

A photograph of two female nurses in scrubs, one in pink and one in light blue, smiling warmly. The image is overlaid with a semi-transparent purple filter and decorative white concentric circles.

2023 ANNUAL REPORT



RPNAS

REGISTERED PSYCHIATRIC NURSES
ASSOCIATION OF SASKATCHEWAN

Territorial Acknowledgment

The Registered Psychiatric Nurses Association of Saskatchewan (RPNAS) acknowledges that members' homes and workplaces are located across Saskatchewan on the traditional lands of the Cree, Sauteaux, Dene, Nakota, Dakota, and Lakota peoples and the homeland of the Metis nation. We pay our respects and affirm the inherent and Treaty Rights of all Indigenous Peoples across this province, specifically honouring treaties 2, 4, 5, 6, 8 and 10 on which we and our members reside and work.

RPNAS acknowledges the harms and mistakes of the past and present, including the historical oppression of the original Peoples, their lands, and cultures. We fervently believe Registered Psychiatric Nurses have a responsibility to contribute to the healing and decolonizing journey required of all Saskatchewan residents. RPNAS is committed to understanding the overt and subtle practices of oppression and discrimination, particularly within the healthcare system. We dedicate our efforts to working together in a spirit of truth, reconciliation, and collaboration.

Letter to the Minister of Health

April 19, 2024

The Honourable Everett Hindley
Minister of Health,
Government of Saskatchewan
Room 204, Legislative Building
2405 Legislative Drive
Regina, SK S4S 0B3

Dear Minister Hindley,

The Registered Psychiatric Nurses Association of Saskatchewan (RPNAS) presents our 2023 Annual Report in accordance with the provisions of the Registered Psychiatric Nurses Act.

This report covers the period from January 1, 2023 to December 31, 2023 and demonstrates our accountability and commitment to uphold our legislative mandate of protection of the public. The report outlines key projects and achievements, statistical information and the audited financial statement of accounts of the RPNAS as required by the Act.

Respectfully Submitted,



Yvonne Sawatzky, RPN
RPNAS Council President



Beverly Balaski, RN BN MN
RPNAS Executive Director/Registrar



President's Message

Greetings in Regulation. It is significant to me to share that the Council has diligently focused on meeting our mandate of public protection. A regulatory body is only as strong as its foundations, therefore ensuring the Act, bylaws, and policies are in alignment with best practice and national trends, is crucial to the functioning of this organization. The Council continues to meet through a hybrid model of two in person and two online meetings yearly. Members and the public are welcome to attend.

Through our focused strategic plan, the risk to the organization is lower than ever, and we are completing our transition to focusing purely on our regulatory mandate. As part of this transition Council approved a name change to the College of Registered Psychiatric Nurses of Saskatchewan (CRPNS). This is anticipated to occur in mid-2024. Also, the Council has changed the process for selection of a President-Elect. Rather than having an election of the members, Council will appoint the President-Elect from the members-at-large. This is in keeping with a regulatory framework that ensures the President-Elect possesses the required competencies to uphold the regulatory work of the organization. Finally, RPNAS Council adopted new Council policies that emphasize regulatory excellence.

As we strive to protect the public, the declining membership of RPNs poses a significant risk to access to mental health and addiction services. The Council conducted a media campaign to highlight the need for more RPNs. The "Why So Few?" campaign launched in March of 2023. With the use of billboards, television commercials and social media, we were able to reach government representatives, key partners and the public. The campaign was well received with data analytics showing a positive response to our messaging.

Throughout 2023, the RPNAS staff and Council representatives met several times with the Ministers of Health, Mental Health and Addictions, and Advanced Education, along with ministry representatives. The RPNAS is appreciative of the opportunity to continue to work with the government to address the RPN shortage, as well as the increasing need for mental health and addiction services.

We are starting to see a slight gain in the membership, due to increased education seats of recent years. Since 2018, psychiatric nursing education seats have increased from 32 to 80. More RPNs in Saskatchewan will assist in addressing the current mental health and addictions needs.

Full implementation of the Career Long Learning Plan (CLP) has occurred. As I completed my plan, I found the process user friendly. The guidelines provided me with a focused direction, and a result that will be relevant to my practice.

The Council continues on its Truth and Reconciliation journey. We've had the pleasure of hosting Merelda Fiddler-Potter, Associate Professor at First Nations University of Canada, Harmony Johnson, author of In Plain Sight Report: Addressing Indigenous-specific Racism and Discrimination in B.C. Health Care and Dr. Holly Graham, RN, MN, PhD, R.D. Psychologist, University of Saskatchewan, and member of the Thunderchild First Nation. The Council gained valuable understandings over the course of the education events. We recognize there is more to be learned as we walk together on the pathway of healing in our professional and personal lives, and our journey continues.

I would like to take a moment to thank all of our operations staff for their dedication and teamwork. They repeatedly go above and beyond in their roles and the organization is strengthened through this work.

My best to you all and I wish you a safe, meaningful, and exceptional year in Registered Psychiatric Nursing.



Yvonne Sawatzky, RPN
President, RPNAS



Executive Director/ Registrar Report

Throughout 2023, the RPNAS continued to execute our regulatory mandate of protection of the public. Regulation of the profession requires us to establish standards of practice that define the expectations of our members in the delivery of high-quality patient care in a competent and ethical manner. This commitment also requires us to provide support for our members, empowering them to maintain and uphold rigorous standards in their professional practice.

Strong Regulatory Framework

RPNAS continues its work on refining our regulatory framework that addresses effective regulatory processes, public safety and quality care. This includes national work with our Nursing counterparts across Canada on the standardized implementation of English Language requirements, modernization of the national exam, and ongoing development of a national database, Nursys, that provides real time information regarding nurses registered in Canada and the US. These initiatives support a coordinated process for assessing eligibility requirements as well as enhancing access to current membership status.

2023 also saw the Government of Saskatchewan bring into force Bill 120 The Miscellaneous Statutes (Health Professions) Amendment Act, 2022 – an Act to standardize certain provisions of the health professions of Saskatchewan. This bill enhances and supports professional regulation in Saskatchewan and the RPNAS is in the process of updating Bylaws and policies to be inclusive of the changes.

Collaboration

Regulating in the public interest is not done in isolation and requires ongoing collaboration between RPNAS, our members, employers, the public, the Government and other key partners to address challenges facing the health care system.

We are grateful for the invaluable support from our essential partners, who assist us in achieving our public protection mandate. Through these partnerships, we have not only strengthened the understanding of the RPN role in the public interest, but also highlighted their significant contributions across various care settings. This collaboration has facilitated a deeper appreciation of the diverse roles and responsibilities of RPNs in delivering essential care and promoting health outcomes within our communities.

