20th Anniversary Edition

Celebrating Our History, Embracing Our Future

Newfoundland & Labrador Association of Social Workers
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We are pleased to present the annual report for the Newfoundland and Labrador Association of Social Workers (NLASW) which covers the period from March 1, 2012 - February 28, 2013. This report reviews the activities of the past year and highlights an important milestone for the social work profession in this province.

2012 marked the 20th anniversary of social work regulation in Newfoundland and Labrador. The Social Workers Association Act received Royal Assent on June 11, 1992. Social workers who came together initially to form the legacy organizations of NLASW, namely the Newfoundland branch of the Canadian Association of Social Workers and later the Newfoundland Association of Social Workers (NASW), had a vision - to ensure that social work was recognized through regulation and they worked tirelessly to attain it. The milestones and activities highlighted throughout the pages of this report reflect a collective commitment to that vision.

New legislation for the profession was proclaimed on March 31, 2011. The Act Respecting the Practice of Social Work (short title Social Workers Act) replaced the previous Social Workers Association Act.

Social work regulation ensures that only those who are duly qualified and committed to upholding the values of the code of ethics of the profession are permitted to practice. This is in the best interest of the public who are the recipients of services as well as the profession. Social work is one of the most important regulated professions in North America. Social workers bring an ethical perspective that is enhanced through registration and reciprocally, registration strengthens our values.

During the past twenty years, there have been challenges. We are realizing that economic prosperity does not ensure the health and social well-being of our population. We need to attend to the ever widening gap between those who have and have not. Public policy needs to be informed by the social work perspective emphasizing equity, accessibility, public participation and the social factors which influence health.

Despite the challenges, our profession has continued to grow. This growth can be attributed to a strong foundation based upon excellence, professionalism and a commitment to values and ethics. We embrace the future knowing that the work we do is critical to the people of this province.

The vision of NLASW is Excellence in Social Work. We extend our sincere appreciation to the Board of Directors, committees, staff and social workers of Newfoundland and Labrador who by their individual actions advance this vision on a daily basis.

Joan Davis-Whelan MSW, RSW
NLASW President

Lisa Crockwell MSW, RSW,
NLASW Executive Director & Registrar
2012-13 Highlights/Accomplishments

Legislation and Governance

- Ongoing transition to the Social Workers Act continued during 2012-13.

- New public representatives were appointed by government to the NLASW Board of Directors and the Disciplinary Panel, bringing the complement of public representatives in full compliance with the Act.

- Training sessions were held for members of the NLASW Board of Directors with a focus on the professional conduct review process.

- The NLASW Registration Policy Manual was revised for congruence with the Social Workers Act.

Professional Practice and Education

- NLASW Standards of Technology Use in Social Work Practice were presented to an international audience during the Association of Social Work Boards (ASWB) Spring Education Meeting in Kentucky.

- Fourteen sessions were offered under the Embracing Excellence Educational Series. An overview of the sessions can be found on page 21 of this report.

- Practice Matters, an educational resource for social workers created during 2011-12, released its third publication. The Ethics of Competence (November 2012) examined how social workers determine their own level of competence for various fields of practice.

1992-94

The Social Workers Association Act received royal assent on June 11, 1992.

The first social workers were registered to practice in 1993.

Over the course of 20 years, the number of social workers in the province has doubled.
2012 -13 Highlights/Accomplishments

- A document titled *Guiding Framework for Social Workers Concerned about the Professional Practice of a Colleague* was released to enhance social workers knowledge of ethical responsibilities when they are concerned about a colleagues’ professional practice.

- A discussion paper on the role of social work in decision specific capacity assessments was completed and approved by the NLASW Board of Directors on December 7, 2012. Details on this discussion paper are available on page 20.

**Promotion and Public Participation**

- The NLASW hosted the 2012 meetings of the Canadian Association of Social Workers (CASW) Board, Presidents and Executive Directors in St. John’s in May 2012.

- NLASW continued to enhance social work month activities with events organized throughout the province by NLASW Regional Representatives.

- The Communication Facilitators Project continued in the Labrador/Grenfell region in conjunction with the NLASW Regional Representatives Committee.

- Monthly electronic updates were released to provide social workers with information and to facilitate member engagement in ongoing projects.

- Analysis and written submissions to public policy included the provincial pre-budget process and the minimum wage review.

- Public education occurred through delivery of events on topics of concern to the profession, press releases and the publication of information in the media.
Active registration with the NLASW grants the Registered Social Worker (RSW) designation which is required to use the title “social worker” or to practice within the scope of the social work profession in Newfoundland and Labrador. Individuals who are eligible for active registration but are either on leave from employment, retired or unemployed may obtain a non-practicing membership.

The graph indicates that the total number of actively registered social workers has continually increased each year.
The highest percentage of social workers is clustered in the Avalon East region which encompasses the cities of St. John’s and Mount Pearl as well as surrounding areas. This is followed by Western, Eastern, Central and Labrador/Grenfell.

