

# Update CPTBC

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## THE QUALITY ASSURANCE PROGRAM

*Monitoring and Supporting the Continuing Competence of Physical Therapists in BC.*

### Did You Know.....

Since the Quality Assurance Program (QAP) was announced in April 2008, approximately 446 physical therapists from around BC have volunteered their time to help build the program. With the assistance of educational and competency consultants, these volunteers and the staff at the College are developing a program that will be fair to the profession and credible to the public and other stakeholders who need to be assured that physical therapists practice safely, ethically and effectively. Changes to the *Health Professions Act* in 2007 required the College to establish a program that provided evidence to support its present claim that registered physical therapists in BC are competent. The process is challenging; here is how it's taking shape.

### Three Layers

The three layers of the program are designed to systematically monitor and support competence. The first two layers: the Annual Self-Report and the Registrant Competence Assessment are being developed together. By doing this physical therapists will be able to monitor their own competence, identify weak areas, improve on these, and be prepared for the competence assessment. Below is an example concerning retention of client records.

### First Layer: Annual Self Report

#### Annual Self Report

- Physical therapists answer questions regarding ethical, professional, and/or legal responsibilities.
- Available online so participants can link to College resources to help them answer the question.
- Immediate feedback report provided – outlining correct answers.
- College does not keep individual responses but analyzes aggregate data to understand where more supports are needed.
- Pilot test begins Spring 2010. *Sign up to test this tool.*

#### Example of Self Report Question:

**Q:** According to *Practice Standard No. 1 – Clinical Records* what is the minimum time required for keeping clinical records?

- a. as long as the client is active
- b. one year from the date of last entry
- c. six years from the date of last entry
- d. ten years from the date of last entry

Not sure? Before responding click on Practice Standard No. 1 to review and find the correct answer.

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INSERT:  
2010 PCE Examiner Application

## Second Layer: Registrant Competency Assessment

### Registrant Competence Assessment

- Physical therapists are presented with written case scenarios representing actual practice; responses test the key features considered critical to resolving the problem.
- Completion of the Annual Self Report will help physical therapists prepare for assessment.
- Developed by a team of physical therapists to ensure context and key features are accurately depicted.
- Taken once every 6 years.
- Launch proposed for 2012.

### Example of Competence Assessment Question:

- Practice scenario describes a situation where a 40-year-old patient requests a copy of their clinical records. The PT hasn't seen the patient in 4 years and isn't sure she still has the patient's clinical record. (scenario abbreviated for the newsletter).
- The key feature questions inquire about the responsibilities of the PT and you choose the correct answer(s).
- Having identified in a previous Annual Self Report that this was an area you needed to review, you read Practice Standard No. 1 and are able to answer the assessment question.

## Third Layer: Practice Support

### Practice Support

- An individualized plan to provide support to improve competency.
- Estimate based on literature is that 1-3% of physical therapists will require this.
- Launch proposed for 2012.

### Interested in volunteering?

An effective way to understand the program and ensure it is fair to the profession and credible to the public is by volunteering to provide input into the various components of the Quality Assurance Program. Currently the College is seeking volunteers for the following:

#### Pre-pilot and pilot testing the Annual Self Report (ASR)

Help to build the online ASR tool. The ASR Subcommittee needs 15-20 registrants to review and provide feedback before pilot testing begins. The expected time commitment is 3-4 hours per month from January to March of 2010.

Pilot testing is planned for late spring 2010, when we will need additional physical therapists to trial the ASR and provide feedback.

To sign up or for additional information, please email the Practice Advisor, Susan Paul at [susan\\_paul@cptbc.org](mailto:susan_paul@cptbc.org)

#### Want to know more?

The Quality Assurance Coordinator, Olga Nestic, is available by phone (604-730-9193) or via email ([olga\\_nestic@cptbc.org](mailto:olga_nestic@cptbc.org)) to answer questions. Olga is available to come to your workplace and provide a presentation on the Quality Assurance Program. There will be a presentation at the annual general meeting on April 17, 2010. Plan to attend!



## OFFICE HOURS DURING THE HOLIDAY SEASON



The office will maintain regular office hours  
during the holiday season  
8:30 a.m. to 4:30 p.m.