Membership Stability and Need for more RPNs

With the ever-increasing demand for mental health and addiction services, the stability of the RPNAS membership remained a concern for public safety. Statistics year over year show a steady decline of RPNs registered to practice in Saskatchewan. With a decreasing supply of RPNs, a need for more psychiatric nursing education seats was evident.

RPNAS operations staff and Council representatives attended multiple meetings with the Minister of Health, the Minister of Mental Health and Addictions, and the Minister of Advanced Education, along with ministry staff, to highlight this urgent need. RPNAS Council also felt it was important for the public to understand the issue and undertook a campaign to highlight the urgent need for more RPNs. The “Why So Few” campaign is highlighted later in this report.

As a result of our collaborative work there were 80 psychiatric nursing education seats offered through Saskatchewan Polytechnic in Regina and Saskatoon, and North West College in North Battleford, in 2023.

Truth and Reconciliation

As identified in the 2022 – 2024 strategic plan, the RPNAS is focused on implementing the calls to action of the Truth and Reconciliation report. As part of our commitment to learning we have met with several prominent indigenous leaders to guide us on our journey to meaningful understanding and action. We are grateful to Merelda Fiddler-Potter, Harmony Johnson, and Dr. Holly Graham for their enthusiastic contributions to our learning. By actively listening to Indigenous leaders and incorporating their guidance into our regulatory approach, we can

contribute to meaningful systemic change that supports the health and well-being of Indigenous communities and individuals. This aligns with our mandate to regulate in the public interest by promoting equity, diversity, inclusion and reconciliation in health care delivery.

Moving Forward

As the health care system becomes more complex and new challenges arise RPNAS Staff and Council remain focused on our regulatory mandate and on remaining nimble in our ability to regulate in the public interest. Through ongoing engagement, collaboration, and continuous improvement, we strive to enhance our effectiveness and responsiveness as a regulatory body, ensuring that our members uphold the highest standards of practice amid the evolving healthcare environment.

On behalf of RPNAS Council and the organization we are pleased to present the 2023 annual report that highlights the important work we have done in the public interest.



Beverly Balaski, RN BN MN
Executive Director/Registrar, RPNAS

About RPNAS

The Registered Psychiatric Nurses Association of Saskatchewan was established in 1947 and is governed under *The Registered Psychiatric Nurses Act, 1993*. The Act sets out our regulatory responsibilities.



To regulate Registered Psychiatric Nursing practice in Saskatchewan



To establish continuing education requirements for RPNs



To set standards for education, registration and practice



To take action when concerns about RPN practice, conduct and competence arise and when the standards are not met



To support RPNs to provide safe, competent and ethical care

Mission

To provide Saskatchewan people with competent Psychiatric Nursing.

Vision

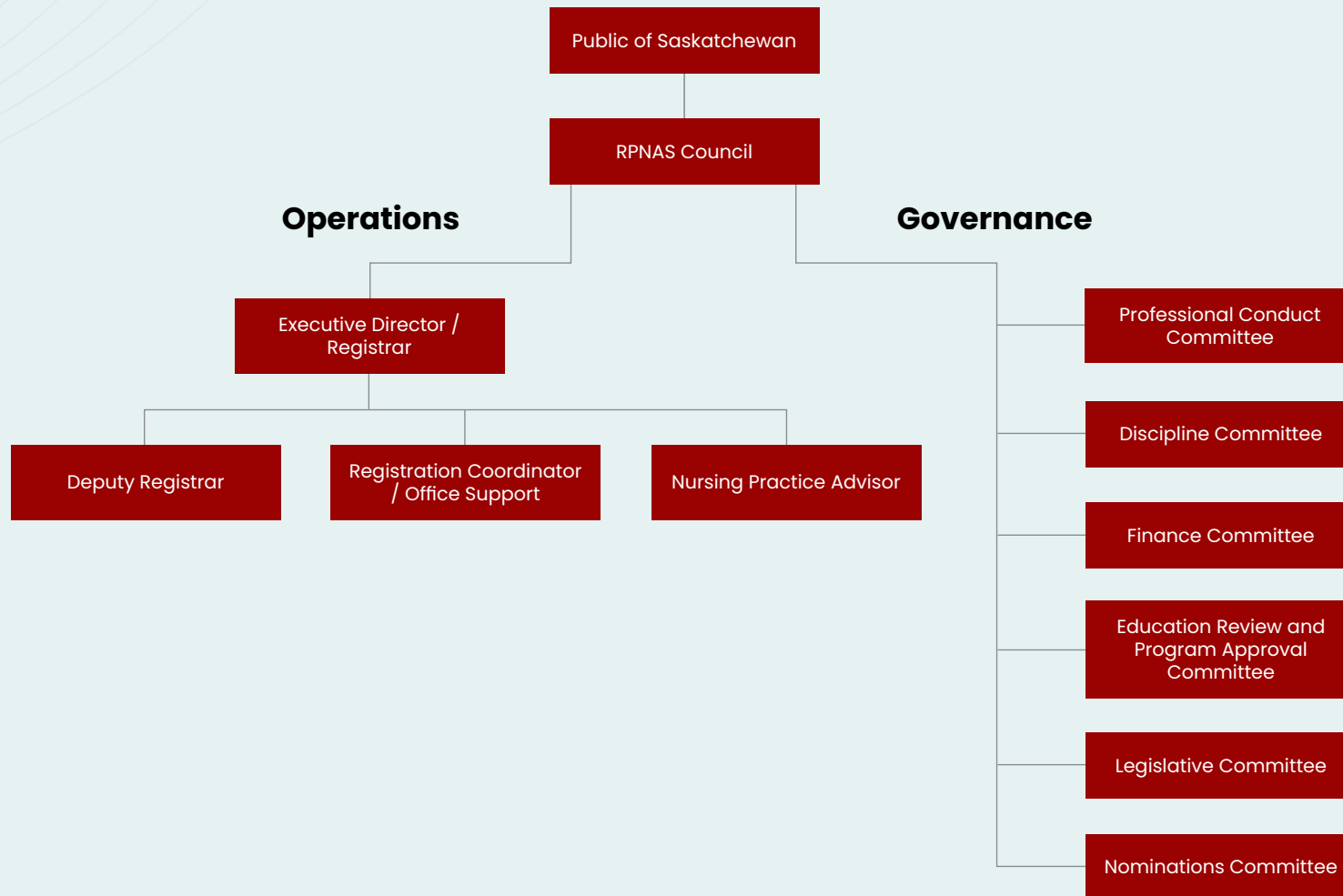
The distinct profession of Psychiatric Nursing is a valued partner in the continuum of health care with competent members who promote and support mental health, hope and recovery.

