
2002 ANNUAL REPORT

Board of Registration for Social Workers in British Columbia

MEMBERS OF THE BOARD

Chair	Ed Berry RSW, MCFD Regional Manager (May to Dec) Lillian Ramsden RSW, social worker, Comox Valley Alcohol and Drug Services (from Dec)
Vice Chair	Gloria Wolfson RSW Director of Social Work, UCFV (May to Dec)
Secretary Treasurer	Lillian Ramsden RSW, social worker, Comox Valley Alcohol and Drug Services (from May to Dec) Brad Watson RSW, Executive Director, Special Needs Adoptive Parents Association (from Dec)
Public Appointees	Sherry Baker Linda Lauder
RSW Appointees	Ray Chapman RSW, social worker in private practice Judith Grant RSW, mental health social worker, Vancouver Coastal Health Authority Fran Grunberg RSW, instructor, Langara College Elaine Halsall RSW, social worker, Pacific Centre Family Services Linda McDonald RSW, social worker, Fraser House Jim Pawson RSW, program co-ordinator, Richmond Health Services (May – June)

The Lieutenant Governor in Council appoints individuals to the Board of Registration on an annual basis pursuant to the provisions of the *Social Workers Act, R.S.B.C. 1979, C.389*. The *Act* provides for a Board of not more than 12 or fewer than 10 members, two of whom are not social workers. The *Social Workers Act* defines the responsibilities, powers and processes of the Board of Registration.

The Board is grateful to the many Registered Social Workers who contributed to the Board in 2002 by serving on committees with Board members, responding to the consultation requests on social work practice issues, and providing advice in a variety of related areas of interest to the Board.

Committees:**Practice Review Committee:**

Fran Grunberg (Chair), Sherry Baker, Ray Chapman, Brad Watson.

Committee on Independent Practice:

Ray Chapman (Chair), Lise Beauchesne, Jeff Dinsdale, Judith McIntosh, Jim Pawson.

Finance Committee:

Gloria Wolfson (Chair), Ed Berry, Lillian Ramsden

Registration Committee:

Gloria Wolfson (Chair), Curtis Magnuson, Eleanor Ward, Brad Watson.

Code of Ethics Review Committee:

Judith Grant (Co-Chair), Stuart Alcock (Co-Chair), Lillian Ramsden, Elaine Halsall, Liz Robinson, Doris Bruno, Susan Moore.

I. Board Achievements and Highlights

In 2002 the Board of Registration for Social Workers made a number of significant policy changes as well as improving the operations of the organization.

Gisèle Dubeau, our new office manager, has effectively brought our information management and office practices up-to-date. We also moved to larger premises which provides improved work spaces and resources for staff.

The Personnel Committee completed its extensive review of our policies. A new Personnel Policies Manual was adopted in the spring. In keeping with the conclusions of this review, the Board decided to eliminate the Personnel Committee. The Board will determine policy, while the Registrar has responsibility for implementing these policies.

The Code of Ethics Review Committee (a joint venture with the BC Association of Social Workers) conducted an in-depth review of the code and commentary. At the same time, the Board considered the establishment of standards of practice. These two processes converged with the adoption of the new Code of Ethics and Standards of Practice in September. The Board stated that this should be reviewed in two years, after social workers have had an opportunity to use this resource in practice.

At the same time, the Board adopted standards of practice in child custody and access assessments. Not only did this involve detailed drafting of the initial

document, but also included a comprehensive consultation process with social workers experienced in this area of practice.

The Board also consulted widely in its review of the requirement for private practice approval. Information was provided in the Bulletin and many calls and emails were received. Two focus groups were held in Vancouver discussing and debating the possible implications of this review. Although it was not possible to hold similar meetings in other communities at that time, the Board recognized the value of engaging registrants in discussions of important policy issues. Attention will be given to doing this more often in the future.

The outcome of this review was that the Board decided to eliminate the requirement for approval in the new rules. Therefore, there is no prohibition on any Registered Social Worker being self-employed. All RSW s are required to abide by the Code of Ethics and Standards of Practice. All RSW s are potentially subject to scrutiny through the complaints review process.