The office will be closed on December 25, 2009,  
December 28, 2009 and January 1, 2010

## NOTICE OF 2010 ANNUAL MEETING ANNUAL GENERAL MEETING AND EDUCATION PROGRAM

The College of Physical Therapists of BC and the Physiotherapy Association of BC Joint Initiative Committee (JIC) invite you to save the date – **Saturday, April 17th, 2010.**

The JIC is pleased to be hosting two speakers who will discuss:

- getting patient consent in challenging practice scenarios, and
- what to be aware of when planning to discharge a patient against the patient's wishes.

### CALL FOR NOMINATIONS

Are you interested in making a valuable contribution to your profession?

Do you want to gain experience into professional health regulation issues, including registration, inquiry, discipline, quality assurance, patient relations, legislation and finance?

Are you interested in learning more about the *Health Professions Act* and the College's Bylaws and in gaining some insight into the legal process?

If so, now is the time to consider serving on the College's Board.

**NOMINATIONS ARE NOW OPEN** for three Board positions, each to be elected for a two-year term.

The College Board has a total of nine members: six are physical therapists elected by the College's registrants and three are public representatives appointed by the Ministry of Health. A physical therapy student representative from the University of British Columbia Department of Physical Therapy also attends the meetings.

Board members are expected to attend all Board meetings and to serve on one or more College committees. Board meetings are held at least five times a year, usually on a Saturday, in Vancouver. Some committee meetings occur around the same time as Board meetings to facilitate travel for out of town members.

Full registrants from all parts of the province, who practice either in the public or private sector, are encouraged to accept nominations for the three upcoming vacancies on the Board.

For further information about this opportunity contact the College Nominations Committee c/o the Registrar at [brenda\\_hudson@cptbc.org](mailto:brenda_hudson@cptbc.org) or 604 730 9193. Nomination forms can be obtained from the College office by contacting Sue at 604 730 9193 or [susan\\_fawcett@cptbc.org](mailto:susan_fawcett@cptbc.org).

**DEADLINE FOR NOMINATIONS: 4 p.m. PST FEBRUARY 22, 2010**

## REGISTRATION REPORT

### Annual Registration Renewals – Deadline January 1, 2010

The College's Bylaws require the annual renewal of the registration of all full, limited, interim and inactive registrants and the cancellation of registration when renewal does not take place. **If your registration is cancelled due to failure to renew, you must not work as a Physical Therapist in British Columbia.** You may apply to have your registration reinstated by submitting the completed renewal form, proof of malpractice liability insurance and the reinstatement fee within one year of cancellation.

Online renewal is simple, easy and secure. We will need a valid email address if you want to receive your renewal notice electronically. The College already has your email address if you have received previous electronic communications from us.

## INSTRUCTIONS FOR ONLINE RENEWAL

### LOGIN

- Click on Registrant Login at [www.cptbc.org](http://www.cptbc.org)
- Login using your user ID (in the format of firstname.lastname) and password (after three incorrect attempts the system will lock you out and you must close and reopen your browser).
- Click on the renewal tab.

### STEP 1 – REVIEW YOUR PROFILE

- Review and update your profile as needed.
- To update:
  1. Click the [\[here\]](#) link under Step 1 on the top left hand corner of the page.
  2. Change contact information, personal information, workplace, education and name by clicking the appropriate link located in the box at the top of the page.
  3. Click on the [\[Change Workplace\]](#) link, click on the edit link. A pop up box will open.  
Complete/update the workplace information on Area of Practice, Age of Clients, Level of Clients, Category and Status.
  4. ON EACH PAGE Click [Submit](#) (located on the bottom left side of each page) to save your changes.  
**NOTE:** If you cannot find your workplace, city or country in the menu, please contact the College.
- Click [Renewal](#) and [Step 2 – Renew your Registration](#) to move to the next step.

