

BC
COLLEGE
OF
SOCIAL
WORKERS **ANNUAL
REPORT**

2015

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BOARD

Elizabeth (Liz) Jones, RSW - Chair
Curtis Magnuson, RSW - Vice Chair

SOCIAL WORK MEMBERS

Renée Avitan, RCSW
Susan Barr, RSW
Emma Gauvin, RSW
Deborah Jones, RCSW
Josh Myers, RSW
Jackie Stokes, RSW

PUBLIC MEMBERS

Doris Darvasi
Bruce Hallor
Leonard Ibbs
Colleen Spier

Listed above are the BCCSW Board members for the year ending December 31, 2015.



John Mayr
Registrar & CEO



Chelsea Cooleage
Director of Professional Practice



Selena Bateman
Director of Professional Practice



Hoon Kim
Manager of Registration



Nigel Mojica
Manager of Communications & Programs



Borna Ansari
Administrative Assistant

STAFF

LETTER TO THE MINISTER



Curtis Magnuson
Chair

Dear Minister Cadieux,

It is my pleasure to deliver this annual report for the year ending December 31, 2015. This report reflects on the activities of the BC College of Social Workers in meeting the duty and objects established by the *Social Workers Act*.

As the regulatory body for Registered Social Workers in BC, the College acts within its statutory authority to develop and administer policies and procedures that are consistent with the *Act*. Effective regulation requires that the College administer transparent, objective, impartial, and fair processes.

To this end, the Board of the College strengthened its commitment to policy governance and the principles of natural justice in 2015. The College acts in the public interest, which includes advocating for a regulatory framework for all professional social workers.

The College has taken concrete steps to enhance the practice of social work in BC through the implementation of a mandatory quality assurance program and the implementation of competency-based entry to practice licensure exams for new applicants for registration.

The College is an active member of the Association of Social Work Boards, the Canadian Council for Social Work Regulators, and the Health Professions Regulators of BC. The College is also working in partnership with the BC Association of Social Workers to implement a project entitled *Towards Developing a Respectful Relationship*, which is our effort to address the Calls to Action of the Truth and Reconciliation Commission of Canada.

I would like to take this opportunity to honour the dedication and hard work of all members of the College Board, our committee volunteers, the staff of the College, and our colleagues in the legislation branch of the Ministry of Children and Family Development.

Sincerely,

Curtis Magnuson, RSW
Chair





reports

CHAIR'S REPORT

The Board began its sixth year as the BC College of Social Workers with governance training led by Eli Mina, enabling us to continue developing our capacity as the regulatory body for social work in BC. Our work over the course of the year was informed by our four strategic directions, which were articulated in our 2014 Strategic Plan. These directions were: stakeholder education and relationships; enhancing social work practice; ensuring public safety; and strengthening College capacity.

These directions led us to engage in a variety of initiatives, meetings, and practices. In addition to the ongoing work of Inquiry, Registration, Quality Assurance, and the other Committees of the College, Board work was also taken up creating policies and procedures for the implementation of the BSW and MSW licensure exams, which became requirements for registration with the College in September 2015.

2015 was also the College's second year requiring registrants to report on their continuing professional development, and the process this year went very smoothly. We also worked with the BC Association of Social Workers to develop a joint policy statement on Reconciliation—published on both of our websites—and initiated the project, Towards Developing a Respectful Relationship, with a reference group made up of Indigenous social workers to guide our work in reconciliation.

It also became apparent in 2015 that the College would be undergoing significant transition during this year and next. At

the Board level, three elected Board members came to the end of their appointments or decided to move on to other opportunities (Renee Avitan, Elizabeth Jones, and Josh Myers); Bruce Hallsor, the longest serving public member, left the Board as did Leonard Ibb. At the staff level, Nicole Abram, (Coordinator of Registration), Makhan Shergill (Director of Professional Practice), and Christeen Young (Office Coordinator) all left their positions with the College during 2015. We appreciate their service over the years in building the College's capacity. New staff members replaced Nicole and Makhan (Hoon Kim and Selena Bateman respectively), and a new Communications Manager was hired (Nigel Mojica). On behalf of the Board, I would like to welcome each of these new employees to the BC College of Social Workers.

