



College of Licensed Practical
Nurses of Manitoba

2010 ANNUAL REPORT

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April 2011

The Honorable Theresa Oswald
Minister of Health
Room 302, Legislative Building
450 Broadway
Winnipeg, MB R3C 0V8

Dear Minister:

The College of Licensed Practical Nurses of Manitoba (CLPNM) is pleased to present the 2010 Annual report in accordance with the provisions of the Licensed Practical Nurses Act.

This report covers the period from January 1, 2010 to December 31, 2010 and includes statistical information regarding the profession and a financial statement of accounts of the College as required by the Act.

Respectfully submitted,



Lynn Marks LPN
President CLPNM

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College of Licensed Practical Nurses of Manitoba

Mission
The College of Licensed Practical Nurses of Manitoba protects the public through fair, consistent and effective nursing regulation.

Vision
Excellence in Nursing Practice and Regulation

Strategic Directions

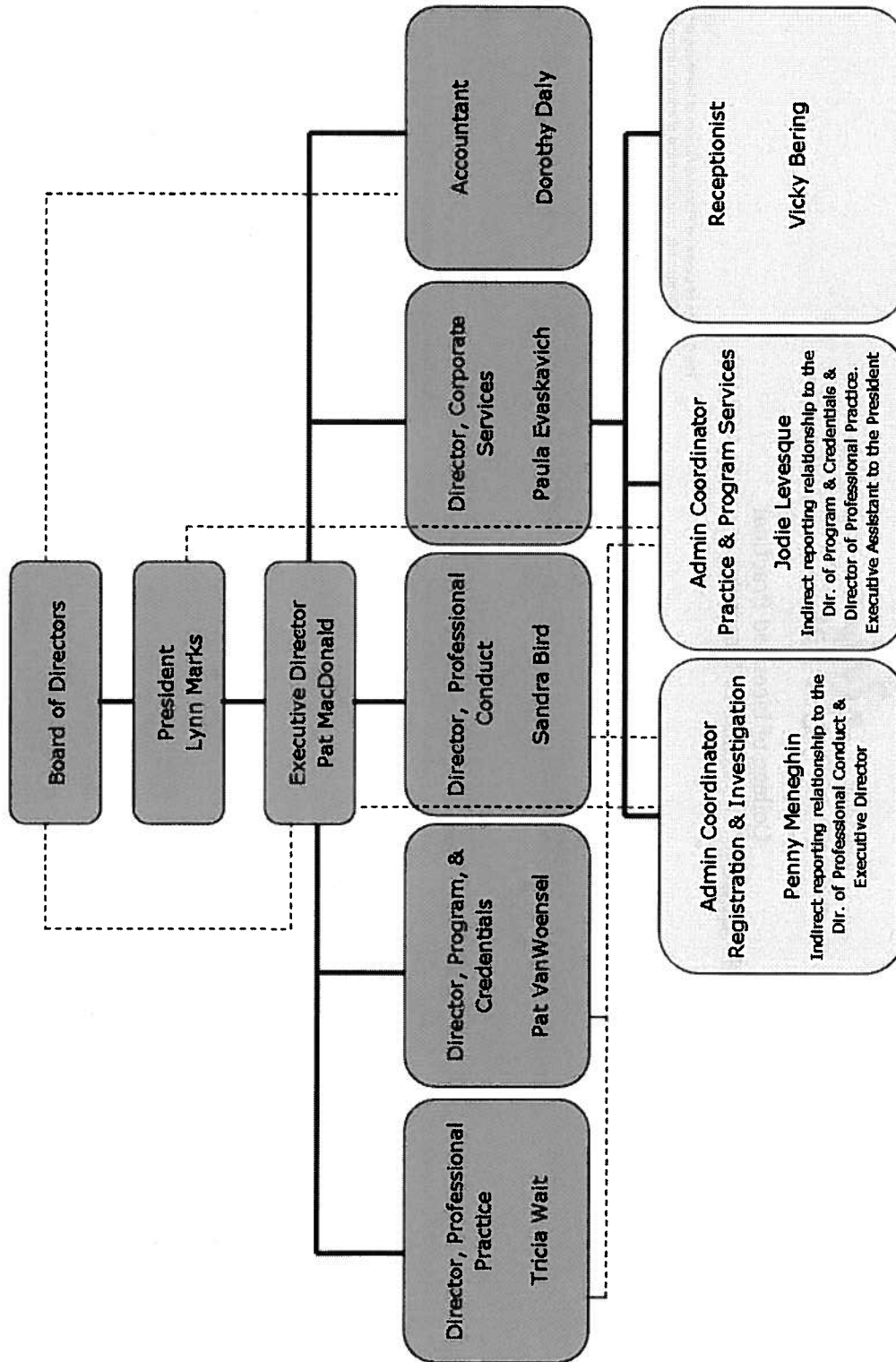
PRIORITY #1	PRIORITY #2	PRIORITY #3
<p><i>Increase the visibility of the College of Licensed Practical Nurses of Manitoba with all stakeholders.</i></p> <ul style="list-style-type: none"> • Develop a marketing plan to address the needs and interests of the identified stakeholders • Increase personal contact with stakeholders, including members, employers and the public • Develop a comprehensive communication strategy to reach the identified stakeholders 	<p><i>Develop strong leadership within CLPNM.</i></p> <ul style="list-style-type: none"> • Identify and participate in more networking opportunities • Invest in education for the leadership of the College • Develop a succession plan for the Board and its committees • Refocus the Board agenda to receive input from community, stakeholders and staff 	<p><i>Maintain the strength and growth of the membership of the College to meet the labor market demands.</i></p> <ul style="list-style-type: none"> • Create a body of statistical information to fully understand the factors affecting membership • Hire an Education Coordinator

