

# The Saskatchewan Dental Hygienists' Association

Annual Report  
2014/15

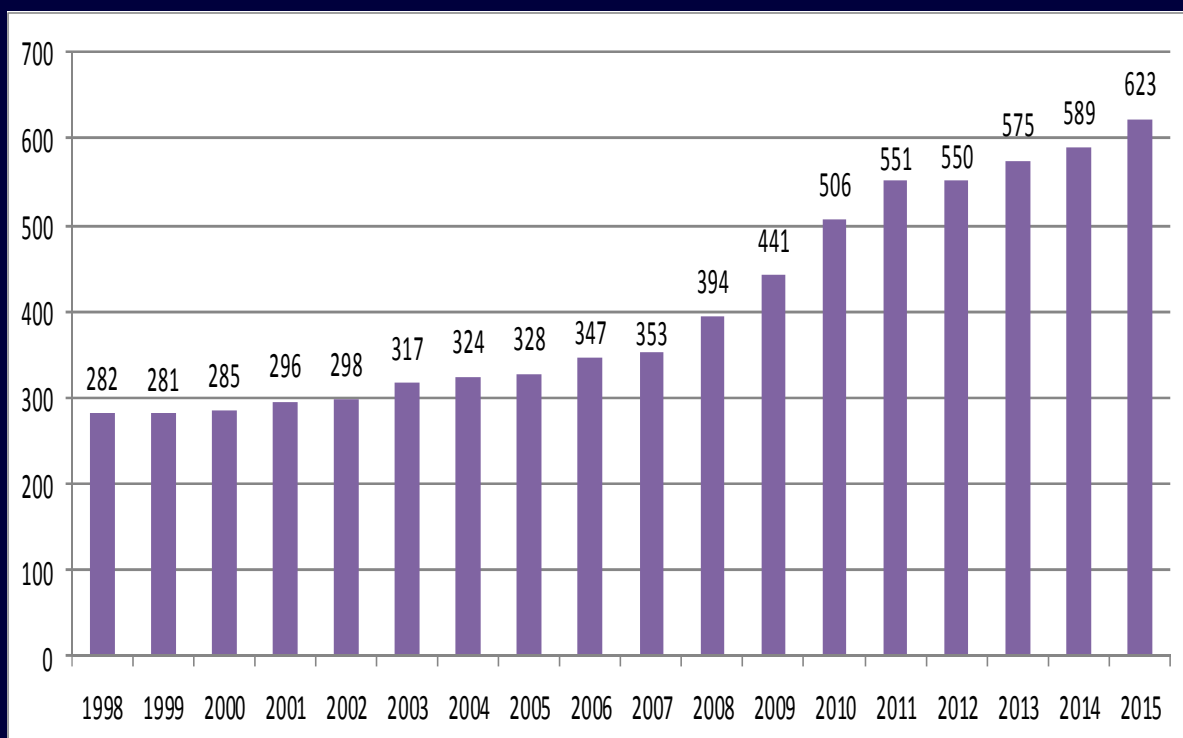


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**AGM: September 12, 2015**  
*Evraz Place-Regina*

## Dental Hygienists—1998 to 2015



# SDHA Council, Committees and Staff 2014—2015

**President:** Leanne Huvenaars

**Vice President:** Janel Parkinson

**Councillors:** Kaylen Wiens  
Kay Munchinsky  
Jaclyn Kozlow  
Harmony Boisjoli

Tisdale, SK  
Nipawin, SK  
Saskatoon, SK  
Saskatoon, SK  
Warman, SK  
Kindersley, SK

1st Term: Elected 2012 - 2015  
2nd term: Elected 2014 - 2017  
1st term: Elected 2014 - 2017  
1st term: Elected 2014 - 2017  
1st term: Elected 2013 - 2016  
1st term: Elected 2013 - 2016

