



# College of Optometrists of British Columbia

## 2020 Annual Report



A composite image featuring a woman with short brown hair, smiling, wearing a white lab coat over a dark top. She is positioned on the right side of the frame. The background is a light blue gradient. On the left side, there is a dark blue semi-transparent overlay containing text. In the background, a microscope is visible, and its image is partially obscured by the blue overlay.

## Mission

To facilitate the wellbeing of the public by guiding and regulating the profession of Optometry in British Columbia.

## Vision

Enhance health outcomes through excellence in optometric regulation.

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## BOARD OF DIRECTORS

**Dr. Sally Donaldson**, Chair  
**Dr. Justin Asgarpour**, Vice Chair  
**Dr. Pardeep Dhillon**  
**Dr. David Schwartz**  
**Dr. Jaelyn McComas**  
**Dr. Kelly Tokar**  
**Mr. Joseph P.A. Finamore**  
**Ms. Joyce Kenoras**

**Ms. Concetta Risi**

## OFFICE STAFF

**Mr. Rick C. Gambrel**  
 REGISTRAR/CEO

**Dr. Joan Hansen**  
 DEPUTY REGISTRAR

**Jela Vuksan**  
 Coordinator, Standards of Practice and  
 Regulatory Services/Bookkeeper

**Tatjana Anicic**  
 Coordinator, Quality Assurance and Regulatory  
 Services

**Fem Esperon**  
 Coordinator, Registration Services

**Felicia Poss**  
 Administrative Assistant

The College of Optometrists of BC is located on the traditional, ancestral and unceded territory of the Coast Salish peoples – Skwx̓ wú7mesh (Squamish), Stó:lō and Səl̓íl̓wəṭəʔ/Selilwítlh (Tsleil-Waututh) and x̣məθkʷəy̓ əm (Musqueam) Nations





## REPORT OF THE CHAIR AND REGISTRAR



The College of Optometrists of British Columbia is committed to ensure that our registrants maintain a high standard of practice, that leads to the best possible patient outcomes. The College continued to effectively carry out its mandate over the past year, in the face of the challenges presented by the Covid-19 pandemic. The College strives to be responsible leaders to our registrants and maintain the all-important engagements with our stakeholders, in the interest of the public.

The College's mandate, vision, and mission, have guided the board and our committees, thus creating a strong foundation, upon which the College has been built and allowed us to be a strong and effective organization.

In September 2020, the College began a leadership transition, as Dr. Dale Dergousoff left his position as the Interim Registrar/CEO of the College. We all would like to thank Dr. Dergousoff for his service to the College, first as a Board member and Chair and then as Interim Registrar/CEO. Thereafter, Dr. Mary Waterston served as Interim Registrar/CEO until February 2021. We express our thanks to Mary for her hard work, leadership, and service to the College during this challenging past year. In February 2021, the College welcomed a new Registrar/CEO, Mr. Rick Gambrel, a leader in both non-profit organizations and self-regulated professions in the law and health sectors, who will support the work of the College in protecting the public interest.

The College also offers it thanks to Ms. Stanka Jovicevic CAO/Assistant to the Registrar, for her over 20 years' service to the College. Starting in February 2021, the College welcomed Dr. Joan Hansen as Deputy Registrar. Before becoming a College employee, Joan served on the Board of the College, as well as several provincial and national optometric association boards, while managing her optometry practice for over 40 years.

As Optometry was designated an essential service, the College continued to provide effective regulation of the profession during the challenges of Covid-19. For part of the year, staff operated remotely to fulfill their mandate. Thereafter, the staff worked remotely part time and returned to the office part time under strict workplace safety protocols. To ensure the safety of applicants, the College moved its Jurisprudence Exam to an online format, completed in December of 2020. A further online exam is scheduled for July of 2021.

Board, staff, and committees continued to meet using video conference technology to do the College's work.

