



Nova Scotia College of Respiratory Therapists

Proposed Bylaw changes

Please note that the following bylaws (new and revisions) will be voted on by the membership at the 2018 NSCRT AGM. Review the proposed changes carefully. Below is an index of the bylaws with proposed amendments. All NSCRT Bylaws can be found on the NSCRT website under the [“resources”](#) menu. Reflected in the table is the current bylaw, the amendment and the rationale for change. Areas of change are noted in bold font and underlined for ease of identification.

Proposed		Existing
1. Licensing Fees	Revised	Licensing Fees
2. Entry to Practice	Revised	Entry to Practice
3. Election of Board	Revised	Election of Board
4. Powers of Board Members	Revised	Powers of Board Members
5. Duties of the Treasurer	Revised	Duties of the Treasurer
6. Credential Committee	Revised	Credential Committee
7. Professional Practice Committee	Revised	Professional Practice Committee
8. Appendix 2: Member Fees	Revised	Appendix 2: Member Fees
9. Membership in Other Organizations	New	
10. Definitions	New	



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PROPOSED NSCRT BYLAW AMENDMENTS		
CURRENT	PROPOSED CHANGE	RATIONALE
<p>B) Licensing Fees 1 b) All Annual Licensing Fees shall be due and payable (in full) to the College <u>on the 31st day of March for the year then commencing.</u></p>	<p>1 b) All Annual Licensing Fees shall be due and payable (in full) to the College <u>on the 15th day of March for the year then commencing. Fees paid after this date, but before April 1 of the year commencing, will be subject to a \$50 late fee.</u></p>	<p>This change reflects the new deadline approved by the Board in 2017. It ensures that all registration fees are processed and accounted for prior to the end of the fiscal year to facilitate accurate accounting practices.</p>
<p>2 a) <u>Respiratory Therapy education programs in Canada are accredited by the Council on Accreditation for Respiratory Therapy Education (CoARTE). Applicants must have completed a CoARTE accredited program approved by the NSCRT Credentials Committee. Applicants who have not graduated from a CoARTE accredited program shall submit to a competency assessment to determine whether their education and experience is equivalent to Canadian respiratory therapy education.</u></p>	<p><u>Respiratory Therapy education programs in Canada are accredited by a national accrediting body approved by the NSCRT Credentials Committee. Applicants must have completed a respiratory therapy education program that is accredited by a national accrediting body approved by the NSCRT Credentials Committee. Applicants who have not graduated from an accredited program shall submit to a competency assessment to determine whether their education and experience is equivalent to Canadian respiratory therapy education.</u></p>	<p>As of August 2019, CoARTE will no longer be the accreditation provider. A more general statement will allow for any changes that may be made to accreditation service providers over time.</p>
<p>D. Board of the College 2 b) The President-Elect shall be elected at <u>every second Annual General Meeting of the College,</u> and automatically assume the <u>Presidency at the end of the second year</u> of the term of the incumbent President.</p> <p>4 a) The President shall serve <u>a two-year (2) term.</u> At the end of this term, the President Elect shall automatically assume the Presidency.</p>	<p>D. Board of the College 2 b) The president-elect shall be elected at <u>every third Annual General Meeting of the College,</u> and automatically assume the <u>Presidency at the end of the third year</u> of the term of the incumbent President.</p> <p>4 a) The President shall serve <u>a three-year (3) term.</u> At the end of this term, the President Elect shall automatically assume the Presidency.</p>	<p>The first year as NSCRT President is still one of adjustment and learning. The President is more comfortable in the role following the first year of the term. A longer term will provide for more stability and experienced leadership to the Board and the College.</p>