I would also like to thank our hard working Board members, Committee chairs, and Committee members, who have volunteered numerous hours in service to the College. Lastly, I would like to express the Board's sincere appreciation for Ms. Leah Bailey and her staff in the legislation branch of the Ministry of Children and Family Development. We thank Ms. Bailey for her ongoing support of the College.

It has been another busy and productive year at the College—my last on the board—and it has been a privilege to serve as Chair these first six years.

**Elizabeth (Liz) Jones, RSW
Chair**

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REPORT

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Annual reports are reflective by their nature. The writing of such reports allows us the opportunity to look back on the year that was. Once again, as in previous reports, I can tell you that 2015 was a busy and productive year. The office of the College is a typical administrative office and the site of different activities throughout the year. The early part of the year is always busy with registration renewals. I am pleased to report that we now have an online registration renewal rate that exceeds 90% of our total registrants. Online registration renewal is effective and efficient and has allowed the College to maintain registration renewal fees at their current level. Through a diligent budgeting process and strong financial management, the College has been able to increase services without increasing fees. The staff work hard so as to ensure we can maintain some of the lowest fees for professional registration in Canada while providing a high level of customer service. Following quickly after registration renewal is the annual audit and, once again, the College received a clean audit report.

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For the most part, the activities of the College don't directly affect many of our registrants. There's registration renewal and now continuing professional development, but except for in the event of a complaint, most registrants don't hear from the College. In particular around registration renewal time, we do often hear the question, "What do I get for my money?" We always appreciate this question, because it provides the opportunity for us to speak to registrants about the privilege of professional regulation, the *Social Workers Act* which requires that the College act in the public interest, and about the BC Association of Social Workers. While the College acts in the public interest, it is the Association that advocates and acts on behalf of the profession of social work. The Association is a member driven organization that acts in your best interest. Effective regulation requires three things: a regulator with a legal mandate, a strong and effective professional association, and an effective and responsive education system.

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One of my activities in 2015 was a productive dialogue with educators talking about field placement. Practicum placement is a critical component of the social work educational experience. I'd like to take this opportunity to encourage all social workers to give thoughtful consideration to supervising a practicum student. Sharing knowledge and information is, after all, in the best interest of the profession.

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2015 will remain notable as the year in which the licensure examination was implemented. The Bylaw providing for the exam has been on the books since the 1990s. After much dialogue, discussion, planning, consideration, and reconsideration, it has become a reality. Interestingly, prior to the exam requirement taking effect, we had close to 800 applications from social workers to become registered. We welcome each and every one.

E

In closing, I would like to take this opportunity to thank registrants for their patience and persistence when we do have an issue, whether it's with the online system or something more complex, and to thank the staff of the College. Many social workers are members of multi-disciplinary teams and many will know the pleasure of working with a high performing team. Despite the many changes in the office, this is one of the things that we have been able to maintain – a high performing team. Give us a call one day; we'd appreciate the opportunity to say hello and answer any questions you may have about the College and professional regulation.

R

Sincerely,
John Mayr
Registrar & CEO

REGISTRATION

2015 Committee Members: Jackie Stokes, RSW (Chair), Renée Avitan, RCSW, Doris Darvasi, Meera Dhebar, RSW, Amenda Kumar, RSW

The Registration Committee is established in the *Social Workers Act* and the College Bylaws to recommend social work programs to be approved by the Board, develop registration policies and practices, and conduct reviews of registration decisions under Section 14 of the *Act*. In conducting the reviews, the Registration Committee may confirm the decision of the Registrar, grant full registration, grant registration for a limited time with terms and conditions, and/or require the applicant to undergo additional education or testing. Written decisions are provided to the applicant.

Throughout the 2015 year, the Registration Committee outlined the accommodations policy for the exam, reviewed the practice and policy manual for the review of Registrar's decisions, crafted proposed amendments to the Bylaws, revisited the related degree policy, considered special requests from registrants, and made other policy decisions.

The largest undertaking this year was developing proposed amendments to the Registration section of the Bylaws. The goal of the proposed amendments is to clarify existing requirements and present a readable transition from the application process to full, clinical and provisional registration. The provisional registration class was the subject of much thoughtful consideration. Other regulatory bodies with provisional registration were studied to determine the limits and scope of work while in this class. The Committee recognized the need for a balanced approach to avoid creating limitations for registrants in this class in the form of barriers to employment, while acknowledging the need for public protection where registrants have not yet demonstrated entry-to-practice competencies. As a large body of work, the draft amendments were carried over to 2016.