Just prior to the Covid -19 shutdown, on March 2, 2020, the College passed its Tele Optometry Policy, setting out the requirements for the provision of vision and eye health services within the scope of practice of optometry, which are delivered remotely.

In August 2020, the Legislative Steering Committee on Modernization of Health Professional Regulation presented its report. The College made submissions to the Committee and is committed to working with government and stakeholders to advance the public interest in this regard.

We continued to advance the commitment of our College to recognizing the importance for advancing cultural safety and humility among regulated health professionals for Indigenous people. The College worked with other BC health regulators on this commitment and has designated the San'yas Indigenous Cultural Safety Health program for continuing education credit. The College Registrar also serves on the FORAC national committee on cultural safety and humility as a part of the College's commitment to advance this issue in the profession.

Our sincere appreciation goes to the public Board members, appointed by the Minister of Health, as well as to our public committee and advisory group members appointed by the Board for providing their valuable public perspective.

Thank you to our elected Board members for all their time and dedication to the College and to those registrants who were appointed and contributed countless hours to committees and working groups. Your continued commitment is critical to the success of the College to effectively regulate optometry in British Columbia in the public interest.

Most importantly, thank you to the College staff for their dedication and hard work throughout the year. You continue to rise to all the challenges placed before you, especially in the face of Covid-19, and have achieved this by creating a respectful, collaborative, and productive workplace culture.



## 2020 Accomplishments



### Modernization of Healthcare Regulation

In August 2020, the Legislative Steering Committee presented its report. The College made submissions to the Committee and is committed to working with government and stakeholders to advance the public interest in this regard.

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### Effective Regulation during Covid-19

As Optometry was designated an essential service, the College continued to provide effective regulation of the profession during the challenges of Covid-19. For part of the year, staff operated remotely to fulfill their mandate. Thereafter the staff returned to the office part time under strict workplace safety protocols and part time remotely. To ensure the safety of applicants, the College moved its Jurisprudence Exam to an online format, completed in December of 2020. A further online exam is scheduled for July of 2021. Board, staff, and committees continued to meet using video conference technology to do the College's work.

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### BC Health Regulators (BCHR) Collaboration

The Registrar continues to participate in regular meetings of this regulatory network.

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### Optometric Collaboration

The Registrar continues stakeholder engagement with national and international optometric regulators and examiners.

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### Governance Policy Manual

The manual was further developed by the Governance and Nominations Advisory Group and encompasses the governance policy framework for the College.