### STEP 2 – RENEW YOUR REGISTRATION

- Verify your registration status for the upcoming year.  
Click on the current status to change your status.  
**NOTE:** If you are planning to change your status from full to inactive, cancelled in good standing or retired, consider calling the College to obtain more information about these options.
- Enter the total number of hours you practiced or intent to practice in 2009.
- Click on the appropriate box for liability insurance.  
**NOTE:** If you have liability insurance through CPA, another insurance agency or the government, you must send a copy of your certificate to the College either by email at [registration@cptbc.org](mailto:registration@cptbc.org) or by fax at 604 730 9273.

- Check the boxes at the bottom of the page if the statements are true.
- Contact the College office if any statements are not true.
- Click [Submit](#) to move to the next step.

### STEP 3 – PAY NOW

#### 2010 REGISTRATION RENEWAL FEES

#### Registration Fees

full .....	\$350.00
interim .....	\$350.00
limited .....	\$350.00
inactive .....	\$ 75.00

#### Late Fees

full registrant .....	\$70.00
interim registrant .....	\$70.00
limited registrant .....	\$70.00
inactive registrant .....	\$15.00

#### Reinstatement Fees

full registrant .....	\$122.50
interim registrant .....	\$122.50
limited registrant .....	\$122.50
inactive registrant .....	\$ 26.25

- For payment by credit card:
  1. Ensure all fields marked with an \* are completed.
  2. Click Process Transaction to process credit card payment.
  3. Payment confirmation will appear on screen and will also be emailed to you.
- For payment by cheque: Mail your cheque to CPTBC at:

302-1765 West 8th Avenue  
Vancouver, BC V6J 5C6

**NOTE:** You may also drop off your cheque at the office or in the drop box located at the front entrance of the building.

### TO CONFIRM SUCCESSFUL RENEWAL

- The Renewal tab will disappear.
- Your 2010 registration card and income tax receipt will be mailed to you.

### HELP

- Call the College at 604 730 9193 or email at [info@cptbc.org](mailto:info@cptbc.org)

## ARE YOU THINKING ABOUT CHANGING YOUR REGISTRATION STATUS THIS YEAR?

### **I've heard of inactive registration but what is it?**

Inactive registrants cannot practice physical therapy in B.C., serve on the College Board, a committee or vote on College issues. However they are entitled to use the title physical therapist or physiotherapist.

### **I'm currently a full registrant. Should I go on the inactive register if I am going to be on leave next year?**

This is dependent on a few factors including (1) the length of your leave of absence and (2) whether you have valid malpractice liability insurance throughout the whole year.

#### (1) Length of Absence

If you are on leave for a year or less, the advantage of staying as a full registrant is that you can resume work at anytime during the year without having to apply to the College to reactivate your status as a full registrant. However you will have to pay the full fee by January 1st and you will have to purchase liability insurance. If you change your status to inactive, you are entitled to the title physical therapist; you only pay a portion of the registration fee and you defer paying the remaining amount until you reactivate your registration; and you do not need to purchase liability insurance. However there is an application process when you reactivate your registration and processing time is approximately 2 weeks.

If you are on leave for more than a year, the advantage of changing to inactive registration includes lower renewal fees (\$75.00 per year for each year that you are inactive) and you do not have to purchase liability insurance. However if you wish to have the flexibility of resuming practice without undergoing the application process, you can choose to remain as a full registrant. Full registration fee is \$350.00 and you must show proof of liability insurance.

#### (2) Liability Insurance

If you do not have valid liability insurance, you must either change your status to inactive, cancel in good standing or retired. Liability insurance is a mandatory requirement for full registration.

### **What is the application requirement to change from inactive to full registration?**

You will need to submit the following to the College:

- Letter of request.
- Application form.
- An up-to-date resume (If you did not work while on the inactive register please indicate this in your resume, i.e. sabbatical and dates).
- Criminal Record Review form and \$20.00 associated fee payable to the Minister of Finance. The Criminal Record Review is a mandatory requirement of the Ministry of Public Safety and Solicitor General and the College cannot waive this requirement.
- Letter of confirmation from your insurer or from the hospital or government agency/employer for malpractice insurance in the amount of at least three million dollars (\$3M CAD) per occurrence.
- \$275.00 fee payable to the College of Physical Therapists of BC.

If you have questions regarding registration options, please contact the College.