The Board is interested in developing specialist certificates as a way of recognizing advanced knowledge and skills in particular fields of practice. Work on this proposal will carry on in the new year.

Another significant project was the adoption of new rules under the *Social Workers Act*. These rules outline the requirements and procedures of the board in registering social workers and in reviewing complaints about the practice of registered social workers. They also outline requirements for board administration, records and committees. These were approved by Order in Council on December 6, 2002.

The new rules provide terms of reference for several standing committees. Changes were made to the composition of some committees as a result. In other cases, only a change of name was required.

Another significant change was the resignation of Ed Berry, RSW, as Chair of the Board in the fall. He left B.C. to pursue other opportunities. He made a significant contribution to the work of the Board and was greatly appreciated. Lillian Ramsden, RSW, graciously agreed to continue as Chair for the rest of the term.

II. COMPLAINTS

There were four open cases at the beginning of 2002. Four new complaints were received in the year. The outcome of these complaints was as follows:

- Two agreements were reached and completed.
- Two complaints were dismissed by the Practice Review Committee.
- The Registrar took no further action on two complaints.

- In one case, the RSW resigned when a citation was issued.
- There was one active case at the end of the year.

The Registrar received calls about the practice of some social workers who are not registered. Information was provided about any other complaints review processes that may be available to these callers.

III. PRIVATE PRACTITIONERS APPROVED IN 2003

Steven Baker	Lisa Feghali	Marie O'Neill
Andrée Barbeau	Martha Fish	Beverley Pugh
Lawrence Becker	Jane Grey	Gordon Reid
Shelley Behr	Julie Grigor	Sharon Reinderhoff
Yuval Berger	Leanne Harder	Linda Rolstone
Dawn Branswell	Bruce Harris	Michelle Sangster
Joyce Brown	Richard Harrison	Leslie Sofarelli
Laura Bruckner	Christopher Huston	Phyllis Tatum
Colin Cash	Constance Kaweesi	Si Transken
Roderick Chant	Colleen McEachran	Brigitte Wagner-Yates
Daniel Chornick	Joan McNeil	Debra Watson
Kenneth Cruise	Nancy Newman	Jacob Ypma
Sandra Dean	Marie Nightbird	Tania Zulkoskey

IV. REGISTRANT REPORT

There were 1,383 Registered Social Workers as of December 31, 2002. Of these RSWs, 148 registered during the year. Comparable figures for previous years are shown in the following table.

<u>YEAR</u>	<u>RSW'S at year end</u>	<u>YEAR</u>	<u>RSW's at year end</u>
1978	1,079	1991	1,244
1979	1,167	1992	1,237
1980	1,208	1993	1,242
1981	1,255	1994	1,238
1982	1,238	1995	1,202
1983	1,209	1996	1,203
1984	1,176	1997	1,257
1985	1,111	1998	1,270
1986	1,084	1999	1,277
1987	1,107	2000	1,304
1988	1,125	2001	1,361
1989	1,134	2002	1,383
1990	1,199		

V. 2001 FINANCIAL STATEMENTS

The auditors for the Board of Registration are Marsh and Marsh. This firm provided the Board with regular financial statements during 2002 including the audited year-end report for 2002, which is presented in this Annual Report. In order to obtain an accurate understanding of the Board's financial position, the following financial statements should be read as a unit.

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA
FINANCIAL STATEMENTS
DECEMBER 31, 2002

R.K. Marsh, CA*
W.A. Marsh, CA*
R.G. Marsh, CA*

MARSH & MARSH INC.
CHARTERED ACCOUNTANTS

* Incorporated Professionals

AUDITORS' REPORT

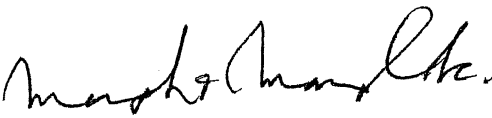
To the Members of the Board of Registration for Social Workers in British Columbia:

We have audited the statement of financial position of the Board of Registration for Social Workers in British Columbia as at December 31, 2002 and the statements of operations and changes in fund balances and cash flows for the year then ended. These financial statements are the responsibility of the association's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the association as at December 31, 2002 and the results of its operations and changes in fund balances and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. As required by the Social Workers Act of British Columbia, we report that, in our opinion these principles have been applied on a basis consistent with that of the preceding year.

