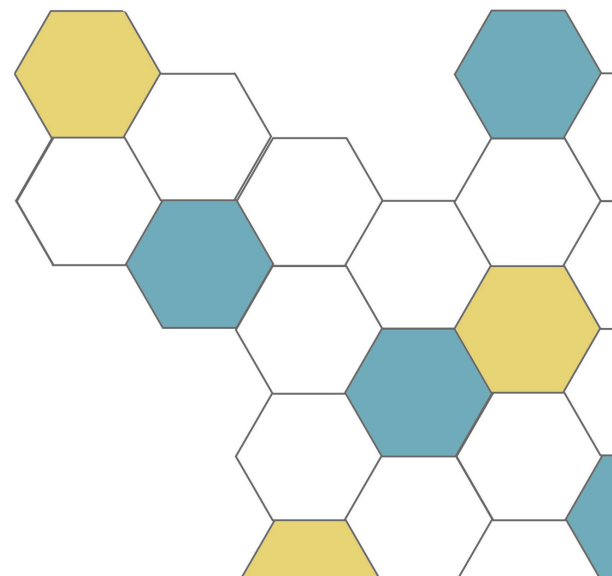
In addition, the College sent a letter to the Honourable Adriana LaGrange, Minister of Health, to highlight concerns about the financial challenges faced by denturists due to unchanged reimbursement rates from social programs like AISH and the Dental Assistance for Seniors Program. Rising costs have made it difficult for denturists to provide care to patients funded by these programs, potentially leading to inadequate treatment for some members of the public. The Council urges the ministry to investigate options to support the public while considering the economic pressures on denturists.

Another noteworthy accomplishment was a clean audit from our appointed auditors, Lagom LLP. The College also made presentations to students and denturists to keep these stakeholders apprised of new developments, such as crafting a jurisprudence module for use in 2025 and onwards for applicants.

The College of Alberta Denturists also successfully participated in assessing the parameters of NAIT's denturist program accreditation, while conducting focus group consultation with denturists on proposed changes to the *Health Information Act*.

Best regards,

Lora Mattie  
Joe Gagliardi, FCPA, FCMA, ICD.D  
Munira Peermohamed, CPHI(C), CP-FS, PCQI  
Robin Erickson, KC, BComm, LLB



# 2024 Volunteers

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Ashley Adams	Limson Kannanayakal-Seemon
Daniel Allred	Kevin Kelly
Gabriela Alvarado-Torres	Anne Keough
Diana Baldwin	Timothy Kohlen
Erin Barbeau	Luke LaRocque-Walker
Jayesh Bharadia	Jason Le
Glen Buick	Lora Mattie
Kevin Cho	Kim Maximchuk
Darrell Cruz	Shavindra Nath
Rainella Deis	Andrew Otway
Cezara Dumbrava	Munira Peermohamed
Robin Erickson	Trisha Perverseff
Emeka Ezike-Dennis	Trish Pitchford
David Fedechko	Rae-Lynne Porter
Joe Gagliardi	Terrena Rizzoli
Karen Galloway	Zachariah Saleh
Chelsie Gobin	Jatinder Sharma
Satpreet Grewal	Anastasiya Sivkova
Shayna Grover	Cynthia Sweet
Lyle Guard	Darron Ward
Patricia Hull	Anita Warnick
Corey Hyde	Mason Weiss
Anthony Ivcevic	Don Wilson

# 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 2024, the Examination Committee oversaw the College's Objective Structured Clinical Examination.

Tony Ivcevic, DD – Chair

Erin Barbeau, DD

Ashley Adams, DD

## Registration Committee

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

Jatinder Sharma, DD – Chair

Corey Hyde, DD

Anne Keough, DD

Jason Le, DD

Darron Ward, DD

Darrell Cruz, DD

## 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

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

# Continuing Competence Report

The College's authority for the Continuing Competence Program (CCP) resides in the College's Standards of Practice. 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 activities that are relevant to their practice of denturism. 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 2024, 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 practice permit 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 42 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 2024, all members were in compliance with their CCP requirements.



