

2004 ANNUAL REPORT

Board of Registration for Social Workers in British Columbia

<u>MEMBERS OF THE BOARD</u>	<u>APPOINTED</u>	<u>TERM ENDS</u>
Ray Chapman, RSW, Chair Instructor, Douglas College & private practice	May 28/04	Dec. 31/05
Sherry Baker Public member	May 28/04	Dec. 31/05
Sharon Coates Public member	May 28/04	Dec. 31/06
Jim Campbell, RSW Director, Mental Health & Addiction Services Thompson Cariboo Health Service Area	May 28/04	Dec. 31/05
Sharon Coflin, RSW Project manager, Ministry for Children & Family Development	May 28/04	Resigned: Nov. 8/04
Darlynne Gehring, RSW Practice Coordinator/Social Worker, Vancouver Hospital & Health Sciences Centre	July 22/04	Dec. 31/05
Fran Grunberg, RSW Instructor, Langara College	May 28/04	Dec. 31/06
Elaine Halsall, RSW Social worker, Pacific Centre Family Services	May 28/04	Dec. 31/06
Debby Jones, RSW Team Coordinator, Queen Alexandra Centre for Children's Health	July 22/04	Dec. 31/06
Anne Lindsay, RSW Private practice	May 28/04	Dec. 31/05
Gayle Read, RSW Senior Psychiatric Social Work Specialist, Ministry of Children and Family Development	May 28/03	May 27/04
Brad Watson, RSW Executive Director, Society of Special Needs Adoptive Parents	May 28/04	Dec. 31/06
Gloria Wolfson, RSW Director of Social Work, University College of the Fraser Valley	May 28/04	Dec. 31/05

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. 1996*. The *Act* provides for a Board of 10 to 12 members, two of whom are public representatives, while the rest are Registered Social Workers. The *Social Workers Act* and Rules define 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 2004 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.

I COMMITTEES

Inquiry Committee:

Fran Grunberg (Chair), Sherry Baker, Ray Chapman

Finance Committee:

Brad Watson (Chair), Ray Chapman, Gloria Wolfson

Quality Assurance Committee:

Elaine Halsall (Chair), Sharon Coates, Debby Jones, Lillian Ramsden

Registration Committee:

Gloria Wolfson (Chair), Elaine Halsall, Brad Watson

Adoption Committee:

Delma Hemming (Chair), Lisa Cowie, Joyce Masselink, Brad Watson

Clinical Registration Committee:

Darlynne Gehring (Chair), Jim Campbell, Fran Grunberg, Mark Rayter, Gayle Read

Legislative Review Committee:

Ray Chapman (Chair), Jim Campbell, Sharon Coates, Debby Jones

Private Practice Committee:

Darlynne Gehring (Chair), Anne Lindsay, Linda McDonald, Jim Pawson

II BOARD ACHIEVEMENTS AND HIGHLIGHTS

In 2004 the Board focused on Quality Assurance issues through expanding and improving several policy statements. The Standards of Practice in Adoption were reviewed in detail with particular attention given to consulting Aboriginal practitioners and incorporating their recommendations. Work was started on developing standards for clinical supervision and the general standards were revised and re-printed. Preliminary work was undertaken to examine suitable models for monitoring continuing competency/professional development of all registered social workers.

The development of a class of registration for clinical social work continued. This involved considerable consultation with various government officials and legal counsel. By the end of the year a detailed outline to amend the Rules was drafted. The Board also made a submission to the Ministry of Health Services to

include clinical registered social workers in proposed regulations for reserved acts (specifically diagnosis of mental disorders/conditions) under the *Health Professions Act*. Consultation was undertaken with all health authorities and relevant professional regulatory bodies. By the end of the year Health had deferred implementation of this regulation until later in 2005; so, this project was placed on hold.

Another registration issue addressed by the Board was an increasing number of applications from people who do not have a social work degree, but want to be considered as having “substantially equivalent” qualifications. Much work has gone into designing and revising forms and guidelines so that enough relevant information is provided by each applicant. This is a very time-consuming process and the Registration Committee is challenged by the lack of useful assessment tools. As the term “substantially equivalent” implies that applicants have nearly the same social work content in their courses as required in a social work degree, very few applicants have been approved under this category.

The Board held several meetings during the year with senior MCFD officials in pursuit of the ongoing goal of obtaining significant changes to the *Social Workers Act*. In the spring the government did make amendments to the *Act* which resolved problems arising when board appointments were delayed. Appointment terms were increased to a maximum of three years, which provides greater stability in board composition. At the end of the year there was acknowledgement of the need to consider other changes to the legislation. A Legislative Committee was struck to develop specific proposals to present to government.

In the spring, several Board members and the Registrar traveled to Calgary to attend the conference of the Association of Social Work Boards, for the first time. This was a very successful event which provided interesting and informative workshop sessions and many opportunities for networking. Through conversations with social work regulators in many other jurisdictions, we realized that we have more similarities than differences. Two of our new board members attended board member orientation sessions at other times in the year and reported back that these were very engaging and stimulating.