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<p>4 b) The President Elect shall serve a one-year (1) term prior to serving a <u>two-year (2) term</u> as President.</p> <p>4 c) The Past President shall serve a one-year (1) term following completion of his/her <u>two-year (2) term</u> as president.</p>	<p>4 b) The Past President shall serve a one-year (1) term prior to serving a <u>three-year (3) term</u> as President.</p> <p>4 c) The Past President shall serve a one-year (1) term following completion of his/her <u>three-year (3) term</u> as president.</p>	
<p>6. Powers of Board Members The management of the activities of the College shall be vested in the Board Members who, in addition to the powers and the authorities by these bylaws or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the College and are not hereby or by Statute expressly directed or required to be exercised or done by the College in general meeting. The Board Members shall have power to engage a Registrar and to determine their duties and responsibilities and their remuneration. The Board Members may appoint, from time to time, committees consisting of such persons as the Board Members decide.</p>	<p>6. Powers of Board Members The management of the activities of the College shall be vested in the Board Members who, in addition to the powers and the authorities by these bylaws or otherwise expressly conferred upon them, may exercise all such powers and do all such acts and things as may be exercised or done by the College and are not hereby or by Statute expressly directed or required to be exercised or done by the College in general meeting. The Board Members shall have power to engage a Registrar to determine their duties and responsibilities and their remuneration. The Board Members may appoint, from time to time, committees consisting of such persons as the Board Members decide. <u>The Board Members may also engage other staff and/or external agencies to support day to day operations of the College.</u></p>	<p>This amendment allows for the contracting of outside expertise for projects that are in line with the College's strategic plan.</p>



<p>10. Duties of the Treasurer 10 c) The Treasurer shall present a monthly financial statement to the Board and a yearly audited financial statement and budget. The Treasurer shall present a monthly financial statement to the Board and a yearly audited financial statement and budget to the members at the General Meeting (Fall).</p>	<p>10. Duties of the Treasurer 10 c) The Treasurer shall present a quarterly financial statement to the Board and a yearly audited financial statement and budget. The Treasurer shall present a monthly financial statement to the Board and a yearly audited financial statement and budget to the members at the General Meeting (Fall).</p>	<p>This amendment reflects current practice of the Board. Financial statements are presented to the Board for scheduled Board meetings, which occur quarterly.</p>
<p>i. <u>CREDENTIALS (REGISTRATION) COMMITTEE TERMS OF REFERENCE</u></p> <p>MEMBERSHIP</p> <p>The Board shall appoint as chair of the Credentials Committee the immediate Past President or a Director at Large in the absence of a past-president.</p> <ul style="list-style-type: none"> • <u>A minimum of three (3) and not more than five (5) active practicing registrants in good standing appointed by Board, who are not members of Board.</u> • MANDATE • This Committee decides on eligibility of applications for registration and renewals referred by the Registrar. 	<p>i. <u>CREDENTIALS (REGISTRATION) COMMITTEE TERMS OF REFERENCE</u></p> <p>MEMBERSHIP</p> <p>The Board shall appoint as chair of the Credentials Committee the immediate Past President or a Director at Large in the absence of a past-president.</p> <ul style="list-style-type: none"> • <u>The Credentials Committee shall consist of one public member and two respiratory therapists who are active-practicing members and not members of the Board.</u> <p>MANDATE</p> <p>This Committee decides on eligibility of applications for registration and renewals referred by the Registrar. <u>The Credentials Committee shall approve registration policies that are</u></p>	<p>The original Bylaw was incorrectly written and not in keeping with the requirements laid out in the Act. The change listed under mandate is a statement for clarification of the process.</p>



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	<p><u>consistent with the statutory requirements for admission into the NSCRT Register and shall review applications that are referred to the committee by the Registrar.</u></p>	
<p><u>ii. PROFESSIONAL PRACTICE COMMITTEE MANDATE</u></p> <p>4. Collaborate with <u>the CPSNS and CRNNS</u> on Scopes of Practice issues and develop joint position statements.</p>	<p><u>ii. PROFESSIONAL PRACTICE COMMITTEE MANDATE</u></p> <p>4. Collaborate with <u>members of the Nova Scotia Regulated Health Professions Network (NSRHPN)</u> on Scopes of Practice issues and develop joint position statements.</p>	<p>Reflects the collaboration and information of all members of the NSRHPN, rather than just the CPSNS and CRNNS</p>