# Registration Report

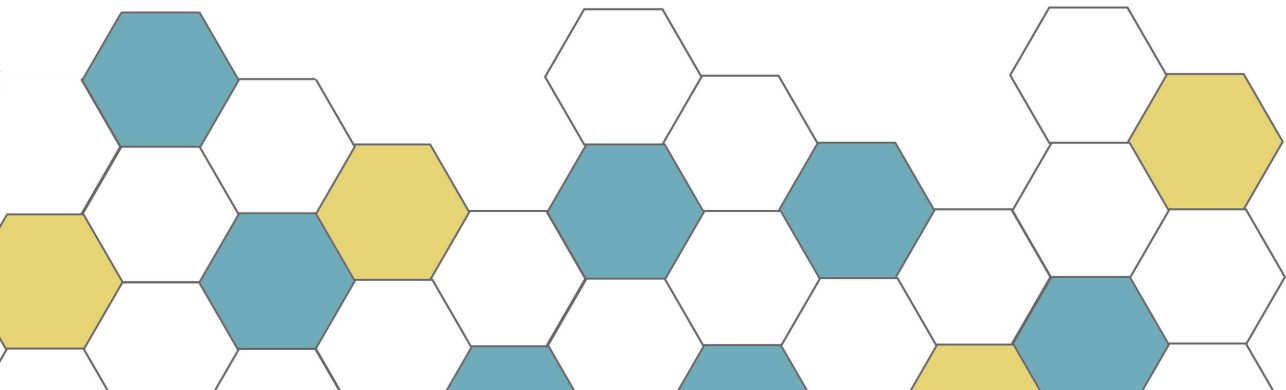
The College works to ensure that solid and defensible criteria are in place by which applicants to the College are assessed for registration initially and at renewal. By these processes, we report our registration activities for 2024.

## Applications and Registrations

	2024		2023	
	Applications	Registrations	Applications	Registrations
New Graduates				
Alberta program	13	13	13	13
Out of province programs	0	0	4	4
Labour Mobility	4	4	2	2
Substantial Equivalence	4	2	1	0
Reinstatements	8	8	5	3
TOTALS	29	27	25	22

## Registration Renewals

	2024	2023
Total practice permits renewed	315	307





## Regulated Members (at December 31)

	2024	2023
Regulated Members		
General Register	313	303
Provisional Register	4	2
<b>Total Regulated Members</b>	<b>317</b>	305

## Courtesy Register

	2024	2023
Regulated Members		
Courtesy Register	0	0
<b>Total Regulated Courtesy Members</b>	<b>0</b>	0

## Transition from Regulated Membership

The following numbers represent those transitioning from regulated practice.

	2024	2023
Parental/Medical Leave	0	5
Retirement	9	4
Left jurisdiction	5	7
Other	4	3
<b>Total</b>	<b>18</b>	19

## Registration Review

In 2024, there were no reviews requested as a result of a registration decision.

# Professional Conduct Report

The College of Alberta Denturists (College) upholds its mandate under the *Health Professions Act* (HPA) by regulating the practice of denturists in the public interest. A key aspect of this responsibility is ensuring that patients receive ethical, competent, and safe care.

When a complaint is received, it undergoes a thorough review to determine the most appropriate course of action. This may involve facilitating a resolution between the parties, with or without the Complaints Director's assistance, or proceeding with further investigation. In some instances, a subject matter expert may be consulted, while in others, complaints may be dismissed due to insufficient information or lack of jurisdiction.

Regardless of the path taken, the College remains committed to a fair, transparent, timely, and professional complaint resolution process, ensuring public confidence in the regulation of denturists.