Values

<p>Knowledge The College will strive to achieve excellence in nursing regulation through the identification of emerging public policy, and regulatory initiatives respecting professional regulation.</p>	<p>Collaboration The College will strive to work with licensed practical nurses and other stakeholders in a cooperative spirit to build strong professional and public relationships.</p>	<p>Respect The College will recognize the worth, quality, diversity, and importance of each other and the clients we serve.</p> <p>Professionalism The College will work together to promote and advance effective health care delivery and quality nursing care.</p>	<p>Organizational Integrity The College will strive to achieve honesty, fairness and objectivity in all deliberations, transactions and relationships.</p>	<p>Continuous Quality The College will strive to use visionary approaches in planning, decision-making, implementation and evaluation of the environment impacting on practical nursing practice and regulation.</p>
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Adopted by the CLPNM Board of Directors, November 19, 2010.

College of Licensed Practical Nurses of Manitoba



President and Executive Director Message



Lynn Marks, LPN
President

As a professional regulatory body, the College of Licensed Practical Nurses of Manitoba (CLPNM) through its Board of Directors is accountable for and has a duty to carry out its activities and govern its members in a manner that serves and protects the public interest.

The Annual Report highlights initiatives that have been undertaken to regulate and lead the profession in a manner that protects and serves the public.

- National Nursing Assessment Service
- Implementing Fairness Legislation
- Perioperative Standards
- Collaborative Initiatives
- IEN Bridging and gap training
- Regulated Health Professions Act

The CLPNM Board of Directors met in September 2010 for its annual strategic planning session to establish goals which provides the framework for the activities of the College. The Board is looking at ways to not only improve services we provide but also to become more visible with our stakeholders. The CLPNM Board of Directors has identified the following three Strategic Directions as priorities as we move forward:

- Increase the visibility of the College of Licensed Practical Nurses of Manitoba with all stakeholders
- Develop strong leadership within the College
- Maintain the strength and growth of the membership of the college to meet the labor market demands

The demands and expectations of the health care environment continue to present challenges as well as opportunities. As practice expectations grow, so does the expectation of learning new competencies. CLPNM has a responsibility to explore pathways to allow licensed practical nurses to provide health care services to the full extent of their knowledge, experience and competencies. Licensed practical nurses have a responsibility to maintain their scope of practice and attain the education as required in the context of their practice. Professional and personal growth never ends.

The College will be launching a new website this year, and are pleased to announce that 2012 registration will be available on-line. Paper registration will continue for 2013 and 2014. After that, registration will be 100% on-line.

We would like to share with you all the work of Board members both past and present who have dedicated their time to advance the direction of the College. We would also like to acknowledge and thank the staff of CLPNM who facilitate the day to day operations of the College in a very efficient and professional manner as well as committee members and volunteers for their dedication and hard work. The Board and staff continue to work to build a strong foundation for the future.

A handwritten signature in cursive script that reads "Lynn Marks".

Lynn Marks
President

A handwritten signature in cursive script that reads "Pat MacDonald".

Pat MacDonald
Executive Director

Board of Directors 2010

The Board of Directors is made up of two groups; members of the College of Licensed Practical Nurses of Manitoba elected by their peers and members of the public appointed by the Board. In accordance with CLPNM by-laws the Board includes the President, Vice-President (when required), six elected member representatives and five public representatives.

President	Lynn Marks LPN
Executive Director	Pat MacDonald LPN
District I	Chris Pitre LPN
District II	Tricia Wait LPN (until February) Tracy Olson LPN (after June)
District III	Joan Atkins LPN
District IV	Marlene Ritchie LPN
District V	Brenda Wohlgemuth LPN (until June) Christy Froese LPN (after June)
District VI	Vacant (until June) Alvira Loewen LPN (after June)
Public Members	Betty Plett Sylvia Fawcett Sandra Hobday Leslie Olson

Statutory Committees

Investigation Committee

Reviews and facilitates the resolution of complaints against Licensed Practical Nurses in accordance with the Licensed Practical Nurses Act.

Joan Atkins LPN, Chair
Karen Faurschou LPN
Jackie Wermie LPN
Eilleen Veley LPN
Leslie Olson, Public Member
Dorothy Daly, Public Member

Discipline Committee Members

Conducts hearings and makes finding regarding the practice or conduct of Licensed Practical Nurses in accordance with the Licensed Practical Nurses Act.

Tracy Olson LPN, Chair
Cheryl Bernshine LPN(after June)
Louise Nobiss LPN
Kathy Clelland LPN
Pat Knowles LPN
Erano Baldonada LPN (after June)
Pat O'Leary LPN (after June)
Brenda Sullivan LPN
Larry Gage, Public Member (after June)
Marg Lisowski, Public Member
Rick Northwood, Public Member
Ryan Muirhead, Public Member
Rod Chipping, Public Member
Brenda Rance, Public Member

Public Representatives Committee

Reviews representatives to CLPNM committees

Leslie Olson, Public Member, Chair
Christy Froese LPN (after June)
Marlene Ritchie LPN (until June)
Alvira Loewen LPN (after May)

Education Approval Committee

Reviews and makes recommendation and reviews regarding nursing education programs.

