

ACTION PLAN -YEAR 1 PROGRESS UPDATE

NOVA SCOTIA COLLEGE OF COUNSELLING THERAPISTS

ACTION PLAN TIMELINES:

TIMELINES FOR ACTION PLAN PROGRESS UPDATES					
Due Date	Action Plan Deadline	Action Plan Progress Update 1	Action Plan Progress Update 2		
Actual Completed Date	2021-05-19	2022-06-13	2023-06-01		

ACTION PLAN:

ACTION PLAN – AREA #1:	Response to FRPA Review Question #20
FRPA SECTIONS:	Sections 7(c), 9(a), 16(3)(a), (b), (e) and (g)
AREAS OF NON-COMPLIANCE TO BE ADDRESSED:	<p>Areas of non-compliance to be addressed in an action plan are as follows:</p> <ul style="list-style-type: none"> - ensure that individuals acting as decision-makers in internal reviews receive training on conducting an internal review. - develop a plan and document training provided to individuals who make internal review decisions
REGULATOR ACTION PLAN:	<p>As of this report, an on-boarding package has been developed for new members and incumbent members who have not had training or introduction to the Committee. It includes adaptations of documents produced by NSRHPN as well as excerpts from the <i>Counselling Therapists Act</i>.</p> <p>The College has engaged the law firm of Pink-Larkin (Governance Section) to provide 3 hours of web-based training consisting of the following components:</p> <ul style="list-style-type: none"> • An orientation to professional regulation • Review of the Act & Regulations regarding Registration Appeals • Review of the FRPA requirements • Fundamentals for ensuring a fair and transparent Appeals Process • “How to” conduct a Registration Appeal • Basics of decision making and decision writing
INTENDED COMPLETION DATE:	September 2021
Year 1: Action Plan update. Due: 2022-06-01	As indicated in the above action plan, the College remains prepared to launch the noted training session at relatively short notice. Unfortunately, two of the three appeal committee members had their terms conclude at the end of April and have chosen not to re-offer. We will conduct the program as soon as the committee returns to full compliment. Given the summer months approaching, we anticipate that the action plan will be complete no later than September 30, 2022.
FRPA Review Officer Comments	As noted by the regulating body, this area is a work in progress. Therefore, a Year 2 progress report will be required on or before June 1, 2023 . Compliance is expected to be achieved by that time.



SIGNATURE OF THE AUTHORIZED MEMBER OF THE REGULATING BODY:

Name (print): John Hubert _____

SIGNATURE OF THE FRPA REVIEW OFFICER:

2022-08-02

X

Signed by: Frank Reinhardt