Complaints		Complaints	
Carried over from 2022/2023	4	Dismissed	6
New in 2024	27	Resolved informally	4
<b>Total</b>	<b>31</b>	Alternate Complaint Resolution	0
Closed in 2024	10	Investigated (files sent to investigation in 2024)	11
Remain active	21	Referred to a hearing	0

## Complaint Themes

Complaint themes revolved around fit, function, patient care, aesthetics, discrimination, and billing in 2024. Of the 10 files closed in 2024, the most common complaint was about patient care and fit and function of the dentures.

## 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 HPA.

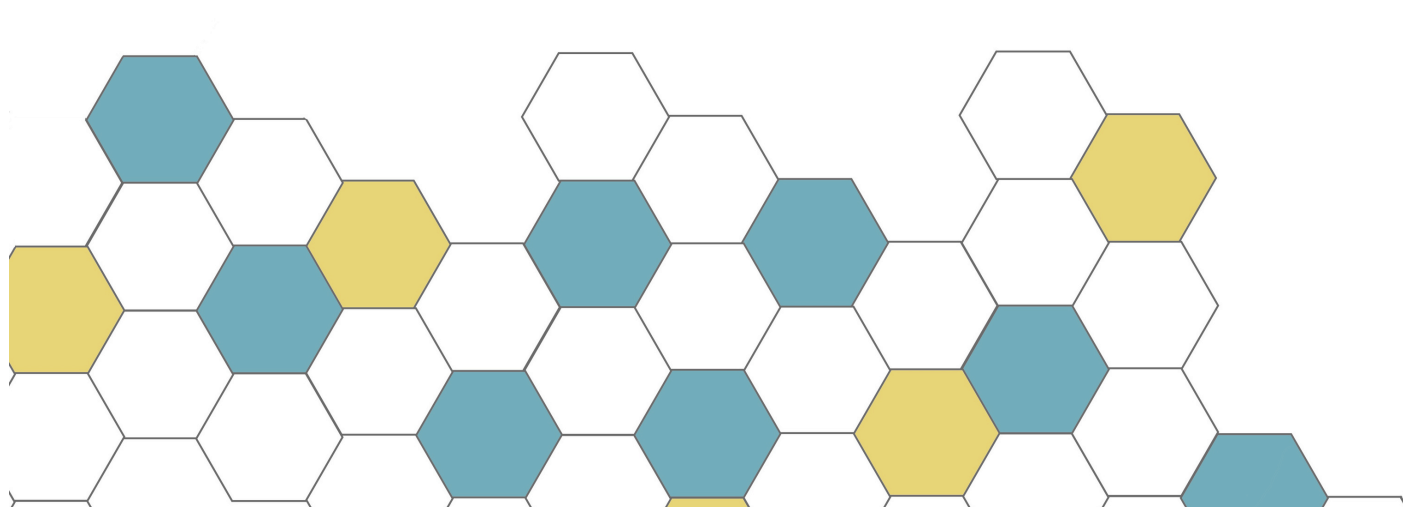
Hearings	Number of Hearings
Carried over from 2022*	2
Held in 2024	2

\*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
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