The percentage of social workers employed with the Department of CYFS increased from 23% in 2011-12 to 30% in 2012-13. This increase reflected the final phase of the transition of staff from the Regional Health Authorities to the Department of CYFS which was completed on March 26, 2012.
### Distribution of Social Workers by Age Group

<table>
<thead>
<tr>
<th>Year</th>
<th>Age &lt;25</th>
<th>25-29</th>
<th>30-34</th>
<th>35-39</th>
<th>40-44</th>
<th>45-49</th>
<th>50-54</th>
<th>55-59</th>
<th>60-64</th>
<th>65+</th>
<th>% over 45</th>
<th>% over 55</th>
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<tr>
<td>08-09</td>
<td>42</td>
<td>126</td>
<td>182</td>
<td>216</td>
<td>222</td>
<td>190</td>
<td>129</td>
<td>103</td>
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<td>10.9</td>
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<tr>
<td>09-10</td>
<td>45</td>
<td>157</td>
<td>167</td>
<td>237</td>
<td>224</td>
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<td>112</td>
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<td>188</td>
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<td>243</td>
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<td>197</td>
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<td>52</td>
<td>6</td>
<td>37.7</td>
<td>13.2</td>
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<td>241</td>
<td>215</td>
<td>154</td>
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<td>56</td>
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<tr>
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### Gender Breakdown by Registration Year

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<tr>
<td>12-13</td>
<td>173</td>
<td>1295</td>
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### Employment Status of Actively Registered Social Workers by Registration Year

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<tr>
<th>Year</th>
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<th>PPT</th>
<th>TFT</th>
<th>TPT</th>
<th>Leave of Absence</th>
<th>Employed in Other</th>
<th>Retired/Unemployed</th>
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<td>27</td>
<td>36</td>
<td>34</td>
<td>66</td>
<td>3</td>
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</tbody>
</table>

PFT – permanent full time; PPT – permanent part time; TFT – temporary full time (combined with casual full time); TPT – temporary part time (combined with casual part time)
NLASW Board of Directors Report

NLASW Board of Directors:
President: Joan Davis-Whelan
President-Elect: Mona Romaine-Elliott
Past President: Pamela Rodgers
Executive Member at Large: Mary Beth Hutchens
Board Member at Large: Glenda Webber
Labrador/Grenfell Representative: Nadine Calloway
Western Representative: Cindy Parsons
Central Representative: Angela Seaward
Eastern Representative: Jaspen Barker
Avalon East Representative: Niki Legge
Public Representatives: Ralph Billard, Geoff Peters, Minnie Ann Piercey, Rebecca Roome

NLASW Board Liaisons:
CASW Board Representative: Ian Shortall
Student Representative: Meghan Churchill

The NLASW Board of Directors is responsible for governance of the organization in accordance with the legislation. It develops and sets the strategic plan and is responsible for financial and policy governance as well as the Complaints Authorization Committee (CAC) functions.

Back row (left to right): Angela Seaward, Cindy Parsons, Mona Romaine-Elliott, Mary Beth Hutchens, Geoff Peters, Pamela Rodgers
Front row (left to right): Rebecca Roome, Minnie Ann Piercey, Glenda Webber, Jaspen Barker, Joan Davis-Whelan, Nadine Calloway Missing from photo: Ralph Billard, Niki Legge
The Board of Directors met seven times throughout the year including one in person full day meeting. Activities included:

- Participating in the development of national entry to practice competencies for the profession.
- Hosting the national meetings of the CASW Board of Directors, Presidents and Executive Directors of provincial social work associations.
- Participation in the development of a new membership agreement with CASW.
- Developing an appointment process for the CASW board liaison position.
- Meeting with the administration of Memorial University respecting the regulation of social work.
- Monitoring the progress respecting transition to the Social Workers Act.
- Advocacy to achieve appointment of a full complement of public representatives.
- Participating in a full day of training on October 19, 2012. The meeting included a detailed breakdown of the professional conduct review process as well as a presentation by NLASW’s legal counsel.
- Adopting a new Registration Committee Policy Manual.
- Adopting the discussion paper titled Social Work and Decision Specific Capacity Assessments.
- Correspondence with the Minister of Health and Community Services and the Chief Executive Officers’ of the Regional Health Authorities expressing concern regarding restrictions placed on educational leave.
- Selection of the CASW Distinguished Service Award recipient to recognize outstanding contribution to the social work profession in Newfoundland and Labrador.

During the 1996 AGM, the NLASW membership selected Connecting Voices as the title of the NLASW newsletter. Connecting Voices continues to be published biannually.
Partnering with the Health Regulators Network to offer a training session regarding the allegation review process. This session occurred on December 18, 2012.

Completing appointments to regulatory committees.

Approval of the budget for the 2012-13 financial year including the authorization to introduce credit and debit card as payment options.

**Executive Committee**

**Committee Members:** Joan Davis-Whelan, Pamela Rodgers, Mona Romaine-Elliott, Mary Beth Hutchens

The Executive Committee is a sub-committee of the NLASW Board of Directors. It is responsible for overseeing implementation of decisions of the Board of Directors, human resource management and engaging in preparation and planning to facilitate organizational decision making. The committee met six times throughout the year. Activities included:

- Reviewing draft policies relating to the implementation of the *Social Workers Act* in preparation for full board review; this included the transition of the Board to undertake the CAC functions.
- Liaison with the Department of Health and Community Services regarding the appointment of public representatives.
- Reviewing and approving plans for the 20th anniversary celebrations including the presentation of two plaques capturing NLASW Past Presidents and previous CASW Distinguished Service Award Winners. These plaques were formally presented at the social work month breakfast held on March 23, 2012 in St. John’s.
- Liaison with the Department of Justice and the Human Resource Secretariat respecting regulation of employees.
- Liaison with the Departments of Finance and CYFS regarding streamlining the submission of payroll deduction fees for provincial government employees.
- Reviewing financial statements to ensure fiscal accountability.
- Planning a full day Board of Directors meeting focused on the professional conduct review process.
- Chairing the CASW Presidents Meetings to influence national social work issues.
- Representing NLASW at the National Competency Project meetings to define the entry to practice competencies for the social work profession in Canada.
- Providing representation to the Board of the Canadian Council of Social Work Regulators (CCSWR). This organization is comprised of ten provincial social work regulatory authorities responsible for regulating over 30,000 social workers across Canada.
- Providing representation to the ASWB By-laws and Continuing Education Committees.
- Reviewing the by-laws of NLASW for compliance with the new legislation.
- Adopting a revised travel policy.
- Overseeing a project to review the non-practicing category of NLASW membership.
- Hiring a maternity leave replacement for the Associate Registrar position during the 2012-13 fiscal year.
Complaints Authorization Committee (CAC)

The CAC is comprised of three members from the NLASW Board of Directors, consisting of two registered social workers and one public representative. The function of the CAC is rotated amongst the membership of the Board.