Values

- **Public Protection**
- **Member Competence**
- **Accountability**
- **Compliance**



Organizational Structure



Council and Staff

Council

Cheryl Carlson, RPN – President (to May 2023)

Yvonne Sawatzky, RPN – President-Elect
(to May 2023 then ascending to President)

Michelle Cleland, RPN (member-at-large to May 2023
then ascending to President-Elect)

Jennifer Berjian, RPN (from September 2023)

Penni Caron, RPN

Leslie Gamble, RPN

Ashley Lemus, RPN

Kyla Shabatura (May – August 2023)

Rory Griffith – Government appointed Public Representative

Russ Marchuk – Council appointed Public Representative

Staff

Executive Director / Registrar

Beverly Balaski, RN BN MN

Regulatory Staff

Lacey Bennett, RPN, BA (psych), MC, Deputy Registrar

Nursing Practice Advisor

Vacant

Administrative Staff

Amanda Brewer, Registration Coordinator and Office Support

Committees

The RPNAS achieves its legislated responsibilities through statutory and non-statutory committees. The RPNAS Council appoints members to committees which consist of both RPNs and public representatives. Terms of reference are established for each committee.

Professional Conduct Committee

Chair: Carrie LaVallie, RPN

Jeannine Brown – Council appointed Public Representative (to May 2023)

Susan Burns (from September 2023)

Colleen Cameron, RPN

Dale Gerhardt – Council appointed Public Representative (to May 2023)

Melanie Kenny – Council appointed Public Representative (from September 2023)

Karyn Kawula, RPN

Dan Lee, RPN

Tracy Martell, RPN

Jaclyn Oberndorfer, RPN

Tiffany Poage, RPN

Discipline Committee

Chair: Theresa Girardin, RPN

Sharon Ash, RPN

Rory Griffith (Government appointed Public Representative)

Ashley Lemus, RPN (to May 2023)

Harley Libke, RPN

Elizabeth Tuazon, RPN

Mallory Unger, RPN

Finance Committee

Chair (to May 2023): Darcy McIntyre, RPN

Chair (from June 2023): Karen Messer-Engel – Council appointed Public Representative (to May 2023)

Michelle Cleland, RPN

Rory Griffith – Government appointed Public Representative

Education Review and Program Approval Committee:

Chair: Ann-Marie Urban – Council appointed Public Representative

Patti Dies, RPN

Karen Messer-Engel – Council appointed Public Representative

Lise Perrault Streeter, RPN

Legislative Committee

Chair: Michelle Cleland, RPN

Stephanie Bajus, RPN

Mark Belanger – Council appointed Public Representative

Rachel Desnomie, RPN

Nominations Committee

Chair: Kyla Bereti, RPN

Koralie Gaudry, RPN

Russ Marchuk – Council appointed Public Representative



RPNAS Regulatory Initiatives Update

Goal: Regulation of RPNs in the public interest

Action/Initiative	Regulatory Compliance
<ul style="list-style-type: none"> Developed 2022-2024 Strategic Plan 	<ul style="list-style-type: none"> ✓ Set regulatory and governance plan to meet established accountabilities and priorities
<ul style="list-style-type: none"> Full implementation of the Career-Long Learning Program (CLP) occurred in 2023 	<ul style="list-style-type: none"> ✓ Met public safety expectations of highly competent care providers ✓ Met best practices to fulfill legislative requirements for ongoing learning requirements of members
<ul style="list-style-type: none"> Continued to work with Government to address declining RPN membership numbers 	<ul style="list-style-type: none"> ✓ Identifies growing shortage of RPNs impacting access to quality psychiatric nursing services ✓ Serves to protect the public by proactively identifying health human resource issues
<ul style="list-style-type: none"> Provide professional practice supports and representation <ul style="list-style-type: none"> Representation on committees Consulted on employer initiatives Provide member consultation service 	<ul style="list-style-type: none"> ✓ Defined professional responsibilities and accountabilities ✓ Contributed to safe practice in the public interest
<ul style="list-style-type: none"> Participate in national meetings with other Canadian Regulators of RPNs/RNs/LPNs to standardize processes where possible <ul style="list-style-type: none"> English Language requirements NURSYS database project Multi-jurisdictional licensure 	<ul style="list-style-type: none"> ✓ Establish regulatory framework that allows for standardized process for licensure eligibility ✓ Utilizes national collaboration to develop regulatory policies/tools
<ul style="list-style-type: none"> Stabilization of Finances/Membership: <ul style="list-style-type: none"> Finances remain stable Ongoing monitoring of membership numbers and key partner meetings to identify risks and potential solutions 	<ul style="list-style-type: none"> ✓ Fulfilled fiduciary responsibilities
<ul style="list-style-type: none"> Continues to offer competency assessment for Internationally Educated Nurses (IEN) who have completed a psychiatric nursing program in their country <ul style="list-style-type: none"> Nursing Community Assessment Service (NCAS) contracted to provide competency assessment to inform of comparability of IEN to Canadian competencies 	<ul style="list-style-type: none"> ✓ Fulfilled regulatory compliance in assessing eligibility for registration into the profession
<ul style="list-style-type: none"> “Why So Few” Media campaign 	<ul style="list-style-type: none"> ✓ Raised awareness of risk to public regarding declining access to mental health and addiction services

RPNAS Affiliations

Affiliation Name	Description
Canadian Network of Agencies for Regulation (CNAR)	A not-for-profit organization providing education, certification, and networking opportunities for regulators in Canada
Canadian Nurse Regulators' Collaborative (CNRC)	A network of all designations of nursing regulators in Canada committed to collaboration and networking to harmonize regulation where possible
Council on Licensure, Enforcement and Regulation (CLEAR)	A not-for-profit organization providing education, certification, and networking opportunities for regulators on an international level
National Council of State Boards of Nursing (NCSBN)	A not-for-profit organization with membership consisting of nursing regulators throughout the US, Canada, and globally
National Nursing Assessment Service (NNAS)	A not-for-profit organization that is responsible for the assessment of foundational education and experience of international nurses seeking licensure in Canada
Network of Interprofessional Regulatory Organizations (NIRO)	A network of all health regulators in Saskatchewan committed to collaboration, networking, and education sharing among regulators of health professions in Saskatchewan
Nursing Community Assessment Services (NCAS)	An organization that assesses competence of Internationally Educated Nurses
Registered Psychiatric Nurse Regulators of Canada (RPNRC)	A national organization of RPN regulators in Canada committed to collaboration to achieve excellence and consistency in regulatory requirements where appropriate
Saskatchewan Nurse Leadership Network (SNLN)	A collaboration of nurse regulators, healthcare employers, unions representing nursing, and government representation to facilitate discussion and strategies

Strategic Plan

2022 ——— **2024**

Mandate

Protection of the public through fulfillment of the Saskatchewan Registered Psychiatric Nurses Act.