**Public Representative:** Sheila Torrance

Saskatoon, SK

1st term: Appointed 2012—2015

**SK Polytechnic Representative** Diane Moore

Regina, SK

**Executive Director:** Kellie Watson

Saskatoon, SK

**Administrative Assistant** Karen MacDonald

Saskatoon, SK

**Member Services Coordinator** Christine Gordon

Saskatoon, SK

## **Appointed Representatives:**

**CDHA Delegate** Janel Parkinson

Nipawin, SK

**NDHCB Board Representative** Kellie Watson

Saskatoon, SK

## **SK Polytechnic Program Advisory Committee Representatives**

Christine Gordon Saskatoon, SK

Kellie Watson Saskatoon, SK

## **Discipline Committee**

Crissie Fafard Saskatoon, SK

Angela Fellner Ceylon, SK

Tanya Springinatic Lumsden, SK

Laurie Taylor Regina, SK

## **Professional Conduct Committee**

Nicole Lamontagne Fort Qu'Appelle, SK

Sharman Woynarski Regina, SK

## **Continuing Competency Committee**

Tracy Thompson-Oliver Saskatoon, SK

Judy Simonson Saskatoon, SK

## SDHA Council 2014-15



**Leanne Huvenaars**  
President



**Janel Parkinson**  
Vice-President,  
CDHA Rep



**Kaylen Wiens**



**Kay Munchinsky**



**Jaclyn Kozlow**



**Harmony Boisjoli**



**Sheila Torrance**  
Public Rep



**Diane Moore**  
SK Polytechnic Rep

## SDHA Staff 2014-15



**Karen MacDonald, Kellie Watson, Chris Gordon**

## Message From the President—Leanne Huvenaars

The SDHA is a unique organization. We function both as the regulatory body and professional association for dental hygiene in Saskatchewan. First and foremost, it is our responsibility to be accountable to the public. Their safety is our number one priority. Secondly, we are accountable to the members of the SDHA: registered dental hygienists themselves. The government of Saskatchewan mandates this through the Dental Disciplines Act.

The SDHA Council is made up of 6 Dental Hygienists, 3 public representatives, and a representative from SK Polytechnic (formerly SIAST). We are supported by the Executive Director, Kellie Watson, a governance coach, Susan Rogers and a minute taker/support staff, Karen MacDonald. We meet three weekends per year. On the Saturday of meeting weekends, working committees meet and education sessions occur, and on the Sunday, the full council meeting.

The SDHA council has been busy at the meeting table, on working groups, as well as through teleconference to ensure that we are doing the best work for the public and you the members.

This past year the SDHA Council worked hard to formulate new Administrative Bylaws, that were approved by government in December 2014. They can be viewed on the SDHA website under the Legislation and Resources tab at [www.sdha.ca](http://www.sdha.ca). We continue to review our policies and revise them as needed.

Currency, continuing competency and the Personal Learning (PL) Tools were hot topics this year. Concerns from the members regarding the PL Tool process were expressed at the last AGM and changes were made as a result. The PL Tool form has been streamlined, and 5 continuing competency credits will be granted each 3-year period towards reflection and completion of the PL Tool forms. This took effect in January 2015.

When researching continuing competency and quality assurance, as well as the feedback we received from members, the SDHA Council felt that in order to ensure ongoing competency throughout one's career and safety for the public, additional measures were needed. As a result, we will be introducing an Ethics and Jurisprudence course requirement. Because it will take time to formulate and educate members on, this course will be implemented within the next 2-3 years. Saskatchewan dental hygienists will need to complete one course in each 3-year CCP reporting period. The continuing competency working group looked at many options. We used the information provided to us from you the members from last years 2 AGM's, and reviewed best practices in health professions across Canada. Practice hours, examinations, portfolios, and a combination of these were considered. We felt the change in the PLT and the Ethics & Jurisprudence course best suited our province and the stakeholders.

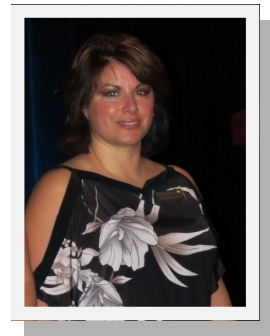
Social media has become instrumental in reaching us all. We as an association are always available to you. If you have any questions or concerns please contact the SDHA by email at [sdha@sasktel.net](mailto:sdha@sasktel.net) or by phone 306-931-7342.

Thank you once again for allowing me to be the President of the SDHA for this term.

Sincerely,



Leanne Huvenaars  
SDHA President



### Council Meeting Dates:

- **AGM—September 13, 2014**
- **October 25 & 26, 2014**
- **March 21 & 22, 2015**
- **May 23 & 24, 2015**

## Message From the Registrar-Executive Director - Kellie Watson

The SDHA exists so that the people of Saskatchewan receive safe, high quality dental hygiene care and expertise from a continually advancing dental hygiene profession. The SDHA is proud to have members, the public, and the government recognize that the profession of dental hygiene is a vital, progressive and valuable health profession whose membership includes dedicated, and passionate professionals.