The CAC objectively reviews allegations against professional social work practice and determines if the subject of an allegation fits the criteria for conduct deserving of sanction. This committee is responsible for the investigation of allegations and the initiation of referrals to the Disciplinary Panel. In 2012-13, the CAC held 13 meetings with the focus of activities including:

- The review of eight allegations. Of the allegations reviewed, the CAC issued five letters of counsel and caution; referred one matter to the Registrar to undergo the alternate dispute resolution (ADR) process; one matter was dismissed; and one matter remains under investigation.
- Training and ongoing transition to assume CAC functions.
- The review and revision of existing policy and procedure specific to the professional conduct review process to ensure compliance with the Act.

Regional Representatives Committee
Committee Chair: Cindy Parsons
Committee Members: Jaspen Barker, Nadine Calloway, Niki Legge, Angela Seaward

This board committee oversees the advancement of the NLASW strategic goals related to member engagement, communication and education. This committee met seven times during the past year. The focus of activities included:

The first provincial conference of registered social workers was held May 29-31, 1999 in St. John’s.

Biennial conferences have also been held in Gander, Stephenville, and Port Blandford.
Overseeing the organization of social work month activities in all regions of the province.

Coordinating promotional radio ads to include social workers from diverse areas of practice and different regions of the province to further public understanding of the roles of social workers.

Reviewing the results of the membership engagement survey which was distributed to NLASW members in October 2012. The survey evaluated current membership engagement activities and identified future initiatives for NLASW to consider.

Advancing the Communication Facilitators Pilot Project in the Labrador/Grenfell region. The communication facilitator positions were developed in 2011-12 to support the NLASW and its Regional Representatives in connecting with members.

Receiving reports regarding activities under the Embracing Excellence Educational Series and considering issues related to access to continuing education.

Reviewing NLASW communication strategies to ensure member engagement is maximized.

Overseeing 20th anniversary activities.

A framed document containing the names of NLASW Presidents for the past 20 years was unveiled at the March 23, 2012 social work month breakfast held in St. John’s.

NLASW Presidents in attendance at the March event (left to right): Beverley Clarke (1993-96), Pamela Rodgers (2010-12), Patti Erving (2004-06) Ian Shortall (2006-08)
Canadian Association of Social Workers (CASW) Representative Report

CASW Newfoundland and Labrador Representative: Ian Shortall

The CASW Board of Directors is responsible for providing an oversight role to the executive director and staff of the CASW and works from both a national and international perspective in order to promote the social work profession in Canada, advance social justice, and support the work of partner organizations. By joining a provincial/territorial partner organization, social workers automatically become affiliated with the CASW.

The Board met a total of five times throughout the year. This included two board conference calls and one conference call with the provincial/territory partner organizations, one face to face meeting of the board in Ottawa and one joint provincial/territory partners meeting held in St John’s with the executive directors and presidents. The activities of the board consisted of the following:

- Launching the www.defendingsocialprograms.ca report to draw attention to the Canadian Social Transfer and its potential to address Canada’s growing income inequality gap by investing and being accountable in programs that support the social determinants of health.
- Meeting with the Federal Members of Parliament in Ottawa to highlight the CASW position and recommendations with respect to the following issues:
  1. The Increase of Old Age Security for Seniors
  2. National Mental Health Strategy
  3. The Need for a National Child Advocate
  4. The Canada Social Transfer
  5. Medical Expense Tax credit (METC).
- Joining three new coalitions: The Canadian Primary Health Care Research Network (CPHCRN); Child Rights Education for Professionals (CRED-PRO); and Partners For Mental Health (PMH).
- Creating a new partnership agreement with provincial/territory member organizations that is sustainable and strengthens the federation.

2001-03

A provincial Promotion of the Profession Committee was formed.

Several members pictured above remain committee members today. The committee report can be found on page 17.
Canadian Association of Social Workers (CASW) Representative Report

- Promoting individual memberships in the provinces outside of the federation (Ontario, Alberta, and Quebec).
- Continued dialogue with the provinces outside the federation with the goal of reunification.
- Through the CASW executive director, regular meetings were held with the executive directors of the provincial/territorial partner organizations on matters of national interest.