Kathy Clelland LPN, Chair
Michelle Vielfaure LPN
Janice Telford LPN (until February)
Sandra Hack LPN
Leah Marks LPN
Betty Plett, Public Member (until June)
Marlene Van Heldon, Public Member (after June)
Sylvia Fawcett, Public Member

CLPNM Committees

Finance Committee

Reviews and makes recommendations on financial matters including investments of the College.

Sandra Hobday, Public Member, Chair
Chris Pitre LPN
Lynn Marks LPN, President

Governance Committee

Reviews and recommends changes to policy governance.

Leslie Olson, Public Member, Chair
Marlene Ritchie LPN
Chris Pitre LPN
Lynn Marks LPN, President

Evaluation Committee

President Evaluation-

Chris Pitre LPN, Chair (until June)
Sylvia Fawcett, Public Member, Chair (after June)
Brenda Wohlgemuth LPN (until June)
Marlene Ritchie LPN

Continuing Competency Committee

Marlene Ritchie LPN, Chair (until June)
Kathy Clelland LPN, (after June)
Louise Simard LPN
Marlene Ritchie LPN

Nominations Committee

Tricia Wait LPN, Chair (until February)
Christy Froese LPN, Chair (after February)
Sandra Hobday, Public Member
Leslie Olson, Public Member

Executive Director Evaluation

Lynn Marks LPN, President, Chair
Leslie Olson, Public Member
Chris Pitre LPN
Betty Plett, Public Member (after June)
Christy Froese LPN (after June)

By-law Amendments approved by CLPNM Board

The College of Licensed Practical Nurses of Manitoba's (CLPNM) Board of Directors has amended the By-laws. The amendments were approved by the CLPNM Board of Directors at the March 26, 2010 meeting and were published in accordance with the provisions of the Licensed Practical Nurses Act.

By-law	Current Wording	Amendment
1.3 Seal and Certification	Contracts or any other instrument in writing requiring the signature of the College, may be signed by any two of the President, Executive Director, and any person authorized by resolution of the Board for the purpose and all contracts, documents and instruments in writing so signed shall be binding on the College without further authorization or formality. The seal of the College shall remain in the head office of the College and when required may be affixed to contracts, documents and instruments in writing as aforesaid by any person or persons appointed by resolution of the Board. The Executive Director shall sign registration certificates for verification of registration or renewal.	The Seal of the College shall remain in the head office of the College and when required may be affixed to contracts, documents and instruments in writing as aforesaid by any person or persons appointed by resolution of the Board. Subject to any other By-law dealing with signing authority.
2.1 Classes of Membership	The Executive Director shall maintain the registers of: i. practicing licensed practical nurses; ii. graduate practical nurses; iii. student practical nurses; iv. advanced licensed practical nurses; v. temporary practicing licensed practical nurses.	vi. associate members 2.7 Associate Members Associate members shall include the following categories: non-practicing, senior and honorary members, as defined by registration policies.

By-law	Current Wording	Amendment
<p>3.1 Composition</p>	<p>The Board shall be comprised of:</p> <ul style="list-style-type: none"> a) The President shall be a Licensed Practical Nurse elected by and from the Board. b) Six members elected from the register of practicing licensed practical nurses in accordance with this By-Law; c) Four public representatives appointed by the Board in accordance with the rules approved by the Board for appointment of public representatives; d) As an ex-officio, non-voting member, the Executive Director. e) The immediate past president shall serve as an ex-officio member of the Board for a term of one year but shall not have a vote unless serving a term as an elected member of the Board. f) The President-elect shall serve as an ex-officio, non-voting member of the Board for a term of 1 year before assuming the office of President. 	<p>The Board shall consist and be comprised of at least 12 individuals: 1 LPN from each of districts I, II, III, IV, V and VI, 5 public representatives, and a President. Subject to the following:</p> <ul style="list-style-type: none"> a) Six members shall be elected from the register of practicing Licensed Practical Nurses in accordance with the By-laws; b) The President shall be a Licensed Practical Nurse elected by and from the Board. <ul style="list-style-type: none"> i. The Board shall appoint the President from the six elected LPN Board Members. ii A by-election will then be held in the vacated district. c) Five public representatives appointed by the Board in accordance with the rules approved by the Board for appointment of Public Representatives; d) The Vice-President when required shall be appointed by and from the Board.
<p>3.2 Terms of Office</p>	<ul style="list-style-type: none"> a) Subject to subsection 3.3, the term of office of all Board members except the Executive Director and President shall be two years. b) Appointed directors, who are not members of the College and subject to the Act, may serve indefinite two (2) year terms at the discretion of the Board. c) The President shall provide written notice of his/her intent to seek re-election or intent to resign at the Spring Board Meeting, 1 year prior to that event. d) The President-elect, term of office shall be one year. 	<ul style="list-style-type: none"> a) Subject to subsection 3.3, the term of office of all Board members except the President shall be two years. b) Appointed Board members, who are not members of the College and subject to the Act, may serve indefinite two (2) year terms at the discretion of the Board. c) The President shall provide written notice of his/her intent to seek re-election or intent to resign at the Spring Board Meeting, 1 year prior to that event. d) The Vice-President's, term of office will be determined by the board upon appointment
<p>3.2 (c) Eligibility to Hold Office</p>	<ul style="list-style-type: none"> iii. Provide evidence their nomination has been supported by at least one Board member. 	<ul style="list-style-type: none"> iii. Provide evidence their nomination has been supported by at least three Board members.
<p>3.5 (b) Election and appointment of Directors</p>	<ul style="list-style-type: none"> b) Nominations of a candidate as an elective Board member requires the signatures of at least one registrant of the College who is on the register of practising licensed practical nurses and who is practising in the electoral health district in which the candidate is nominated, and the written consent of the nominee. 	<ul style="list-style-type: none"> b) Nominations of a candidate as an elected Board member requires the signatures of at least three Members of the College who are on the register of practising Licensed Practical Nurses and who are practising in the electoral district from which the candidate is nominated, and the written consent of the nominee.