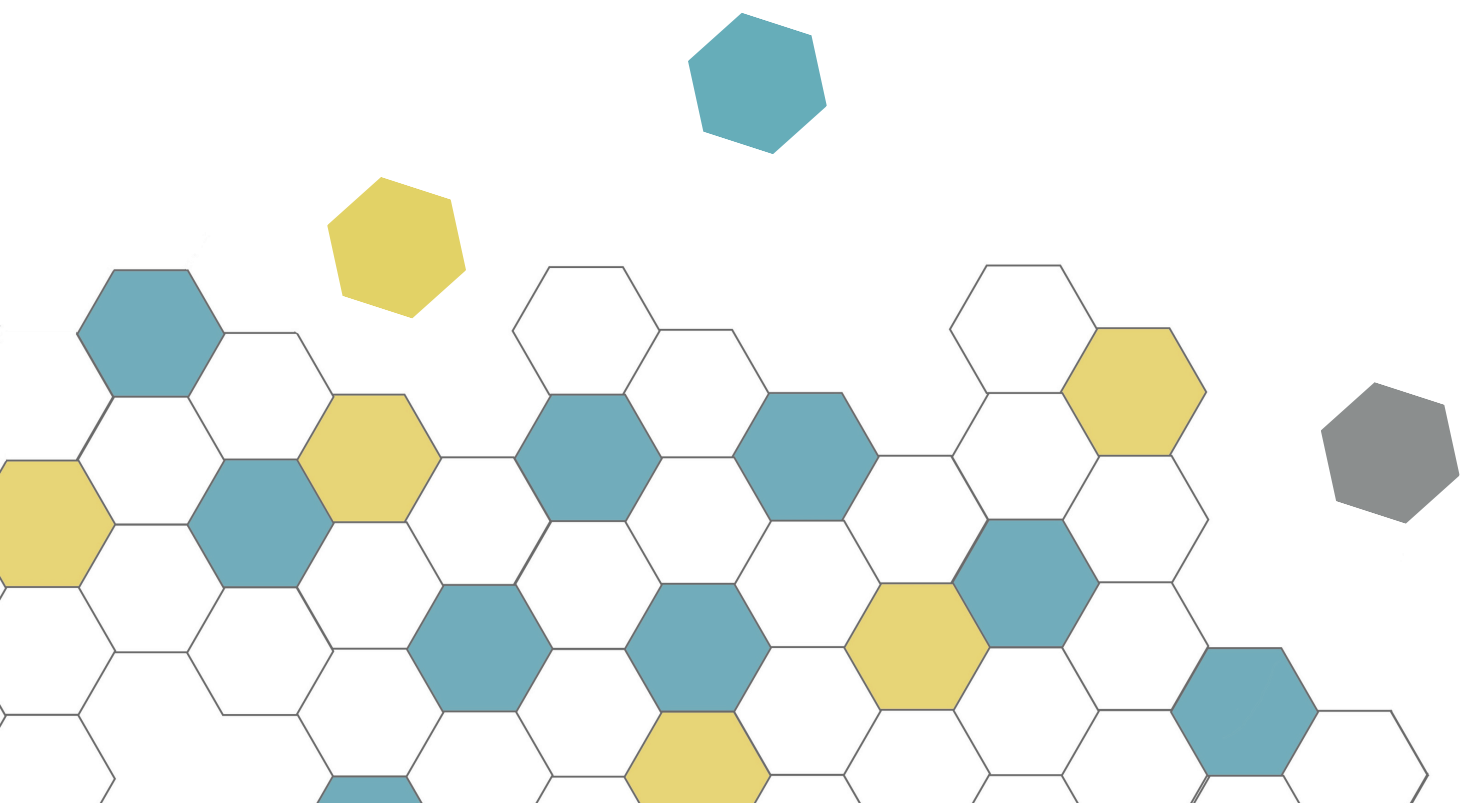
## Sexual Abuse and/or Sexual Misconduct Complaints

Under the HPA, all sexual relationships with patients are strictly prohibited, regardless of consent. The HPA distinguishes between sexual abuse, which involves physical sexual conduct with a patient and sexual misconduct, which includes inappropriate comments, gestures, or behaviours of a sexual nature.

If a patient reports allegations of sexual abuse or misconduct, the College provides support through the Patient Treatment and Counselling Fund, which offers financial assistance for treatment and counselling. Any finding of unprofessional conduct in these cases is taken seriously and may lead to significant consequences such as permanent cancellation of a denturist's registration and practice permit.

For reference, the following table provides data on these types of complaints, along with details on funds disbursed through the Patient Treatment and Counselling Fund.