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## REGISTRATION COMMITTEE

### CHAIR:

**Dr. Andrew Asgapour**

### COMMITTEE MEMBERS:

**Mr. Joseph P. A. Finamore**  
PUBLIC MEMBER

**Ms. Concetta Risi**  
PUBLIC MEMBER

**Dr. Evelyn Lo**

**Dr. Vikram Mangat**

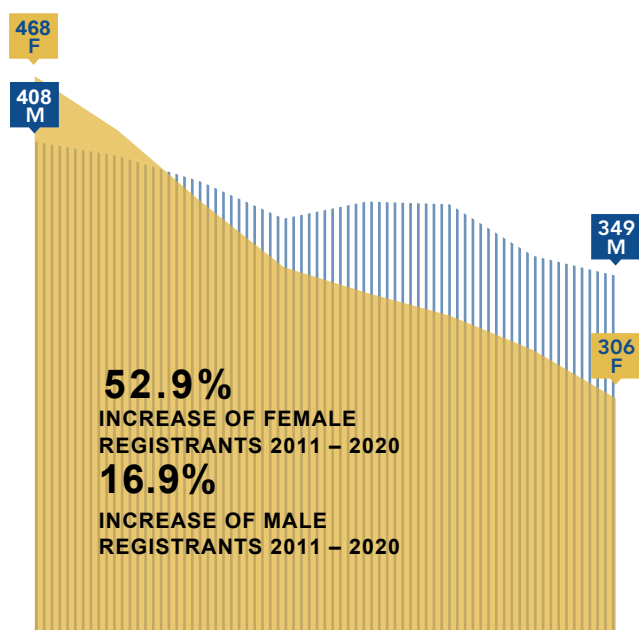
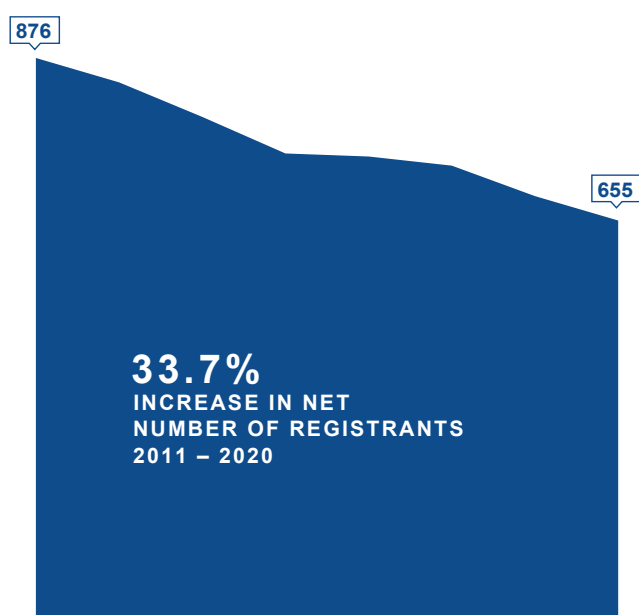
**Dr. Priya Vohora**

The Registration Committee has a duty under section 20 of the Health Professions Act to administer the registration and reinstatement process in accordance with the College Bylaws. An applicant who is denied registration or granted registration on terms and conditions has the right to seek a review of that decision by the Health Professions Review Board (HPRB).

To date, no applications for review of Registration Committee decisions have been filed with the HPRB.

The Registration Committee, like all other committees of the College, must act in the public interest in a manner that is transparent, objective, unbiased, and fair.

