



College of Medical
Laboratory Technologists
of Ontario

FOCUS

A CMLTO newsletter for members

2018 - Issue 5

Message from the President, Karen Persad, MLT

Communication is key...Let's keep in touch.



During the recent election for Council positions in Districts 1 and 3, only 10% of members who were eligible to vote did vote. As feedback is always appreciated, some members contacted CMLTO to say that they did not receive the email with the link to the electronic voting platform.

Voting in Council elections and keeping our CMLTO member profile updated are some of our professional obligations. If we don't provide a valid email address that is checked regularly

and does not block messages from CMLTO servers and Constant Contact (the software platform CMLTO uses), we will miss notifications of Council elections, renewal notices, QA requirements, and other news. It is vital that we don't "unsubscribe" to Constant Contact because we will miss receiving not just this newsletter, but other important information related to our professional obligations and regulatory matters.

The CMLTO Consolidated Bylaws state that members must provide:

An e-mail address for the member that is distinct from the e-mail address of any other member and that the member checks personally on a regular basis.

As we all trend towards using less paper, CMLTO migrated to using electronic methods for most of its communications over the last seven years for efficiency, environmental reasons and for financial considerations. Now the application, renewal, QA processes, and Council elections are conducted online. This newsletter and most notifications are sent by email and the College conducts seminars online via webinar platforms.

Ensuring that we keep our member profile updated is one of our professional obligations as set out in the CMLTO Consolidated Bylaws:

If there is a change in the following information a member shall notify the Registrar & CEO in writing of the change within thirty (30) days of the effective date of the change; including any supporting documentation:

- *The member's name.*
- *The business address and business telephone number of all premises where the member practices.*
- *The member's home address and home telephone number.*
- *The identity, address and telephone number of each employer or other person the member works for and the title or description of the member's position with each employer or person.*



[Download a PDF](#)
[of this issue of FOCUS.](#)

For past issues,
click [here](#).

Non-compliance with the CMLTO Consolidated Bylaws may result in the matter being referred to CMLTO's Professional Conduct program for consideration.

Remember to keep the CMLTO updated so we all can stay updated!

Message from the Registrar & CEO, Kathy Wilkie, BHA, MLT



From August 28 to September 28, 2018, CMLTO conducted its first ever online elections for Council member positions in Districts 1 and 3. As Council President Karen Persad noted in her message, just 10% of the eligible voters in both districts participated in the election. Although this turnout is consistent with previous paper-based mail elections, it was hoped that the ease and simplicity of online voting would increase voter numbers.

There were two candidates running in each election.

District 1 – South West Region

Josh Lewis and Chirag R. Vyas

District 3 – Toronto Area

Chee-Yuen (Helen) Meaney and Raya Assan

Congratulations to Josh Lewis and Chee-Yuen (Helen) Meaney who will begin their three-year terms on Council on January 1, 2019.

On behalf of the CMLTO and the membership, I wish to thank all of the candidates for taking the time to stand for election and for their willingness to engage in the self-regulation of the profession to protect the people of Ontario.

Council highlights

CMLTO Council took the following actions at its meeting on September 20, 2018:

- Approved the monitoring reports from the following four statutory committees:
 - Executive Committee
 - Inquiries, Complaints, Reports Committee
 - Quality Assurance Committee
 - Registration Committee
- Accepted the President's Briefing Report
- Accepted the Academic Member's Briefing Report
- Received the Registrar & CEO's Elections Report
- Appointed Mohammed Jeewa as the Vice President, Public for the remainder of 2018
- Launched the 2018 Council Effectiveness Self-Evaluation Process
- Approved the Council Monitoring Reports re Council's compliance with the following Council policies:
 - Presentation at Council Meetings by Non-members of Council Policy
 - Council Member Attendance at External Events Policy
- Received the Interim Report on Council Linkage Survey Results and discussed the next steps in developing the Council Linkage Plan
- Reviewed one Council-Staff Relationship Policy:
 - Approved the revised Mega Council – Registrar & CEO Relationship Policy
- Reviewed nine Council Governance Process Policies:
 - Approved the revised Governance Philosophy Policy
 - Received an update on the revised Council Member Job Description Policy
 - Approved the revised Annual Planning Cycle and Annual Integrated Council Strategic Agenda Policy



- Approved the revised Council Meeting Agenda Policy
- Rescinded the Issues Identification/Process Policy
- Approved the revised Council Minutes Policy
- Approved the revised Council Recruitment & Nomination Policy
- Approved the revised Council Information System Policy
- Approved the revised Council Effectiveness Self-evaluation Policy
- Rescinded the Presentation at Council Meetings by Non-Members of Council Policy
- Participated in a development and education session on Financial Literacy for Council Members
- Received a presentation on the MLT profession

CMLTO Council took the following actions at its meeting on September 21, 2018:

- Approved the Registrar & CEO's High Level Ends Policy 3 - Health System Transformation Interim Monitoring Report
- Approved the 2019 CMLTO Budget
- Approved the Registrar and CEO's Executive Limitations Monitoring Reports re:
 - Financial Condition Policy
 - Investment Policy
 - Signing Authority/Authorization of Expenses
 - Emergency Executive Succession Plan
- Received an environmental scanning report from the Registrar & CEO
- Reviewed and discussed the Q2 Council Governance Scorecard Report

Professional obligations

Do you keep your personal and professional information up-to-date with the CMLTO?

Yes

[Select](#)

No

[Select](#)

SIGN UP NOW!

CMLTO webinar: Standards of Practice and Code of Ethics



The CMLTO will be hosting a webinar on Tuesday, October 30, 2018, from noon to 1:00 pm. CMLTO staff will explore various aspects of the updated Standards of Practice and Code of Ethics and answer questions from participants. To register for the webinar, click [here](#).