Year	Sexual Abuse	Sexual Misconduct	Funds Dispersed
2024	0	0	\$0
2023	0	1	\$0
2022	0	0	\$0



# Patient Relations Program

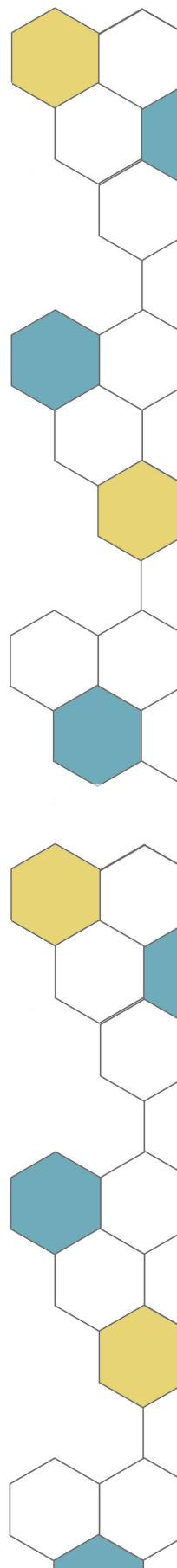
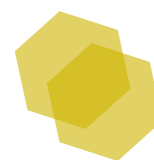
The College has established a Patient Relations Program in accordance with Part 8.2 of the *Health Professions Act*. This entity is multi-faceted in that it provides for:

## 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 has provided 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 published a practice guideline on the conduct of regulated members towards patients.



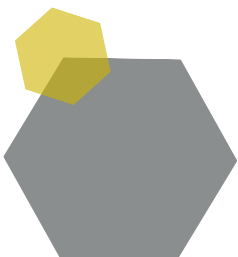
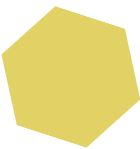
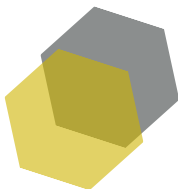
Funding for Treatment and Counselling

- 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 2024.

Funding Guidelines for Treatment and Counselling  
Annual Report

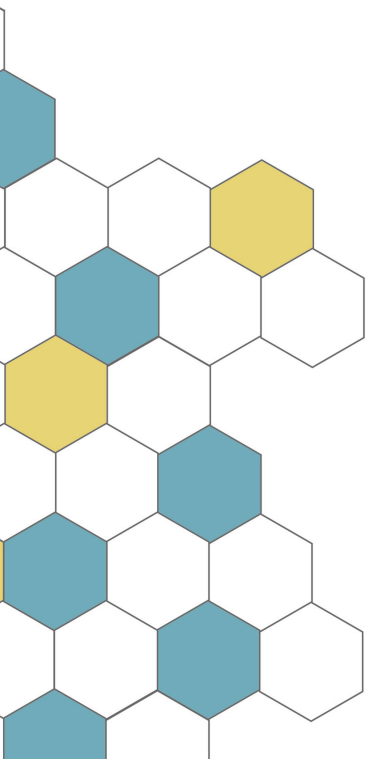
Reporting Period	January - December 2024		
	Related to Sexual Abuse	Related to Sexual Misconduct	Total
Number of Complaints	0	0	0
Number of Patients who Accessed the Fund	0	0	0
Amount of Money Dispersed	\$0	\$0	\$0

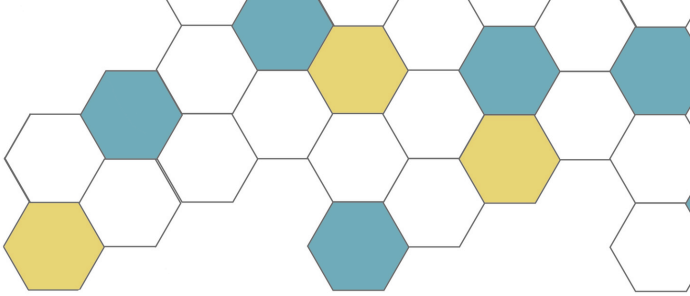


# Examination Report

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 as the multijurisdictional MCQ having many provinces subscribing to a single exam. In 2024, the OSCE has provincial context. A group of Canadian denturist regulators, in which Alberta is playing a pivotal role, is working to also establish a multijurisdictional OSCE first scheduled to take place in 2025. The movement towards a complete multijurisdictional exam gives the Colleges greater confidence in labour mobility.





