



Annual Report 2017 - 2018

The College of Midwives of Manitoba wishes to acknowledge the funding provided by the Government of Manitoba. This financial support is essential in enabling the College to fulfill its responsibilities while it continues to develop and grow as a regulatory body.

Front Cover: Baby Rielle Born March 28, 2018 to
Brienne Fortier-Turner, RM.



College of Midwives of Manitoba (CMM)

230-500 Portage Avenue

Winnipeg, Manitoba R3C 3X1

Tel: (204) 783-4520

Fax: (204) 779-1490

Email: admin@midwives.mb.ca

Website: www.midwives.mb.ca

Table of Contents

Overview of the College	4
Governing Council	4
Chairperson & Registrar's Report	5
Complaints Committee Report	9
Education Committee Report	9
Board of Assessors Committee Report	9
Standards Committee Report	10
Quality Assurance Committee Report	10
Perinatal Review Committee (PRC) Report	10
Committee to Select Public Representatives Committee Report	11
Special Committee Member Resolution (SCMR) Report	11
Canadian Midwifery Regulators Council (CMRC) Report	11
Kagike Danikobidan (KD) Committee Report	12
College of Midwives of Manitoba Financial Statements for the year ending March 31, 2018	13

CMM Mission

The purpose of the College is to protect the safety of the public in the provision of midwifery services in Manitoba; to support midwives in the provision of safe and effective midwifery services in Manitoba; and to develop and enforce the standards of midwifery care.

Commitment to Equity

The College is committed to the goal of equity in the practice of midwifery which includes: providing service to women who historically have been under-represented or under-served by the health care system; and recruiting midwives with diverse backgrounds, experience and knowledge. Such recruits may drawn from groups including immigrants and newcomers to the province, visible minorities, Aboriginal persons, persons with disabilities, and persons who live in rural or remote communities.

College Staff

Janice Erickson, BA, RM - Registrar (Non-prac.)

Patty Eadie, BA, BSW- Executive Director

Kathy Kirby - Administrative Officer

Charlotte Onski - Bookkeeper

Governing Council of the College

Janice Erickson, RM (Non-prac.).....Registrar - Ex-officio

Gina Mount, RM.....Elected Council Member/Chairperson

Darlene Birch, RM (Non-prac.).....Appointed Council Member (Kagike Danikobidan)

Joan Keenan, RM.....Elected Council Member

Carolyn Markmann.....Appointed Public Representative (to October 2017)

Alison Beyer.....Appointed Public Representative (beginning October 2017)

Lori Peters.....Appointed Public Representative

Sandi Howard, RM.....Elected Council Member

Jenna Mennie-Clarke, RM.....Elected Council Member

Chairperson & Registrar's Report Gina Mount, RM Chairperson & Janice Erickson, RM (Non-prac.) Registrar

Together we are happy to be able to share with you the CMM's work and accomplishments of 2017-18.

This year's Council members include the following people:

Gina Mount, RM (Chairperson) - Elected Member from Winnipeg

Jenna Mennie-Clarke, RM (Vice-Chairperson) - Elected Member from Brandon

Joan Keenan, RM - Elected Member from Winnipeg

Sandi Howard, RM - Elected Member from Thompson

Carolyn Markmann - Appointed Public Representative (to October 2017*)

Lori Peters - Appointed Public Representative

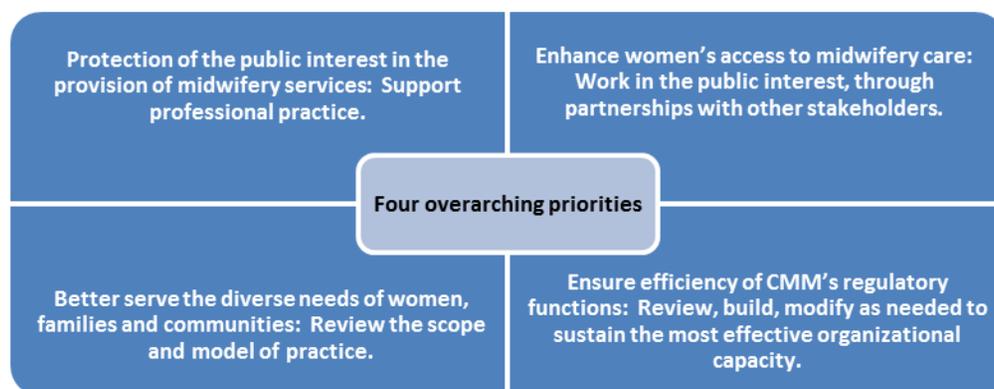
Alison Beyer - Appointed Public Representative (beginning October 2017)

