

COLLEGE OF DIETITIANS OF BRITISH COLUMBIA

**Meeting of the Registration Committee
October 2, 2009, 11:05am-5:05pm
Room A253, Langara College, Vancouver, BC**

MINUTES

Present: Heather Martin (Chair), Monica McAuley (Vice-chair) (from 11:15am on), Maria Dedegikas (from 11:30am on), Frances Johnson, Lesley Nicholls (until 4pm) and Kundan Sangha

Guests: Adrienne Beck, Policy Analyst, International Qualifications Unit, Ministry of Advanced Education and Labour Market Development (12:30-3:30pm), Laura Cullen, GNS Program Director, Langara College (11:30am-3:30pm), Lynda Heyworth, Consultant (11:00am-3pm), Peter Lam, CDBC Board member (11:45am-3:00pm) and Gayleen Wren, DCE Program Coordinator, Langara College (11:30am-3:30pm)

Staff: Fern Hubbard, Registrar and Mélanie Journoud, Practice Advisor

Item No	Agenda Item	Discussion/Decision
1	Call to Order and Remarks of the Chair	Chair Martin called the meeting to order at 11:05am.
1.1	Adoption of agenda	Adopted as circulated.
1.2	Adoption of January 30, 2009 Minutes	<i>The Registration Committee resolves to approve the Minutes of the June 8, 2009 meeting as circulated. Carried.</i>
1.3	Mail ballot results and approved registrations	Circulated for information only.
2	Reports	
2.1	Staff report	The Registrar and the Practice Advisor answered questions on registration statistics and items of interest to the Committee. The Committee requested a summary of the Health Professions Review Board registration complaints at the next meeting.
2.2	Applicant status report	Circulated for information only: 28 international applicants; 2 CDRE 3 rd attempt applicants; 2 Canadian applicants. The Practice Advisor answered questions on applicant progress.
2.3	Approved upgrading courses	Circulated for information only.
3	On-going Business	
3.1	Essential Competencies Registration Project – Phase 2	The Registrar introduced Lynda Heyworth, consultant to the Essential Competencies Registration Project - Phase 2 and guests. Lynda presented her final report and answered questions.
3.1.1	Final Report to the Ministry of Advanced Education and Labour	Circulated for information only.

	Market Development	
3.1.2	Presentation notes	Circulated at the meeting for information only.
3.2	Competency Assessment Process (CAP) Pilot Update	Mélanie presented preliminary results of the Competency Assessment Process (CAP) pilot and answered questions. The Committee and guests discussed the new process and implications for practical training upgrading: challenges of funding additional practical training placements and educating dietitians in their preceptor roles. Adrienne was asked about Ministry funding for education processes needed to support labour mobility initiatives.
3.2.1	Presentation notes	Circulated at the meeting for information only.
3.2.2	Applicant #7	Circulated for information and discussion. The Committee reviewed the “blind” application of an internationally-educated applicant. The application compared the regular CDBC registration assessment process with the pilot competency assessment process. The Committee discussed differences between the two registration processes and concepts related to “self” assessment and “self” directed learning.
3.2.3	Applicant #104	Circulated for information and discussion. The Committee reviewed the “blind” application of a Canadian-educated applicant who is returning to practice. The application compared the regular CDBC registration assessment process with the pilot competency assessment process. The Committee discussed differences between the two registration processes and between their comfort with this applicant’s self-directed upgrading plan and the previous applicant’s plan. It was noted these were two of the six agreed-upon pilot applicants.
3.3	CDRE arrangements	<i>The Registration Committee approves the arrangements for the November 7, 2009 session of the CDRE in Vancouver as circulated. Carried.</i>
3.4	Draft bylaw amendments	The Registrar reported on the new draft registration bylaw amendments and asked for Committee input on several pre-circulated items. The Committee agreed that: -registration and renewal bylaws should include 600 hours of volunteer/paid work in the past 3 years -an amended definition of “600 hours” of practice was needed -the Committee will manage the Professional Practice Handbook and require a professional practice examination every 5 years, in line with the Criminal Record Re-check requirement -eligibility criteria for a “Provisional” registration class needed further discussion, and -Criminal Record Checks (CRCs) would be required for applicants moving to BC from other provinces (Fern to check during the Alliance’s October 19-20 meeting if “record of good standing” includes CRC information). The Committee deferred the discussion of the “Post-graduate Degree Route” requirements to the next meeting.
4	New Business	
4.1	International application	The Committee reviewed the application of DL who is educated internationally. <i>The Registration Committee resolves that, in order to meet the upgrading requirements of bylaw 44(2)(b), DL is required to complete the following academic and practical training upgrading requirements within three years, by October 2, 2012.</i> <ul style="list-style-type: none"> • <i>3 credits basic principles management</i> • <i>3 credits communication arts</i>

		<ul style="list-style-type: none"> • <i>Food Safe Basic and Advanced</i> • <i>A minimum of 600 hours (16 weeks at 37.5 hours per week) of supervised practical training: 300 hours (8 weeks) in clinical practice, 150 hours (4 weeks) in foodservice administration and 150 hours (4 weeks) in community nutrition. Carried.</i> <p><i>The Committee also recommends DL take the “Orientation to the Canadian Health Care System, Culture and Context” for internationally educated healthcare professionals.</i></p>
4.2	Professional Practice Handbook	The Registrar and the Practice Advisor reported on the Professional Practice Handbook development and feedback received from BC educators. The Committee recommended registrants review the handbook and write the handbook tests every 5 years, in line with the Criminal Record Re-check requirements for registration. Initial comments on the content were positive. Committee members will email any additional comments to Fern and Mélanie.
4.3	October 23 Annual General Meeting	Circulated for information only. Fern and Mélanie answered questions about videoconference sites and the complaint process workshop.
5	Next Meetings	<ul style="list-style-type: none"> • Friday, January 29, 2010, 12:00-5:30pm and, • Friday, April 23, 2010, 12:00-5:30pm
6	Announcements	Committee member Dedegikas suggested having next meeting packages delivered on a USB flash drive.
7	Adjournment	The meeting was adjourned at 5:05pm.