By-law	Current Wording	Amendment
<p>3.6 Removal from the Board</p>	<p>a) A Director may be removed from the Board if the Director:</p> <ul style="list-style-type: none"> i. Consistently fails or refuses to perform the duties assigned by the President or the Board; ii. Fails or refuses to adhere to the By-laws, regulations or policies of the College; iii. Fails to give two days notice of her intended absence from a meeting of the Board at least twice during the calendar year. iv. Is absent from more than 30% of the meetings of the Board during one calendar year; <p>b) The Board may ask any Board member who fails, refuses or is unable to fulfill the duties of a Board member, including participation on the committees of the Board to which that Board member is appointed, to resign his/her seat on the Board and declare that position vacant.</p>	<p>a) A Board member may be removed from the Board if the Director:</p> <ul style="list-style-type: none"> i. is absent from more than 2 regular meetings in any one board year in which case he/she will consider to have resigned unless an exception is granted by the Board. ii. Fails or refuses to adhere to the By-laws, regulations, policies of the College or fails to fulfill Board duties.
<p>3.7 Meetings</p>	<p>a) A minimum of three (3) regular meetings of the Board shall be convened within the province of Manitoba at a time and location as determined by the Board.</p>	<p>a) A minimum of four (4) regular meetings of the Board shall be convened within the province of Manitoba at a time and location as determined by the Board.</p>
<p>3.8 Vacancies</p>	<p>a) If a Board member shall resign, die, be removed from the Board, be suspended, deemed suspended or expelled from the College or otherwise become disqualified for such position, the Board shall declare the office vacated and may appoint a successor, in the manner hereinafter set out, to hold office until the end of the current term of office.</p>	<p>a) If a Board member resigns, or dies, or is suspended and is removed from the Board, the Board shall declare the office vacated and may appoint a successor, in the manner hereinafter set out, to hold office until the end of the current term of office.</p>
<p>4.1 The President</p>	<p>a) The President shall preside at all meetings of the Board and the annual or special meetings, within the term elected. The President shall see that all orders and resolutions of the Board are carried into effect.</p> <p>b) The President shall submit a report for the year to the members at the annual meeting, and report to the Board, matters which in the interest of the College may be required to be brought to the Boards' attention.</p> <p>c) The President shall be an ex-officio member to all committees of the College excluding the Investigation Committee.</p> <p>d) An elected Director could fulfill the President's duties in his/her absence. manner hereinafter set out, to hold office until the end of the current term of office.</p>	<p>a) The President shall preside at all meetings of the Board and the annual or special meetings, within the term elected. The President shall see that all orders and resolutions of the Board are carried into effect.</p> <p>b) The President shall submit a report for the year to the members at the annual meeting, and report to the Board, matters which in the interest of the College may be required to be brought to the Boards' attention.</p> <p>c) An elected Director could fulfill the President's duties in his/her absence. manner hereinafter set out, to hold office until the end of the current term of office.</p>

By-law	Current Wording	Amendment
<p>4.2 The President- elect</p>	<p>a) The President-elect works under the direction of the President. b) Performs the Presidents duties in the absence or inability of the President. c) Performs such duties as may be assigned by the President or the Board. d) Attends the office weekly to orientate to the role of the President. e) The President-elect shall chair the Governance Committee. f) The President-elect shall be ex-officio to all Committees, except the Public Representatives Committee, Investigation Committee and Discipline Committee.</p>	<p>a) The Vice-President is voted by and from the Board when required by the board. b) The Vice-President works under the direction of the President. c) The Vice-President performs the President's duties in the absence or inability of the President. d) The Vice-President performs such duties as may be assigned by the President or the Board.</p>
<p>6.6 (a) Board of Directors</p>	<p>a) The signing authorities of the College shall be 2 of the 3, the President the Executive Director and another Board member as designated by the Board</p>	<p>a) The signing authorities of the College shall be 2 of 4, the President, Executive Director Accountant and 1 other member as designated by the Board.</p>
<p>6.8 Bonding</p>	<p>All persons with signing authority or access to funds all to be bonded.</p>	<p>remove 6.8</p>
<p>7.1 Classes of Associate Members a), b) c)</p>	<p>Classes of Associate Members a), b), c).</p>	<p>This is added to Article II – Membership a).</p>