Darlene Birch, RM (Non prac.) - Appointed Kagike Danikobidan Representative

*The CMM extends its appreciation to Carolyn who served as an Appointed Public Representative for nine years. Her thoughtful insight, voice and humour will be missed at many CMM meeting tables.

Strategic Planning

In 2016-17 Council began work on development of a 3-year Strategic Plan for the CMM. Council discussed and debated competing priorities and has identified four main themes of where to focus in the next three years.



Council then further identified the subtasks to work on in 2018-19. These include:

- ◆ Continue to underscore the need for a midwifery education program for Manitoba that has annual intakes, by reaching out to government regularly and sharing our concerns with other stakeholders. This includes addressing the history and obligation of providing midwifery education to Indigenous women.
- ◆ Reviewing the CMM's Quality Assurance Program - the QA Committee is beginning this work with a focus on enhancing and making the Random Practice Audit process more efficient.
- ◆ Launching the Alternate Practice Arrangement (APA) process.

College of Midwives of Manitoba (CMM) Annual Report 2017-2018

- ◆ Implementing Registration Management software.
- ◆ Reviewing and updating the CMM *By-Law*.

Council is pleased with its progress on these five areas and is hopeful that once the workload of establishing or completing these priorities its attention can be turned to addressing additional items in the Strategic Plan.

Registration

The members of the CMM are the backbone of our organization. As a self-governing profession, we depend on the participation of members to ensure the CMM upholds the responsibilities of midwifery legislation. The continued growth of the profession is required to ensure we continue to meet the CMM's ever-growing demands.

New members this year were registered via the Midwifery Education Program in Ontario, the International Midwifery Pre-registration Program (IMPP) in Toronto, and via the *Canada Free Trade Agreement* as registrants coming from other Canadian jurisdictions.

On March 31, 2018 the CMM had 82 registered midwives (56 practising and 25 non-practising); this represents a net increase of 3 members since last year. Over the past 10 years, there has been an increase of 16 practising midwives - an average of 1.6 practising midwives per year.

In addition to our practising and non-practising midwives, we had 19 student members. One cohort of students from Manitoba continue to be enrolled in the McMaster Midwifery Education Program in Ontario, and we expect a large majority of them to graduate in spring of 2019. It is our hope that we will be welcoming them as practising midwives in a year's time.

Midwifery Education

Unfortunately, there are no plans for future cohorts of Manitoba students, nor a commitment at this time to create a plan for midwifery education options for Manitobans. For internationally educated midwives (IEMs), the CMM is now offering assessment on a cost recovery basis in Manitoba, but IEMs must travel to the IMPP in Toronto for gap training.

Without consistent access to midwifery program graduates, the stability and sustainability of midwifery in Manitoba is threatened. Therefore, in May of 2017 the CMM, with input from Midwives Association of Manitoba (MAM), provided the Ministers of Health and Education with a midwifery information package, which contained information on several key areas:

- ◆ The demographics of midwives in the province as well as trends in registration and resignations.
- ◆ Demands for midwifery care and gaps in service, specifically in Northern and Indigenous communities.
- ◆ Gaps in access to education and gap training programs, and
- ◆ Lack of reliable data on midwifery outcomes.

College of Midwives of Manitoba (CMM) Annual Report 2017-2018

The package also made recommendations on increasing access to midwifery care in Manitoba that included:

- ◆ Creating a recruitment and retention strategy.
- ◆ Creating an avenue for consistent access to midwifery education that supports educating Indigenous midwives.
- ◆ Legislation that was more responsive to changing needs of the profession and allowed for increase and flexibility in scope of practice.