Purpose:

The Registered Psychiatric Nurses Association of Saskatchewan (RPNAS) exists to establish regulatory requirements for its members when providing safe and competent nursing services. Through its regulatory oversight functions the RPNAS strives to prevent harm to the public through the development of Registered Psychiatric Nurse education requirements, standards and competencies and a code of ethics. RPNAS works in a collaborative approach with members and stakeholders to prevent harm to the public.

1. Public Confidence in Governance and Regulatory Excellence

Priorities:

1. Council's governance model is grounded in best practices for Canadian Regulatory Organizations
2. The Council's decision making consistently focuses on its public protection mandate
3. Statutory and Council Committees are efficient and effective in addressing the public interest
4. Operational policies and processes are aligned with the RPNAS mandate to protect the public

2. Accountable, Quality Professional Practice

Priorities:

1. RPNAS promotes the mandate of protection of the public
2. RPNAS promotes Standards of Practice, practice expectations, code of ethics and guideline documents
3. RPNAS implements continuous quality improvement that aligns with RPN scope of practice & enhances continuing competence
4. RPNAS commences the process of implementing the calls to action of the Truth and Reconciliation report

3. Maintenance of financial stewardship and risk management of the organization

Priorities:

1. Maintain established financial controls
2. Continue transparency around organizational sustainability and viability
3. Continued assessment of risk
 - a. Information Technology and cyber security
 - b. Succession planning
 - c. Financial position
 - d. Membership demographics

“Why So Few?” Campaign

Over the last 10 plus years the RPN membership numbers have been declining. This has been a result of inadequate numbers of education seats coupled with 50% of the membership being of retirement age.



To ascertain the supply and demand needs of the province a market analysis was completed in 2021. The results identified an increasing need for mental health and addiction services and that a minimum of 120 seats would be required to start to fill the gap in supply of RPNs. Findings from the report identified that a shortage of Registered Psychiatric Nurses (RPNs) in Saskatchewan would trigger an escalating mental health and addictions crisis unless the provincial government acts now to fill the gap.

Although seats have been increased incrementally, the urgency of the declining membership was of significant concern to RPNAS Council to require action. In December of 2022 the RPNAS Council passed a motion to embark on a media campaign to raise awareness of the impending crisis. The “Why So Few” media campaign was developed as a direct result of that action.

The purpose of the Why So Few? Campaign is to inform the public of how the growing shortage of RPNs reduces access to important mental health care services throughout the province. In addition, an awareness that with almost 50 per cent of Saskatchewan RPNs set to retire, the need to establish additional seats in the psychiatric nursing education programs is crucial. This is vital to ensure enough graduates are available to fill current and future vacancies.

The Media Campaign ran for the month of March 2023 with TV ads, billboards and newspaper articles. A fulsome social media campaign was also launched. The campaign was of interest to the media and RPNAS participated in news coverage, appearing on radio, TV and in newspaper articles. The response from the membership and the public was overwhelmingly positive.

We appreciate the opportunity to present our concerns through the campaign, and other means, to the Government of Saskatchewan and the public. RPNAS Council is pleased with the results, and we continue to raise awareness of the supply and demand issues facing the profession and mental health care delivery more broadly.

As of the end of 2023 there are 80 psychiatric nursing education seats. While more seats are urgently needed, RPNAS credits the campaign with adding to the awareness of the issue.



Risk Forum

A risk forum was held in November 2023 that included the three nursing regulators (RPNAS, the College of Registered Nurses of Saskatchewan and the Saskatchewan Association of Licensed Practical Nurses) and representatives from the Saskatchewan Health Authority.

The purpose was to have an open and interactive discussion about the range and types of risk the public faces while accessing healthcare, particularly while receiving nursing care. Regulators, employers, and nursing professionals each have a role in addressing the inherent risks of healthcare, however each has different authority and ability in doing so. A better understanding of the existing risks was identified, and discussion centered on how regulators and employers can work together to improve the healthcare system through safe nursing care.

At the end of the discussion, it was determined that further conversation and need for collaborative problem-solving initiatives is needed to address risk and improve health care delivery. Another session is planned for 2024.



Program Approval

The Registered Psychiatric Nurses Association of Saskatchewan (RPNAS) reviews and approves psychiatric nursing education programs in accordance with its responsibilities under the Registered Psychiatric Nurses Act, 1993, the powers and functions of the Council under RPNAS bylaws, and the authority delegated to the Education Review and Program Approval Committee (ERPAC) under Council policy. Reviews are to occur at least once every five years.

The primary goals of the approval process are:

1. To uphold protection of the public by ensuring that education programs that prepare Psychiatric Nurses meet the established Standards and Indicators for the Approval of Psychiatric Nursing Education in Saskatchewan as approved by Council
2. To improve the quality of the education program that prepares Psychiatric Nurses through a program evaluation process that utilizes an external review process

Council outcomes of the evaluation include:

- Give approval for five years subject to any conditions the Council may determine
- Give approval on conditions with correction to incomplete or ambiguous information
- Decline to approve, or withdraw approval, if the approval requirements have not been met

Approved Education Programs in Saskatchewan

The Psychiatric Nursing Diploma

The Saskatchewan Polytechnic Psychiatric Nursing Diploma program was last formally evaluated in 2022 and received a 5-year approval. The ERPAC monitors compliance with any recommendations from the approval process. The recommendations serve as a framework for reporting and ongoing communication and partner engagement. The Psychiatric Nursing Diploma program will be evaluated again in 2027.

Psychiatric Nursing Refresher Program

The Douglas College Psychiatric Nursing Refresher Program is located in British Columbia. It is the only psychiatric nursing refresher program in Canada and is used by all Canadian RPN regulators. The refresher program is subject to an external evaluation process as it leads to entry onto the register and re-entry, if eligible, into the profession in Saskatchewan. The British Columbia College of Nurses and Midwives (BCCNM) is responsible for reviewing this program. RPNAS Council approval is required for recognition in Saskatchewan. The program was last formally reviewed in 2021 and received a 5-year approval.

Career-long Learning Program

In 2023, full implementation of the CLP was required. Random verification of compliance occurred as part of the RPNAS regulatory mandate.

The CLP verification process involves:

1. Member selection – 20 members were randomly selected and sent the CLP verification survey
2. CLP reviewed and assessed against criteria
 - a. If information missing or unclear, member requested to submit more material or provide further explanation of information submitted.
 - b. Audit criteria met – notification of the member.
 - c. Audit criteria partially met – letter of guidance provided. Consultation offered and notification of selection for next year’s verification.
 - d. Audit criteria not met – Registrar’s meeting and individualized plan.