**As of December 31, 2020, there were 876 practising and 3 non-practising registrants**



## FOCUS ON REGISTRANTS

### TOTAL REGISTRANTS

876

408 M 468 F

858

15

3

THERAPEUTIC QUALIFIED

394 M 464 F

NON-THERAPEUTIC QUALIFIED

13 M 2 F

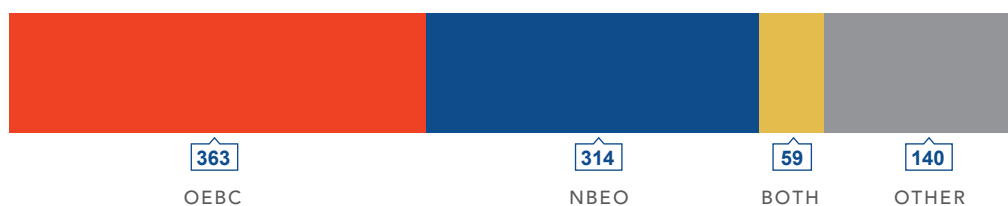
NON-PRACTISING

1 M 2 F

### PRACTISING REGISTRANTS BY EDUCATION (876 TOTAL)

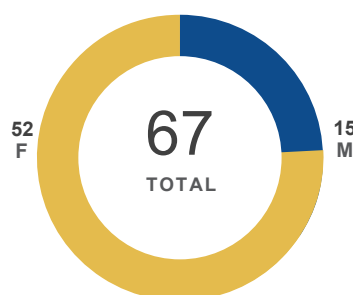


### PRACTISING REGISTRANTS BY QUALIFYING EXAM (876 TOTAL)

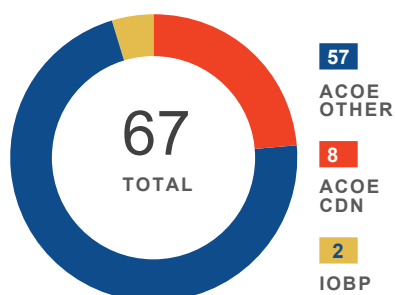


## New Registrants

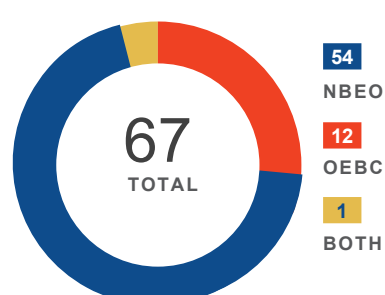
### GENDER



### EDUCATION



### QUALIFYING EXAM



OEBC: Optometry Examining Board of Canada (referred to in the Bylaws as the national qualifying exam)

NBEO: National Board of Examiners in Optometry (USA, referred to in the Bylaws as the national qualifying exam equivalent)



## QUALITY ASSURANCE COMMITTEE

**The Quality Assurance (QA) Committee is responsible for two core functions of the College, specified in Section 16(2) of the Health Professions Act:**

### **CHAIR:**

**Dr. Jessica Ng**

### **COMMITTEE MEMBERS:**

**Ms. Joyce Kenoras**

**PUBLIC MEMBER**

**Ms. Leza Muir**

**PUBLIC MEMBER**

**Dr. Nieka Sabeti**

**Dr. Ignacio Salvati**

**Dr. Kimberly Tsang**

- To establish, monitor, and enforce standards of practice to enhance the quality of practice and reduce incompetent, impaired, or unethical practice amongst registrants.
- To establish and maintain a continuing competency program to promote high practice standards amongst registrants.

In 2020, the QA Committee continued to work with the Standards of Practice, developed in December 2017, to provide the interactive Peer Circle Program, monitor continuing education (CE), and completed Practitioner Assessments to support the College's core regulatory functions.

Using the Standards of Practice as a foundation and framework, the Quality Assurance Committee continues to develop the Standards of Practice Enhancement Program to enhance registrant competency.



## **To meet the College's goals, the QA Committee directs the maintenance of a quality assurance program, which currently include the following components:**

### **Continuing Education**

The objective of the continuing education program is to ensure that each registrant regularly engages in high quality continuing professional development that is free of commercial interest and positively influences outcomes for their patients. As a condition of annual registration renewal, all registrants are required to participate in approved continuing education programs.

### **Practitioner Assessment and Peer-Based Support Programs**

The objective of the practitioner assessment program is to identify and assist registrants who may not be meeting the standards of practice and professional competence. Practitioner assessments began in 2005 as a pilot project, and were formally instituted in 2008. Since 2010, assessments have included a place of practice assessment and a clinical record assessment. To further improve the cost-effectiveness of this program, in 2015 we began conducting assessments remotely (online). The assessments evaluate compliance and the Remote Practice Assessments have proven to be very efficient in helping identify registrants who would benefit from peer based support programs. Registrant peers, who are trained in assessment methodologies, assess a sample of registrants and their practices for compliance with the Bylaws and

policies of the College, concerning standards of practice and professional competence. The QA Committee and the College have concentrated their efforts in providing support through a collegial and helpful methodology. Registrants are invited to request support from the College at any time.

### **Peer Circles**

The objective of the peer circle program is to promote improvement in clinical competence. The Peer Circle program was developed in 2006 to address quality assurance issues relevant to clinical practice, within a small-group, interactive learning environment. This program provides registrants with an opportunity to enhance best practices by analyzing, identifying, and resolving problems related to clinical care, through safe discussions and dialogue with colleagues.

In 2020, the QA Committee held a successful Peer Circle in conjunction with the annual BCDO Annual Conference, completed 60 practitioner assessments, and assisted in the development of the Covid-19 Return to Practice Guidelines for In-Community Care for registrants.

The Committee acknowledges and appreciates the dedication and commitment of our volunteers and staff, who contribute many hours to the quality assurance programs, ensuring that the public can trust the profession of optometry to provide safe, effective, and ethical services in BC.