This led to a meeting with the Executive Director of Post-Secondary Education and Labour Market Outcomes in the fall of 2017. Unfortunately, the meeting has not yet led to any concrete steps towards increasing or stabilizing the midwifery workforce.

As you are all aware the health care system in Manitoba is undergoing significant changes, which may have an impact on government's desire to commit to an education model for midwifery. The CMM continues to pursue a follow-up meeting with the Maternal Newborn Committee of Shared Health Services Manitoba to try to gain a clearer picture of how changes may impact midwifery in Manitoba.

Registration Software

The CMM has been pursuing avenues to make some of the processes of the office work more efficient. Two years ago, members supported a stepped fee increase to help fund implementation of a registration software system. We encountered a roadblock while trying to implement the registration software as planned in early 2018 and have since changed vendors. We are now poised to begin implementing 'In1Touch' registration software very shortly and are looking forward to the efficiencies this program will bring to our office.

Many of the systems will be visible to the public and enhance their accessibility to information about the CMM and its members including a newly designed website, and a more accessible public register. The system will also include a number of features that will enhance services for members, including a highly anticipated online renewal process.

Regulation Amendments

The CMM's *Regulation* Amendments were approved by government in March of 2017, and midwives who had completed the required modules and exam were authorized to prescribe as per the new authority; effective September 1, 2017.

Almost 60% of practising midwives have completed the modules and are able to order and prescribe to the current authority, the remaining midwives have restrictions on their registration for prescribing and ordering tests. The CMM Council is currently considering offering different educational methods to better accommodate those who are not comfortable with the module format. If there continues to be a lack of uptake, Council is also considering whether to make completion of the modules and exam mandatory.

External Responsibilities

The CMM also has several external responsibilities which support and enhance the work of the College.

College of Midwives of Manitoba (CMM) Annual Report 2017-2018

OMFC

The Office of the Manitoba Fairness Commissioner (OMFC) works with Manitoba regulators to ensure their registration practices comply with *The Fair Registration Practices in Regulated Professions Act*. One manner in which they do this is by undertaking a review of each College's registration practices.

In June of 2017 the OMFC completed its review of the CMM's registration process. Despite the challenges in securing ongoing funding for Assessment and Gap Training, the OMFC identified several strengths and positive contributions that the CMM has made towards trying to establish a fair and timely process for IEMs in Manitoba. The CMM committed to several progress opportunities at that time, including establishing a working relationship with the IMPP in Ontario and are offering written assessments in Manitoba on a cost recovery basis.

MAHRC

The CMM also participates regularly in the meetings and activities of the Manitoba Alliance of Health Regulatory Colleges (MAHRC). The Alliance is made up of members from each of the 22 regulated health professions in Manitoba who work together on issues related to the implementation of the *Regulated Health Professions Act (RHPA)*, and other shared interests. Members also provide support to each other in various other aspects of self-regulation including sharing policies and developing shared continuing education courses.

The Alliance has received several updates on the implementation of the *RHPA* in the past year, and both the College of Registered Nurses of Manitoba and the College of Physicians and Surgeons of Manitoba (CPSM) are anticipating a transition to the *RHPA* in 2018.

In addition, Manitoba Health has informed the members of the Alliance that it anticipates that the Department will be able to support two regulatory bodies per year to move under the *RHPA*. It has identified the next seven health professions; however, midwifery is not on the list. Therefore, as per current estimates it will be 4-10 years before the CMM moves under the *RHPA*. Manitoba Health has also recently provided the health regulatory bodies with a workbook to support them in developing the regulations required as part of the *RHPA* and will be hosting a workshop on this topic as well. After attending this workshop, the CMM may be in a better position to determine what our timeline might be and how to implement it.

Acknowledgements

We want to take this opportunity to thank all the midwives, appointed public representatives and Kagike Danikobidan members who have dedicated their time and energy over the year by sitting on the various committees of the CMM. Their thoughtful deliberation and decision-making helps to support high quality midwifery care in this province. Midwives in Manitoba provide outstanding, compassionate care to hundreds of families every year. We are proud to work alongside such a dedicated, passionate group of professionals.