Reviews:

Six reviews of the Registrar's decisions to refuse a grant of registration were undertaken. Three applications were delivered to the Registration Committee directly by the Registrar with notice provided to the applicants, pursuant to Section 49.1(3) of the Bylaws. All six reviews resulted in the decision of the Registrar being upheld.

Statistics:

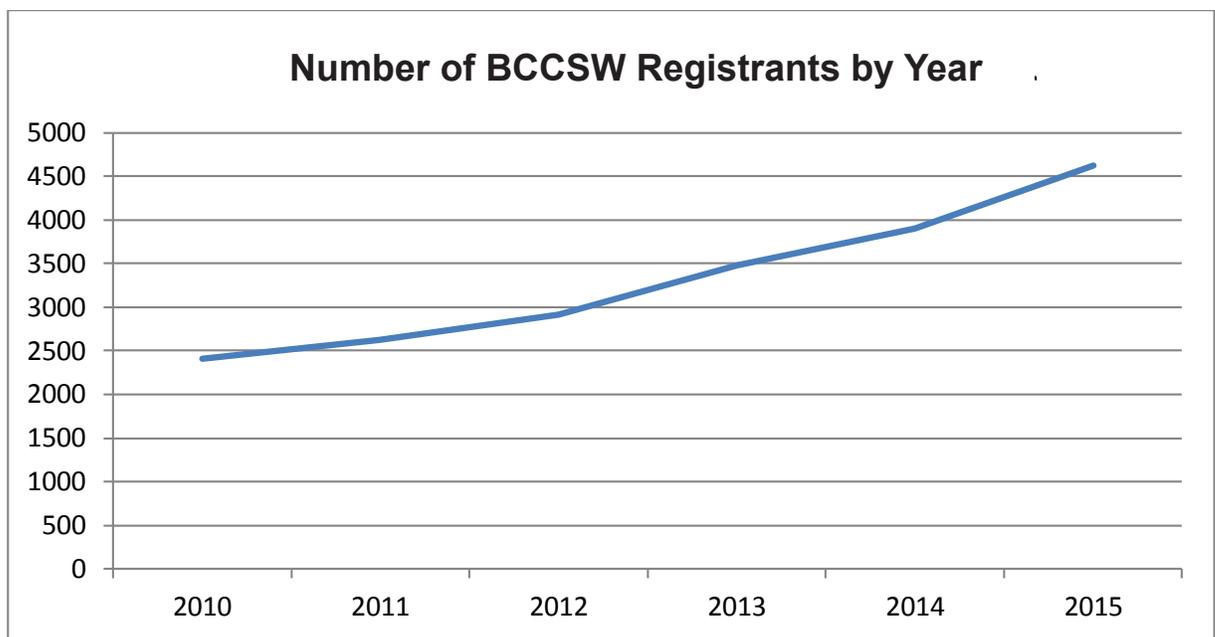
Total Registrants by Category - 2015

Total registrants	4629
Registered Social Worker	4017
Registered Clinical Social Worker	153
Registered Non-practising	459
Registered Provisional	0

The College's registration numbers increased by 19% from 2014 to 2015.

Applications Statistics - 2015

Total applications received	1054
Applications approved	961
Applications refused	5
Applications from previous years refused in 2015	5
Applications closed	17
Applications carried forward	71



REGISTRATION appeals

2015 Committee Members: Bruce Hallsor (Chair), Deborah Jones, RCSW, Colleen Spier, Edward Taylor, RCSW, Christina Rodrigues, RSW

The Registration Appeals Committee is established in Section 15 of the *Social Workers Act* for the purpose of receiving applicant appeals of review decisions by the Registration Committee. The members of this committee are required to be different from those of the Registration Committee, who make the review decisions being appealed.

Two appeals were requested during 2015.

One appeal resulted in upholding the review decision by the Registration Committee to refuse a grant of registration to the applicant. The other appeal decision was carried over to 2016.

QUALITY ASSURANCE

2015 Committee Members: Josh Myers, RSW (Chair), Leonard Ibbes, Emma Gauvin, RSW, Andrea Harstone, RCSW, Carolyn Oliver, RSW, Elaine Halsall, RCSW

The Quality Assurance Committee is established in Section 19 of the Bylaws for the purpose of establishing and maintaining a continuing competence program to promote high practice standards amongst registrants, and to review and recommend Standards of Practice for social workers.