By-law Amendments approved by CLPNM Board

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By-law	Current Wording	Amendment
<p>7.1 Legislated/Standing Committee Composition & Quorum</p>	<p>a] Public Representative Committee</p> <p>i. The Public Member Appointments Committee shall consist of a Chairman who shall be a public representative appointed by and from the Board and two Licensed Practical Nurse Board members appointed by and from the Board.</p> <p>ii All committee members constitute a quorum of the committee.</p> <p>iii. The Minister will be invited to submit public representative nominations to the Committee.</p>	<p>a] Public Representative Committee:</p> <p>i. The Board shall establish a standing committee for the purpose of recruiting and selecting public representatives to serve on the Board and committees of the College. This committee shall be known as the “Public Representative Committee” and shall consist of:</p> <p>A. A Chair who shall be a public representative appointed by and from the Board; and</p> <p>B. Two Licensed Practical Nurse Board members appointed by and from the Board.</p> <p>ii. To constitute a quorum, all members of the Public Representative Committee must be present.</p>
<p>7.1 Legislated/Standing Committee Composition & Quorum</p>	<p>b] Education Approval Committee</p> <p>i. The Education Approval Committee shall consist of at least seven persons, two of who shall be public representatives.</p> <p>ii. The Chair of the Committee shall be an LPN who is a member of the College.</p> <p>iii. A quorum for any meeting of the Education Approval Committee shall be a majority of the committee members.</p>	<p>b] Education Approval Committee</p> <p>i. The Board shall establish a standing committee for the purpose of approving practical nursing education programs. This committee shall be known as the “Education Approval Committee” and shall consist of at least six people including:</p> <p>A. A Chair who shall be a Licensed Practical Nurse appointed by the Board;</p> <p>B. Three Licensed Practical Nurses appointed by the Board; and</p> <p>C. Two public representatives selected by the Public Representative Committee and then appointed by the Board.</p> <p>ii. To constitute a quorum, a majority of the members of the Education Approval Committee must be present.</p>

Registration

The registration department is responsible for the initial and annual registration renewal processes for the College of Licensed Practical Nurses of Manitoba.

To practice in Manitoba and/or use the designation of Licensed Practical Nurse, LPN, or any other derivative, you must be registered with the CLPNM on the practicing register. The Licensed Practical Nurses Act (the Act), requires all employing agencies to verify annually that the LPNs they employ are properly registered with CLPNM.

The on-line employer verification of LPN registration continues to meet both employing agency and CLPNM needs. As well as reducing calls during peak periods of renewal it also provides more timely information to employing agencies with direct access to the information 24/7. Currently CLPNM staff, as part of the Board's strategic initiatives is investigation both the costs and processes needed to implement on-line registration renewal.

As of November 30, 2010 there were 3041 active practicing registrants. This figure represents an increase of 88 individuals from 2009.

Registration Statistics

Age Distribution Active Practicing 2002 - 2010

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Under 20	0	0	0	0	0	0	0	0	0
20-24	71	98	59	48	37	48	81	53	56
25-29	157	202	213	234	247	224	244	212	227
30-34	216	252	256	274	303	316	320	303	324
35-39	258	295	298	299	323	323	345	353	368
40-44	341	369	344	345	354	361	373	353	363
45-49	449	461	459	437	416	397	410	390	393
50-54	466	459	459	481	477	469	461	460	439
55-59	364	344	399	409	407	415	394	422	432
60-64	141	126	177	206	236	261	239	297	306
65 Plus	23	20	24	32	59	75	63	110	133

Registrant Statistics 2002 - 2010

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Active Practicing	2486	2626	2688	2765	2860	2889	2930	2953	3041
Did not Renew	120	189	194	125	190	167	165	163	164
Non-Practicing	173	115	105	82	85	81	82	82	76
Manitoba Graduate Numbers	144	203	201	156	169	128	128	141	139

Admission to the Register

CLPNM is responsible to oversee the applications for admission to the register for out-of-province and out-of-country applicants.

In 2010 there were 188 out-of-province/country applicants for registration which represents an increase of 89 individuals from 2009. The majority of applicants came from Philippines, India, BC, AB and Nigeria.

As of December 2010, 76 applicants meet the requirements for registration. This figure represents an increase of 165 individuals from 2009

New Registrants Out-of-Province 2002 – 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Number of new Applicants	239	55	48	35	44	93	90	99	188
Admission to Register	32	57	30	26	35	53	56	46	211

Disposition Out-of-Province Applications 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Registered without restrictions	25	6	3	1	2	14	7	7	18
Registered with restrictions	7	8	5	13	17	24	17	17	16
Initial Registration	0	0	0	0	0	1	1	0	0
Graduate Register	12	5	8	4	8	0	9	7	36
Student Register	3	5	5	0	0	1	1	2	0
Letter of Requirements Sent	229	19	16	23	5	24	20	21	43
Not Eligible for Registration	2	0	0	1	2	2	2	0	0
File Incomplete	6	11	10	11	9	23	36	44	74
File closed at applicant request	1	1	1	1	1	4	0	1	1

New Registrants – By Location of Origin 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
BC	0	1	1	2	1	0	6	5	7
AB	0	3	3	4	4	8	3	5	6
SK	0	2	0	0	1	2	2	0	1
ON	5	7	3	9	9	10	8	9	5
QB	0	0	0	0	0	1	2	2	2
NB	0	0	0	0	2	0	0	0	0
NS	2	1	1	1	0	0	2	2	1
NF	0	2	1	0	0	1	1	2	0
NWT	1	0	0	0	0	0	0	0	0
YK	0	0	0	0	0	0	0	1	0
*MB	0	0	0	0	0	0	2	0	0
Philippines	22	32	14	5	6	19	22	11	28
UK	0	1	0	0	1	0	0	0	0
Taiwan	0	1	0	0	0	0	0	0	0
India	0	0	0	0	0	3	2	0	1
Israel	0	0	0	0	0	0	1	1	0
Germany	0	1	0	0	0	1	0	0	1
Holland	0	1	0	0	0	0	0	0	0
Turkey	0	1	0	0	0	0	0	0	0
Africa	0	0	0	0	0	0	0	0	0
Korea	1	1	1	0	0	1	0	0	0
Russia	0	1	0	0	0	0	0	0	1
Nigeria	0	0	1	0	1	2	0	0	4
Bosnia	0	0	1	0	0	0	0	0	0
Paraguay	0	0	1	0	2	2	0	3	2
Poland	0	0	0	0	0	1	0	0	0
USA	1	2	2	0	7	2	2	4	8
Austria	0	0	0	1	0	0	0	0	0
China	0	0	0	2	0	0	1	0	0
Cuba	0	0	0	0	0	0	1	0	0
Kenya	0	0	0	1	0	0	1	0	3
Macedonia	0	0	0	1	0	0	0	0	0
Yugoslavia	0	0	0	0	1	0	0	0	0
Ghana	0	0	0	0	0	0	0	1	0
Morocco	0	0	0	0	0	0	0	0	1

*Completer – Manitoba graduate of a baccalaureate nursing program

Registrants - Refresher Program 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
	7	12	9	7	6	2	1	0	1

Programs & Credentials

CLPNM is responsible to oversee all activities related to the Canadian Practical Nurse Registration Exam (CPNRE) which is offered three times a year; January, May and September.