## INQUIRY COMMITTEE

### The *Health Professions Act* (HPA) requires that the College establish and employ inquiry procedures that are transparent, objective, impartial, and fair.

#### **CHAIR:**

**Dr. Kelsey Snow**

#### **COMMITTEE MEMBERS:**

**Ms. Concetta Risi**

PUBLIC MEMBER

**Mr. Gurminder Parihar**

PUBLIC MEMBER

**Dr. Alan Boyco**

**Dr. Jaelyn McComas**

**Dr. Kelly Tokar**

The Inquiry Committee is comprised of registrant members who provide invaluable subject matter expertise and a public member and public representative, who provide an invaluable public perspective lens and ensure that the public interest is served.

#### **Mandate**

The Inquiry Committee is mandated to investigate written complaints that are submitted to the College from members of the public, organizations, employers, and health professionals regarding the conduct and/or competence of registrants. In addition to investigating written complaints, the Inquiry Committee has authority to initiate its own investigation where there is a concern that a registrant is not complying with the HPA, regulations or College bylaws, has been convicted of an indictable offence, has engaged in professional misconduct or unprofessional conduct, or may be medically unfit to practice.

The Inquiry Committee meets regularly to ensure that investigations proceed promptly. The investigation process is objective, transparent, impartial and fair. The registrant who is the subject of a complaint or own motion investigation will be invited to respond to the written complaint or concerns that have been identified. The registrant's response is shared with the complainant, if any.

The Inquiry Committee often appoints experienced optometrists as inspectors to assist by gathering clinical records and other information and conducting interviews of complainants, registrants and others who may have relevant evidence and provide written inspector reports which are also shared with the complainant and registrant.

Once an investigation is completed, the Inquiry Committee must determine whether the complaint allegations or concerns are substantiated and issue a formal disposition decision in accordance with s. 33(6) of the HPA. A copy of the disposition decision which sets out the information that the Inquiry Committee considered and its reasoning process is provided to both the complainant and the registrant. Where the Inquiry Committee determines that the complaint allegations or concerns are not substantiated, it will take no further action under s. 33(6)(a) and notify the complainant of the right to seek a review with the Health Professions Review Board.

Where the Inquiry Committee determines that there is evidence to support the complaint allegations or concerns, it has three options depending on the seriousness of the underlying concerns.

It may attempt to resolve the matter between the complainant and registrant through alternative dispute resolution or mediation under s. 33(6)(b) if the conduct does not raise broader public safety concerns. It may seek a consent order from the registrant with remedial terms to address the misconduct under s. 33(6)(c). A consent order is a formal agreement between the College and registrant with terms to ensure that remediation and monitoring is undertaken to ensure the conduct is not repeated. A registrant who fails to strictly comply with the terms of a consent order will face further regulatory action. If a registrant is not prepared to agree to the terms of a proposed consent order, the Inquiry Committee may direct the Registrar to issue a citation which initiates a public discipline hearing process. For serious allegations of misconduct, the Inquiry Committee may direct the issuance of a citation without attempting to seek a consent order.

If the Inquiry Committee takes any action other than directing a citation, it will notify the complainant of the right to seek a review with the Health Professions Review Board. No right of review arises from a decision to issue a citation.

Generally speaking, the types of complaint allegations and concerns commonly investigated by the Inquiry Committee fall under the following broad categories:

- Concerns about clinical competency which include the provision of optometric skills in accordance with the College's standards of practice and delivering current, safe, and effective services.
- Concerns about compliance with regulatory requirements as registrants are required to comply with the HPA, regulations, College bylaws and other requirements established by the College as well as by other public authorities that relate to the practice of optometry such as directives issued by the Provincial Health Officer.

- Concerns about ethical conduct, as registrants must comply with the College's Code of Ethics and demonstrate integrity, honesty and trustworthiness and act in the best interests of their patients in all aspects of practice and maintain appropriate professional boundaries.