STANDARDS OF PRACTICE REVISION PROJECT

A facilitated planning day was held for the Standards reference group to further develop the work on the revisions. The reference group is composed of registrants from various scopes of practice and geographical regions across the province in order to assist the College in understanding how the proposed Standards could be operationalized in specific practice settings. The reference group mapped broad themes corresponding to the common components of practice.

A stakeholder consultation plan was developed and will be implemented in the new year.

CONTINUING PROFESSIONAL DEVELOPMENT (CPD) PROGRAM

2015 marked the second cycle for CPD. The total number of registrants increased by 19% this year, and these registrants were required to complete CPD for the first time. The College staff received a significant number of phone calls and emails from registrants leading up to the October 31, 2015 deadline and continuing into the new year. Common questions and comments have been logged and are used to help improve the program for the next cycle.

86% of full and clinical registrants completed the CPD requirements by the end of October 31, 2015 end of cycle date. By November 15, 2015 CPD non-compliance dropped from 14% to 9%.

**CPD End of Cycle Statistics:
Nov 1, 2014- Oct 31, 2015**

RSW – Good Standing	3456	83%
RSW– Not in Good Standing	550	13%
RCSW – Good Standing	141	3%
RCSW – Not in Good Standing	13	1%
Total registrants	4160	100%

(Non-practising registrants are not included in this table)

DISCIPLINE

2015 Committee Members: Bruce Hallsor (Chair), Doris Darvasi, Susan Barr, RSW, Elizabeth Jones, RSW, Jackie Stokes, RSW

The Discipline Committee is established by the *Social Workers Act* for the purpose of hearing matters that are subject to citation by the Inquiry Committee. Sometimes, when the information in a complaint file indicates serious concerns about the behaviour or conduct of the registrant, the Inquiry Committee will direct the Registrar to issue a citation for a hearing held by the Discipline Committee. The hearing is open to the public.

No citations were issued during the 2015 year.

The Discipline Committee continues to have one outstanding citation during this reporting period for former registrant Michael Anthony. In 2014, Mr. Anthony had been sentenced to two years in prison followed by a two-year probationary period under strict terms. It was determined that the hearing before the College should be delayed. The College will determine the appropriate course of action within the jurisdiction of the statute.

INQUIRY

2015 Committee Members: Curtis Magnuson, RSW (Chair), Colleen Spier, Deborah Jones, RCSW, Neil Arao, RSW, Shannon Bender-Bell, RCSW

The Inquiry Committee is established by the *Social Workers Act* for the purpose of receiving and investigating complaints about registrants in adherence to the duties and objects of the College in protecting the public.

As is set out in the *Social Workers Act*, after receiving a complaint the Registrar has two options. After conducting a preliminary assessment, the Registrar may dismiss all or part of a complaint under Section 26(2) or deliver the complaint, along with an assessment and recommendations, to the Inquiry Committee. After considering the information gathered during the investigation, the Inquiry Committee may take no further action, enter into a complaint resolution agreement in which the registrant agrees to undertake certain remedial actions, or direct the registrar to issue formal notice of a disciplinary hearing, called a citation.

The College may also receive reports from employers or other registrants under Section 39 or 40 of the *Act*, which sets out a duty to report the conduct of a social worker that involves allegations of physical or significant emotional harm or sexual abuse or exploitation of a client. When the College receives these reports, they are delivered to the Inquiry Committee and an investigation follows. Finally, the conduct of registrants may be investigated under the Inquiry Committee's own motion.