Registered dental hygienists provide valued oral health care services in a variety of clinical, educational, and alternative settings and practices, taking on diverse oral health issues and improving access to care.

It is my pleasure to hold the position of Registrar-Executive Director. I am committed to upholding the standards of the dental hygiene profession, and am passionate about working collaboratively to improve the oral and overall health of the people of Saskatchewan, and advance the dental hygiene profession in Canada.

I would like to acknowledge the efforts and contributions of volunteers, committee members, the SDHA Council and a very dedicated staff who are committed to this organization. Together we strive to exceed expectations and fulfill our responsibilities as a self-regulating profession.

### REGULATING THE PROFESSION:

#### National Examination

Successful completion of the National Dental Hygiene Certification Examination is required for registration with the SDHA. The examination is offered three times each year in sites across Canada. The SDHA is a voting member on the National Dental Hygiene Examining Board (NDHCB) with me serving as President for the past three years.

For many reasons, it was felt that moving the license renewal period away from the holiday season/January and in order to better align with CDHA, a change to the license year-end needed to occur. This change will take effect in October 2015, and license fees were prorated for January 2015 to respect the 10 month license period.

Regulatory Bylaws were revised this year to reflect the changes in the annual license year. As well, SDHA Competencies guidelines to support the CDHA National Standards was developed, and reference to these documents were made in the Bylaws.

### CONTINUING COMPETENCE PROGRAM

A mandatory continuing competence program (CCP) is in place whereby each regulated member must meet the program requirements as expressed in the CCP Guidelines. A member must earn 50 CCP credits and complete a CPR course in a three-year reporting period. When a member fails to meet the CCP requirements, application for license renewal is denied.

The SDHA conducts an annual CCP review that randomly audits 10% of dental hygienists' Personal Learning Tool Forms. The audit process was developed and carried out on a random selection of seventeen (17) members in December 2014 who were at the end of their three-year reporting period. Those selected for audit have two months notice to submit their completed PL Tool forms. Members of the Continuing Competency Committee perform a peer-review of the forms to ensure all the required evidence of continuing professional development had been included and all successfully completed the audit. Feedback was provided to each member audited.

### REGULATED MEMBER STATISTICS

The data below indicates registration numbers in 2014/15.

	January 15, 2015	June 30, 2015
<b>Full</b>	543	565
<b>Conditional</b>	22	20
<b>Non-Practising</b>	26	38
<b>Total</b>	591	623



*Dental Hygiene is a female-dominated profession.*

◆ **98%** of the membership in SK is female, while **2%** is male.

# Message From the Registrar-Executive Director - Kellie Watson

## REGULATED MEMBER STATISTICS

- Twenty five (25) individuals did not renew their dental hygiene license by January 15, 2015 and were stricken from the register. Some informed us they would not be renewing and thus were cancelled in good standing.
- Ten (10) conditional licences were issued since January 2015. Conditional status refers to someone not entitled to administer Local Anaesthetic (LA). Conditional registrants are granted two years from initial registration date to obtain their LA credential.
- Since January 2015, 31 new dental hygienists registered and licenced in Saskatchewan of which 24 were recent graduates. Of the recent graduates, 17 were from the 2015 class of dental hygiene at SK Polytechnic (formerly SIAST).
- One (1) application for registration and licensure was denied due to the applicant submitting a fraudulent application. The applicant did not disclose that she had been registered in another jurisdiction where her license was cancelled.
- No candidate accessed the Dental Hygiene Re-entry Course operated by SK Polytechnic.

## REVIEWS BY COUNCIL

Council reviewed an appeal submitted by the individual that was denied registration/licensure. Council determined from the review to uphold the initial decision to deny registration.

## COMPLAINTS & DISCIPLINE

The SDHA manages complaints, investigations and discipline processes in accordance with the Dental Disciplines Act and responds to written complaints about the practice or conduct of regulated members from all sources - members of the public, members of other health professions, employers, and members of the SDHA.

### Complaints Information 2014-15

- Number of new complaints received: 1
- Number of complaints carried forward from previous years: 0
- Number of complaints closed: 1
- Number of Hearings: 0

The complaint received this year was from a patient, unhappy with the care she had received. Consultation with the complainant, the dentist, and the dental hygienist occurred, and an explanation requested as to the details of the appointment. The complaint was resolved informally at this point and referral to the

Professional Conduct Committee was not required.