Vancouver, B.C.
January 23, 2003

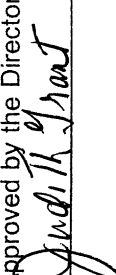

Chartered Accountants

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2002

	Operating Fund	Operating Reserve Fund	Equipment Replacement Fund	Hearings Fund	Facilities Fund	Research and Policy Development Fund	Total 2002	Total 2001
Current Assets								
Cash	\$ 69,553	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,553	\$ 53,982
Certificates of deposit	88,968	-	-	-	-	-	88,968	34,990
Accrued interest receivable	2,112	-	-	-	-	-	2,112	4,643
Accounts receivable	1,819	-	-	-	-	-	1,819	-
Prepaid expense	971	-	-	-	-	-	971	1,200
	<u>163,423</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>163,423</u>	<u>94,815</u>
Restricted Cash - (Note 3)	-	80,000	5,442	67,730	2,348	20,000	175,520	199,686
Capital Assets, net - (Notes 2 & 4)	1,530	-	-	-	-	-	1,530	1,912
	<u>\$ 164,953</u>	<u>\$ 80,000</u>	<u>\$ 5,442</u>	<u>\$ 67,730</u>	<u>\$ 2,348</u>	<u>\$ 20,000</u>	<u>\$ 340,473</u>	<u>\$ 296,413</u>
Current Liabilities								
Accounts payable and accrued charges	\$ 7,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,478	\$ 2,889
Deferred revenue - (Note 5)	58,560	-	-	-	-	-	58,560	48,880
	<u>66,038</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>66,038</u>	<u>51,769</u>
Fund Balances								
Unrestricted	98,915	-	-	-	-	-	98,915	44,958
Internally Restricted - (Note 6)	-	80,000	5,442	67,730	2,348	20,000	175,520	199,686
	<u>98,915</u>	<u>80,000</u>	<u>5,442</u>	<u>67,730</u>	<u>2,348</u>	<u>20,000</u>	<u>274,435</u>	<u>244,644</u>
	<u>\$ 164,953</u>	<u>\$ 80,000</u>	<u>\$ 5,442</u>	<u>\$ 67,730</u>	<u>\$ 2,348</u>	<u>\$ 20,000</u>	<u>\$ 340,473</u>	<u>\$ 296,413</u>

Approved by the Directors

 Director
 Director

The accompanying notes are an integral part of the financial statements.

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA
STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED DECEMBER 31, 2002

	Budget 2002	Operating Fund 2002	Operating Fund 2001	Operating Reserve Fund	Equipment Replacement Fund	Hearings Fund
Income						
Registration fees	\$ 270,000	\$ 294,145	\$ 262,262	\$ -	\$ -	\$ -
Application fees	15,000	18,410	16,300	-	-	-
Interest and other	12,500	11,433	20,899	-	-	-
	<u>297,500</u>	<u>323,988</u>	<u>299,461</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenses						
Office Administration						
Rent	26,000	19,658	17,187	-	-	-
Security	600	402	331	-	-	-
Telephone and internet	5,400	3,356	4,863	-	-	-
Computer supplies	-	1,514	409	-	-	-
Office supplies	4,000	3,296	3,168	-	-	-
Postage and courier	10,500	8,971	9,301	-	-	-
Office equipment	5,000	1,932	4,932	-	1,514	-
Office relocation	-	-	-	-	-	-
Amortization	-	382	478	-	-	-
Audit and accounting	1,800	2,327	1,798	-	-	-
Bank and credit card charges	4,000	4,038	3,631	-	-	-
Insurance	2,800	2,540	2,526	-	-	-
Miscellaneous	2,000	301	1,403	-	-	-
Printing	15,000	17,205	12,775	-	-	-
Promotion	1,500	-	350	-	-	-
Professional Activities						
Legal	25,000	31,959	10,691	-	-	-
Consultation	8,000	14,821	1,712	-	-	-
Hearings	7,500	12,031	6,680	-	-	-
Subscriptions and memberships	1,000	179	827	-	-	-
Board development	2,500	405	1,186	-	-	-
Registrar's travel	3,500	2,463	3,344	-	-	-
Board Activities						
Board travel	30,000	19,146	31,102	-	-	-
Board development	2,000	1,825	773	-	-	-
Meetings	5,000	3,059	5,410	-	-	-
Staffing						
Salaries	110,000	107,284	100,824	-	-	-
Contract staff	14,000	6,860	9,749	-	-	-
Benefits	10,000	14,001	9,293	-	-	-
Workers' compensation	250	76	73	-	-	-
	<u>297,350</u>	<u>280,031</u>	<u>244,816</u>	<u>-</u>	<u>1,514</u>	<u>-</u>
Excess (deficiency) of revenue over expenses from operations	150	43,957	54,645	-	(1,514)	-
Interfund and other transfers						
Transfer to (from) operating fund	-	10,000	(75,000)	-	-	-
	<u>\$ 150</u>	<u>53,957</u>	<u>(20,355)</u>	<u>-</u>	<u>(1,514)</u>	<u>-</u>
Fund balances, beginning of year		44,958	65,313	80,000	6,956	67,730
Fund balances, end of year		<u>\$ 98,915</u>	<u>\$ 44,958</u>	<u>\$ 80,000</u>	<u>\$ 5,442</u>	<u>\$ 67,730</u>