RPNAS Bylaw Compliance Audit

Through the RPN Act and Regulatory Bylaws the RPNAS establishes licensure eligibility criteria for members to enter and remain in the profession. These regulatory activities serve to protect the public by clearly identifying licensure requirements. As a means of quality assurance, each year RPNs are randomly selected for a review of eligibility requirements. This includes:

- Having worked for a minimum of 1400 hours in recognized psychiatric nursing practice in the previous 5 years
- Meet requirements of having participated in the Career-long Learning Program (CLP)

Career-long learning program (CLP)

20 # of practicing members selected for verification

12 Met criteria

***8** Partially met criteria

0 Did not meet criteria

*Letters of Guidance issued and notification of selection for next year’s verification.

Practice Hours Audit	2023	2022
# of practicing members audited	20	20
Met Requirements	20	19
Did not meet Requirements/Did not Submit	0	*1

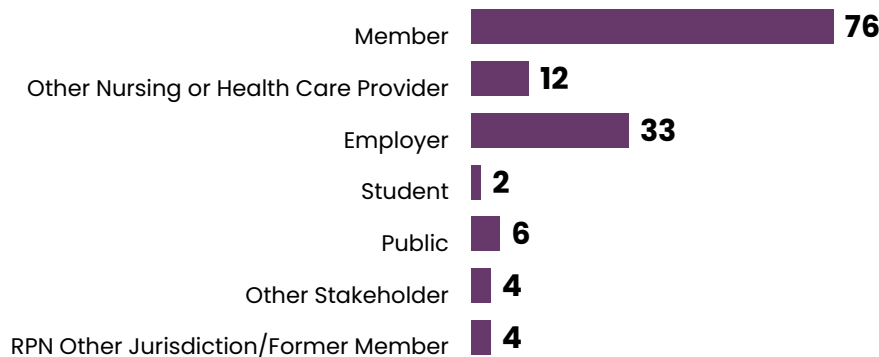
*Member has been provided written notice. If does not comply with request for information will not qualify for licensure in 2024 and may be referred to Professional Conduct Committee

Practice Call Statistics – 2023

The RPNAS provides consultation services to our members, employers, the public and other key partners. RPNAS consultation service saw a significant increase of 117% from 2022 – 2023 call volumes. The increase in inquiries supports the importance of the practice advisory services and reflects the increasing complexity within the health care environment.



2023 Consultation by Source



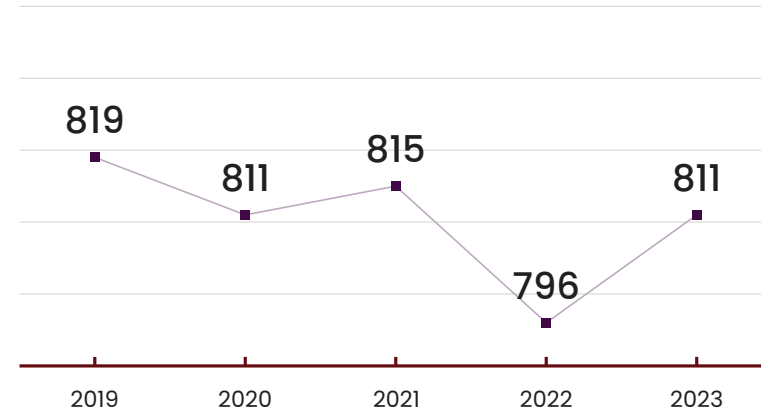
2023 Category of Inquiry*



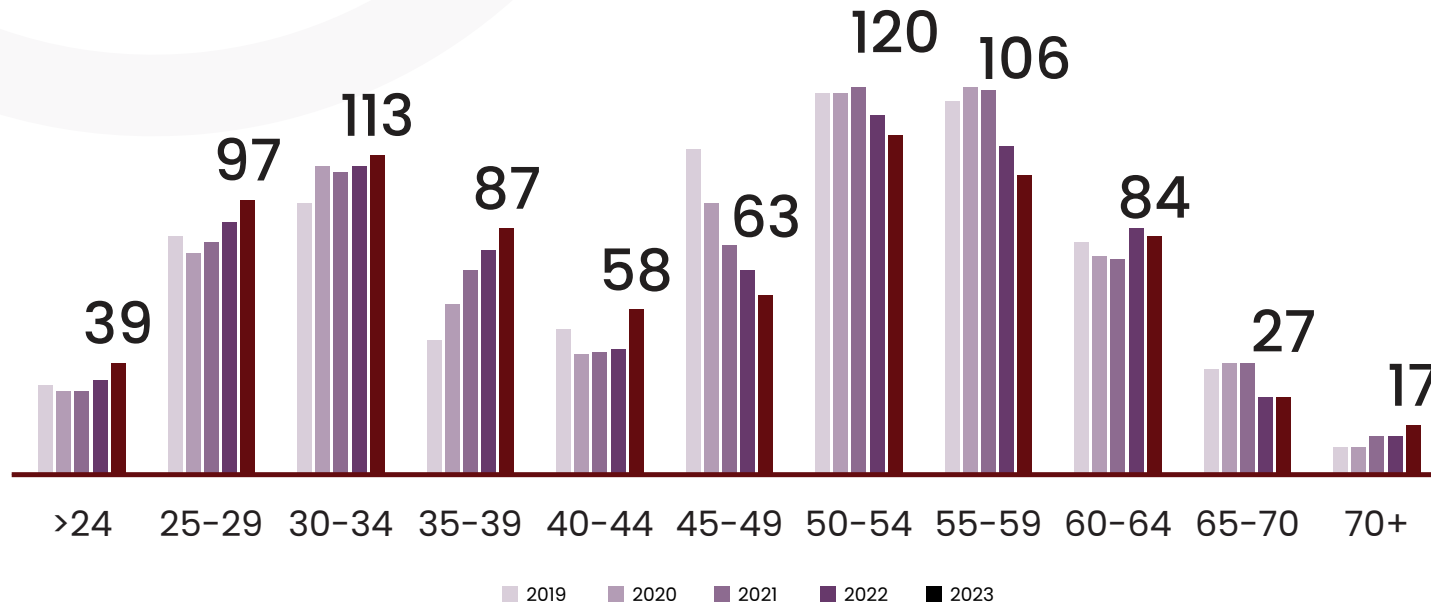
*Numbers add to higher than 100% as some inquiries had multiple questions and are categorized under more than one area of inquiry.