Council public linkage survey: preliminary results

As announced by Council President Karen Persad in FOCUS 2018, Issue 2, the Council embarked on a public engagement project to collect feedback and opinions via an online survey.

Four different methods were used to solicit opinions from members of the public to learn what they think about CMLTO's efforts to build public confidence, ensure accountable professionals, and contribute to health system transformation.

The responses will be used to inform the Council's policy work and to ensure the CMLTO is meeting its strategic goals to protect the public.

The surveys closed in mid-September and Council received preliminary results at its September meeting.

The majority of the more than 1200 respondents were members of the public who believe that the strategic outcomes/results that the CMLTO Council is striving to achieve are the right ones.

The Council will consider and analyze detailed reports of the results at upcoming meetings. The College will release a report of the Council's findings in the future and members will be notified via FOCUS when the report is published.



Registration renewal begins November 1, 2018



All members were sent an eblast on September 24, 2018, advising them to ensure their mailing address was up-to-date by October 1st. More than 900 members clicked on the link to www.cmlto-onlineservices.com to verify or update their personal information.

The CMLTO will be mailing the Notice of Annual Registration Renewal for 2019 to each member's home address on October 19, 2018.

The online renewal system opens on November 1st and members must renew by December 31, 2018, for their 2019 registration.

Free evidence-based practice resources for allied health professionals!

MLTs holding Practising certificates of registration may apply to the [Allied Health Professional Development Fund](#) for education grants for professional development activities that enhance the quality of care and services they provide to Ontarians.

Allied health professionals who are eligible for AHPDF education grants are also able to create an account at www.ahpdf.ca to access its extensive, practice-focused Electronic Health Library powered by EBSCO Health. These evidence-based resources can help allied health professionals grow their professional knowledge and expertise in the care of Ontarians:

[DynaMed Plus®](#) (PDF), [MEDLINE®](#) (PDF), and [CINAHL® Complete](#) (PDF).

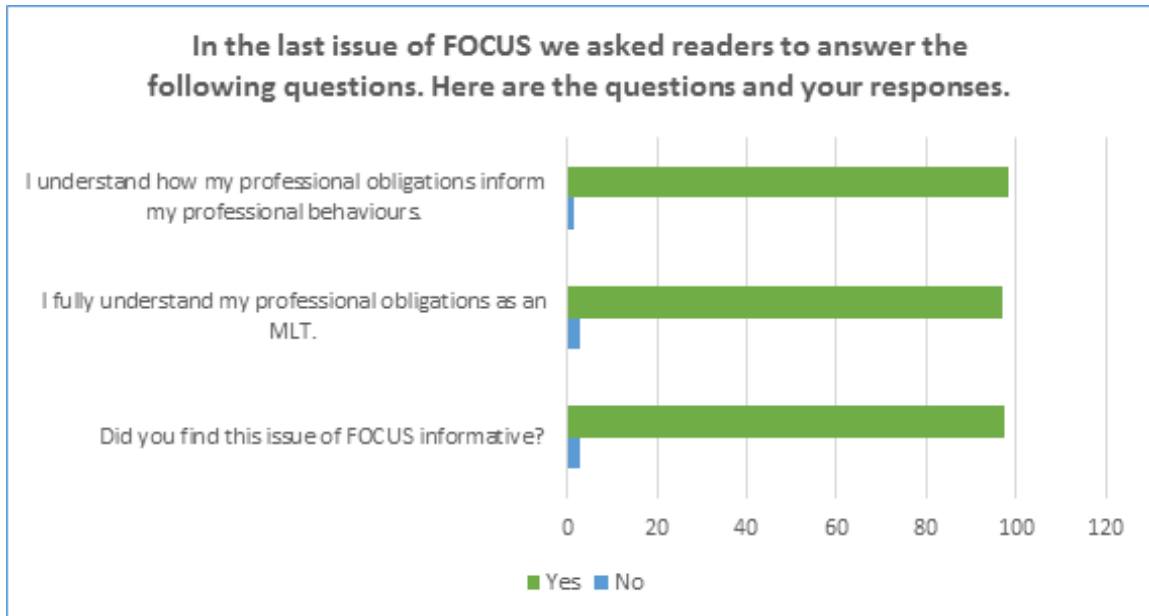


CMLTO participation at the Zoomer Show

CMLTO staff members and staff from other regulatory health Colleges will be on hand at the [Ontario Health Regulators](#) booth at the [Zoomer Show Lifestyle Expo](#) in Toronto on October 27-28, 2018.

Practice advisors from the Colleges will speak to attendees about the regulated health professions and the public's right to safe and competent care, as well as demonstrate how to use the Ontario Health Regulators website. Please drop by to say hello if you are attending the show.

In the last issue of FOCUS we asked readers to answer the following questions. Here are the questions and your responses.



CMLTO December holiday office hours

Please note the CMLTO's holiday office hours in December and January.

Friday, December 21, 2018 - Regular hours (8:30 am - 4:30 pm)

Monday, December 24, 2018 - Closed

Tuesday, December 25, 2018 - Closed

Wednesday, December 26, 2018 - Closed

Thursday, December 27, 2018 - Regular hours

Friday, December 28, 2018 - Regular hours

Monday, December 31, 2018 - Closed

Tuesday, January 1, 2019 - Closed

Wednesday, January 2, 2019 - Regular hours



Please tell us what you think!

Did you find this issue of FOCUS informative?

Yes

Select

No

Select

LEADERSHIP ACCOUNTABILITY EXCELLENCE

College of Medical Laboratory Technologists of Ontario • 416 861-9605 • 1-800-323-9672
www.cmlto.com • communications@cmlto.com