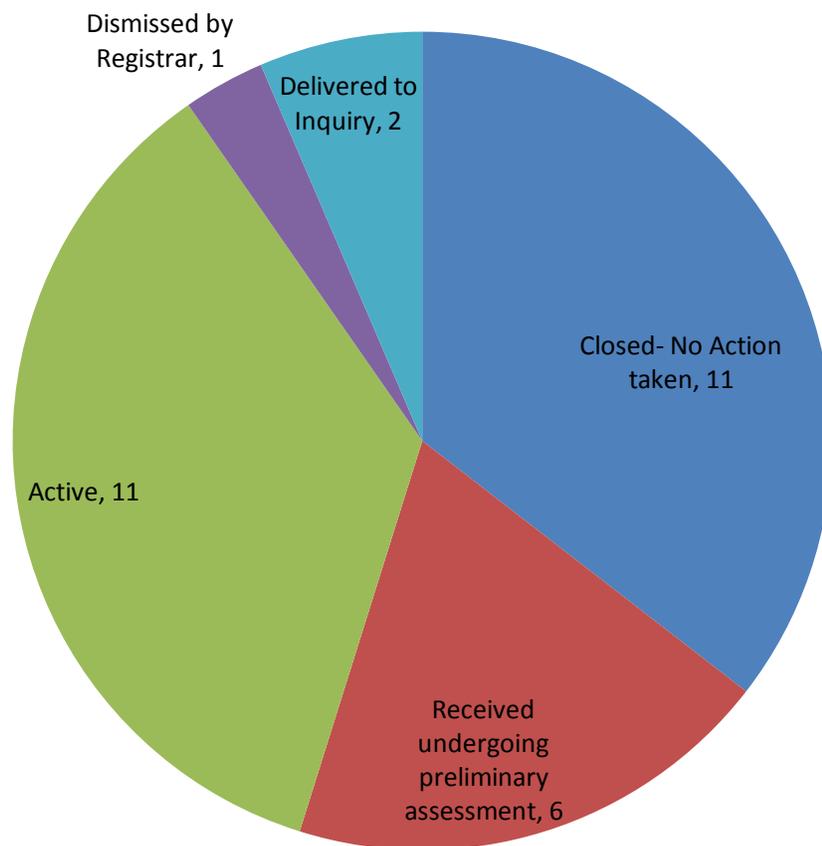
The College received 31 complaints in 2015. This is a 63% increase in the number of complaints from the previous year. The following Charts demonstrate the breakdown of the 31 complaints by status and subject matter.

INQUIRY CONT.

Breakdown of new complaints received in 2015

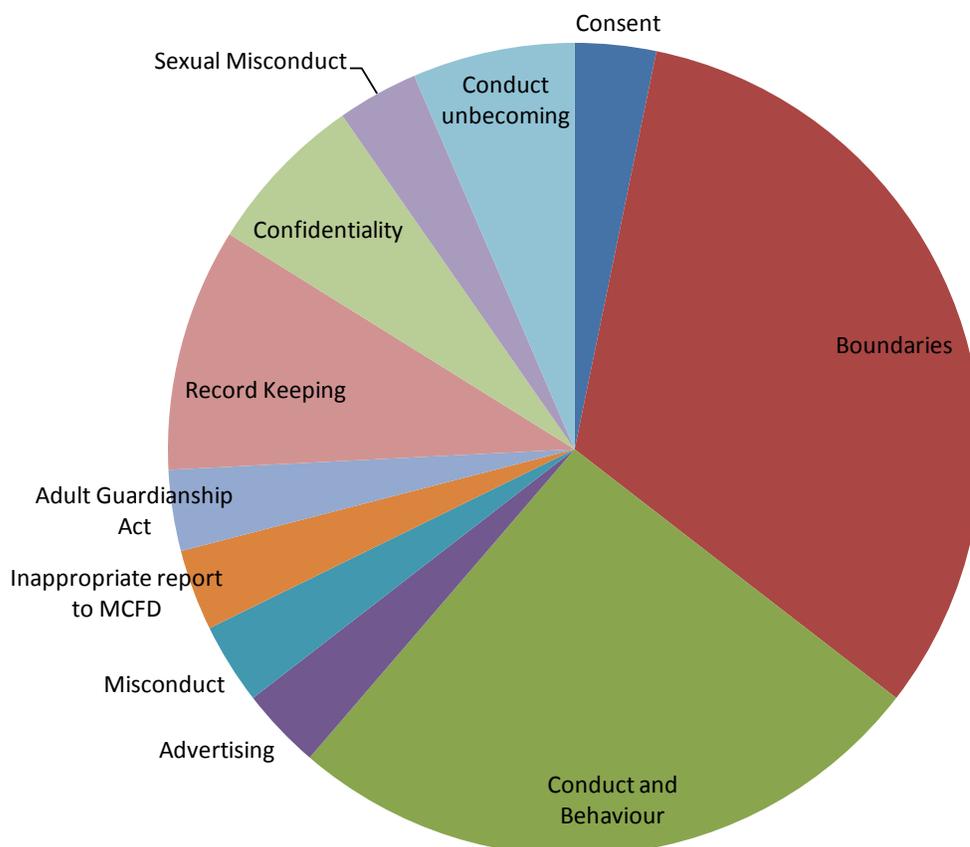
Dismissed by Registrar	1
Delivered to Inquiry Committee-Own motion	2
Active – under investigation	11
Closed – no action taken	11
Received – undergoing preliminary assessment	6
Citation	0
Complaint Resolution Agreement	0
Total	31