The accompanying notes are an integral part of the financial statements.

Facilities Fund	Research and Policy Development Fund	Total 2002	Total 2001
\$ -	\$ -	\$ 294,145	\$ 262,262
-	-	18,410	16,300
-	-	11,433	20,899
-	-	323,988	299,461
-	-	19,658	17,187
-	-	402	331
-	-	3,356	4,863
-	-	1,514	409
-	-	3,296	3,168
-	-	8,971	9,301
-	-	3,446	8,084
12,652	-	12,652	-
-	-	382	478
-	-	2,327	1,798
-	-	4,038	3,631
-	-	2,540	2,526
-	-	301	1,403
-	-	17,205	12,775
-	-	-	350
-	-	31,959	10,691
-	-	14,821	1,712
-	-	12,031	6,680
-	-	179	827
-	-	405	1,186
-	-	2,463	3,344
-	-	19,146	31,102
-	-	1,825	773
-	-	3,059	5,410
-	-	107,284	100,824
-	-	6,860	9,749
-	-	14,001	9,293
-	-	76	73
12,652	-	294,197	247,968
(12,652)	-	29,791	51,493
-	(10,000)	-	-
(12,652)	(10,000)	29,791	51,493
15,000	30,000	244,644	193,151
\$ 2,348	\$ 20,000	\$ 274,435	\$ 244,644

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2002

	Operating Fund 2002	Operating Fund 2001	Operating Reserve Fund	Equipment Replacement Fund	Hearings Fund	Facilities Fund	Research and Policy Development Fund	Total 2002	Total 2001
Sources of cash									
Receipts from members	\$ 322,235	\$ 276,753	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 322,235	\$ 276,753
Interest and other	13,964	22,574	-	-	-	-	-	13,964	22,574
Uses of cash									
Payments for materials and services	(276,650)	(246,136)	-	(1,514)	-	(12,652)	-	(290,816)	(249,288)
Interfund transfers									
Transfer to (from) operating fund	10,000	(75,000)	-	-	-	-	(10,000)	-	-
Net increase (decrease) in cash	69,549	(21,809)	-	(1,514)	-	(12,652)	(10,000)	45,383	50,039
Cash, beginning of year	88,972	110,781	80,000	6,956	67,730	15,000	30,000	288,658	238,619
Cash, end of year	<u>\$ 158,521</u>	<u>\$ 88,972</u>	<u>\$ 80,000</u>	<u>\$ 5,442</u>	<u>\$ 67,730</u>	<u>\$ 2,348</u>	<u>\$ 20,000</u>	<u>\$ 334,041</u>	<u>\$ 288,658</u>
Represented:									
Cash in bank	\$ 69,553	\$ 53,982	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,553	\$ 53,982
Certificates of deposit	88,968	34,990	80,000	5,442	67,730	2,348	20,000	264,488	234,676
	<u>\$ 158,521</u>	<u>\$ 88,972</u>	<u>\$ 80,000</u>	<u>\$ 5,442</u>	<u>\$ 67,730</u>	<u>\$ 2,348</u>	<u>\$ 20,000</u>	<u>\$ 334,041</u>	<u>\$ 288,658</u>

The accompanying notes are an integral part of the financial statements.