CLPNM is responsible for ensuring practical nursing program graduates and nurses that have been educated in other countries applying for registration meet requirements at an acceptable level of competence before they begin to practice.

This department works closely with students, graduates and employing agencies addressing concerns and/or questions related to entry-level competencies; re-entry programs and the practical nursing educational programs. The department also provides professional orientation sessions to both out-of-province and out-of-country applicants migrating to Manitoba to work as Licensed Practical Nurses.

This past year, this department, along with the Education Approval Committee (EAC), was responsible to oversee the evaluation of the certificate practical nursing program that had previously been delivered at Assiniboine Community College. As well, the EAC reviewed the proposal from Assiniboine Community and University College of the North to deliver the 2 year diploma practical nursing program. These programs will be monitored closely during the delivery of the first cohort.

The Program & Credential department also works closely with the Office of the Manitoba Fairness Commissioner as well as the government of Manitoba in an effort to grant entry of foreign educated nurses into the practical nurse profession to ensure candidates meet requirements.

CPNRE Examination Statistics 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Total Number of Writers	170	383	239	175	196	172	189	217	217
Number First Time Writers									
Manitoba Graduates	145	203	204	147	174	130	140	193	143
Number First Time Writers									
Out-of-Province Candidates	17	180	17	13	13	28	20	16	49
Repeat Writers	8	22	18	15	9	14	21	8	25
Pass Rate Manitoba Graduates	99%	98%	98%	98.3%	96%	98%	91%	83.7%	93.7%
Pass Rate Out-of-Province Candidates	78%	47%	56%	75.6%	59%	65%	60.5%	40%	64.8%

Professional Conduct

One of CLPNM's key roles is protection of the public. CLPNM receives and investigates complaints about licensed practical nurses and addresses allegations of unacceptable practice and/or conduct unbecoming a member. In accordance with the Act, the Executive Director refers formal written complaints that fall within the Act to the Investigations Committee.

Complaint Statistics

Number of Complaints 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Outstanding cases from previous year	4	6	8	12	9	8	8	5	13
Complaints Received	14	15	19	20	17	25	20	27	23
Total Dealt With In Year	18	21	27	32	26	33	28	32	36

Disposition of Complaints 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Referred to Discipline Committee	0	0	0	0	0	1	0	2	2
No further Action	5	5	3	4	3	9	4	10	9
Entered into an Undertaking	2	4	3	4	1	4	5	4	11
Undertaking Offered	0	0	0	0	0	2	0	0	0
Complaint withdrawn	0	0	0	0	0	2	0	0	0
Investigation Pending	6	8	12	9	6	6	8	6	13
Censure	2	0	1	1	1	0	2	2	0
Voluntary Surrender of Registration	2	2	0	0	3	0	0	1	0
Registration Suspended	1	2	0	2	3	0	1	2	1
Informal Resolution	0	0	0	0	0	1	0	0	0

Nature of Complaints 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Abandoning Shift	2	1	0	0	0	0	3	0	1
Nursing Practice	4	8	3	9	9	15	12	15	10
Physical/Emotional/Sexual / Abuse	5	5	3	2	1	2	0	0	2
Medication Errors	0	0	0	0	0	0	0	0	0
Chemical Dependency	3	3	3	4	0	0	1	2	1
Professional Misconduct	3	1	5	2	3	7	3	8	5
Violation of Code of Ethics	1	2	0	2	0	0	0	0	1
Violation of Confidentiality	0	0	3	1	1	0	0	0	1
Theft	0	1	2	0	3	0	1	1	1
Practicing Without a Registration	0	0	0	0	0	1	0	1	1

Number of Practice Audits 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Total Number of Audits	1	1	1	4	4	3	3	2	3

Disposition of Audits 2002 - 2009

	2002	2003	2004	2005	2006	2007	2008	2009	2010
Entered into Practice Agreement	1	0	0	2	4	0	2	2	2
Recommendations made to address practice issues	0	0	0	2	0	2	1	0	0
No Action Taken	0	1	1	0	0	1	0	0	1

Origin of Complaints 2010

	2010
CLPNM	1
Employer	18
Public	2
Protection of Persons in Care	0
Self-reported	1
Peer	1

Professional Practice

Professional Practice is responsible for providing consultation on health care, nursing practice, policy and education. In addition the department maintains collaboration with nurses, other health care professionals, agencies, the public and educators. The Director also works with her peers within provincial nursing jurisdictions to identify common issues and trends in health care and nursing which may impact on Licensed Practical Nurses in Manitoba.

The department is also responsible for maintenance of CLPNM’s Continuing Competence program. Participation in the program is mandatory for all active practicing registrants and failure to comply may result in cancellation of an individual’s registration.