Case Status - 2015



INQUIRY CONT.

Case by subject matter - 2015



Additionally, the College also brought forward 12 files from previous years into 2015. Of those 12 files, one was dismissed by the Registrar, five files were closed, and the Inquiry Committee has requested one registrant enter into a complaint resolution agreement. The remaining five files continue to be investigated, some of which are under the Inquiry Committee's own motion.

Breakdown of Files brought forward from previous years

Dismissed by Registrar	1
Delivered to Inquiry Committee-Own motion	3
Active – under investigation	2
Closed – no action taken	5
Received – undergoing preliminary assessment	0
Citation	0
Complaint Resolution Agreement	1
Total	12

FROM THE COLLEGE ARCHIVES

Minutes - Registration
Board - February 5, 1969

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4. Replacing Item #4 and Item #6 on the Agenda, the meeting discussed the following seven recommendations presented to the meeting by Dr. Hamilton. On motion of Dr. Hamilton, seconded by Mr. Gillies, the recommendations were accepted:
 1. All BCASW members in good standing as of December 31, 1968 be blanketed in for 1969 by the annual renewal fee of \$1.00.
 2. Any new applications not covered by Section 2.01 sub-section (g) be charged an initial registration fee of \$10.00.
 3. An annual renewal fee for Registration be set at \$1.00.
 4. A Reinstatement fee be set at \$10.00.
 5. All non-practising or retired members of BCASW as of December 31, 1968 be granted the privilege of being blanketed in.
 6. R.S.W.'s or P.S.W's transferring from other provinces to B.C. be charged only the \$1.00 renewal fee as they will have paid an initial Registration fee in their own province.
 7. The Registration Certificates be sent framed.

College staff recently came across the meeting minutes from a Registration Committee meeting that took place in 1969. The above image is an excerpt from those minutes. Note the annual renewal fee of \$1 and the \$10 reinstatement fee.

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Financial Statements
Year Ended December 31, 2015

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
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Year Ended December 31, 2015

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INDEPENDENT AUDITOR'S REPORT

To the Members of British Columbia College of Social Workers

We have audited the accompanying financial statements of British Columbia College of Social Workers, which comprise the statement of financial position as at December 31, 2015 and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these 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.

Auditor's Responsibility

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 comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of British Columbia College of Social Workers as at December 31, 2015 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Burnaby, British Columbia
March 6, 2016


McDonald Rickett
Chartered Professional Accountants

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Statement of Financial Position
December 31, 2015

	Hearings Fund	Operating Reserve Fund	Operating Fund	2015	2014
Assets					
Current					
Cash	\$ -	\$ -	\$ 836,447	\$ 836,447	\$ 609,372
Accounts receivable	-	-	4,713	4,713	5,872
Prepaid expenses	-	-	12,347	12,347	19,653
	-	-	853,507	853,507	634,897
Capital assets (Note 2)	-	-	109,321	109,321	93,024
Restricted cash certificates of deposit and GIC	180,381	240,000	79,619	500,000	520,381
	\$ 180,381	\$ 240,000	\$ 1,042,447	\$ 1,462,828	\$ 1,248,302
Liabilities					
Current					
Accounts payable	\$ -	\$ -	\$ 11,573	\$ 11,573	\$ 12,864
Government remittances payable	-	-	9,548	9,548	7,088
Deferred revenue (Note 3)	-	-	289,657	289,657	171,762
	-	-	310,778	310,778	191,714
Deferred rent	-	-	5,006	5,006	3,671
	-	-	315,784	315,784	195,385
Net assets	180,381	240,000	726,663	1,147,044	1,052,917
	\$ 180,381	\$ 240,000	\$ 1,042,447	\$ 1,462,828	\$ 1,248,302