## 2024 Examination Results

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

### February 2024

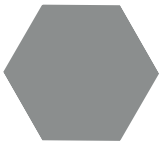
MCQ		
	Candidates	Successes
First-time sitting	1	1
Successive sittings	2	2

### June 2024

MCQ			OSCE	
	Candidates	Successes	Candidates	Successes
First-time sitting	19	18	19	16
Successive sittings	1	0	7	3

Candidates are advised that they have the option to appeal their results based on the exam process. There was one exam appeal in 2024.

The College would like to express its appreciation to all denturists who contributed their expertise and assistance. Their invaluable contribution 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

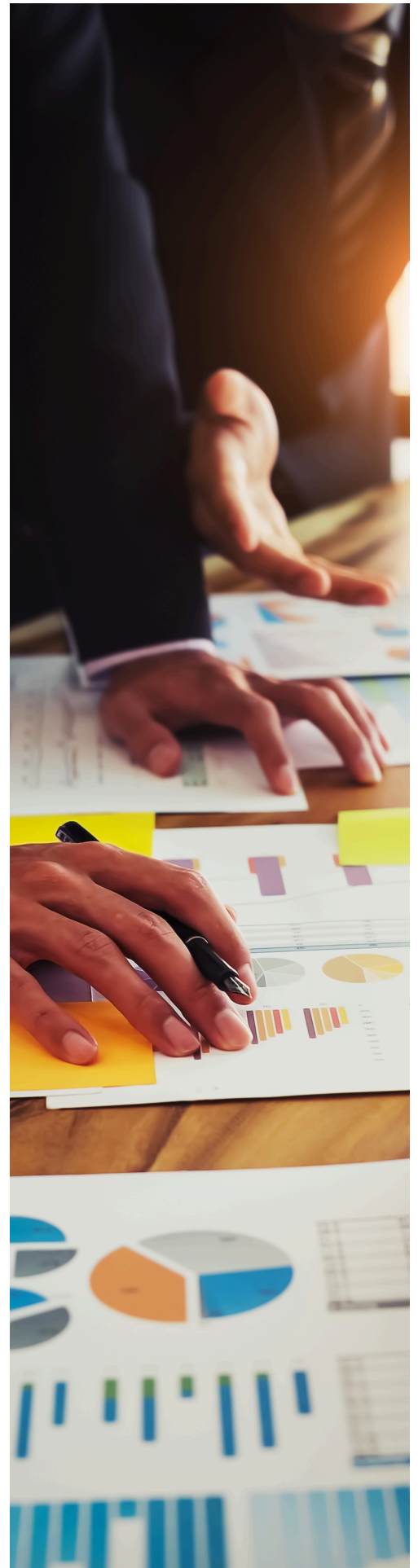
## Opinion

We have audited the financial statements of College of Alberta Denturists, which comprise the statement of financial position as at December 31, 2024, 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, 2024, 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.



### 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  
June 3, 2025

## College of Alberta Denturists

### Statement of Financial Position

December 31	2024	2023
<b>Assets</b>		
Current		
Cash	\$ 1,012,659	\$ 1,172,495
Short term investments (note 3)	972,840	789,773
Accounts receivable	36,447	18,576
Prepaid expenses	32,778	10,796
	2,054,724	1,991,640
Capital assets (note 4)	18,869	24,333
Deposits	6,848	6,848
	\$ 2,080,441	\$ 2,022,821
<b>Liabilities</b>		
Current		
Accounts payable and accrued liabilities (note 5)	\$ 42,128	\$ 59,801
GST payable	25,868	29,153
Deferred income (note 6)	780,000	747,250
Current portion of capital lease obligation (note 7)	4,149	4,149
	852,145	840,353
Capital lease obligation (note 7)	-	4,149
	852,145	844,502
<b>Net Assets</b>		
Unrestricted General Fund	273,804	372,510
Invested in Capital Assets	14,720	16,037
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	844,772	694,772
	1,228,296	1,178,319
	\$ 2,080,441	\$ 2,022,821
<b>Commitments (note 8)</b>		