Complaints Committee Report **Leah Walkty, RM (Non-prac.) Chairperson**

The Complaints Committee is charged with the duty of investigating formal complaints regarding the conduct of registered and previously registered midwives thought to be unprofessional, unsafe or unethical. The CMM received one complaint in 2017-18 that was referred to the Complaints Committee. There are no current cases under investigation. Information on the complaints process and how to lodge a complaint is posted on the CMM's website at <http://www.midwives.mb.ca/complaints.html>

Education Committee Report **Marla Gross, RM (Non-prac.) Chairperson**

The Education Committee was not aware of any significant movement towards continuing a midwifery education program or a gap training program in Manitoba in 2017-18. To increase awareness of this issue, the Education Committee worked to develop an information package that was provided to the Ministers of Education and Health, identifying the current demographics and trends of midwives in the province as well as gaps in access to services and education, specifically for Indigenous women and communities.

Twelve students in the Manitoba cohort of McMaster Midwifery Education program are just completing their third year of study. There remains no plan of action for future midwifery education seats in the McMaster program, or programs in Manitoba as far as the CMM can discern, which will result in a shortage of midwives to fill the demand of midwifery requests. This does not bode well for our profession, or for the families of Manitoba.

Board of Assessors Committee Report **Janet Macaulay, RM Chairperson**

The Board of Assessors Committee completed the registration renewals for the 2018-19 registration year. In the past year, five new midwives have been registered via the IMPP, the Ontario MEP and the *Canada Free Trade Agreement*. The Board of Assessors has reviewed all materials related to the *Standard on Supervision* and will be circulating an updated package shortly. In the coming year the Board of Assessors will also be the committee responsible for reviewing and approving application for *Alternate Practice Arrangements*.

The CMM's Assessment and Gap Training initiative no longer receives external government funding, and assessment is delivered in Manitoba on a cost-recovery basis. Internationally educated midwives may then be eligible to participate in the International Pre-registration Program in Ontario.

The Board of Assessors also completed its review of policies and guidelines related to supervision and mentoring of new midwives and anticipates implementing the changes in this area in 2018.

Thank you to the committee members and our valuable Appointed Public Representatives for a year of work well done!

Standards Committee Report **Joelle Ross, (Non-prac.) Chairperson**

The Standards Committee is responsible for reviewing the practice standards of the College of Midwives of Manitoba.

Practice standards reviewed and referred by the Committee and approved by Council this year:

- ◆ *Guideline for Vaginal Birth After One Previous Low Segment Caesarean Section (Revised October 2017)*

The Committee began review on the following standards/guidelines this year and has identified them as priority documents for continued consideration next year:

- ◆ *Standard for Discussion, Consultation, and Transfer of Care*
- ◆ *Definitions*
- ◆ *Standard on Practice Protocol*

Thank you, Standards Committee members, for the amazing work you do!

Quality Assurance Committee Report **Ensieh Taeidi, RM Chairperson**

The Quality Assurance Committee met five times over the past fiscal year and engaged in the following activities:

- ◆ Finalized CMM's Statement and Response to Canada's Truth and Reconciliation Commission is awaiting the Kagike Danikobidan Committee's approval
- ◆ Organized a speaker for the 2017-2018 CMM Annual General Meeting for members regarding Ethics in Midwifery Care
- ◆ Reviewed and revised the *Standard on Quality Assurance for Midwives*
- ◆ Reviewed and finalized the committee's *Terms of Reference*
- ◆ Reviewed and finalized *CMM Quality Assurance Random Practice Assessment Process*

In Process:

- ◆ Self-assessment Tool
- ◆ Random Practice Assessment Tool

Perinatal Review Committee

The Perinatal Review Committee (PRC) has had to regroup following the departure of its long-time Chairperson Gisele Fontaine who retired last year and limited availability of its staff support this year. Committee member Abigail Larson-Tackie, RM will lead the work for the PRC looking forward to 2018-2019.