## COMINGS AND GOINGS

### Carlyne Massincaud, Administrative Assistant

The College said good-bye to Carlyne in October 2009. Carlyne joined the College staff in May 2007 and many of you may have spoken to her when you called the office. Her cheerful demeanor will be missed. We wish Carlyne well in her future endeavors.

## FREQUENTLY ASKED QUESTIONS

### Business and Marketing Practices

**Q: Can I market my business by offering coupons for discounted physical therapy services, or donate a gift certificate for a free treatment session to be used as a door prize by a local organization?**

A: Recently, the Standards of Practice Subcommittee has received several questions from registrants regarding prepayment for 'blocks' of treatment, and discounted or free physical therapy services. The subcommittee recognizes that College regulation is silent on issues of fee structure, and offering discounted or free services as a means of acquiring new patients. However, there are Bylaws and a Practice Standard that physical therapists should consider carefully.

#### College Bylaw 55, Code of Ethics

**Section 1.1:** *physical therapists shall consider the well-being of the client as their primary concern...*

**Section 1.9:** *physical therapists must not treat clients when ... the commencement or continuation of physiotherapy is contra-indicated or unnecessary.*

#### Bylaw 57 (4)

*Where the client is assessed a fee for physical therapy services, the client must be notified of the charges in advance.*

#### Bylaw 57 (5)

*The physical therapist shall verify all accounts rendered on a fee-for-service basis.*

#### Bylaw 57 1(a)

*A registrant must not charge fees for services which have not been provided.*

#### Bylaw 57 1(b)

*A registrant must not treat a client solely for financial gain rather than for the benefit of the client.*

#### College Practice Standard No. 8 Conflict of Interest [excerpt only]

*A conflict of interest is a breach of an obligation to one's professional ethics which has the effect, or intention, of advancing one's own interest or the interest of others in a way detrimental to the interest of the client, or potentially harmful to the integrity of the physical therapy profession. **Conflicts of interest and the appearance of conflicts of interest must be avoided.***

*A conflict of interest arises when a physical therapist's actions or decisions may reasonably be perceived to be, or are in fact, motivated or influenced by financial gain or the potential for financial gain. A physical therapist shall not render service in any situation that will compromise his/her professional integrity, standard of practice, or place him/her in a conflict of interest.*

*The physical therapist only provides professional services in situations where there is a demonstrated need for the services. The physical therapist must not continue services to a client when the services are no longer required by the client.*

Where **pre-payment** for one treatment occurs, the receipt must indicate that payment is for 'pre-payment' of physical therapy services. There is a risk with pre-payment that by providing a receipt for 'physical therapy services' in advance of the service occurring, that the receipt could be submitted for re-imburement by a third party payer, even if the treatment were cancelled and a refund issued. After the pre-paid physical therapy service occurs, a second receipt indicating that service was provided, must be provided.

There must be a clearly communicated **refund policy** indicating that if either the patient or the physical therapist cancels the pre-paid treatment that the fee will be refunded in full, without penalty. Where a cancellation fee exists it must be clearly communicated to patients in advance. Pre-payment for services must not be required in order for treatment to occur.



**Pre-payment for a block of services** could, from the public perspective, have the appearance of a conflict of interest. When fees have already been paid for services (ie. 10 visits) and clinical judgment indicates the patient should be discharged after 8 visits, this requires that the physical therapist pay back fees to the client. Would the patient perceive that you extended treatment to the pre-paid amount based on financial interests rather than patient interests?

With respect to offering **free or discounted services** in any form (eg. coupons, draw prizes, discounts for certain groups, etc.) as a means of acquiring new patients, this could be seen as inducement where services are not needed. Practice Standard No.8 states that *the physical therapist only provides professional services in situations where there is a demonstrated need for the services. The physical therapist must not continue services to a client when the services are no longer required by the client.* College Bylaw 55, the Code of Ethics, section 1.9 states that *physical therapists must not treat clients when... the commencement or continuation of physiotherapy is contra-indicated or unnecessary.*

Regardless of the fee charged, physical therapists must provide safe, ethical, and effective treatment and meet all College requirements.