See accompanying notes

# College of Alberta Denturists

## Statement of Operations

Year ended December 31	2024	2023
<b>Revenues</b>		
Regulated member permit fees	\$ 770,845	\$ 818,221
Examination fees	122,900	115,925
Application fees and late penalties	7,508	9,922
Non-regulated member permit fees	150	-
Professional conduct hearing order recovery	-	2,750
	901,403	946,818
<b>Expenditures</b>		
Salaries, remuneration, and benefits (note 9)	299,923	282,076
Professional conduct	171,204	211,979
Examination costs	93,213	85,172
Corporate services	92,277	79,095
Committees	82,956	73,936
Rent	50,480	46,341
Professional fees	38,798	53,826
Information technology	36,410	24,105
Interest and bank charges	24,319	22,433
Amortization	5,465	6,523
	895,045	885,486
<b>Excess of revenues over expenditures from operations</b>	6,358	61,332
<b>Other income</b>		
Interest income	40,835	25,455
Government assistance	2,784	7,813
	43,619	33,268
<b>Excess of revenues over expenditures</b>	\$ 49,977	\$ 94,600

See accompanying notes

## College of Alberta Denturists Statement of Changes in Net Assets

Year ended December 31, 2024

	2024						
	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
<b>Balance, beginning of year</b>	\$ 1,178,319	\$ 372,510	\$ 16,037	\$ 10,000	\$ 60,000	\$ 25,000	\$ 694,772
Excess (deficiency) of revenues over expenditures	49,977	55,442	(5,465)	-	-	-	-
Transfers to (from) unrestricted general fund	-	(154,148)	4,148	-	-	-	150,000
<b>Balance, end of year</b>	\$ 1,228,296	\$ 273,804	\$ 14,720	\$ 10,000	\$ 60,000	\$ 25,000	\$ 844,772

	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
<b>Balance, beginning of year</b>	\$ 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
<b>Balance, end of year</b>	\$ 1,178,319	\$ 372,510	\$ 16,037	\$ 10,000	\$ 60,000	\$ 25,000	\$ 694,772

# College of Alberta Denturists

## Statement of Cash Flows

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Year ended December 31	2024	2023
<b>Operating activities</b>		
Excess of revenues over expenditures	\$ 49,977	\$ 94,600
Adjustment for Amortization	5,465	6,523
	55,442	101,123
Change in non-cash working capital items		
Accounts receivable	(17,871)	(12,673)
Prepaid expenses	(21,982)	(8,321)
Accounts payable and accrued liabilities	(17,674)	13,668
GST payable	(3,285)	(6,864)
Deferred income	32,750	(57,200)
	27,380	29,733
<b>Investing activities</b>		
Purchase of short term investments, net of redemptions	(183,067)	(250,455)
Purchase of capital assets	-	(2,937)
	(183,067)	(253,392)
<b>Financing activity</b>		
Repayment of capital lease obligation	(4,149)	(4,149)
<b>Net decrease in cash</b>	(159,836)	(227,808)
<b>Cash, beginning of year</b>	1,172,495	1,400,303
<b>Cash, end of year</b>	\$ 1,012,659	\$ 1,172,495

See accompanying notes

December 31, 2024

### 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.

#### (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



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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.

(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.

(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 Reserve 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,

December 31, 2024

allocate funds from the General Fund to supplement operating cash shortfalls. This fund is held for that purpose.