Committee to Select Public Representatives Committee Report Trina Larsen, Chairperson

2017/18 was a quiet year for the Committee to Select Public Representatives as there was only one vacancy that required filling. In September 2017, Alison Beyer was appointed to join the Governing Council. Thank you to all the members of the committee for their continued commitment to ensuring that the public's voice is represented within the CMM.

Special Committee on Member Resolutions (SCMR) Report Joan Keenan, RM Chairperson

In response to a resolution passed by members at the 2014 CMM Annual General Meeting, Council established the Special Committee on Member Resolutions (SCMR) to review the topics of continuity of care and practising in an alternate or limited spectrum of care. To address the issue of practising in an alternate or limited spectrum of care, the special committee drafted the *Alternate Practice Arrangement (APA)* in 2015-16. The accompanying application, decision tools and supporting documents continued to be developed during 2016-17, followed by consultation with members. Once revisions were complete, wider consultation was undertaken, and an implementation plan was developed. The SCMR completed its work in 2017-18 and forwarded the completed process to Council for approval, which is anticipated in early 2018-19.

Canadian Midwifery Regulators Council (CMRC) Report Kris Robinson, BScN, MSc, RM Chairperson

The CMM continued to play a leadership role in the Canadian Midwifery Regulators Council this year but spent the last half of the year preparing for transition to a new governance and leadership structure. CMM has held the role of Secretariat for the CMRC for the past 11 years. Kris Robinson held the role of Chairperson and Patty Eadie served as the Secretariat Officer. The CMRC has now restructured and hired a dedicated part-time Executive Director, Tracy Murphy, effective April 1, 2018. We look forward to working with Tracy and are thrilled to see the CMRC continue to grow and move on to this new phase of operations. We owe Kris and Patty so much thanks for putting their time and expertise towards ensuring the CMRC was able to do so much excellent work over the past decade. It has grown in size and scope over the years under their thoughtful guidance.

Kagike Danikodidan (KD) Committee Report
Freda Lepine, Chairperson
Darlene Birch, RM (Non-prac.) Co-Chairperson

This year marked a significant milestone for the Kagike Danikobidan Committee whereby many of its longstanding founding members had served the maximum number of allowable terms defined by the midwifery *By-law*. KD's gathering of December 4th in Winnipeg (picture below) marked the last formal meeting of Freda Lepine, Thelma Mason and Doris Young as KD members. Not able to attend this meeting, but included in this list are Maggie Flett, Ruth Ellen Flett, and Nelliane Cromarty. KD is pleased and confident that existing members Darlene Mulholland and midwife members Sandra Howard, Nathalie Pambrun, Melissa Brown and Darlene Birch will continue the work of KD.

KD members refreshed the composition of Committee membership through proposed revisions to relevant sections of the CMM *By-law*, scheduled for presentation and approval of CMM members at the Annual General Meeting in June 2018. The Committee continued to stress that representation from both midwives and community members was critical, and from both rural and urban centres in the province, including Northern and remote areas. In addition, consensus was reached about inclusion of an Elder role for the Committee. Darlene Birch was named the Elder designate for the Committee, with Doris Young as an alternate, when the *By-law* revisions are considered for approval.

The CMM will look for guidance from KD on integrating aspects of the *Truth & Reconciliation Commission's* recommendations in its work as noted in the Council's *Strategic Plan*, including focus on increased education and training for Indigenous midwives. In addition, providing information back to communities, with a focus on Northern communities, about the status of midwifery and midwifery education in the province is underlined as a key recommendation by KD going forward.



Left to right: Melissa Brown, RM (Non-prac.), Darlene Birch, RM (Non-prac.) (Co-Chairperson), Thelma Mason, Freda Lepine, Chairperson, Nathalie Pambrun, RM, Darlene Mulholland.

Missing from the picture: Doris Young, Nelliane Cromarty, Maggie Flett & Ruth Ellen-Flett.