## ACCESS & ADVANCEMENT

### FACILITATING CONTINUING COMPETENCE

The SDHA has committed to ensuring that members have opportunities for quality, relevant professional development. A number of activities were undertaken this year to fulfill this commitment, including our involvement in the planning of the September SK Oral Professions Conference.

### THE SDHA CONFERENCE AND 45th ANNIVERSARY

The SDHA held a very successful inaugural continuing competency event in Saskatoon, April 17 & 18, 2015. The event included scientific sessions and workshops that provided information to support dental hygiene practice in a variety of practice settings. In addition to the sessions, a 45th Anniversary wine & cheese event was held to not only celebrate the SDHA's 45th anniversary, but also to recognize and acknowledge those dental hygienists reaching significant milestones in their career: 30, 35, 40, 45, and 50 years in the profession of dental hygiene. The conference and celebrations were so well received, plans are underway for the 2016 event on April 15 & 16 in Regina.

## NEWSLETTER

Three editions of The SDHA Edge newsletter were published and distributed to the members. The newsletter continues to provide information about dental hygiene practice, health promotion, legislative and other educational topics.

## HEALTH PROMOTION

To coincide with Halloween and Oral Health Month, the SDHA was invited to speak on Global News televised segments on oral health topics.

A full-page newspaper feature in both the Regina Leader Post and Saskatoon Star Phoenix was published during National Dental Hygienists Week discussing topics relating to oral and systemic health.

Oral health supplies continue to be donated to vulnerable population groups throughout SK.

## SDHA WEBSITE

The SDHA website was upgraded in 2013/14 to allow online renewal, registration for CE events, as well as making available current CCP Transcripts. A job board continues to be a highlight on the Career tab that successfully connects dental hygienists with potential employers. More resources and guidelines are intended for 2016.

# Message From the Registrar-Executive Director - Kellie Watson

## MEETINGS & ACTIVITIES

The following is a summary of the Registrar-Executive Directors activities in this fiscal year.

- Represented the SDHA on the National Dental Hygiene Certification Board (NDHCB) and attended the NDHCB meetings throughout the year. Served as President of the Board of Governors from 2011 to 2015.
- Represented the SDHA at the Federation of Dental Hygiene Regulatory Authorities (FDHRA) meetings: Moncton in October 2014, and Vancouver in June 2015, and holds the position of Treasurer for this group.
- Represented the SDHA at the provincial Network of Interdisciplinary Organizations (NIRO) meetings held in fall and spring annually.
- Represented the SDHA on the Dental Hygiene Program Advisory Committee to SK Polytechnic (PAC). Annual meetings are held in November.
- The SDHA has hosted meetings of Saskatchewan Health and the other Oral Health Professions group to discuss legislative issues and the development of a collaborative model for care in underserved populations, such as long-term care facilities.
- Serves on the SK Oral Health Coalition Leadership Team with meetings occurring bi-annually.
- Serves on the Maternal & Child Oral Health Project Committee.
- Member of the Saskatchewan Tobacco Reduction Coalition; committee on Tobacco Cessation planned an inter-disciplinary professional development event on Tobacco Cessation in January 2015.
- Provide presentations to first and second year SK Polytechnic (formerly SIAST) students each year to educate them regarding the profession of dental hygiene, the SDHA and regulatory matters that affect dental hygiene practice.

It is my priority to foster good relations with the other health professions in Saskatchewan. The Saskatchewan Oral Health Professions Conference was held in Saskatoon on September 11 to 13, 2014, and was an excellent venue for our professional associations to collaborate on a scientific and social level. The 2015 session will be held September 10-12, 2015 in Regina.

Collaboration continues to strengthen our organization; with the CDHA, sister dental hygiene regulatory bodies across Canada and with other health professions within SK.

One of our major priorities remains the development of a Memorandum of Understanding with the other Oral Health Professions. With the help of Saskatchewan Health, we are discussing and coming to a mutual understanding on some of the contentious issues within the Dental Disciplines Act that currently create some confusion and/or challenges for members of each organization. This work is still underway.

Over the past year the College of Dental Surgeons and the SDHA developed a shared message on appropriate dental hygiene billing. A Communique and professional development seminar was presented in the fall of 2014 to educate both dentists and dental hygienists on how dental hygiene service codes should be used. A session on Ethics, Jurisprudence and Dental Hygiene Billing was also offered at the SDHA Conference in April 2015.