2012 CASW Distinguished Service Award Winner Wanda Lundrigan with CASW Representative Ian Shortall

Recipients of the CASW Distinguished Service Award in attendance at the March 23 breakfast (Left to right): Moyra Buchan, Doris Hancock, Paula Rodgers, Valerie Barrington, Jocelyn Greene, Vivian Randell, Mary Beth Hutchens, Myrtle Barrett, Ellen Oliver, Bobbie Boland and Wanda Lundrigan

A framed document containing the names of CASW Distinguished Service Award Winners was also unveiled at the March 23, 2012 social work month breakfast held in St. John’s.
Committee Reports

Registration Committee

Committee Chair: Lori Hewitt
Committee Members: Rosemary Lahey, Maxine Paul, Zita White, Helen Handrigan, Marie Brennan-Downey

The Registration Committee is a committee appointed by the NLASW Board of Directors delegated with the task to oversee policy and procedures related to social work registration and to provide consultation to the registrar regarding applications for registration. The committee met six times during 2012-13. The focus of activities included:

- Facilitating two educational sessions for social workers to provide information respecting application of the NLASW Continuing Professional Education (CPE) Policy.
- Complete revision of the Registration Policy Manual to ensure compliance with the Social Workers Act.
- Overseeing a review of the NLASW non-practicing category of membership.
- Reviewing applications and making recommendations for candidates re-entering the practice of social work, applying for the voluntary private practice roster and seeking temporary registration.
- Providing consultation respecting inquiries from international applicants.
- Reviewing registration renewal forms and providing recommendations respecting plans to acquire CPE credits.
- Reviewing CPE audit results and approving clarifying amendments to the CPE policy. Five per cent of NLASW registrants were randomly audited as part of annual registration renewal.
- Adopting the ASWB process for approved continuing education as meeting criteria for the NLASW CPE policy.
- Hearing appeals of late fees as delegated by the NLASW Board of Directors.

2004-06

CASW Code of Ethics and Guidelines for Ethical Practice were introduced at the 2005 NLASW conference in Port Blandford.

These documents continue to guide social work practice in this province.
Committee Reports

The committee extends a thank you to long standing committee members Helen Handrigan and Marie Brennan-Downey who resigned from the committee during 2012-13.

**Disciplinary Panel**

**Committee Chair:** Suzanne Brake  
**Committee Members:** Valerie Barrington, Martin Batterson, Jamie Byrne, Charles Feltham, Chris Hickey, Amy Kendall, Wanda Lundrigan, Vanessa Mercer-Oldford, Michelle Ryan, Renee Ryan, Douglas Smith, Lisa Zigler

The Disciplinary Panel is comprised of a complement of registered social workers and public representatives. In accordance with the Act, the Disciplinary Panel receives referrals from the CAC and responds by constituting an Adjudication Tribunal for the purpose of conducting disciplinary hearings. The Adjudication Tribunal will hear evidence regarding a complaint and make a determination as to whether the alleged conduct is deserving of sanction. There were no referrals received from the CAC during 2012-13. In 2012-13, the panel held six meetings with activities focused on:

- The on-going change in structure of the panel to reflect a complement of registered social workers and public representatives in accordance with the Act. Three members were re-appointed by the NLASW Board of Directors. One new public representative was appointed by the Minister of Health and Community Services, bringing the compliment of public representatives to four, achieving full compliance with the Act.

- Educating members of the profession, employers and the general public regarding the professional conduct review process. An article was published in the July 2012 edition of NLASW’s Connecting Voices newsletter outlining the steps involved in the professional conduct review process. An information brochure was also developed to explain the process.

- Reviewing existing policy, procedure and practice specific to disciplinary sanctions.

The committee extends a thank you to Michelle Ryan and Renee Ryan who resigned from the committee during 2012-13.
Committee Reports

Professional Issues Committee
Committee Chair: Charlene Evans
Committee Members: Deena Piercey, Denise Butt, Jill Stead, Kelli Dawe, Lanie Woodfine, Marlene George, Mary Sheppard, Sandra Farrell, Ruth Parsons, Charlotte Courage, Glenda Webber, Colleen Hanrahan

The purpose of this committee is to identify, examine, and analyze issues facing the profession from an ethical perspective and to provide consultation to members upon request with the overall goal of enhancing ethical practice and decision-making. The work of this committee is guided by the CASW (2005) Code of Ethics, CASW (2005) Guidelines for Ethical Practice, the Social Workers Act, and other relevant legislation. The committee held nine meetings in 2012-13. Activities included:

- Responding to requests for ethical consultations from members to enhance ethical practice.
- Publication of an article titled *Encounters of the Unanticipated Kind* to explore boundary issues in rural practice settings in the July 2012 edition of *Connecting Voices*.
- Publication of an article titled *The Intersect between Personal and Professional Boundaries* to explore issues of boundaries and conflicts of interest in social work practice in the January 2013 edition of *Connecting Voices*.
- Five presentations with social work students in the Memorial University Bachelor of Social Work (BSW) program to enhance critical thinking and ethical awareness on professional boundaries in social work practice.
- Production of a document titled *Guiding Framework for Social Workers Concerned about the Professional Practice of a Colleague* to enhance social workers knowledge of ethical responsibilities when they are concerned about a colleagues’ professional practice.
- Hosting an education session for social workers to

2007-09

RSW pins were distributed to all registered social workers to promote awareness of and pride in the profession.

Pins continue to be distributed to new NLASW registrants.
explore the impact of social media on social work practice in collaboration with the NLASW Promotion of the Profession Committee.

- Providing guidance and support to social work students in enhancing ethical decision-making.

The committee would like to extend a thank you to Ruth Parsons, Charlotte Courage, Glenda Webber, and Colleen Hanrahan who resigned during 2012-13.