**COLLEGE OF MIDWIVES OF
MANITOBA**

Financial Statements
For the year ended March 31, 2018

COLLEGE OF MIDWIVES OF MANITOBA

Financial Statements For the year ended March 31, 2018

Contents

Independent Auditor's Report	2
Financial Statements	
Statement of Financial Position	3
Statement of Changes in Net Assets	4
Statement of Operations	5
Statement of Cash Flows	6
Notes to Financial Statements	7



Tel: 204-956-7200
Fax: 204-926-7201
Toll-Free: 866-863-6601
www.bdo.ca

BDO Canada LLP
700 - 200 Graham Avenue
Winnipeg MB R3C 4L5 Canada

Independent Auditor's Report

To the Members of College of Midwives of Manitoba

We have audited the accompanying financial statements of College of Midwives of Manitoba, which comprise the statement of financial position as at March 31, 2018, and the statements of changes in net assets, operations 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 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 College of Midwives of Manitoba as at March 31, 2018, 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.

BDO Canada LLP

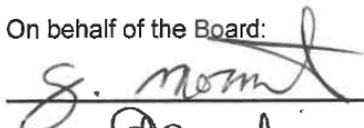
Chartered Professional Accountants

Winnipeg, Manitoba
June 22, 2018

COLLEGE OF MIDWIVES OF MANITOBA Statement of Financial Position

March 31	2018	2017
Assets		
Current Assets		
Cash and short-term investments	\$ 71,461	\$ 73,100
Accounts receivable (Note 2)	56,907	48,675
Prepaid expenses	5,086	15,742
	133,454	137,517
Capital assets (Note 3)	5,276	3,877
	\$ 138,730	\$ 141,394
Liabilities and Net Assets		
Current Liabilities		
Accounts payable and accrued liabilities (Note 8)	\$ 44,866	\$ 38,909
Deferred revenue - membership fees	3,135	19,405
	48,001	58,314
Deferred Contributions		
Complaints and Investigation (Note 4)	75,862	71,745
Umbrella Health Legislation (Note 5)	4,600	4,600
Registration Software (Note 6)	7,900	2,500
Strategic Planning (Note 7)	-	1,900
	88,362	80,745
	136,363	139,059
Commitments (Note 12)		
Net Assets		
Net invested in capital assets	5,276	3,877
Unrestricted	(2,909)	(1,542)
	2,367	2,335
	\$ 138,730	\$ 141,394

On behalf of the Board:



Director Chairperson



Director Executive

**COLLEGE OF MIDWIVES OF MANITOBA
Statement of Changes in Net Assets**

For the year ended March 31	2018			2017	
	Net Invested in Capital	Unrestricted Net Assets	Total	Total	
Balance, beginning of year	\$ 3,877	\$ (1,542)	\$ 2,335	\$ 2,343	
Excess of revenue (expenses) for the year	(1,578)	1,610	32	(8)	
Invested in capital assets	2,977	(2,977)	-	-	
Balance, end of year	\$ 5,276	\$ (2,909)	\$ 2,367	\$ 2,335	

COLLEGE OF MIDWIVES OF MANITOBA

Statement of Operations

For the year ended March 31	2018	2017
Revenue		
Manitoba Health - general operations	\$ 170,790	\$ 171,100
Manitoba Health - Health Workforce Secretariat - IEHPI Project 5	-	20,381
Practicing, non-practicing and student members	108,612	98,199
Deferred revenue	1,900	2,400
Miscellaneous		
Other	574	5,713
Insurance proceeds	7,539	-
	<u>289,415</u>	<u>297,793</u>
Expenses		
Administration	249,571	242,236
Governance		
Governing Council	9,388	12,095
Complaints Committee	2,448	7,376
QA Random Practice Audit	-	2,120
Standards Committee	1,697	2,080
Education Committee	446	1,979
Perinatal Review Committee	1,033	1,659
Public Representative Selection Committee	250	1,197
Quality Assurance Committee	1,485	1,125
Board of Assessors Committee	2,248	1,110
Kagike Danikobidan Committee	4,543	500
Registration Software Deferral (Note 6)	5,400	-
Insurance claim expenses	5,531	-
Complaints and Investigation Deferral (Note 4)	3,300	-
Amortization	1,578	2,314
Loss on disposal of capital assets	300	-
Health Canada (Manitoba Health) - IEHPI Project 5 and Manitoba Health - Health Workforce Secretariat	165	20,760
Canadian Midwifery Registration Exam (CMRE)	-	1,250
	<u>289,383</u>	<u>297,801</u>
Excess of revenue (expenses) for the year	\$ 32	\$ (8)