III COMPLAINTS

2004 started with four open complaints files. Six new complaints were received during the year. The outcome of these complaints was as follows:

- Three social workers resigned before the complaints process was completed.
- One agreement was reached and completed.
- Four complaints were dismissed by the Inquiry Committee.
- There were two open cases at the end of the year.

IV PRIVATE PRACTITIONERS APPROVED IN 2004

Kathryn Baverstock
David F. Brown

Sandra Knight
Polixenia (Polly) Varro

A total of 259 Registered Social Workers were approved for Private Practice as of Dec. 31, 2004. This Roster is available on-line at www.brsw.bc.ca.

V REGISTRANT REPORT

There were 1,583 Registered Social Workers as of December 31, 2004. Of these RSWs, 168 registered for the first time during this 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	1992	1,237
1979	1,167	1993	1,242
1980	1,208	1994	1,238
1981	1,255	1995	1,202
1982	1,238	1996	1,203
1983	1,209	1997	1,257
1984	1,176	1998	1,270
1985	1,111	1999	1,277
1986	1,084	2000	1,304
1987	1,107	2001	1,361
1988	1,125	2002	1,383
1989	1,134	2003	1,521
1990	1,199	2004	1,583
1991	1,244		

VI 2004 FINANCIAL STATEMENTS

The auditors for the Board of Registration are Marsh and Marsh, who provided the Board with regular financial statements during 2004. The year-end report for 2004 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, 2004
(Unaudited)

REVIEW ENGAGEMENT REPORT


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

We have reviewed the statement of financial position of the Board of Registration for Social Workers in British Columbia as at December 31, 2004 and the statements of operations and changes in fund balances and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by management.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Vancouver, B.C.
February 10, 2005


Chartered Accountants

BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2004

(Unaudited)

	Operating Fund	Operating Reserve Fund	Hearings Fund	Research and Policy Development Fund	Total 2004	Total 2003
Current Assets						
Cash	\$ 74,071	-	-	\$ -	\$ 74,071	\$ 92,810
Certificates of deposit	146,126	-	-	-	146,126	77,075
Accrued interest receivable	2,032	-	-	-	2,032	2,442
Accounts receivable	2,524	-	-	-	2,524	95
Prepaid expense	971	-	-	-	971	971
	<u>225,724</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>225,724</u>	<u>173,393</u>
Restricted Cash - (Note 3)	-	160,000	77,730	20,000	257,730	247,730
Capital Assets, net - (Notes 2 & 4)	979	-	-	-	979	1,224
	<u>\$ 226,703</u>	<u>\$ 160,000</u>	<u>\$ 77,730</u>	<u>\$ 20,000</u>	<u>\$ 484,433</u>	<u>\$ 422,347</u>
Current Liabilities						
Accounts payable and accrued charges	\$ 19,418	-	-	\$ -	\$ 19,418	\$ 11,204
Deferred revenue - (Note 5)	60,320	-	-	-	60,320	48,220
	<u>79,738</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>79,738</u>	<u>59,424</u>
Fund Balances						
Unrestricted	146,965	-	-	-	146,965	115,193
Internally Restricted - (Note 6)	-	160,000	77,730	20,000	257,730	247,730
	<u>146,965</u>	<u>160,000</u>	<u>77,730</u>	<u>20,000</u>	<u>404,695</u>	<u>362,923</u>
	<u>\$ 226,703</u>	<u>\$ 160,000</u>	<u>\$ 77,730</u>	<u>\$ 20,000</u>	<u>\$ 484,433</u>	<u>\$ 422,347</u>

Approved by the Directors

Ray Chagnon Director

Ann S. Bell 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, 2004
(Unaudited)