**Q: Can I accept payment for referrals?**

A: Recently the College received a letter from a sauna company inviting physical therapists to register to be part of their "Health Professional Rebate Program". The letter indicates that if you present a patient with their company pamphlet with your company information attached, and the patient purchases a sauna unit, that you will receive a cheque in the amount of \$200.00 – \$400.00.

College Bylaw 57, Business Practice Standards, prevents physical therapists from receiving fees for referrals, or making referrals based on financial gain. Subsection 1 (d) reads: *A registrant must not pay fees to any person who refers a client or receive fees from any person to whom a client is referred.*

Subsection 1 (e) i, ii, and iii states:

*A registrant must not supply, sell, rent or recommend for purchase any product, article or appliance:*

- i. solely for financial gain rather than for the benefit of the client,*
- ii. without considering the client's preference of supplier,*
- iii. where such products, articles or appliances are not directly related to the practice of physical therapy.*

A letter has been sent to the sauna company advising them of the College Bylaws.

**Q: I'm planning to purchase an Ultrasound/IFC/Laser Machine online; is there anything I should be aware of?**

A: Recently a physical therapist purchased an ultrasound machine online from an American company. When the unit arrived she realized it did not have a Canadian Standards Association (CSA) label on the machine. Concerned, she contacted the College to see if she could still use the ultrasound unit, since Practice Standard No. 2 – Electro Physical Agents requires that all electrical equipment be CSA, UL, or CE approved prior to patient use.

Fortunately, a local distributor was able to provide the College with assistance with this question. It seems that manufacturers of electrical units generally make two slightly different units. Apparently, because of the costs associated with applying for various safety standards, manufacturers configure one unit (ie. ultrasound) for sale within the country that meets local safety standards; and the second unit is for sale out of the country and meets safety standards in the countries to which it is being exported.

In the case of the physical therapist who called the College, she contacted the vendor and was able to get a full refund. The vendor also indicated that they would amend their website to make it clearer to buyers which units were intended for use in the USA, and which units were for use in Canada.

The take home message - before buying electrical equipment, be sure to confirm that the unit is CSA, UL, or CE approved.

**Q: Can I use testimonials in my advertising materials?**

A: Section 1 (d) of College Bylaw 58 – Advertising Standards states that: *Any advertising or marketing activity undertaken or authorized by a registrant in respect of his or her professional services must not be unverifiable.* Consider that testimonials are defined as a personal recommendation or statement of support, affirming the merits of a service. Is one patient's subjective opinion verifiable?

It is interesting to consider the College of Physiotherapists of Ontario (CPO) resources on this topic. The Standard for Professional Practice – Advertising requires that: *advertisements do not contain any information that could be interpreted to be an endorsement of a PT or his practice from an individual or organization.*

The CPO Guide to the Standards for Professional Practice goes on to say: *Physiotherapy care is provided on an individualized basis following an assessment and no two people are likely to have the same experience... Every patient will respond differently to treatment and “better” to one patient is not necessarily the same as “better” for another patient; because “better” can’t be measured in absolute terms, it cannot be verified.*

## PATIENT RELATIONS CORNER

### SEXUAL INVOLVEMENT BETWEEN A PHYSICAL THERAPIST AND A PATIENT IS:

- A. inappropriate behaviour
- B. sexual misconduct
- C. a crime
- D. all of the above

Before you answer, consider the following...

#### A. **INAPPROPRIATE BEHAVIOUR** between a physical therapist and a patient:

- **WORDS** of a sexual nature are inappropriate. Examples include: asking inappropriate details of the patient’s sex life (unrelated to those needed as part of a physical assessment), the physical therapist talking about his/her sex life, or fostering a climate of seduction or intimacy. Using terms of endearment such as “love” or “sweetheart”.
- **ACTIONS** of a sexual nature are inappropriate. Examples include: inappropriate body contact during a treatment or assessment such as brushing against a patient’s buttocks during a physical examination or touching of breasts or genitals, either directly or through clothing.
- Having **SEXUAL RELATIONS** with a patient is prohibited and is considered sexual misconduct.