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<p>Appendix 2 Licence Fee: <u>\$450 per year</u></p> <p>New Members: New applicants who have never been registered with the College shall pay registration fees that are prorated on a quarterly basis.</p> <p><u>\$450 as of April 1st</u> <u>\$325 as of July 1st</u> <u>\$220 as of October 1st</u> <u>\$105 as of January 1st</u></p> <p>Returning Members: Former members returning to the College are required to pay the full licensing fee of \$450.00 regardless of the month in which the application is made.</p>	<p>Appendix 2 Licensing Fees: <u>Membership fees are determined by the Board of Directors during annual budget planning and submitted to the membership for review at the Annual General Meeting.</u></p> <p>New Members: New applicants who have never been registered with the College shall pay a prorated registration fee. This prorated fee shall be determined by the Board based on the current annual licensing fee. Fees will be detailed in policy.</p> <p>Returning Members: Former members returning to the College are required to pay the full licensing fee regardless of the month in which the application is made.</p>	<p>Fee structure is determined by the Board of Directors during annual budget planning. Detailed fee schedules will be written in policy, which is more easily updated and can reflect new fees.</p>
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PROPOSED NEW BYLAWS	
<p>O. Membership in Other Organizations</p> <p>a) The NSCRT will maintain membership in the National Alliance of Respiratory Therapy Regulatory Bodies and shall pay the annual fee required for the membership, as approved by the Board of Directors.</p> <p>b) The President and Registrar shall represent the NSCRT at the meetings of the organizations identified in this Article.</p>	<p>Currently written in policy, the addition of this bylaw recognizes the importance of collaboration with the National Alliance of Respiratory Therapy Regulatory Bodies (NARTRB) as part of an effective governance strategy. Collaboration with the NARTRB provides access to valuable resources (e.g. National Competency Framework), information, and sharing of best regulatory practices. This contributes to the College achieving its mandate of public protection.</p>
<p>Definitions:</p> <p><i>NSCRT By-Laws Definitions</i></p> <p>"annual meeting" means the annual meeting of the NSCRT required by Article F (1)</p> <p>"auditor" means the person or firm appointed under Article G</p> <p>"board" means the board of directors of the College and "director" means a member of the board;</p>	<p>For the purposes of clarification of terms referenced in the NSCRT bylaws.</p>



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"**bylaw**" means this bylaw and any other bylaw of the College as amended and which are, from time to time, in force and effect;

"**Chair**" means the person designated to preside over meetings of statutory or non-statutory committees

"**Committee**" means a statutory and/or non-statutory committee of the NSCRT

"**Executive**" means the officers of NSCRT appointed by the board

"**NSCRT**" means the Nova Scotia College of Registered Respiratory Therapists

"**meeting of members**" includes an annual meeting of members or a special meeting of members; "special meeting of members" includes a meeting of any class or classes of members entitled to vote at an annual meeting of members;

"**Member**" means an individual registered with NSCRT

"**officer of NSCRT**" includes the President, the President-Elect, immediate Past-President, the Treasurer, and the Secretary. Collectively comprise the Executive of the NSCRT

"**ordinary resolution**" means a resolution passed by a majority of not less than 50% plus 1 of the votes cast on that resolution;

"**Regulations**" means the regulations made under the Act, as amended, restated or in effect from time to time



"**Robert's Rules of Order**" means the manual of parliamentary procedure (rules, ethics, and customs) used to govern meetings

"**special meeting**" means a general meeting requested by at least a quorum of the voting members as required by Article F (3)

"**special resolution**" means a resolution passed by a majority of not less than two-thirds (2/3) of the votes cast on that resolution.