We continue to work very closely with Public Health, the other Oral Health Professions and the University of Saskatchewan, Faculty of Dentistry to develop a model for long-term care, with the end goal being to provide oral care services to those individuals residing in these homes. Addressing the oral health needs in this, and other underserved populations is a major focus of the association.

We were also proud to be actively involved in a Maternal & Child Health project created by the SK Prevention Institute that aimed at targeting pregnant women to educate them on the importance of oral health for them and their babies.

Sincerely,



Kellie Watson, RDH, MBA  
Registrar-Executive Director

**Minutes of the Meeting**  
**Saskatchewan Dental Hygienists' Association Annual General Meeting**  
**TCU Place, Salon C, Saskatoon SK Saturday, September 13, 2014 - 1:00 PM**

**1. Meeting to Order at 1:05 p.m.**

Welcome and Introduction of SDHA Council and staff. Noted that two Public Rep positions are currently vacant and we are waiting for SK Gov't to appoint. Introduction of Ondina Love, CDHA Executive Director and Mary Bertone, CDHA President.

**2. Appointment of Parliamentarian:** Karen MacDonald

**3. Agenda: Motion:** That the September 2014 AGM Agenda be accepted as presented.  
Donna Gessner / Rebecca Whitrow **Carried.**

**4. May 3, 2014 AGM meeting minutes: Motion:** That the May 3, 2014 meeting minutes from the SDHA AGM be accepted as presented. Shana Peever / Bonny Marshall **Carried.**

**5. Council Report: Leanne Huvenaars, President**

Leanne summarized her President's report highlighting the May SDHA AGM in Regina and that the NDHCB attended our meeting. Members spent that afternoon with Vera Horn and Council with our Governance coach. The Admin Bylaws have been revised and copies should be circulated to the membership in December.

**6. Registrar – Executive Director Report: Kellie Watson**

Kellie welcomed members, staff and guests to the meeting. She briefly described her role with the SDHA as regulating in nature and that of the Members Services rep, Chris Gordon, which includes resources, employment and practice needs for members. She summarized and spoke to several items within her report.

**7. Financial Report for 2013-2014: Janel Parkinson, Vice-President**

Janel presented the Audited Financial Statements with the fiscal year ending June 2014. No questions.

**Motion:** That the financial statements be accepted as presented. Laurie Taylor / Jacqueline Desgagne **Carried.**

**8. Official Representative Reports**

**CDHA:** CDHA Executive Director, Ondina Love and CDHA President, Mary Bertone presented on the current programs and services of the CDHA.

**Program Advisor Committee (PAC):** Chris Gordon. This committee meets once per year to discuss the accredited Dental Hygiene program in Saskatchewan delivered through SIAST. The program will be going to a 6-semester program. Diane Moore is our SDHA SIAST Council Rep.

**Professional Conduct Committee:** Kellie Watson. Kellie reported that two formal complaints had been received in 2013/2014. One was received from a dental practice and involved a dental hygienist's acquisition of patient contact information and the contacting of these patients when the member had left the practice. This complaint was resolved informally with no misconduct identified. The second complaint was received by a patient unhappy with the care he has received. This was also resolved with no misconduct identified.

**Minutes of the Meeting**  
**Saskatchewan Dental Hygienists' Association Annual General Meeting**  
**TCU Place, Salon C, Saskatoon SK Saturday, September 13, 2014 - 1:00 PM**

**9. New Business**

**Canada's Tooth Fairy:** Chris Gordon. The SDHA has acquired 50 Canada Tooth Fairy kits for community teaching. 20 of these have already been distributed up North with U of S science students. A sign-up sheet was made available for members to take the remainder of the kits into their community.

**Dental Hygiene Conference:** Kellie Watson. New for next year will be the inaugural SDHA Dental Hygiene Conference on April 17 & 18, 2015 in Saskatoon. Brochures will be sent in October with the License renewal packages.

**SDHA Going Green:** Kellie Watson. In an attempt to use less paper and postage, we will not be mailing an annual transcript to each member. These are now available to view and print on-line. As well, fewer newsletters and brochures will be printed and mailed, as we now have on-line registration for courses and meetings.