- Concerns about interpersonal or interprofessional communications which include the ability to provide others with information in a way that can be clearly understood, adapting language and communication manner as necessary and communicating with empathy and being alert to non-verbal signals that suggest unspoken concerns and addressing them. Registrants must ensure that they attempt to resolve any conflicts that arise.

### **The Inquiry Committee's work over the last year**

At the outset of 2020, there were 12 files carried forward from the previous year which were still in the process of investigation. In addition, 8 new complaints were filed with the College and referred to the Inquiry Committee for investigation. The Inquiry Committee also initiated 9 own motion investigations against registrants without receiving a formal written complaint. The Inquiry Committee issued 20 disposition decisions. There were no cases involving fitness to practice issues and no cases of boundary violations.

Of the 20 investigations that were concluded in 2020, the Inquiry Committee obtained consent orders under s. 33(6)(c) of the HPA in relation to 10 complaint files with terms that required the registrants in question to undertake not to repeat the conduct, to undertake remedial action, and to agree to monitoring through random audits by a College appointed inspector.

INQUIRY COMMITTEE

Of the 20 investigations, the Inquiry Committee determined that the complaint allegations were not substantiated in 10 of the files and took no further action under s. 33(6) (a) of the HPA on the basis that the conduct or competence of the registrant was satisfactory.

The Inquiry Committee did not direct the issuance of citations on any files as there were no serious allegations of misconduct that warranted hearings and that could not be resolved by adequate public safety terms in consent orders. No complainants filed requests for review with the Health Professions Review Board in 2020. The Health Professions Review Board dismissed one request for review commenced in 2019, on the basis that the Inquiry Committee's investigations were adequate and the disposition decisions were reasonable.

The Inquiry Committee also continued to monitor the compliance of 2 registrants who entered into consent orders in 2019 and 2020 to ensure that they were fulfilling the requirements of those orders. No compliance concerns were identified.

The Inquiry Committee is grateful to complainants who brought their concerns forward and to both complainants and registrants for their cooperation in the investigation process. The information that was gathered ensured that proper regulatory action was taken to remediate the conduct of the registrant and protect the safety of the public where conduct or competence concerns were identified.

2020 Complaints







# College of Optometrists of British Columbia

## 2020 Audited Financial Statements



**THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA**

**Financial Statements  
December 31, 2020**

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## INDEPENDENT AUDITORS' REPORT

### TO THE BOARD MEMBERS OF THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA

#### *Opinion*

We have audited the financial statements of The College of Optometrists of British Columbia (the "College"), which comprise:

- ♦ the statement of financial position as at December 31, 2020;
- ♦ the statement of operations and changes in net assets for the year then ended;
- ♦ the statement of cash flows for the year then ended; and
- ♦ the 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 College as at December 31, 2020, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

#### *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 *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the College in accordance with the 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.

#### *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 Canadian accounting standards for not-for-profit organizations, 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 College'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 College or to cease operations, or has no realistic alternative but to do so.

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

## *Auditors' 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 auditors' 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 College'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 College's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' 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 auditors' report. However, future events or conditions may cause the College 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.

*Smythe LLP*

Chartered Professional Accountants

Vancouver, British Columbia  
March 1, 2021



**THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA**  
**Statement of Financial Position**  
**December 31, 2020**

	2020	2019
<b>Assets</b>		
<b>Current</b>		
Cash and cash equivalents	\$ 2,303,646	\$ 2,076,620
Accounts receivable (note 4)	2,721	579
Prepaid expenses	8,131	7,292
	2,314,498	2,084,491
<b>Property and equipment (note 5)</b>	1,040,809	1,032,844
<b>Website</b>	-	7,491
	\$ 3,355,307	\$ 3,124,826
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 67,038	\$ 59,254
Deferred revenue	1,209,478	1,179,613
	1,276,516	1,238,867
<b>Net Assets</b>		
<b>Unrestricted</b>	2,078,791	1,885,959
	\$ 3,355,307	\$ 3,124,826