**Promotion of the Profession Committee**

**Committee Chair:** Stephanie Mealey  
**Committee Members:** Wanda Burt, Elaine Holden, Kim Kelly, Lisa Lake, Meghan Churchill (Student Board Liaison), Paula Rodgers, Tara Earle, Sherry Hounsell, Annette Bridgeman, Nikki Parsons

The purpose of this committee is to develop, implement and evaluate initiatives that promote social work practice, raise awareness of the diversity of the profession, and highlight the expertise and knowledge of social workers in all fields of practice. The majority of the work of this committee falls under the second strategic goal of the NLASW - “to promote public awareness of the profession and practice of social work in all regions of the province”. The committee met eight times in 2012-13. Activities included:

- Planning, facilitating and evaluating social work month activities and events to promote and celebrate the profession.
- An annual strategic planning day to review and update the committee’s strategic plan and terms of reference and to review the annual work plan.
- Hosting an education session for social workers to explore the impact of social media on social work practice in collaboration with the NLASW Professional Issues Committee.
- Publication of 15 ‘Did You Know’ information fact sheets to raise awareness of the diverse fields of social work practice.
- Facilitating an education session for social workers titled *Improving Our Ability to Respond to Lesbian, Gay, Bisexual, Transgender, and Two-Spirit (LGBT2) People in Social Work Practice* to enhance awareness and knowledge of practice considerations.
- Revising the promotional PowerPoint presentation titled *Social Work: A Profession Committed to Excellence* as a resource for members to educate students and the public on the social work profession.
- Publication of an article titled *Get involved….Get inspired* in the July 2013 edition of *Connecting Voices* which spoke to the importance of being involved with the profession.
- Publication of an article titled *When you think of Social Work* in the January 2013 edition of *Connecting Voices* to showcase the diversity of the social work profession and to highlight the role of social work in recreation.

The committee extends a thank you to Wanda Burt who served as interim chair from March 2012 to January 2013. The committee would also like to extend a thank you to Bradley Richards, Carrie Russell and Kayla Oliver who resigned from the committee during 2012-13.
Committee Reports

2010-12

New legislation governing the practice of social work was proclaimed on March 31, 2011.

Under the new Social Workers Act, the title “social worker”, “RSW” or any abbreviation is protected. The new Act also includes an expanded definition of the profession.

Editorial Committee

Co-Editors: Annette Johns and Meghan Hillier
Committee Members: Carolyn Jones, Bonnie Hobbs, Deanne O’Brien, Melanie Hickey, Jorge VanSlyke, Charlotte Akerman, Patti Erving

The Editorial Committee works to facilitate information sharing among the membership about social work practice in Newfoundland and Labrador through the publication of the Connecting Voices newsletter. Activities included:

- Updating the editorial policies to address requests for photocopying of articles published in Connecting Voices and the reprinting of articles from other published sources to ensure consistency and clarity.

The committee extends a thank you to Jorge VanSlyke, Charlotte Akerman, Melanie Hickey and Patti Erving who resigned from the committee during 2012-13.

Community Development Network

Committee Chair: Susan MacLeod
Committee Members: Allison Scott, Donna Earle, Maxine Paul, Priscilla Corcoran Mooney, Tammy Greening, Lisa Zigler

The Community Development Network seeks to connect social workers throughout Newfoundland and Labrador who are interested in community development with the overall goal of promoting community development as an integral component of social work practice. This is achieved by promoting community development principles in social work regardless of where one may be employed, sharing current resources related to community development and community capacity building, and educating others about community development. The committee met four times in 2012-13. Activities included:

- Publication of an article titled Bet You Didn’t Realize You Are A Community Development Worker in the January
Committee Reports

2013 edition of Connecting Voices to raise awareness of community development work in social work practice.

- Updating the community development ‘Did You Know’ fact sheet to ensure that the information was reflective of current practice.
- An invitation for submissions from members to share their stories and experiences of community development in social work practice. A submission titled Mapping the Way in Labrador: A Story of Partnerships was published in the July 2012 edition of Connecting Voices.

The committee extends a thank you to Michael Devine, Susan Madore and Donna O’Brien who resigned from the committee during 2012-13.

**Professional Practice Coordinators Committee**  
**Committee Chair:** Paula Rodgers  
**Committee Members:** Bert Bennett, Patti Erving, Philip O’Neil, Irene Pack

The purpose of this committee is to provide a provincial forum for individuals who have social work professional practice responsibilities to consult and share information. This committee meets quarterly.

The committee extends a thank you to Patti Erving who resigned from the committee during 2012-13.

**Professional Development Fund Committee**  
**Committee Chair:** Mary Beth Hutchens  
**Committee Members:** Joan Davis-Whelan, Sheri Kennedy

The primary function of this committee is to provide financial sponsorship to registered social workers to attend professional education and development activities that comply with the NLASW CPE policy. Two draws are held annually, in mid March and mid September. Applicants can receive up to $200 to attend an event that complies with the CPE policy. The focus of their activities during 2012-13 included:

- Revising the committee’s terms of reference.
- Reviewing applications received and awarding funds to successful applicants. A total of 12 applicants were approved for funding in 2012-13.
**Decision Specific Capacity Assessments**

**Committee Members:** Henry Kielley, Barbara Ivany, Annette Gaulton, Carol Snelgrove, Philip O’Neil

A discussion paper on the role of social work in decision specific capacity assessments was completed and approved by the NLASW Board of Directors on December 7, 2012. This discussion paper outlined and discussed the role of social work in decision specific capacity assessments, provided an overview of some of the practice issues and ethical considerations, and provided an opportunity for discussion, critical reflection, and practice analysis.

The committee extends a thank you to Patti Erving who resigned from the committee during 2012-13.

**Long Term Care and Community Supports**

Social workers employed in long term care and community supports meet to discuss and address issues identified in these areas of practice.