**10. Elections:** None required at this time.

**11. Awards and Recognitions:** None at this time.

**12. Currency Discussions and Survey – Kellie Watson**

Members were allowed time to discuss and complete a questionnaire on the tables focused on if the current system of Currency was effective and quality assurance based or if changes are required and what those changes may be. A long discussion ensued regarding the relevance of the Personal Learning Tools.

**13. Meeting Adjourned 3:10 p.m. Motion:** That the 2014 SDHA Annual General Meeting be adjourned.  
**Carried.**

**SDHA GOALS/ENDS**

***The Saskatchewan Dental Hygienists' Association exists so that the public has safe, competent, knowledge based dental hygiene care and expertise that contributes to oral and overall health using cost effective stewardship of resources.***

***Subsequent ENDS***

2.1 The public is assured of quality dental hygiene care.

2.2 The public recognizes, values and seeks dental hygiene care.

2.2.1 More people, especially underserved populations, will have access to dental hygiene care and oral health information.

2.3 Members explore the roles and responsibilities of the dental hygiene profession as oral health providers, health promoters, client advocates, educators and researchers.

2.3.1 They have opportunities for alternative practice settings and utilize a broader scope of practice as entrepreneurs or employees.

2.3.2 They have the information, professional resources and support for effective practice and professional growth.

2.3.3 They recognize and represent themselves as professionals.

2.3.4 They demonstrate respect and a commitment to the continued development of the profession.

2.4 A wide range of private, public and not for profit entities seek the professional expertise and comprehensive services that dental hygienists provide.



# ***SDHA Financial Statements for the Year Ending June 30, 2015***



J. H. A. Davies, C.A.\*\*    Jeff Gorman, C.A.\*\*  
Kirby L. Drury, C.A.\*\*    Spencer Beaulieu, C.A.\*\*

\*operating as a joint venture  
\*\*professional corporation

## REVIEW ENGAGEMENT REPORT

To the Members of  
Saskatchewan Dental Hygienists Association:

We have reviewed the statement of financial position of Saskatchewan Dental Hygienists Association as at June 30, 2015 and the statements of operations, of changes in net assets and of cash flows for the year then ended. Our review was made in accordance with Canadian Generally Accepted Standards for Review Engagements and accordingly consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the Association.

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

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNFPPO).

  
Chartered Accountants

August 13, 2015

# SDHA Financial Statements for the Year Ending June 30, 2015

## SASKATCHEWAN DENTAL HYGIENISTS ASSOCIATION

### STATEMENT OF FINANCIAL POSITION

AS AT JUNE 30, 2015

(Unaudited)

	<u>2015</u>	<u>2014</u>
<b><u>ASSETS</u></b>		
CURRENT ASSETS:		
Cash	\$ 14,243	\$ 18,755
Term deposits and GIC's (cost)	329,219	367,970
Accrued interest receivable	1,480	1,477
Prepaid expenses and deposits	5,565	1,000
	<u>350,507</u>	<u>389,202</u>
PROPERTY AND EQUIPMENT (Note 3)	<u>18,610</u>	<u>19,615</u>
	<u>\$ 369,117</u>	<u>\$ 408,817</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
CURRENT LIABILITIES:		
Accounts payable and accrued liabilities	\$ 4,676	\$ 5,593
Deferred licensing revenue	92,301	105,023
	<u>96,977</u>	<u>110,616</u>
NET ASSETS:		
Invested in property and equipment	18,610	19,615
Internally restricted - legal contingency fund (Note 4)	50,000	50,000
Internally restricted - emergency reserve fund (Note 5)	80,000	80,000
Unrestricted net assets	123,530	148,586
	<u>272,140</u>	<u>298,201</u>
	<u>\$ 369,117</u>	<u>\$ 408,817</u>

Approved on behalf of the Board:

Kayla White Member

Ray Murchinsky Member

# ***SDHA Financial Statements for the Year Ending June 30, 2015***

## **SASKATCHEWAN DENTAL HYGIENISTS ASSOCIATION**

### **STATEMENT OF OPERATIONS**

**FOR THE YEAR ENDED JUNE 30, 2015**

(Unaudited)