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2002

Note 1 Nature and Purpose of Organization

The Board of Registration for Social Workers in British Columbia is incorporated under the Social Worker's Act of B.C. as a Not-For-Profit organization. The purpose of the Board is to maintain a register of members and to generally educate, discipline and establish qualifications.

Note 2 Significant Accounting Policies

These financial statements are prepared in accordance with Canadian generally accepted accounting principles applied on a basis consistent with the prior period. Outlined below are those policies the Board considered particularly significant.

Fund Accounting

The Board follows the restricted fund method of accounting.

The Operating Fund reports the assets, liabilities, revenues and expenses related to the Board's registration activities.

The Operating Reserve Fund reports the assets, liabilities, revenues and expenses related to the Board's extraordinary registration activities.

The Equipment Replacement Fund reports the assets, liabilities, revenues and expenses related to the Board's equipment replacement activities.

The Hearings Fund reports the assets, liabilities, revenues and expenses related to the Board's hearings activities.

The Facilities Fund reports the assets, liabilities, revenues and expenses related to the Board's moving costs of its physical offices should the need arise.

The Research and Policy Development Fund reports the assets, liabilities, revenues and expenses related to extraordinary costs in the research and policy development of the Board.

Revenue Recognition

Fees

Fees are recognized as revenue of the appropriate fund in the year in which the related expenses are incurred.

Investment Income

Interest income earned on all funds is recognized as revenue to the operating fund in the period the investment income is earned.

Capital Assets

Capital assets are recorded at cost. Amortization is provided for over the estimated useful life of the assets at the following annual rates:

Furniture and equipment	20%	(declining)
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Income Taxes

The Board is exempt from income taxes under the provisions of the Income Tax Act as a Not-For-Profit organization.

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2002

Note 3 Restricted Cash

Represents the cash set aside to meet the activities of the restricted funds.

	2002	2001
Operating Reserve	\$ 80,000	\$ 80,000
Equipment Replacement	5,442	6,956
Hearings	67,730	67,730
Facilities	2,348	15,000
Research and Policy Development	20,000	30,000
	\$ 175,570	\$ 199,686

Note 4 Capital Assets

	Cost	Accumulated Amortization	Net Book Value 2002	Net Book Value 2001
Furniture and equipment	\$ 17,944	\$ 16,414	\$ 1,530	\$ 1,912
	\$ 17,944	\$ 16,414	\$ 1,530	\$ 1,912

Note 5 Deferred Revenue

Represents 2003 (2002) registration fees received in 2002 (2001).

Note 6 Internally Restricted Net Assets

Major categories of internally imposed restrictions on net assets are as follows:

	2002	2001
Restricted for extraordinary operating costs	\$ 80,000	\$ 80,000
Restricted for replacing equipment	5,442	6,956
Restricted for hearing charges	67,730	67,730
Restricted for facilities moving costs	2,348	15,000
Restricted for research and policy development	20,000	30,000
	\$ 175,520	\$ 199,686

Note 7 Interest and Other

Included in 2001 interest and other income is approximately \$ 8,000 received on the demutualization of employee extended health plans.

Note 8 Lease

The Board of Registration is a co-lessee of premises for a term of five years, ending March 31, 2007. The lease is as follows:

\$ 1,638 per month plus increases in occupancy cost and taxes.

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2002

Note 9 Financial Instruments

The Board's financial instruments consist of cash and investments. The carrying amounts of these financial instruments approximates their fair market value due to their short term maturity and capacity of prompt liquidation.

Note 10 Cash and Cash Equivalents

At year-end cash and cash equivalents consisted of the following:

	<u>2002</u>	<u>2001</u>
Cash in bank	\$ 69,553	\$ 53,982
Certificates of deposits	88,968	34,990
Restricted cash	<u>175,520</u>	<u>199,686</u>
	<u>\$ 334,041</u>	<u>\$ 288,658</u>