During 2012-13, the focus of activities included:

- Maintenance of a distribution list to ensure optimal flow of information and resources between all parties.
- Organizing a social work month education event for social workers who work with seniors titled *Growing Older and Wiser: Social Work and Gerontology*.
Embracing Excellence Educational Series

The NLASW Embracing Excellence series was introduced during 2010-11. The series was designed to promote social work excellence through continuing education, while recognizing the knowledge, skills and expertise that exists in the social work profession. During 2012-13, activities included:


- An education session titled Personal and Professional Boundaries in Social Work Practice on March 27, 2012 for social workers and staff with Victim Services as part of their in-service training.

- A public education event titled Taming Worry Dragons: Helping Children and Families Cope with Anxiety held on March 27, 2012.


- A presentation on October 15, 2012 to BSW students at Memorial University School of Social Work to address social media, ethics and boundaries.


- Two information sessions held on December 14, 2012 and January 18, 2013 regarding CPE for social workers.

- A presentation on social work regulation to BSW students at Memorial University held on February 14, 2013.

- A session hosted jointly by the NLASW and the Association of Registered Nurses of Newfoundland and Labrador on February 19, 2013. This session titled Rethinking Stereotypes, Challenging Our Perceptions raised awareness of the impact (professional, ethical and legal) of stereotypes and perceptions in practice and generated opportunities for open and continued dialogue in improving client care.
External Representatives

The NLASW would like to extend thank you to its representatives on external committees. These include:
Food Security Network: Jill Stead
CASW Children’s Interest Group: Annette Johns
CASW Health Interest Group: Charmaine Wight
CASW Aboriginal Special Interest: Wendy Groves
CASW Canadian Social Work Journal: Elizabeth Sheppard-Hewitt
MUN Academic Council: Rob Fildes
MUN Graduate Studies: Gordon Piercey
Coalition Against Violence Avalon East: Pennie Spurvey

NLASW staff support the work of the Board of Directors and all committees included in this report. Staff includes:
Executive Director and Registrar: Lisa Crockwell MSW, RSW
Associate Registrar: Jody-Lee Farrah MSW, RSW (on leave), Peggy Hatcher MSW, RSW
Associate Director of Policy and Practice: Annette Johns MSW, RSW
Coordinator, Registration and Administration: Adrienne Foley, B.Comm.
INDEPENDENT AUDITOR’S REPORT

To the Members of the
Newfoundland and Labrador Association of Social Workers:

I have audited the accompanying financial statements of the Newfoundland and Labrador Association of Social Workers which comprise the balance sheet as at February 28, 2013 and February 28, 2012 and March 1, 2011, and the statements of changes in net assets, changes in internally restricted reserves, operating revenue and expenditure and cash flow for the years ended February 28, 2013 and February 28, 2012, 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 accepted accounting principles for not-for-profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free of material misstatement, whether due to fraud or error.

Auditor’s Responsibility
My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform an audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing audit 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.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion
In my opinion, the financial statements present fairly, in all material respects, the financial position of the Newfoundland and Labrador Association of Social Workers as at February 28, 2013 and February 28, 2012 and March 1, 2011 and its financial performance and its cash flows for the years ended February 28, 2013 and February 28, 2012 in accordance with Canadian accounting standards for not-for-profit organizations.

Bay Roberts, Newfoundland and Labrador

May 21, 2013

Chartered Accountant
# Financial Statements

## NEWFOUNDLAND AND LABRADOR ASSOCIATION OF SOCIAL WORKERS

**Balance Sheet**
**As at February 28, 2013 and 2012**

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$437,616</td>
<td>$482,523</td>
</tr>
<tr>
<td>Investments</td>
<td>574,995</td>
<td>397,960</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>3,405</td>
<td>5,632</td>
</tr>
<tr>
<td></td>
<td>1,016,016</td>
<td>886,115</td>
</tr>
<tr>
<td>Capital Assets (Note 3)</td>
<td>210,379</td>
<td>214,896</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$1,226,395</td>
<td>$1,101,011</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accruals</td>
<td>$30,259</td>
<td>$42,104</td>
</tr>
<tr>
<td>Statutory payroll remittances</td>
<td>8,453</td>
<td>8,703</td>
</tr>
<tr>
<td>Prepaid registration fees</td>
<td>525,928</td>
<td>491,999</td>
</tr>
<tr>
<td></td>
<td>564,640</td>
<td>542,806</td>
</tr>
<tr>
<td>Accrued Employee Severance (Note 4)</td>
<td>25,209</td>
<td>22,365</td>
</tr>
<tr>
<td></td>
<td>589,849</td>
<td>565,171</td>
</tr>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>25,837</td>
<td>3,264</td>
</tr>
<tr>
<td>Internally restricted reserves (Page 3)</td>
<td>400,330</td>
<td>317,680</td>
</tr>
<tr>
<td>Invested in capital assets (Page 3)</td>
<td>210,379</td>
<td>214,896</td>
</tr>
<tr>
<td></td>
<td>636,546</td>
<td>535,840</td>
</tr>
<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td>$1,226,395</td>
<td>$1,101,011</td>
</tr>
</tbody>
</table>

On Behalf of the Board:

[Signature]

President

[Signature]

Executive Director/Registrar
See accompanying notes to the financial statements

NEWFOUNDLAND AND LABRADOR
ASSOCIATION OF SOCIAL WORKERS

Statement of Changes in Net Assets
For the Years Ended February 28, 2013 and 2012