### Restricted Patient Treatment and Counselling Reserve Fund

As per the *Health Professions Act*, 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 may 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.

### 3. Short term investments

	2024	2023
One year non-redeemable GIC bearing interest at 4.90% per annum. The investment matures on June 7, 2025.	\$ 519,429	\$ -
One year cashable GIC bearing interest at prime minus 2.25% per annum (effective rate of 3.2% at year end). The investment matures on June 7, 2025.	358,224	-
One year cashable GIC bearing interest at prime minus 2.45% per annum (effective rate of 3.0% at year end). The investment matures on June 7, 2025.	60,118	-
One year cashable GIC bearing interest at prime minus 2.45% per annum (effective rate of 3.0% at year end). The investment matures on June 7, 2025.	25,049	-
One year cashable GIC bearing interest at prime minus 2.45% per annum (effective rate of 3.0% at year end). The investment matures on June 7, 2025.	10,020	-
GIC investments matured during the year.	\$ -	\$ 789,773
	<u>\$ 972,840</u>	<u>\$ 789,773</u>

December 31, 2024

Included in short term investments are amounts accrued for interest earned in the current fiscal year of \$22,478 (2023 - \$10,673).

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

	2024		2023	
	Accumulated		Net	
	Cost	amortization	Net	Net
Equipment	\$ 58,384	\$ 47,480	\$ 10,904	\$ 13,629
Furniture and fixtures	58,818	55,042	3,776	4,720
Computer equipment	33,520	30,060	3,460	4,943
Computer software	24,083	23,354	729	1,041
	<u>\$ 174,805</u>	<u>\$ 155,936</u>	<u>\$ 18,869</u>	<u>\$ 24,333</u>

Included in capital assets are assets under capital lease with a cost of \$20,746 (2023 - \$20,746) and accumulated amortization of \$11,186 (2023 - \$8,796).

#### 5. Accounts payable and accrued liabilities

	2024	2023
Accounts payable and accrued liabilities	\$ 33,249	\$ 39,658
Wages and vacation payable	8,629	13,911
Source deductions payable	250	6,232
	<u>\$ 42,128</u>	<u>\$ 59,801</u>

#### 6. Deferred income

Deferred income consists of annual member dues for 2025, which have been received prior to December 31, 2024.

#### 7. Capital lease obligation

	2024	2023
Capital lease contract with office equipment with a net book value of \$9,560 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	\$ 4,149	\$ 8,298
Less current portion	<u>4,149</u>	<u>4,149</u>
Due beyond one year	\$ -	\$ 4,149
2025	<u>\$ 4,149</u>	
Total future minimum lease payments	4,149	
Less current portion	<u>4,149</u>	
	<u>\$ -</u>	

#### 8. Commitments

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

The College leases is 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:

December 31, 2024

### 8. Commitments, continued

2025	\$	52,202
2026		52,202
2027		<u>26,101</u>
	\$	<u>130,505</u>

### 9. Salaries, remuneration, and benefits

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

	2024	2023
Administrative salaries	\$ 217,220	\$ 204,796
Administrative benefits	30,442	28,969
Other remuneration	<u>61,571</u>	<u>58,003</u>
	<u>\$ 309,233</u>	<u>\$ 291,768</u>

### 10. Committees

	2024	2023
Council	\$ 60,563	\$ 44,345
Ad Hoc	10,347	-
Registration	5,395	3,678
Examination	5,338	14,148
Legal Consultation	<u>1,313</u>	<u>11,765</u>
	<u>\$ 82,956</u>	<u>\$ 73,936</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 Canada-Alberta Job Grant (2023 - Alberta Jobs Now Program) in the amount of \$2,784 (2023 - \$7,813).

### 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 and floating 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**

780.429.2330 | [www.abdenturists.ca](http://www.abdenturists.ca)  
405, 10408 124 Street NW  
Edmonton AB T5N 1R5