2023 Statistics

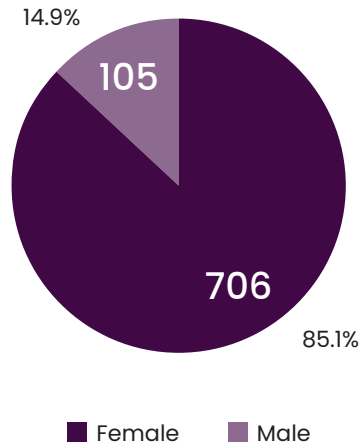
Pacticing Members Over Past 5 Years



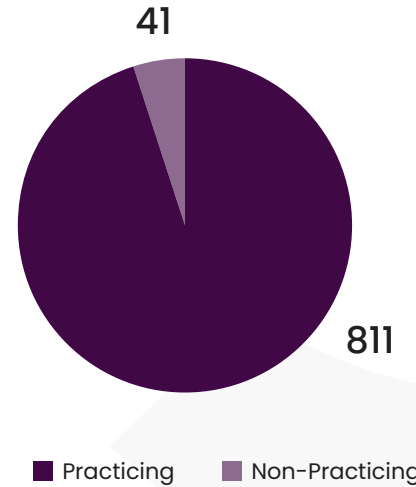
Membership by Age



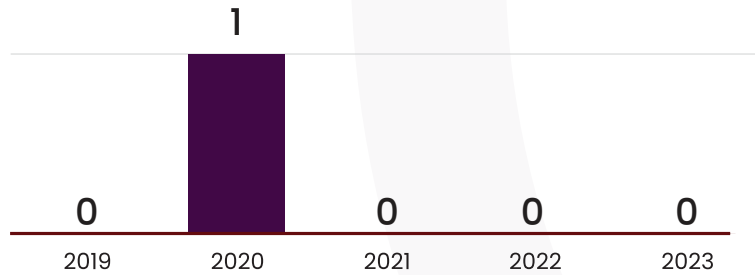
Membership by Gender



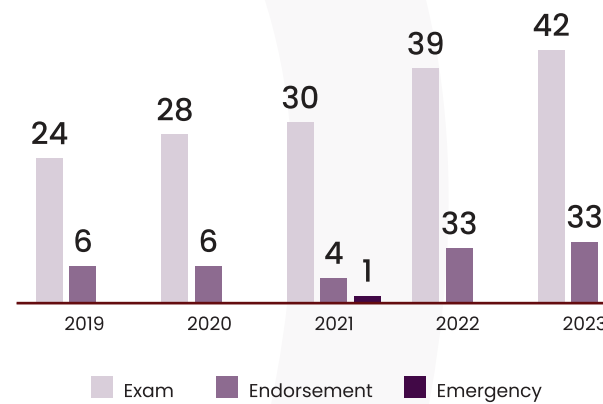
Membership by Status



Internationally Educated



New Members by Method of Registration



Psychiatric Nursing Education Seats (2018 – 2023)

Year (intake numbers)	Government Funded Seats Added	SaskPoly (Regina Campus)	SaskPoly (Saskatoon Campus)	North West College	Total	Notes
2018	0	32	-	0	32	Graduated 2020
2019	16	32	-	16	48	Graduated 2021
2020	0	32 + 8 SaskPoly additional intake	-	16	56	Graduated 2022
2021	0	40	-	16	56	Graduated 2023
2022	16	40	16	16	72	Graduating class of 2024
2023	8	40	16	24	80	Graduating class of 2025

2023 Professional Conduct Stats

2023 Cases



Cases Resolved in 2023



Outcome of resolved cases

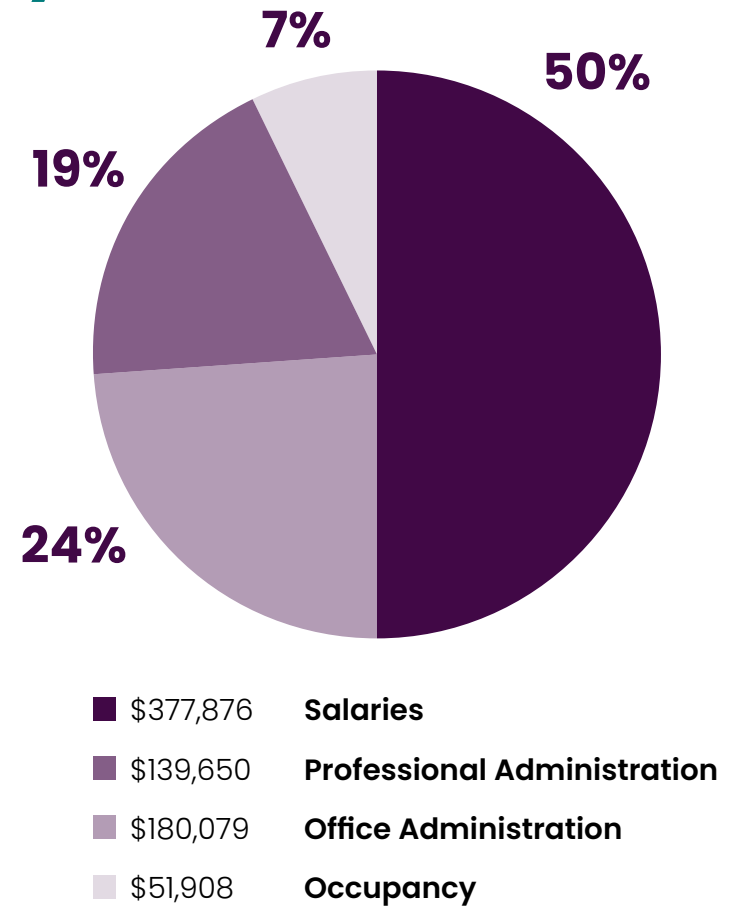
- 0 Discipline
- 2 Alternate Dispute Resolution
- 2 Advisory Letter
- 5 Dismissal with no further action
- 1 Withdrawn

Source of reports for 2023

- 1 Employer
- 4 Co-worker
- 3 Public
- 0 Registrar/Council
- 0 Other
- 1 Anonymous

RPNAS Financial Summary

The RPNAS focuses on our financial accountabilities and makes every effort to keep costs down and within budget. We are committed to being transparent in the financial management and spending of the organization. The operating expenses below identify the broad categories of required services and reflect the cost of conducting RPNAS operations. This includes office space and equipment, programming, practice advise, salaries, and investigation and discipline costs. As the RPNAS is a knowledge and service-based organization, the majority of expenses are related to staffing.



Registered Psychiatric Nurses of Canada Examination (RPNCE) Statistics

The Registered Psychiatric Nurses of Canada Examination (RPNCE) is the exam all applicants must pass to license as an RPN in Saskatchewan. This applies to Graduates of a Canadian psychiatric nurse program, or Internationally Educated Nurses (IENs) who are granted permission to write the exam.