**Commitments (note 7)**

Approved by the Board

\_\_\_\_\_  
*(College Registrar)*

\_\_\_\_\_  
*(Chair, Board of College)*

**THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA**  
**Statement of Operations and Changes in Net Assets**  
**Year Ended December 31, 2020**

	<b>2020</b>	<b>2019</b>
<b>Revenue</b>		
Annual fees	\$ 1,332,650	\$ 1,291,388
Registration application fees	44,075	57,850
Interest	23,004	17,961
Other fees	22,460	27,535
Corporate application fees	15,225	14,175
	<b>1,437,414</b>	<b>1,408,909</b>
<b>Expenditures</b>		
Salaries and benefits	628,846	557,672
Office services	223,390	183,246
Professional fees	97,202	38,163
Committees	91,981	116,648
Office	60,562	66,172
Meetings and conferences	54,871	148,803
Occupancy costs	23,498	25,817
Membership dues	19,233	22,833
Registrar	9,756	28,312
Amortization	35,243	30,717
	<b>1,244,582</b>	<b>1,218,383</b>
<b>Excess of revenue over expenditures for year</b>	<b>192,832</b>	<b>190,526</b>
<b>Net assets, beginning of year</b>	<b>1,885,959</b>	<b>1,695,433</b>
<b>Net assets, end of year</b>	<b>\$ 2,078,791</b>	<b>\$ 1,885,959</b>

**THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA**  
**Statement of Cash Flows**  
**Year Ended December 31, 2020**

	<b>2020</b>	<b>2019</b>
<b>Operating activities</b>		
Excess of revenue over expenditures	\$ 192,832	\$ 190,526
Item not involving cash		
Amortization	35,243	30,717
	228,075	221,243
Changes in non-cash working capital		
Accounts receivable	(2,142)	402
Prepaid expenses	(839)	(902)
Accounts payable and accrued liabilities	7,784	1,642
Deferred revenue	29,865	48,978
	34,668	50,120
Cash provided by operating activities	262,743	271,363
<b>Investing activity</b>		
Purchase of equipment	(35,717)	(6,004)
<b>Inflow of cash</b>	227,026	265,359
<b>Cash, beginning of year</b>	2,076,620	1,811,261
<b>Cash, end of year</b>	\$ 2,303,646	\$ 2,076,620

# THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA

## Notes to Financial Statements

Year Ended December 31, 2020

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### 1. OPERATIONS

The College of Optometrists of British Columbia (the "College") is a not-for-profit organization with the objective to serve and protect the public in relation to the practice of optometry in British Columbia.

The College's bylaws are regulated under the *Health Professions Act* of British Columbia (the "HPA"). The College establishes qualifications of members and ensures the standards set out in the HPA regulations and bylaws are maintained by the members.

The College is exempt from income tax under the provisions of the *Income Tax Act*.

### 2. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the College were prepared in accordance with Canadian accounting standards for not-for-profit organizations ("ASNPO") and include the following significant accounting policies.

#### (a) Cash and cash equivalents

Cash and cash equivalents include cash and short-term investments with maturities of three months or less from December 31, 2020, which are readily convertible into a known amount of cash, and are subject to an insignificant risk to changes in their fair value.

#### (b) Revenue recognition

Annual renewal fees are recognized as revenue in the fiscal year to which they relate. Fees received in advance have been recorded as deferred revenue.

Registration fees, corporation fees, other fees and continuing education are recognized as revenue when the member is invoiced.

Interest income is recognized as it is earned.

#### (c) Amortization

Property and equipment are recorded at cost less accumulated amortization and amortized over its estimated useful lives using the following methods and annual rates:

Building	4 years straight-line
Computer equipment	3 years straight-line

#### (d) Website

Website is recorded at cost less accumulated amortization. The website is amortized over its estimated useful life using a five-year straight-line method and was fully amortized during 2020.



# THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA

## Notes to Financial Statements

Year Ended December 31, 2020

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### 2. SIGNIFICANT ACCOUNTING POLICIES — continued

#### (e) Impairment of long-lived assets

A long-lived asset is tested for impairment whenever events or changes in circumstances indicate that its carrying amount may not be recoverable. An impairment loss is recognized when the carrying amount of the asset exceeds the sum of the undiscounted cash flows resulting from its use and eventual disposition. The impairment loss is measured as the amount by which the carrying amount of the long-lived asset exceeds its fair value.

#### (f) Financial instruments

The College initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions. The College subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations and changes in net assets.

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of operations and changes in net assets. In the event a previously recognized impairment loss should be reversed, the amount of the reversal is recognized in the statement of operations and changes in net assets provided it is not greater than the original amount prior to write-down.

For any financial instrument that is measured at amortized cost, the instrument's cost is adjusted by the transaction costs that are directly attributable to their origination, issuance or assumption. These transaction costs are amortized into income on a straight-line basis over the term of the instrument. All other transaction costs are recognized in the statement of operations and changes in net assets in the period incurred.

#### (g) Use of estimates

The preparation of these financial statements in conformity with ASNPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Significant estimates include the estimated useful lives of property and equipment and website and accrued liabilities. While management believes these estimates are reasonable, actual results could differ from those estimates and could impact future results of operations and cash flows.

### 3. FINANCIAL INSTRUMENTS

#### (a) Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The College is exposed to credit risk with respect to its cash. The College has mitigated this risk by holding its cash with a major Canadian financial institution.

# THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA

## Notes to Financial Statements

Year Ended December 31, 2020

### 3. FINANCIAL INSTRUMENTS — continued

#### (b) Liquidity risk

Liquidity risk is the risk that the College will encounter difficulty in meeting obligations associated with financial liabilities.

The College is exposed to this risk mainly in respect of its accounts payable and accrued liabilities. Cash flow from operations provides satisfactory resources to meet the College's cash requirements.

#### (c) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate due to changes in market interest rates.

The College is exposed to interest rate price risk on its line of credit bearing a variable interest rate, when the line of credit is used.

### 4. ACCOUNTS RECEIVABLE

As of December 31, 2020, the College has issued invoices for penalties and restitution for hearing costs totaling \$125,186 (2019 - \$125,186), excluding interest, to be paid by a former registrant. Collection of this receivable is not assured and is therefore not recorded in the accounts receivable balance.

### 5. PROPERTY AND EQUIPMENT

	2020		2019	
	Cost	Accumulated amortization	Net	Net
Land	\$ 769,273	\$ -	\$ 769,273	\$ 769,273
Building	330,556	85,451	245,105	255,318
Computer equipment	91,664	65,233	26,431	8,253
	\$ 1,191,493	\$ 150,684	\$ 1,040,809	\$ 1,032,844

### 6. LINE OF CREDIT

The College has available an operating line of credit to a maximum of \$200,000 (2019 - \$200,000). The line of credit is secured by the College's property. Advances under this facility bear interest at the bank prime rate plus 0.25% per annum. As of year-end, the balance of the line of credit is \$nil (2019 - \$nil).

## THE COLLEGE OF OPTOMETRISTS OF BRITISH COLUMBIA

### Notes to Financial Statements

Year Ended December 31, 2020

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#### 7. COMMITMENTS

The College is committed to equipment leases with payments totaling \$54,057 over the remaining terms expiring February 2024 and October 2025 as follows:

2021	\$	12,084
2022		12,084
2023		12,084
2024		10,246
2025		7,559
	\$	54,057

#### 8. IMPACT OF COVID-19

The outbreak of the novel strain of coronavirus, specifically identified as "COVID-19", has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. These measures, which include the implementation of travel bans, self-imposed quarantine periods and physical distancing, have caused material disruption to business globally. The duration and impact of the COVID-19 outbreak is unknown at this time. It is not possible to reliably estimate the length and severity of these developments and the impact on the financial result and condition of the College in future periods.



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