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Unrestricted Net Assets</td>
<td>Internally Restricted Reserves</td>
</tr>
<tr>
<td>Excess of revenue over (under) expenditure</td>
<td>127,435</td>
<td>-</td>
</tr>
<tr>
<td>Capital asset additions</td>
<td>(4,862)</td>
<td>-</td>
</tr>
<tr>
<td>Net changes in reserves</td>
<td>(100,000)</td>
<td>82,650</td>
</tr>
<tr>
<td>Balance, end of year</td>
<td>$ 25,837</td>
<td>$ 400,330</td>
</tr>
</tbody>
</table>

Statement of Changes in Internally Restricted Reserves
For the Years Ended February 28, 2013 and 2012

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>General Disciplinary</td>
<td>Building Contingency</td>
</tr>
<tr>
<td>Balance, beginning of year</td>
<td>$ 187,375</td>
<td>$ 42,000</td>
</tr>
<tr>
<td>Allocations to reserve from current year surplus</td>
<td>80,000</td>
<td>8,000</td>
</tr>
<tr>
<td>from opening unrestricted net assets</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Expenditures</td>
<td>(17,350)</td>
<td>-</td>
</tr>
<tr>
<td>Balance, end of year</td>
<td>$ 250,025</td>
<td>$ 50,000</td>
</tr>
</tbody>
</table>
Financial Statements

See accompanying notes to the financial statements

NEWFOUNDLAND AND LABRADOR
ASSOCIATION OF SOCIAL WORKERS

Statement of Operating Revenue and Expenditure
For the Years Ended February 28, 2013 and 2012

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Registration fees</td>
<td>$565,650</td>
<td>$486,684</td>
</tr>
<tr>
<td>Investment income</td>
<td>7,352</td>
<td>5,928</td>
</tr>
<tr>
<td>Miscellaneous (Note 5)</td>
<td>9,685</td>
<td>8,772</td>
</tr>
<tr>
<td>Social Work Month</td>
<td>3,775</td>
<td>4,561</td>
</tr>
<tr>
<td>Conference</td>
<td>-</td>
<td>5,015</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>586,462</td>
<td>510,960</td>
</tr>
</tbody>
</table>

|                  |          |          |
| **Expenditure**  |          |          |
| Advertising      | 3,208    | 3,366    |
| Amortization     | 9,379    | 10,086   |
| Conference       | -        | 3,293    |
| Consultant fees  | 5,909    | 7,045    |
| Heat and light   | 3,763    | 2,918    |
| Insurance        | 3,222    | 3,186    |
| Interest and bank charges | 3,176    | 97       |
| Legal fees       | 3,688    | 5,860    |
| Maintenance      | 5,439    | 6,382    |
| Memberships, licenses and fees | 53,665  | 52,763   |
| Miscellaneous    | 1,312    | 1,439    |
| Municipal tax    | 10,036   | 9,999    |
| Office supplies  | 10,895   | 10,861   |
| Photocopying     | 9,313    | 8,663    |
| Postage          | 8,271    | 7,519    |
| Professional development and training | 2,896    | 4,678    |
| Professional fees| 6,928    | 6,622    |
| Salaries and employee benefits | 303,274  | 307,851  |
| Social Work Month| 6,196    | 6,519    |
| Telephone        | 7,337    | 6,947    |
| Travel and meetings | 10,499  | 16,161   |
| **Total Expenditure** | 468,406  | 482,255  |

**Excess of revenue over expenditure for the year**

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$118,056</td>
<td>$28,705</td>
</tr>
</tbody>
</table>
See accompanying notes to the financial statements

NEWFOUNDLAND AND LABRADOR
ASSOCIATION OF SOCIAL WORKERS

Cash Flow Statement
For the Years Ended February 28, 2013 and 2012

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash provided from (used in)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excess of revenue over expenditure for the year</td>
<td>$118,056</td>
<td>$28,705</td>
</tr>
<tr>
<td>Items not involving cash:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>9,379</td>
<td>10,086</td>
</tr>
<tr>
<td></td>
<td>127,435</td>
<td>38,791</td>
</tr>
<tr>
<td>Changes in non-cash working capital items:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>2,227</td>
<td>(62)</td>
</tr>
<tr>
<td>Accounts payable and accruals</td>
<td>(11,845)</td>
<td>(674)</td>
</tr>
<tr>
<td>Statutory remittances payable</td>
<td>(250)</td>
<td>483</td>
</tr>
<tr>
<td>Prepaid registration fees</td>
<td>33,929</td>
<td>78,896</td>
</tr>
<tr>
<td></td>
<td>151,496</td>
<td>117,434</td>
</tr>
<tr>
<td>Investing activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Increase) decrease in investments</td>
<td>(177,035)</td>
<td>25,656</td>
</tr>
<tr>
<td>Purchase of capital assets</td>
<td>(4,862)</td>
<td>(12,344)</td>
</tr>
<tr>
<td></td>
<td>(181,897)</td>
<td>13,312</td>
</tr>
<tr>
<td>Financing activities:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Increase in accrued employee severance</td>
<td>2,844</td>
<td>2,653</td>
</tr>
<tr>
<td>Expenses charged against contingencies</td>
<td>(17,350)</td>
<td>(28,343)</td>
</tr>
<tr>
<td></td>
<td>(14,506)</td>
<td>(25,690)</td>
</tr>
<tr>
<td>Net increase in cash and cash equivalents</td>
<td>(44,907)</td>
<td>105,056</td>
</tr>
<tr>
<td>Cash and cash equivalents, beginning of year</td>
<td>482,523</td>
<td>377,467</td>
</tr>
<tr>
<td>Cash and cash equivalents, end of year</td>
<td>$437,616</td>
<td>$482,523</td>
</tr>
</tbody>
</table>

Cash and cash equivalents consist of cash in bank
NEWFOUNDLAND AND LABRADOR
ASSOCIATION OF SOCIAL WORKERS
Notes to the Financial Statements
For the Years Ended February 28, 2013 and 2012

The Newfoundland and Labrador Association of Social Workers (the ‘Association’) was created on September 1, 1993, with the proclamation of the Social Workers Association Act by the Legislature of the Province of Newfoundland and Labrador. New legislation governing the practice of social work was proclaimed on March 31, 2011. The new Act Respecting the Practice of Social Work (short title Social Workers Act) replaces the previous Social Workers Association Act. This Act continues to give the Association authority to regulate the practice of social work in the province and to govern the profession in accordance with the legislation. The liability of the membership is limited.