#### B. Sexual involvement between a physical therapist and a patient is considered **SEXUAL MISCONDUCT**.

College Bylaws define “sexual misconduct” by a registrant as:

- a. sexual intercourse or other forms of physical sexual relations between the registrant and the patient,
- b. touching, of a sexual nature, of the patient by the registrant, or
- c. behaviour or remarks of a sexual nature by the registrant towards the patient.

#### C. Behaviour of a sexual nature between a health care professional and a patient may be considered sexual assault if the patient lays charges under the **Criminal Code**.

**Answer: (D) All of the above**

**There can be no sexual or intimate relationship between a physical therapist and a patient.** It is the physical therapist, not the patient, who is ultimately responsible for maintaining professional boundaries.



## DRY NEEDLING EDUCATIONAL PROGRAMS

Registrants are reminded that the dry needling course “Integrative Systemic Dry Needling for Physical Therapists” taught by Dr. Yun-tao Ma does not meet the College’s minimally accepted educational criteria to be included as an approved dry needling education program in Practice Standard No. 10 – Dry Needling for Physical Therapists. This course may supplement one of the College’s approved courses but on its own does not qualify as a College approved ‘entry level’ program.

## INQUIRY SUMMARIES

### Professional Misconduct

The College received a written complaint against a physical therapist alleging that the physical therapist is behaving in a manner such that she might pose a risk to her patients. The complainant alleged that the physical therapist is mixing up patients, is unaware of what she is doing and is not meeting the College standard for charting. Following an investigation the Inquiry Committee determined to act under section 33 of the *Health Professions Act*. The physical therapist advised the Inquiry Committee that she was changing her status with the College to ‘retired’. Based on this decision the Inquiry Committee determined under section 33(6)(a) of the *Health Professions Act* to take no further action in this matter. The file was closed.

### Professional Misconduct – Billing

The College received a written complaint against a physical therapist alleging that the physical therapist would not submit the patients’ bills to their lawyer for payment unless the complainants attended physical therapy twice per week even though the complainants only required weekly physical therapy. Following an investigation the Committee determined that there was no reason for it to take action against the physical therapist under the *Health Professions Act* for having breached 1) section 53(1)(f) - Professional Misconduct - contravening a standard of practice, clinical practice statement of the profession, or the code of ethics and 2) section 57(1)(b) - Standards of Practice - Business Practice Standards - A registrant must not treat a client solely for financial gain rather than for the benefit of the client. There is insufficient evidence to substantiate the allegation. The file was closed.

### Professional Misconduct – Exacerbation of Injury

The College received a written complaint against a physical therapist alleging that the physical therapist aggravated the complainant’s hip pain and caused her back pain as a result of the physical therapy treatment she received. Following an investigation into this matter the Inquiry Committee determined that based on the materials before it and concerns about possible professional misconduct under section 53 of the College’s Bylaws, there was cause to take action against the physical therapist under section 33(6)(c) of the *Health Professions Act* to act under sections 36(1)(c) of the *Health Professions Act*. The Committee requested the physical therapist consent to a reprimand for having breached Bylaw section 55(1.4) - Standards of Practice - Responsibilities to the Client - Physical therapists must give clients the opportunity to consent or decline treatment or alterations to the treatment regime by not having recorded a consent to treatment in the complainant’s clinical record.

### Professional Misconduct - Sexual Misconduct

The College received a written complaint against a physical therapist alleging that the physical therapist inappropriately touched her after the physical therapist applied heat to the complainant’s back during her treatment. Following an investigation the Committee determined that there was no reason for it to take action against the physical therapist under the *Health Professions Act* for having breached Bylaw section 53(1)(c) - committing an act of sexual misconduct, bylaw section 53(1)(f) – contravening a standard of practice, clinical practice statement of the profession, or the code of ethics; and Practice Standard No. 6 – Sexual Misconduct. The Inquiry Committee decided under section 33(6)(a) of the *Health Professions Act* to take no further action in this matter. The interim Undertaking consented to by the physical therapist during the course of this investigation was rescinded and the file was closed.