	Budget 2004	Operating Fund 2004	Operating Fund 2003	Operating Reserve Fund	Hearings Fund	Research and Policy Development Fund	Total 2004	Total 2003
Income								
Registration fees	\$ 316,600	\$ 323,200	\$ 310,821	\$ -	\$ -	\$ -	\$ 323,200	\$ 310,821
Application fees	15,000	20,000	21,100	-	-	-	20,000	21,100
Interest and other	5,900	13,860	9,177	-	-	-	13,860	9,177
	<u>337,500</u>	<u>357,060</u>	<u>341,098</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>357,060</u>	<u>341,098</u>
Expenses								
Office Administration								
Rent	\$ 22,000	\$ 21,586	\$ 19,936	\$ -	\$ -	-	21,586	19,936
Security	500	286	282	-	-	-	286	282
Telephone and internet	4,600	4,064	3,020	-	-	-	4,064	3,020
Computer support	5,000	2,773	5,279	-	-	-	2,773	5,279
Office supplies	4,000	4,558	3,062	-	-	-	4,558	3,062
Postage and courier	12,600	11,442	11,130	-	-	-	11,442	11,130
Office equipment	5,000	6,403	4,512	-	-	-	6,403	4,512
Amortization	-	245	306	-	-	-	245	306
Accounting	3,000	2,402	2,167	-	-	-	2,402	2,167
Bank and credit card charges	5,300	5,954	4,861	-	-	-	5,954	4,861
Insurance	4,400	6,510	2,749	-	-	-	6,510	2,749
Miscellaneous	500	(287)	783	-	-	-	(287)	783
Printing	15,000	16,435	12,435	-	-	-	16,435	12,435
Promotion	-	-	145	-	-	-	-	145
Professional Activities								
Legal	23,000	23,830	15,977	-	-	-	23,830	15,977
Consultation	15,000	17,847	8,048	-	-	-	17,847	8,048
Hearings	10,000	-	-	-	-	-	-	-
Subscriptions and memberships	1,000	783	783	-	-	-	783	783
Professional development	1,500	891	1,360	-	-	-	891	1,360
Registrar's travel	2,500	2,811	3,938	-	-	-	2,811	3,938
Board Activities								
Board travel	17,000	19,311	8,562	-	-	-	19,311	8,562
Board development	2,000	1,235	701	-	-	-	1,235	701
Meetings	5,000	4,518	5,127	-	-	-	4,518	5,127
Staffing								
Salaries	144,000	137,393	114,440	-	-	-	137,393	114,440
Contract staff	6,000	4,070	4,569	-	-	-	4,070	4,569
Benefits	27,800	20,228	18,362	-	-	-	20,228	18,362
Workers' compensation	100	-	76	-	-	-	-	76
	<u>336,800</u>	<u>315,288</u>	<u>252,610</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>315,288</u>	<u>252,610</u>
Excess of revenue over expenses from operations	<u>\$ 700</u>	41,772	88,488	-	-	-	41,772	88,488
Interfund and other transfers								
Transfer to (from) operating fund		(10,000)	(72,210)	-	10,000	-	-	-
		31,772	16,278	-	10,000	-	41,772	88,488
Fund balances, beginning of year		115,193	98,915	160,000	67,730	20,000	362,923	274,435
Fund balances, end of year		<u>\$ 146,965</u>	<u>\$ 115,193</u>	<u>\$ 160,000</u>	<u>\$ 77,730</u>	<u>\$ 20,000</u>	<u>\$ 404,695</u>	<u>\$ 362,923</u>

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

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BOARD OF REGISTRATION FOR SOCIAL WORKERS
IN BRITISH COLUMBIA

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2004

(Unaudited)

	Operating Fund 2004	Operating Fund 2003	Operating Reserve Fund	Hearings Fund	Research and Policy Development Fund	Total 2004	Total 2003
Sources of cash							
Receipts from members	\$ 352,871	\$ 323,305	\$ -	\$ -	\$ -	\$ 352,871	\$ 323,305
Interest and other	14,270	8,847	-	-	-	14,270	8,847
Uses of cash							
Payments for materials and services	(306,829)	(248,578)	-	-	-	(306,829)	(248,578)
Interfund transfers							
Transfer to (from) operating fund	(10,000)	(72,210)	-	10,000	-	-	-
Net increase in cash	50,312	11,364	-	10,000	-	60,312	83,574
Cash, beginning of year	169,885	158,521	160,000	67,730	20,000	417,615	334,041
Cash, end of year	<u>\$ 220,197</u>	<u>\$ 169,885</u>	<u>\$ 160,000</u>	<u>\$ 77,730</u>	<u>\$ 20,000</u>	<u>\$ 477,927</u>	<u>\$ 417,615</u>
Represented:							
Cash in bank	\$ 74,071	\$ 92,810	\$ -	\$ -	\$ -	\$ 74,071	\$ 92,810
Certificates of deposit	146,126	77,075	160,000	77,730	20,000	403,856	324,805
	<u>\$ 220,197</u>	<u>\$ 169,885</u>	<u>\$ 160,000</u>	<u>\$ 77,730</u>	<u>\$ 20,000</u>	<u>\$ 477,927</u>	<u>\$ 417,615</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, 2004

(Unaudited)

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

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, 2004

(Unaudited)

Note 3 Restricted Cash

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

	2004	2003
Operating Reserve	\$ 160,000	\$ 160,000
Hearings	77,730	67,730
Research and Policy Development	20,000	20,000
	\$ 257,730	\$ 247,730

Note 4 Capital Assets

	Cost	Accumulated Amortization	Net Book Value 2004	Net Book Value 2003
Furniture and equipment	\$ 17,944	\$ 16,965	\$ 979	\$ 1,224
	\$ 17,944	\$ 16,965	\$ 979	\$ 1,224

Note 5 Deferred Revenue

Represents 2005 (2004) registration fees received in 2004 (2003).

Note 6 Internally Restricted Net Assets

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

	2004	2003
Restricted for extraordinary operating costs	\$ 160,000	\$ 160,000
Restricted for hearing charges	77,730	67,730
Restricted for research and policy development	20,000	20,000
	\$ 257,730	\$ 247,730

Note 7 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, 2004

(Unaudited)

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>2004</u>	<u>2003</u>
Cash in bank	\$ 74,071	\$ 92,810
Certificates of deposits	146,126	77,075
Restricted cash	<u>257,730</u>	<u>247,730</u>
	<u>\$ 477,927</u>	<u>\$ 417,615</u>