1. Adoption of Accounting Standards for Not-for-Profit Organizations

These financial statements were prepared in accordance with Part III of the CICA Handbook – Accounting (“Part III”)

The Association’s first reporting period using Part III is for the year ended February 28, 2013. As a result, the date of transition to Part III is March 1, 2011. The Association presented financial statements under its previous Canadian generally accepted accounting principles (“CGAAP”) annually to February 28th of each fiscal year up to, and including, February 28, 2012.

As these financial statements are the first financial statements for which the Association has applied Part III, the financial statements have been prepared in accordance with the provisions set out in Section 1501 of Part III, First-time Adoption by Not-for-Profit Organizations. The accounting policies set out in the significant accounting policies note have been applied in preparing the financial statements for the year ended February 28, 2013, the comparative information for the year ended February 28, 2012 and the opening Part III balance sheet at March 1, 2011.

The adoption of Part III had no impact on the previously reported assets, liabilities and equity of the Association, and accordingly, no adjustments have been recorded in the comparative balance sheet, statements of operating revenue and expenses and changes in net assets and internally restricted reserves, and the cash flow statement. Certain of the Association’s disclosures included in these financial statements reflect the new disclosure requirements of Part III.
2. Significant Accounting Policies

Basis of Presentation
These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and are in accordance with Canadian generally accepted accounting principles.

Capital assets
Capital assets are recorded at cost. Amortization on assets is calculated using the declining balance method at the rates indicated in note 3.

Internally restricted reserves
Reserves are allocated from operating surpluses to provide for future expenses in relation to disciplinary costs, building expenses and general unforeseen contingencies. The Board of Directors will determine the amount to be allocated to the reserves on an annual basis. Actual expenses will be charged against the reserves.

Investments
Investments consist of guaranteed investment certificates and are recorded at market value unless otherwise indicated.

Revenue recognition
Registration fees due on February 28th of each year are recognized as revenue in the subsequent year. Other sources of revenue are recognized upon the collection of cash.

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 and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates. Estimated life of capital assets is the most significant item that involves the use of estimates.
3. Capital Assets

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cost</td>
<td>Amortization</td>
</tr>
<tr>
<td>Land</td>
<td>$125,500</td>
<td>$-</td>
</tr>
<tr>
<td>Building - 5%</td>
<td>108,417</td>
<td>43,503</td>
</tr>
<tr>
<td>Furniture and equipment - 20%</td>
<td>44,236</td>
<td>29,708</td>
</tr>
<tr>
<td>Computer hardware - 30%</td>
<td>47,808</td>
<td>42,371</td>
</tr>
<tr>
<td></td>
<td>$325,961</td>
<td>$115,582</td>
</tr>
</tbody>
</table>

4. Accrued Employee Severance

The Association accounts for employee severance using the accrual basis of accounting. Severance is payable to qualified employees based on the Association's polices and employment contracts.

5. Miscellaneous Revenue

<table>
<thead>
<tr>
<th></th>
<th>2013</th>
<th>2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fees</td>
<td>$5,000</td>
<td>$4,800</td>
</tr>
<tr>
<td>Discipline Judgment</td>
<td>500</td>
<td>200</td>
</tr>
<tr>
<td>Late Fees</td>
<td>850</td>
<td>850</td>
</tr>
<tr>
<td>Private Practice Fees</td>
<td>1,150</td>
<td>1,300</td>
</tr>
<tr>
<td>Promotional Materials</td>
<td>2,185</td>
<td>1,402</td>
</tr>
<tr>
<td>Student Membership</td>
<td>-</td>
<td>220</td>
</tr>
<tr>
<td></td>
<td>$9,685</td>
<td>$8,772</td>
</tr>
</tbody>
</table>
NEWFOUNDLAND AND LABRADOR
ASSOCIATION OF SOCIAL WORKERS
Notes to the Financial Statements (Continued)
For the Years Ended February 28, 2013 and 2012

6. Financial Assets and Liabilities

Financial Risk Factors
The Association has exposure to liquidity risk.

Liquidity risk
Liquidity risk is the risk that the Association will not be able to meet its financial obligations as they become due. As at February 28, 2013, liquidity risk is negligible as the Association had unrestricted cash of $437,616, which is sufficient to cover its short-term financial obligations.

7. Date of Transition to Part III Balance Sheet

March 1
2011

Assets
Current
Cash $377,467
Investments 423,616
Prepaid expenses 5,570
806,653
Capital Assets 212,638
Total Assets $1,019,291

Liabilities
Current
Accounts payable and accruals $42,778
Statutory payroll remittances 8,220
Prepaid registration fees 413,103
464,101
Accrued Employee Severance 19,712
483,813
Net Assets
Unrestricted 29,817
Internally restricted reserves 293,023
Invested in capital assets 212,638
535,478
Total Liabilities and Net Assets $1,019,291