Approved by the Directors

_____ Director

_____ Director

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Statement of Revenues and Expenditures
Year Ended December 31, 2015

	Hearings Fund	Operating Reserve Fund	Operating Fund	2015	2014
Revenue					
Registration fees	\$ -	\$ -	\$ 920,545	\$ 920,545	\$ 857,594
Application fees	-	-	190,575	190,575	90,606
Interest and other	-	-	14,468	14,468	14,182
	-	-	1,125,588	1,125,588	962,382
Administrative expenses					
Amortization	-	-	30,381	30,381	32,682
Bank and credit card charges	-	-	28,418	28,418	25,275
Computer support	-	-	8,187	8,187	6,065
Criminal records review program costs	-	-	53,424	53,424	27,804
Insurance	-	-	6,112	6,112	5,971
Office equipment	-	-	5,652	5,652	3,924
Office supplies	-	-	9,922	9,922	4,488
Postage and courier	-	-	14,130	14,130	13,897
Printing	-	-	14,262	14,262	14,955
Professional fees	-	-	20,742	20,742	20,420
Public awareness project	-	-	161,899	161,899	267,896
Rent	-	-	74,819	74,819	66,957
Telephone and internet	-	-	5,351	5,351	9,885
Database upgrade	-	-	15,789	15,789	-
	-	-	449,088	449,088	500,219
Professional, board and staffing activities					
Professional activities (<i>Schedule 1</i>)	-	-	57,087	57,087	30,888
Board activities (<i>Schedule 2</i>)	-	-	54,701	54,701	46,699
Staffing (<i>Schedule 3</i>)	-	-	470,585	470,585	417,766
	-	-	582,373	582,373	495,353
Excess (deficiency) of revenue over expenses	\$ -	\$ -	\$ 94,127	\$ 94,127	\$ (33,190)

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Statement of Changes in Net Assets
Year Ended December 31, 2015

	Hearings Fund	Operating Reserve Fund	Operating Fund	2015	2014
Net assets - beginning of year	\$ 180,381	\$ 240,000	\$ 632,536	\$ 1,052,917	\$ 1,086,107
Excess of revenue over expenses	-	-	94,127	94,127	(33,190)
Net assets - end of year	\$ 180,381	\$ 240,000	\$ 726,663	\$ 1,147,044	\$ 1,052,917

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS

Statement of Cash Flows

Year Ended December 31, 2015

	Hearings Fund	Operating Reserve Fund	Operating Fund	2015	2014
Operating activities					
Excess of revenue over expenses	\$ -	\$ -	\$ 94,127	\$ 94,127	\$ (33,190)
Items not affecting cash:					
Amortization of capital assets	-	-	30,381	30,381	32,682
Deferred rent	-	-	1,335	1,335	1,335
	-	-	125,843	125,843	827
Changes in working capital:					
Accounts receivable	-	-	1,159	1,159	85,741
Prepaid expenses	-	-	7,306	7,306	25,543
Accounts payable	-	-	(1,291)	(1,291)	(7,386)
Government remittances payable	-	-	2,460	2,460	(134)
Deferred revenue	-	-	117,895	117,895	2,464
	-	-	127,529	127,529	106,228
Cash flow from operating activities	-	-	253,372	253,372	107,055
Investing activities					
Purchase of capital assets	-	-	(46,978)	(46,978)	(39,674)
Proceeds on disposal of capital assets	-	-	300	300	-
Proceeds from sale of marketable securities	-	-	20,381	20,381	-
Cash flow from (used by) investing activities	-	-	(26,297)	(26,297)	(39,674)
Increase in cash flow	-	-	227,075	227,075	67,381
Cash - beginning of year	180,381	240,000	188,991	609,372	541,991
Cash - end of year	\$ 180,381	\$ 240,000	\$ 416,066	\$ 836,447	\$ 609,372

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Notes to Financial Statements
Year Ended December 31, 2015

Nature and purpose of organization

The British Columbia College of Social Workers (the "College") is incorporated under the Social Workers Act of B.C. as a not-for-profit organization. The purpose of the College is to act in the public interest and to superintend the profession of social work in British Columbia. The College establishes and maintains standards of practice and standards of ethics.

