



MACT Inc. Annual General

Meeting (AGM)

**& Education Session
April 22, 2017
CSCT Director's Report**

Since our MACT Inc. Education session and the Annual General Meeting (AGM) on April 30, 2016, CSCT Board of Directors (BOD) has had meetings in June and October 2016 and February 2017. We also had "Go-To- Meeting" (teleconference) on March, 26, 2017.

There was a question whether there is need to have a formal adjournment and vote with email meetings. According to Robert's rule for adjourning email meetings, it can be done simply by declaration by the chair person.

Also for the email meetings, it was decided that only votes, after the votes are called for, will be counted. Any director who leaves the meeting early will be counted as abstention from the vote. The timing of the discussion of the voting time frame will be at the president's discretion. AGM minutes must include member's names when making or seconding motions. Names can also be included during discussions.

At the June 2016 meeting the Strategic Planning Committee (SPC) made an agenda templates for all CSCT meetings and must be sent to BOD 2 weeks prior to the meetings.

As far as the website is concerned, North Studio was in the process of fixing the address problem in the database. It is imperative to ask members to verify their information to ensure addresses issue has also been addressed.

North Studio charges \$105.00 per hour for up to 15 hours to replace the suspect module within CSCT website to complete the appropriate quality testing.

Any provinces that need to make changes to the PayPal account they should contact North Studio. PayPal has also been linked to the CSCT website for the CSCT exam. The exam questions were imported into Yardstick Measure at no cost. PayPal fee is 2.9%, the fee may be reduced to 1.9% upon proof that CSCT is a Not-for-Profit organization.

CSCT French translated Exam is now completed and available for the April 2017. Yardstick charges for Special Accommodations (SA). CSCT will not charge for SA but will state in the hand guide and on applications that "charges may apply"

CSCT pays \$228.00 per year for the Survey Monkey (cloud software for data analysis and managing data). The cost is to receive data on more than 100 responses to any one survey. This is important for an early voting at an AGM and for the Education/exam purpose.

There were 92 responses for the post Exam Survey Monkey. Some candidates complained that the images were too small and that some content was not taught but was on the exam.

By-Laws will be reviewed in 2017. Revised Policy Manual will also be updated on the CSCT website. Policy committee will write a new policy regarding, every

reasonable effort should be made to have at least one person on phone calls to the lawyer on sensitive issues.

Provincial registrars must update dues and CEUs as soon as possible.

Members of the 2 organizations: **CMA/APAWG (Canadian Medical Association/Allied Accreditation Working Group)** are as follows,

(CAMRT) Canadian Association of Medical Radiation Technologists,
(MRT) Medical Radiation Technologists,
(CAPA) Canadian Assistants of Physician Assistants,
(CSMLS) Canadian Society of Medical Laboratory Science,
(CSCP) Canadian Society of Clinical Perfusion,
(PAC) Paramedic Association of Canada,
(SC) Sonography Canada,
(TCOS) The Canadian Orthotics Society,
(CSCT) Canadian Society of Cardiology Technologists.

The 2 organizations are good fit for all members as the new accreditation body. Accreditation Canada (AC) and Facilitated Improvement for Corporate Success (FICS). These 2 organizations presented to APAWG on October 12, 2016, in Ottawa. CSCT representative Irene Williamson participated in this meeting via teleconference in London, Ontario. Once the final decision is reached, CSCT will be informed of the cost and can withdraw at any time. Presently there is no commitment from CSCT. APAWG will meet this year, once the final decision is made. CMA will no longer be involved in the accreditation process as of December 31, 2017.

A decision was made to offer a service to Cardiology Technology Programs to provide a confidential student examination marks breakdown at a rate of \$150.00 per student per exam upon request only.

Stenberg Hybrid Program had requested for clarification of eligibility of current cohort to write in April 2017 CSCT exam. It was suggested that students who have all requirements for graduation one month prior to the exam date are eligible to write.

Canadian National Institute of Health (CNIH) has not started their first clinical. Anderson College (in the process of accreditation with CMA) will have their first cohort ready to write the CSCT exam in April 2018. These 2 institutes will be further assessed by the new accrediting body.

Existing exam questions will be replaced. Electrophysiology (EP) questions will be added for September 2017 exam. New Exercise Tolerance Testing (ETT) case studies are needed. The existing exam steering committee will be dissolved once the first exam with yardstick has been completed. Future cut scores will be done in batches of ten with psychometrician (Chris Beauchamp) via web based meetings.

The BOD must use their @CSCT email addresses for all communications. Manitoba Director's address for all CSCT business is director-mb@csct.ca

The year 2016 was a learning process for the database. If a member transfers, the registrar of the new province must check the database for the current status of the transferring member. When there is a request for a transfer, the registrar is to include both provincial registrars in any communication. Suggestion was made to add a column to the spread sheet for CEUs.

Canadian History Committee met last November to continue writing the History of CSCT and will meet again this year. Our intention is to complete 50 years of history of CSCT to be presented at the 50th Anniversary in the year 2020.

Proxies: Some members were unsure of the duties of the CSCT Director at Large on the proxy so did not vote.

Biographies of nominees should be on the website. Also members need a clearer understanding of the By- Laws and positions of the Board. (Including Director at large)

Guidelines for CEUs were presented at the June 2016 meeting. They can be found on the website as the new triennium started on January 1, 2017 –Dec 31, 2019. The CEU is renamed to CSCT Continuing Education Unit (CEU) Standards.

The CSCT By-Laws are in alignment with Canada Not –for- Profit Corporations Act, as of October 2014 AGM in Vancouver, B.C.

CSCT is governed by the framework for the operation and management of the organization. Robert's Rules are a guide for parliamentary procedure that CSCT use/refer to for the running of meetings.

Definition of "Votes Cast" A cast vote is "yes" or "no". B.C Director will report at the 2017 AGM

Canadian Cardiovascular Congress (CCC) 2016 was held in Montreal, Quebec in October 2016.

I am pleased to inform that out of the 6 speakers for the CSCT Education Day on October 23rd, 5 were from the St. Boniface Hospital as follows, Dr. Rakesh Arora (CSCT Honorary President from February 2016 –February 2017), Dr. Davinder Jassal, Dr. Collette Seifer, Dr. William McIntyre, and Dr. Rohit Singal. Dr. Evan Lockwood, from Calgary.

This year CCC is being held at the Convention Centre in Vancouver, B.C. from October 21-24, 2017. CSCT BOD meetings are on October 19th and 20th. Annual General meeting (AGM) and Post AGM are on October 21st and our Education Day is on October 22, 2017.

Once again we have 2 speakers from the St. Boniface hospital. Dr. Clarence Khoo and Dr. Malek Kass. Dr. Roger Philipp who used to work at St. Boniface

hospital, now works in Vancouver is our 3rd speaker.
Dr. Graham Wong (CSCT Honorary President from February 2017-February 2018) and Dr. Christopher Fordyce from Vancouver, B.C. are 4th and 5th speakers respectively.

The board decided to use the News tab on the CSCT website to publish information that was previously published in the Atrium newsletter. Provincial reports must be sent to Crystal Shendaruk (in txt format) no later than July 1, 2017.

Next CSCT Board of Director's meeting is scheduled for June 9th and 10th, 2017.

Respectfully, submitted,

Polly Pachu RCT (A)

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