	<u>2015</u>	<u>2014</u>
REVENUE:		
License and registration fees	\$ 223,345	\$ 230,305
Continuing education	58,093	4,826
Interest	4,647	4,613
Transfer from unrestricted fund	50,000	25,000
	<u>336,085</u>	<u>264,744</u>
EXPENDITURES:		
FEES AND EDUCATION:		
CDAC fees	5,054	4,531
Continuing education	52,393	3,949
PROGRAMS AND COMMITTEES:		
Public relations	6,600	10,621
LEGAL AND PUBLISHING:		
Annual reports	11,754	7,196
ADMINISTRATION:		
Amortization	5,247	5,985
Bank charges	495	306
Insurance	1,238	1,238
Meetings	30,289	32,653
Office	17,752	21,491
Professional fees	3,795	8,940
Rent	34,024	34,048
Salaries and benefits	140,609	128,459
Telephone	2,896	2,731
	<u>312,146</u>	<u>262,148</u>
EXCESS OF REVENUE OVER EXPENDITURES	<u>\$ 23,939</u>	<u>\$ 2,596</u>

**SASKATCHEWAN DENTAL HYGIENISTS ASSOCIATION**

**STATEMENT OF CHANGES IN NET ASSETS**

**FOR THE YEAR ENDED JUNE 30, 2015**

(Unaudited)

	Investment in Property and <u>Equipment</u>	Internally <u>Restricted</u>	<u>Unrestricted</u>	2015 <u>Total</u>	2014 <u>Total</u>
Balance at beginning of the year	\$ 19,615	\$ 130,000	\$ 148,586	\$ 298,201	\$ 320,605
Capital expenditures	4,242	-	(4,242)	-	-
Transfers	-	-	(50,000)	(50,000)	(25,000)
Excess of revenue over expenditures	<u>(5,247)</u>	<u>-</u>	<u>29,186</u>	<u>23,939</u>	<u>2,596</u>
Balance at end of the year	<u>\$ 18,610</u>	<u>\$ 130,000</u>	<u>\$ 123,530</u>	<u>\$ 272,140</u>	<u>\$ 298,201</u>

**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED JUNE 30, 2015**

(Unaudited)

	2015	2014
<b>CASH FLOWS FROM (TO) OPERATING ACTIVITIES:</b>		
Cash received from members	\$ 268,716	\$ 237,714
Cash paid to members and suppliers	(312,381)	(259,601)
Interest income	4,644	4,638
	<u>(39,021)</u>	<u>(17,249)</u>
<b>CASH FLOWS FROM (TO) INVESTING ACTIVITIES:</b>		
Purchase of property and equipment	(4,242)	(793)
Redemption of term deposits and GIC's	38,751	18,562
	<u>34,509</u>	<u>17,769</u>
 (DECREASE) INCREASE IN CASH DURING THE YEAR	 (4,512)	 520
CASH AT BEGINNING OF THE YEAR	<u>18,755</u>	<u>18,235</u>
CASH AT END OF THE YEAR	<u>\$ 14,243</u>	<u>\$ 18,755</u>

Excluded from the statement of cash flows is a transfer from the unrestricted fund to revenue in the amount of \$50,000. This was a non-cash transaction.

# SASKATCHEWAN DENTAL HYGIENISTS ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2015

(Unaudited)

### 1. NATURE OF OPERATIONS:

The Saskatchewan Dental Hygienists Association is the regulatory body over Registered Dental Hygienists in the province of Saskatchewan and is mandated by the provincial government, under *The Dental Disciplines Act*, to carry out its activities and govern its members in a manner that serves and protects the public interest.

### 2. SIGNIFICANT ACCOUNTING POLICIES:

These financial statements were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations (ASNFPO) and include the following significant accounting policies:

#### Financial instruments

##### Measurement of financial instruments

The Association initially measures its financial assets and liabilities at fair value.

The Association 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.

Financial assets measured at amortized cost include cash, term deposits and GIC's and accrued interest receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

##### Impairment

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. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of operations.

##### Risks and concentrations

The Association as part of its operations carries a number of financial instruments. It is management's opinion that the Association is not exposed to significant interest or credit risks arising from these financial instruments.

#### Property and equipment

Property and equipment are recorded at cost less accumulated amortization. Amortization is provided on the diminishing balance basis over the estimated useful life of the assets at the following annual rates:

Office equipment	20%
Computer	45%

In the year of acquisition, amortization is provided for using one-half the annual rate.