1. Summary of significant accounting policies

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Fund accounting

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

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

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

Revenue recognition

- a) The College follows the restricted fund method in which externally restricted contributions are recognized as received in the fund corresponding to the purpose for which they were contributed. Unrestricted contributions are recognized in the Operating Fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Fees are recognized during the fiscal period in which they relate. Fees received in advance of the period to which they relate are recorded as deferred income.
- b) Interest and other income are recognized as revenue in the period the income is earned. The change in the difference between the fair value and cost or cash and cash equivalents at the beginning and end of each year is reflected in the statement of revenues and expenditures. All interest income earned is reported as revenue of the Operating Fund.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

(continues)

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Notes to Financial Statements
Year Ended December 31, 2015

1. Summary of significant accounting policies (*continued*)

Cash equivalents

The College considers certificates of deposits, which consist of guaranteed investment certificates and term deposits, to be cash equivalents as they are readily convertible into cash and because of their short-term maturity.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization. Capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Computer equipment	50%	declining balance method
Furniture and fixtures	20%	declining balance method
Leasehold improvements	10 years	straight-line method

The College regularly reviews its capital assets to eliminate obsolete items.

Leases

The College recognizes rental expense on a straight-line basis over the term of the lease. Any difference between the calculated expense and the amount actually paid is reflected as deferred rent in the Statement of Financial Position.

2. Capital assets

	Cost	Accumulated amortization	2015 Net book value	2014 Net book value
Computer equipment	\$ 77,297	\$ 65,161	\$ 12,136	\$ 13,926
Computer software	105,297	42,833	62,464	65,762
Furniture and fixtures	48,660	17,544	31,116	9,177
Leasehold improvements	5,546	1,941	3,605	4,159
	\$ 236,800	\$ 127,479	\$ 109,321	\$ 93,024

3. Deferred revenue

Deferred revenue represents the 2016 registration fees received in 2015.

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS
Notes to Financial Statements
Year Ended December 31, 2015

4. Commitments

The College is a co-lessee of premises for a ten year term of beginning April 1, 2012 and ending March 31, 2022. The College's share of future minimum lease payments are as follows.

Future minimum lease payments:

2016	\$ 37,380
2017	37,380
2018	37,380
2019	37,380
2020	39,383
Thereafter	<u>86,107</u>
	<u>\$ 275,010</u>

5. Financial instruments

The College is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the College's risk exposure and concentration as of December 31, 2015.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the College manages exposure through its normal operating and financing activities. The College is exposed to interest rate risk primarily through its term deposits.

6. Capital disclosures

The College's objective when managing capital is to safeguard the College's ability to continue as a going concern so that it can continue to regulate the Social Work profession in British Columbia with the mandate to protect the public from preventable harm. The College seeks to accomplish this objective by holding sufficient unrestricted and internally restricted fund balances to enable it to withstand negative unexpected financial events.

7. Income taxes

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

BRITISH COLUMBIA COLLEGE OF SOCIAL WORKERS**Professional activities****(Schedule 1)****Year Ended December 31, 2015**

	2015	2014
Professional activities		
AGM	\$ 3,416	\$ 4,471
Consultations	322	-
Legal	7,349	1,593
Professional development	10,066	6,925
Registrar's travel	11,499	8,775
Special projects	22,544	4,421
Subscriptions and memberships	1,891	4,703
	\$ 57,087	\$ 30,888

Board activities**(Schedule 2)****Year Ended December 31, 2015**

Board expenses		
Board travel	\$ 33,370	\$ 33,019
Meetings	10,043	5,640
Honorarium	3,900	3,900
Board professional development	7,388	4,140
	\$ 54,701	\$ 46,699

Staffing**(Schedule 3)****Year Ended December 31, 2015**

Staffing		
Salaries and wages	\$ 407,505	\$ 358,788
Benefits	63,080	58,978
	\$ 470,585	\$ 417,766

See accompanying notes to financial statements



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CONTACT US

British Columbia College of Social Workers
1430 - 1200 West 73rd Ave.
Vancouver, British Columbia
Canada V6P 6G5
Tel: 604.737.4916
Toll Free: (1) 877.576.6740
Fax: 604.737.6809
Email: info@bccsw.ca
www.bccollegeofsocialworkers.ca