## CREATING COLLABORATIONS – PHYSICAL THERAPY RESEARCH IN BC

### Attention all Physical Therapists who are interested in being involved with research ....

In July 2009, a sample of Physical Therapists in BC were asked to complete a 'needs assessment' survey to help identify strategic directions for the newly created Physical Therapy Knowledge Broker position\*. One of the key findings from the survey was the request for establishing directories (lists) of BC Physical Therapists who are interested in collaborating on research projects. Specifically, the following findings were highlighted:

- Over 50% of respondents who were clinicians were moderately to very interested in having a directory of researchers.
- Almost 50% of respondents who were researchers were moderately to very interested in having a directory of administrators for research collaborations.
- 100% of respondents who were administrators were moderately to very interested in having a directory of clinicians for research collaborations.

Thus, it is clear that there is a desire for directories of researchers, administrators and clinicians who are interested in collaborating in physical therapy research. The directories will be housed on the Knowledge Broker websites at UBC and PABC (see links below) and be accessible for all those interested in finding researcher partners.

So, now is your chance to fulfill this need! If you are interested in being listed in this directory, please visit the following url/internet address: <https://www.surveyfeedback.ca/surveys/wsb.dll/s/1g396>

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\*For more information on the Physical Therapy Knowledge Broker position, the status of current knowledge broker projects and resources for knowledge translation please visit:

PABC Knowledge Broker webpage in the Members Only Section [www.bcphysio.org](http://www.bcphysio.org)

UBC Department of Physical Therapy Knowledge Broker webpage:

[http://www.physicaltherapy.med.ubc.ca/research/Physical\\_Therapy\\_Knowledge\\_Broker.htm](http://www.physicaltherapy.med.ubc.ca/research/Physical_Therapy_Knowledge_Broker.htm)

**ARE YOU MOVING?  
CHANGING YOUR STATUS?  
CHANGING YOUR NAME?  
MAIL OR FAX COUPON TO:**

Registration Program  
College of Physical Therapists of B.C.  
302-1765 West 8th Avenue  
Vancouver, BC V6J 5C6  
Phone: (604) 730-9193  
Fax: (604) 730-9273  
Email: registration@cptbc.org

**MOVING OR CHANGING JOBS?**

Name: \_\_\_\_\_

Full: \_\_\_\_\_ Inactive: \_\_\_\_\_ Interim: \_\_\_\_\_

Effective date of change: \_\_\_\_\_

**New Home Address**

\_\_\_\_\_  
\_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**New Business Address**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**CHANGING YOUR NAME?**

Reg. No. \_\_\_\_\_

From: \_\_\_\_\_

To: \_\_\_\_\_

Attach a copy of official change of name form or marriage certificate and \$25 each for a new certificate or registration card.

**GOING INACTIVE**

**CHANGE MY REGISTRATION STATUS**

\_\_\_\_\_  
(Print Name) & (Signature)

\_\_\_\_\_  
Registration Number

I am a full registrant in good standing with the CPTBC and intend to cease practice as a physical therapist in British Columbia. If I choose inactive registration, I understand that as an inactive registrant I no longer need to carry malpractice insurance, may not work in BC as a physical therapist and **MUST** renew my registration by December 31. Please change my registration status to:

- Cancelled in good standing
- Retired
- Inactive\*

on \_\_\_\_\_ (m/d/y)

\*If you choose inactive registration, please be aware of the following:

1. You must be a full registrant to qualify for inactive status. You must request this change in writing, either with this form, with a letter to the Deputy Registrar or on your annual renewal form.
2. You **must** change to inactive registration in BC if you no longer carry malpractice insurance.
3. There is no refund in whole or part of the annual registration fee when you change status during the year.
4. Inactive registrants may not work as physical therapists in any capacity, either clinically or non-clinically **and must report practice hours on renewal of registration.**
5. Inactive registrants continue to be listed in the register, receive the newsletter and any College mailouts.
6. To change from **inactive to full** registration at **any time during the year** you must first contact the office and obtain an application package. Allow three weeks for processing. Call the Deputy Registrar if you have any questions.

### ADVERTISING RATES

The College of Physical Therapist newsletter **Update** is published three times per year (spring, summer and fall).

Contact the College for submission deadlines.

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