**SASKATCHEWAN DENTAL HYGIENISTS ASSOCIATION****NOTES TO THE FINANCIAL STATEMENTS****JUNE 30, 2015**

(Unaudited)

**2. SIGNIFICANT ACCOUNTING POLICIES - continued:****Contributed surplus**

Volunteers contribute an undefined number of hours to assist the Association in carrying out its activities. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

**Revenue recognition**

The Saskatchewan Dental Hygienists Association follows the deferral method of accounting for licensing revenue received from its members. Licensing revenue is recognized in the period that the related member services are expensed.

**Income taxes**

No provision has been made for income taxes as none of the activities carried on by the Association are subject to income taxes.

**Measurement uncertainty**

The preparation of financial statements in accordance with Canadian ASNFPO requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Assumptions underlying deferred cost valuations are limited by the availability of reliable comparable data and the uncertainty concerning future events.

By nature, asset valuations are subjective and do not necessarily result in precise determinations. Should underlying assumptions change, the estimated net recoverable amount could change by a material amount.

**3. PROPERTY AND EQUIPMENT:**

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2015</u>	<u>2014</u>
Office equipment	\$ 35,452	\$ 19,942	\$ 15,510	\$ 17,138
Computer	10,193	7,093	3,100	2,477
	<u>\$ 45,645</u>	<u>\$ 27,035</u>	<u>\$ 18,610</u>	<u>\$ 19,615</u>

**4. LEGAL CONTINGENCY FUND:**

In 2002, the Council of the Saskatchewan Dental Hygienists Association established a \$50,000 legal contingency fund. This is reflected in the financial statements as internally restricted.

**5. EMERGENCY RESERVE FUND:**

In 2006, the Council of the Saskatchewan Dental Hygienists Association established an \$80,000 emergency reserve fund. This is reflected in the financial statements as internally restricted.

**SASKATCHEWAN DENTAL HYGIENISTS ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS**

**JUNE 30, 2015**

(Unaudited)

**6. COMMITMENTS:**

The Association has entered into a lease agreement for a building lease beginning October, 2015 and expiring December 31, 2020. Payments over the next five years as follows:

2016	\$	32,369
2017		30,954
2018		31,724
2019		32,494
2020		33,264

# SDHA Success: If You Build It, They Will Come

by Kellie Watson, RDH, MBA • [sdha@sasktel.net](mailto:sdha@sasktel.net)

A famous movie quote essentially sums up the success of the Saskatchewan Dental Hygienists' Association (SDHA) inaugural conference and 45<sup>th</sup> anniversary celebrations: "If you build it, they will come."

The notion of a dental hygiene conference was born several years ago. Our goal was to plan a two-day learning experience that would provide phenomenal professional development opportunities on topics that dental hygienists were asking about, an opportunity to collaborate with other health professionals, and a time to celebrate the great profession of dental hygiene.

A fantastic program of speakers was assembled, including Dr. Tierona Low Dog, Dr. Ann Eshenaur Spolarich, Dean Lefebvre, Donna King, Charlene Hamill, Dr. Farzan Ghannad, Dr. Devon Anholt, Dr. Brent Yaremko, Chris Smela, and Kellie Watson.

When the final conference numbers were tallied:

- ▶ More than 250 health care professionals attended, including dental hygienists (of course), dental assistants, dental therapists, dentists, nurses, and dietitians;
- ▶ Attendees came not only from Saskatchewan, but also from Manitoba and Alberta;
- ▶ We received a phenomenal response from exhibitors and sponsors who wanted to be a part of our event;
- ▶ We had national representation from CDHA.

This conference provided a perfect opportunity to celebrate the SDHA's 45th anniversary. But just as importantly, it allowed us to recognize those individuals who have been part of the dental hygiene profession over the years and have achieved significant milestones: 30, 35, 40, 45, and 50 years of service. On the Friday evening, a wine & cheese reception was held to celebrate! Thirty-four dental hygienists were acknowledged for their years of service. Of note, Mary Ann Wailing celebrated 50 years of dental hygiene with us this year. We applaud her true and lasting commitment, and that of the other recipients, to the dental hygiene profession.



▲ Kellie Watson with Mary Ann Wailing

A big thank you to the speakers, exhibitors, sponsors, CDHA, the Conference Planning committee, and SDHA staff who made this event so successful.

It was truly a memorable weekend. We have received nothing but positive feedback, and it was clear to us that dental hygienists really want and value such an event. So much so that we are planning on making the conference an annual event and alternating it between Saskatoon and Regina. Please save next year's dates in your calendar now: April 15–16 in Regina.

From CDHA's publication *Oh Canada*, Summer Issue—2015



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