Evidence of registrant compliance with the Continuing Competence Program requirements is obtained through an annual audit. The audit is to ensure that Licensed Practical Nurses on the active practicing register are participating in, and are compliant with, the process mandated by the Continuing Competency Program. Participation in the CCP audit is a mandatory requirement for registration. All registrants on the active practicing register will be audited at least once in a four year cycle.

The 2010 Continuing Competence Audit took place January 18-20th, 2011. The Audit Committee is comprised of eight active practicing Licensed Practical Nurses. All learning plans are reviewed by two separate auditors to ensure compliance and consistency.

Continuing Competency Program 2009 – 2010

	2009	2010
Number of LPNs Audited	773	932
Total Audits Received	723	868
Turned Associate	10	8
Cancelled	15	20
Resigned	16	35
Other	9	1

Continuing Competence Audit 2009 - 2010

	2009	2010
Total Audits Received	723	868
Met Requirements	475	551
% that Met Requirements	66%	63%
Required Follow up	248	317
% that required follow up	34%	37%



CRAIG & ROSS

CHARTERED ACCOUNTANTS

March 10, 2011

AUDITORS' REPORT

To the Board of Directors of
College of Licensed Practical Nurses of Manitoba

Report on the Financial Statements

We have audited the accompanying financial statements of the College of Licensed Practical Nurses of Manitoba, which comprise the statement of financial position as at December 31, 2010, the statements of operations and net assets, the changes in net assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepting accounting principles, 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the as at December 31, 2010, and their financial performance and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

The previous year's financial statements were audited by another accounting firm.

Craig & Ross

Chartered Accountants

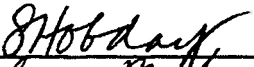

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA

Statement of Financial Position

December 31, 2010

	2010	2009
ASSETS		
CURRENT		
Cash and cash equivalents	\$ 536,629	\$ 1,350,105
Accounts receivable	12,010	2,230
Goods and services tax payable	4,104	-
Prepaid expenses	8,842	6,154
	<u>561,585</u>	<u>1,358,489</u>
INVESTMENTS (Note 4)	931,791	276,196
CAPITAL ASSETS (Note 5)	<u>533,088</u>	<u>460,888</u>
	<u>\$ 2,026,464</u>	<u>\$ 2,095,573</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 61,002	\$ 48,180
Goods and services tax payable	-	40,501
Accrued wages, vacation	105,396	80,365
Deferred revenue	897,790	835,376
Mortgage - current (Note 6)	188,035	11,695
	<u>1,252,223</u>	<u>1,016,117</u>
MORTGAGE - LONG TERM (Note 6)	-	188,035
RETIREMENT ALLOWANCE (Note 7)	<u>46,130</u>	<u>42,820</u>
	<u>1,298,353</u>	<u>1,246,972</u>
COMMITMENTS (Note 8)		
NET ASSETS		
UNRESTRICTED	<u>728,111</u>	<u>848,601</u>
	<u>\$ 2,026,464</u>	<u>\$ 2,095,573</u>

APPROVED ON BEHALF OF THE BOARD:


 _____ Director

 _____ Director

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA

Statement of Operations

Year Ended December 31, 2010

	2010	2009
REVENUE		
Membership fees	\$ 918,981	\$ 916,064
Program income	170,995	120,846
Professional development	40,804	15,610
Merchandise and miscellaneous	58,747	15,264
Interest	16,316	17,165
	<u>1,205,843</u>	<u>1,084,949</u>
EXPENSES		
Personnel costs	654,580	556,194
Retirement allowance (Note 8)	3,310	42,820
Administration	180,051	224,634
Board of Directors	102,311	81,581
Legal	111,442	62,479
Memberships	79,294	50,535
Committee expenses	65,764	47,149
Insurance	28,336	28,533
Utilities	23,807	18,753
Leasing	10,569	14,818
Property taxes	10,938	10,938
Repairs and maintenance	24,617	10,264
Interest and bank charges	21,941	9,897
Advertising and donations	2,958	1,831
	<u>1,319,918</u>	<u>1,160,426</u>
EXCESS (DEFICIENCY) OF REVENUE OVER OVER EXPENDITURES BEFORE OTHER ITEMS	(114,075)	(75,477)
AMORTIZATION	(23,710)	(25,689)
REALIZED LOSS ON SALE OF INVESTMENTS	(3,226)	(5,425)
DEFICIENCY OF REVENUE OVER OVER EXPENDITURES BEFORE FOR THE YEAR	\$ (141,011)	\$ (106,591)

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA

Statement of Changes in Net Assets

Year Ended December 31, 2010

	2010	2009
NET ASSETS - BEGINNING OF YEAR		
as previously reported	\$ 848,601	\$ 1,107,929
CHANGE IN ACCOUNTING POLICY (Note 3)	-	(168,824)
NET ASSETS - BEGINNING OF YEAR	848,601	939,105
as restated		
DEFICIENCY OF REVENUE OVER EXPENDITURES FOR THE YEAR	(141,011)	(106,591)
ADJUSTMENT TO MARKET VALUE OF INVESTMENTS	20,521	16,087
NET ASSETS - END OF YEAR	\$ 728,111	\$ 848,601