The RPNCE tests entry-level competencies of applicants seeking registration as a Registered Psychiatric Nurse. It is currently one requirement for eligibility to license.

RPNCE Statistics	2023	2022	2021
First Time Writers	47	46	33
First Time Pass Rate	74%	80%	85%
Repeat Writers	13	10	6
Repeat Writers Pass Rate	54%	50%	67%



Financial Statements

for the year ended December 31, 2023

**REGISTERED PSYCHIATRIC NURSES ASSOCIATION OF
SASKATCHEWAN**
Financial Statements
Year Ended December 31, 2023

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The financial statements of Registered Psychiatric Nurses Association of Saskatchewan have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO). When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

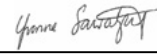
The integrity and reliability of Registered Psychiatric Nurses Association of Saskatchewan's reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Council is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. The Council meets periodically with the finance committee, management, and the members' auditors to review significant accounting, reporting and internal control matters. Following its review of the financial statements and discussions with the auditors, the Council approve the financial statements and considers the engagement or re-appointment of the external auditors.

The financial statements have been audited on behalf of the members by MWC Chartered Professional Accountants LLP, in accordance with Canadian generally accepted auditing standards.



Executive Director/Registrar



President

Regina, SK
March 27, 2024



INDEPENDENT AUDITOR'S REPORT

To the Members of Registered Psychiatric Nurses Association of Saskatchewan

Opinion

We have audited the financial statements of Registered Psychiatric Nurses Association of Saskatchewan (the Association), which comprise the statement of financial position as at December 31, 2023, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2023, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

The financial statements for the year ended December 31, 2022 were audited by another Chartered Professional Accountant who expressed an unmodified opinion on those financial statements dated March 9, 2023.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, 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.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

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An asset to our clients, not an expense

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Independent Auditor's Report to the Members of Registered Psychiatric Nurses Association of Saskatchewan (continued)

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

MWC LLP

Chartered Professional Accountants

Regina, Saskatchewan
March 27, 2024

MWC Chartered Professional Accountants LLP

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**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

Statement of Financial Position
December 31, 2023

	2023	2022
ASSETS		
CURRENT		
Cash	\$ 783,866	\$ 715,003
Term deposits (Note 3)	1,023,405	867,096
Investments (Note 4)	175,534	134,550
Investments - internally restricted (Note 4)	250,000	250,000
Prepaid expenses	4,639	5,516
CNPS prepaid (Note 6)	-	2,811
	<u>2,237,444</u>	<u>1,974,976</u>
CAPITAL ASSETS (Note 5)	<u>36,241</u>	<u>44,477</u>
	<u>\$ 2,273,685</u>	<u>\$ 2,019,453</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 37,224	\$ 42,235
Wages payable	18,904	26,377
Employee deductions payable	6,147	4,595
Deferred revenue (Note 7)	773,153	773,444
CNPS payable (Note 6)	76,423	-
	<u>911,851</u>	<u>846,651</u>
NET ASSETS		
Unrestricted	1,111,834	922,802
Restricted	250,000	250,000
	<u>1,361,834</u>	<u>1,172,802</u>
	<u>\$ 2,273,685</u>	<u>\$ 2,019,453</u>
LEASE COMMITMENTS (Note 8)		

ON BEHALF OF THE BOARD

Yvonne Sauvageau Director
W. Chelmsford Director

See notes to financial statements

**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

Statement of Operations
Year Ended December 31, 2023

	2023	2022
REVENUES		
Licensing fees	\$ 832,932	\$ 809,867
Application, late, reinstatement fees	19,545	16,800
Other	210	228
Examination fees	-	29,246
	<u>852,687</u>	<u>856,141</u>
EXPENSES		
Salaries and wages	381,208	370,005
Discipline hearing and professional conduct	96,105	67,108
Advertising and promotion	65,056	3,318
Office	45,650	32,225
Professional fees	45,365	46,675
Rental	39,279	36,062
Council development	28,247	18,703
Interest and bank charges	17,261	14,905
Meetings and travel	14,519	8,013
Amortization	8,969	10,939
Staff development	3,141	4,452
Insurance	2,699	1,959
Committees	2,015	2,200
CNPS fees	1,224	-
Registration exams	-	30,412
Special projects	-	18,010
	<u>750,738</u>	<u>664,986</u>
EXCESS OF REVENUES (EXPENSES) FROM OPERATIONS	<u>101,949</u>	<u>191,155</u>
OTHER INCOME (EXPENSES)		
Investment income (Note 4)	56,142	27,698
Unrealized gain (loss) on investments	28,106	(14,175)
Gain (loss) on sale of investments	2,835	(24,189)
	<u>87,083</u>	<u>(10,666)</u>
EXCESS OF REVENUES (EXPENSES)	<u>\$ 189,032</u>	<u>\$ 180,489</u>

See notes to financial statements

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**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

Statement of Changes in Net Assets
Year Ended December 31, 2023

	Unrestricted	Restricted	2023	2022
NET ASSETS - BEGINNING OF YEAR	\$ 922,802	\$ 250,000	\$ 1,172,802	\$ 992,313
Excess of revenues (expenses)	189,032	-	189,032	180,489
NET ASSETS - END OF YEAR	\$ 1,111,834	\$ 250,000	\$ 1,361,834	\$ 1,172,802

See notes to financial statements

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**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

Statement of Cash Flows
Year Ended December 31, 2023

	2023	2022
OPERATING ACTIVITIES		
Excess of revenues (expenses)	\$ 189,032	\$ 180,489
Items not affecting cash:		
Amortization of capital assets	8,969	10,939
Loss (gain) on disposal of investments	(2,835)	24,189
Unrealized loss (gain) on investments	(28,106)	14,175
	<u>167,060</u>	<u>229,792</u>
Changes in non-cash working capital:		
Accounts payable	(5,012)	(10,468)
Deferred revenue	(291)	(2,174)
Prepaid expenses	877	2,717
CNPS prepaid	2,811	(2,811)
Wages payable	(7,473)	1,012
Employee deductions payable	1,552	(3,186)
CNPS payable	76,423	(76,150)
	<u>68,887</u>	<u>(91,060)</u>
Cash flow from operating activities	<u>235,947</u>	<u>138,732</u>
INVESTING ACTIVITIES		
Purchase of capital assets	(733)	(1,444)
Proceeds (purchase) and reinvested income of term deposits	(152,959)	(867,096)
Proceeds (purchase) and reinvested income of investments	(13,392)	(10,603)
	<u>(167,084)</u>	<u>(879,143)</u>
Cash flow used by investing activities	<u>(167,084)</u>	<u>(879,143)</u>
INCREASE (DECREASE) IN CASH FLOW	68,863	(740,411)
CASH - BEGINNING OF YEAR	715,003	1,455,414
CASH - END OF YEAR	\$ 783,866	\$ 715,003

See notes to financial statements

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**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

**Notes to Financial Statements
Year Ended December 31, 2023**

1. PURPOSE OF THE ASSOCIATION

Registered Psychiatric Nurses Association of Saskatchewan (the "Association") is the regulatory authority for the registration of psychiatric nurses in Saskatchewan and is incorporated under The Registered Psychiatric Nurses Act, 1993.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Fund accounting

The Association reports using fund accounting and has the following funds:

- Unrestricted Fund - reports the daily operations of the Association.
- Restricted Fund - internally restricted reserve was established by Council to provide funds for future discipline investigations and legal claims.