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA

Statement of Cash Flows

Year Ended December 31, 2010

	2010	2009
OPERATING ACTIVITIES		
Deficiency of revenue over expenditures for the year	\$ (141,011)	\$ (106,591)
Adjustments-		
Amortization	23,710	25,689
Realized loss on sale of investments	3,226	5,425
	<u>(114,075)</u>	<u>(75,477)</u>
Net changes in working capital balances-		
Accounts receivable	(9,780)	1,389
Prepaid expenses	(2,688)	33,514
Accounts payable and accrued liabilities	12,822	26,238
Goods and services tax payable	(44,605)	823
Accrued wages, vacation	25,031	(23,431)
Deferred revenue	62,414	14,640
Retirement allowance	3,310	(32,999)
	<u>46,504</u>	<u>20,174</u>
Cash flow from (used by) operation activities	<u>(67,571)</u>	<u>(55,303)</u>
FINANCING AND INVESTING ACTIVITIES		
Mortgage repayment	(11,695)	(10,939)
Purchase of capital assets	(168,394)	(2,273)
Net change in investments	(565,816)	(2,714)
	<u>(745,905)</u>	<u>(15,926)</u>
Cash flow from (used by) operation activities	<u>(745,905)</u>	<u>(15,926)</u>
DECREASE IN CASH AND CASH EQUIVALENTS - DURING THE YEAR	(813,476)	(71,229)
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	1,350,105	1,421,334
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 536,629	\$ 1,350,105

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA

Notes to Financial Statements

December 31, 2010

1. NATURE OF OPERATIONS

The College of Licensed Practical Nurses of Manitoba ("College") is incorporated under the laws of the Province of Manitoba and is tax exempt as a not-for-profit organization. The College is the professional regulatory body for Licensed Practical Nurses in Manitoba. The College ensures safe nursing care for the public by establishing and monitoring standards of nursing education and nursing practice and investigating complaints concerning the conduct and practice of Licensed Practical Nurses.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Capital assets

Capital assets are stated at cost less accumulated amortization. Amortization is recorded beginning in the month of acquisition. Amortization is based on the estimated useful life of the asset, calculated as follows:

Building	- 4% on a declining balance basis
Computers	- 40% on a declining balance basis
Furnishings	- 20% on a declining balance basis
Office equipment	- 20% on a declining balance basis
Telephones	- 20% on a declining balance basis

Revenue recognition

The College follows the deferral method of accounting for registration and examination revenues. Registration and examination revenues are recorded as revenue in the period to which it relates. Investment income is recognized as revenue when earned.

Financial instruments

The College's financial instruments include cash and cash equivalents, accounts receivable, investments, accounts payable and accrued liabilities, mortgage payable, accrued wages, vacation and retirement allowance. Unless otherwise noted, it is management's opinion that the College is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and revenue and expenses during the reporting period. The more subjective of such estimates is valuation of accounts receivable, pledges receivable and deferred production expenses. Management believes its estimates to be appropriate; however, actual results could differ from management's best estimates as additional information becomes available in the future.

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA

Notes to Financial Statements

December 31, 2010

3. CHANGE IN ACCOUNTING POLICY

During the previous year, the College revised its accounting policy for retirement benefits to its employees and vacation entitlements. Previously these benefits have been accounted for on a cash basis. Management believes a more appropriate measurement is to accrue for the benefits as entitlement is earned by the employee.

This change in accounting policy has been accounted for retrospectively with the adjustment to the opening fund balance of the Operating Fund. The opening Operating Fund balance has been reduced by \$168,824, which is the amount of the adjustment relating to periods prior to 2009.

4. INVESTMENTS

Investments are stated at market value based on quoted market prices as at December 31, 2010.

Investment portfolio, original cost	\$ 911,270
Investment portfolio, market value	931,791

5. CAPITAL ASSETS

	2010		2009	
	Cost	Accumulated Amortization	Cost	Accumulated Amortization
Land	\$ 135,455	-	\$ 135,455	\$ -
Building	461,106	127,178	392,865	114,430
Computers	78,852	53,317	156,818	147,568
Furnishings	39,482	24,993	36,371	27,784
Office equipment	285,376	272,258	286,414	270,176
Telephones	17,947	7,384	17,947	5,024
	\$ 1,018,218	\$ 485,130	\$ 1,025,870	\$ 564,982
Net book value	\$ 533,088		\$ 460,888	

COLLEGE OF LICENSED PRACTICAL NURSES OF MANITOBA
Notes to Financial Statements**December 31, 2010****6. MORTGAGE PAYABLE**

	<u>2010</u>	<u>2009</u>
The mortgage payable is due August 1, 2011 and has an interest rate of 6.79%. It is repayable at the rate of \$2,059 per month including principal and interest. The building at 463 St. Anne's Road is pledged as collateral.	\$ 188,035	\$ 199,730
Less: Current portion	<u>(188,035)</u>	<u>(11,695)</u>
	<u>\$ -</u>	<u>\$ 188,035</u>

7. RETIREMENT ALLOWANCE

The Board of Directors has established a Retirement Fund to cover obligations for retirement leave earned by employees on a basis of four days per year of employment, subject to certain conditions. As at December 31, 2010 retirement allowance is estimated at \$46,130 (2009 - \$42,820) and has been accrued in these financial statements.

8. COMMITMENTS

Contractual obligations in respect of leases for office equipment require the following aggregate minimum lease payments:

2011	13,852
2012	13,852
2013	4,858

9. PENSION AND RETIREMENT PLAN

The College has a defined contribution plan for full-time and permanent part-time employees. The contributions are held in trust by Healthcare Employees' Pension Plan (HEPP) and are not recorded in these financial statements. The College matches employee contributions at rates ranging from 6.8% to 8.4% of salary. The expenses and payments for the year ended December 31, 2010 were \$42,075 (2009 - \$35,905). As a defined contribution pension plan, the College has no further liability or obligation for future contributions to fund future benefits to plan members.