Revenue recognition

Licensing fees are deferred and recognized in the year for which the individual is licensed to practice. Application, late, reinstatement, and examination fees are recognized as the services are provided.

Investment income is recognized as it is earned in the period to which it relates. Other revenues are recognized when received.

The Association follows the deferral method of accounting for contributions, which includes grants. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can reasonably estimated and collection is reasonably assured.

Financial instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Financial assets including cash and term deposits are reported at amortized cost. Included in investments are mutual funds reported at fair value.

Financial liabilities including accounts payable and accrued liabilities are measured at amortized cost.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives at the following rates and methods:

Equipment	20%	declining balance method
Furniture and fixtures	20%	declining balance method

(continues)

REGISTERED PSYCHIATRIC NURSES ASSOCIATION OF SASKATCHEWAN

Notes to Financial Statements

Year Ended December 31, 2023

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

The Association regularly reviews its capital assets to eliminate obsolete items. A half year's amortization is taken in the year of acquisition.

Capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

3. TERM DEPOSITS

The term deposit matures August 2024 and earns interest of 4.40% (2022 - matured July 2023 and earned interest of 3.24%).

4. INVESTMENTS

	2023	2022
Cash	\$ 11,648	\$ 21,185
Fixed income	182,084	154,600
Preferreds	56,472	50,365
Equity	155,908	140,420
Alternative investments	19,422	17,980
Subtotal	425,534	384,550
Internally restricted investments	(250,000)	(250,000)
	\$ 175,534	\$ 134,550

Investment income includes the following:

Dividend and other	\$ 13,447	\$ 14,060
Interest from term deposits	46,308	13,638
Investment council fees	(3,613)	-
	\$ 56,142	\$ 27,698

5. CAPITAL ASSETS

	Cost	Accumulated amortization	2023 Net book value	2022 Net book value
Equipment	\$ 33,941	\$ 15,466	\$ 18,475	\$ 22,269
Furniture and fixtures	145,505	127,739	17,766	22,208
	\$ 179,446	\$ 143,205	\$ 36,241	\$ 44,477

**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

Notes to Financial Statements
Year Ended December 31, 2023

6. CNPS FEES PAYABLE (PREPAID)

The Association has an agreement with the Canadian Nurses Protective Society (CNPS) to provide access to an appropriate form of professional liability protection for Practicing and Graduate members. Under this agreement, the Association collects Members' CNPS fees and remits it annually. Below is a summary of the amounts collected and remitted by the Association with respect to the CNPS fees and the carryforward balances payable to (receivable from) CNPS:

	<u>2023</u>		<u>2022</u>
Balance, beginning of the year	\$ (2,811)	\$	75,629
Fees collected from members	79,234		79,446
Fees remitted to CNPS	-		(157,886)
	<u>\$ 76,423</u>	\$	<u>(2,811)</u>

7. DEFERRED REVENUE

	<u>2023</u>		<u>2022</u>
Licensing fees	\$ 763,790	\$	763,078
Graduate licensing fees	9,363		10,366
	<u>\$ 773,153</u>	\$	<u>773,444</u>

8. LEASE COMMITMENTS

The Association is committed under a 10 year lease agreement for its premises for fixed payments and its proportionate share of occupancy costs. The agreement expires on January 31, 2031.

The Association also has a 60 month lease agreement for equipment. The lease requires quarterly payments of \$728 + applicable taxes. The lease expires on January 31, 2028.

Minimum annual payments are as follows:

	<u>Premises</u>		<u>Equipment</u>		<u>Total</u>
2024	\$ 32,578	\$	2,910	\$	35,488
2025	32,578		2,910		35,488
2026	32,449		2,910		35,359
2027	33,518		2,910		36,428
2028	33,518		243		33,761

**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

**Notes to Financial Statements
Year Ended December 31, 2023**

9. FINANCIAL INSTRUMENTS

The Association is exposed to various risks through its financial instruments and management is responsible to monitor, evaluate and manage these risks. The following analysis provides information about the Association's risk exposure and concentration as of December 31, 2023.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Association is exposed to credit risk from customers. The Association has minimized their credit risk by requiring payment of licensing fees before issuing the license. Payments are provided in advance of the licenses being issued and the risk is considered low.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. Liquidity risk also includes the risk of the Association not being able to liquidate assets in a timely manner, at a reasonable price. The Association has accumulated significant cash and therefore this is not a significant risk.

Currency risk

Currency risk is the risk to the company's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The Association is exposed to foreign currency exchange risk on investments held in U.S. dollars. The Association does not use derivative instruments to reduce its exposure to foreign currency risk. The assets have been translated at the year end rate of 1.3255.

	2023	2022
Marketable securities	\$ 44,773	\$ 46,343

Unless otherwise noted, it is management's opinion that the Association is not exposed to significant other price risks arising from these financial instruments.

10. DEFINED CONTRIBUTION PENSION PLAN

Employees of the Association participate in the Saskatchewan Healthcare Employee's Pension Plan (SHEPP). The plan is a defined benefit plan and the pension benefits and assets are for all members of the plan and are not segregated by participating organization. Both the employer and employee contribute to the plan. The Association remits contributions monthly, based on the contribution rate provided by SHEPP, which totaled \$31,605 (2022 - \$33,855).

Although the plan is a defined benefit plan, the Association's financial obligation is limited to contributions in respect of employees' current service.

**REGISTERED PSYCHIATRIC NURSES ASSOCIATION
OF SASKATCHEWAN**

Notes to Financial Statements
Year Ended December 31, 2023

11. CORRESPONDING FIGURES

The prior year corresponding figures were audited by another firm of public accountants.

The corresponding figures have been reclassified to conform to the current year's presentation which includes the individual revenues and expenses on the statement of operations. There was also a change in the presentation of the fund accounting. The Invested in Capital Assets Fund was combined with the Unrestricted Fund. There was no impact on the total net assets as at December 31, 2022 or the excess of revenues (expenses) for the year then ended as a result of the reclassification.



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Association of Saskatchewan

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