COLLEGE OF MIDWIVES OF MANITOBA Statement of Cash Flows

For the year ended March 31	2018	2017
Cash Flows from Operating Activities		
Excess of revenue (expenses) for the year	\$ 32	\$ (8)
Adjustments for		
Amortization	1,578	2,314
Loss on disposal of capital assets	300	-
	<u>1,910</u>	<u>2,306</u>
Changes in non-cash working capital balances		
Accounts receivable	(8,232)	14,638
Prepaid expenses	10,656	(11,894)
Accounts payable and accrued liabilities	5,957	(3,404)
Deferred revenue	(16,270)	19,405
Deferred contributions	7,617	(1,800)
	<u>1,638</u>	<u>19,251</u>
Cash Flows from Investing Activities		
Purchase of capital assets	<u>(3,277)</u>	<u>(643)</u>
Net Increase (decrease) in cash and cash equivalents during the year	(1,639)	18,608
Cash and cash equivalents, beginning of year	<u>73,100</u>	<u>54,492</u>
Cash and cash equivalents, end of year	\$ 71,461	\$ 73,100

COLLEGE OF MIDWIVES OF MANITOBA Notes to Financial Statements

For the year ended March 31, 2018

1. Nature of the Organization and Summary of Significant Accounting Policies

a. Nature of the Organization

The College of Midwives of Manitoba (CMM) is the regulatory body for the profession of midwifery in the province of Manitoba, Canada. It was established on June 28, 1997 when the provincial legislature gave Royal Assent to the Midwifery and Consequential Amendments Act. The CMM is a non-profit organization and is therefore exempted from income taxes.

b. Basis of Accounting

The financial statements have been prepared using Canadian accounting standards for not-for-profit organizations.

c. Revenue Recognition

The organization follows the deferral method of accounting for contributions which includes membership dues, donations and government grants. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

d. Capital Assets

Capital assets are stated at cost less accumulated amortization. Amortization based on the estimated useful life of the asset is calculated as follows:

Furniture and fixtures	5 years straight-line basis
Computers	3 to 5 years straight-line basis
Equipment	10 years straight-line basis

e. Use of Estimates

The preparation of financial statements 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 revenues and expenditures during the reporting period. Actual results could differ from management's best estimates as additional information becomes available in the future.

COLLEGE OF MIDWIVES OF MANITOBA Notes to Financial Statements

For the year ended March 31, 2018

1. Nature of the Organization and Summary of Significant Accounting Policies (continued)

f. Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at cost or amortized cost less impairment, if applicable. Financial assets are tested for impairment when changes in circumstances indicate the asset could be impaired. Transaction costs are the acquisition, sale or issue of financial instruments are expensed for those items remeasured at fair value at each statement of financial position date and charged to the financial instrument for those measured at amortized cost.

2. Accounts Receivable

Included in accounts receivable is a GST rebate in the amount of \$3,764 (\$1,765 in 2017).

3. Capital Assets

	2018			2017		
	Cost	Accumulated Amortization	Net Book Value	Cost	Accumulated Amortization	Net Book Value
Equipment	\$ 3,165	\$ 2,236	\$ 929	\$ 3,165	\$ 1,919	\$ 1,246
Furniture & fixtures	4,324	3,612	712	9,554	8,256	1,298
Computers	16,123	12,488	3,635	21,332	19,999	1,333
	\$ 23,612	\$ 18,336	\$ 5,276	\$ 34,051	\$ 30,174	\$ 3,877

4. Deferred Contributions - Complaints and Investigation

These deferred contributions represent restricted funding initially received from Manitoba Health, ongoing funding allocation from the Manitoba Health grant, members fees and interest earned on investments held for complaints and investigation proceedings.

	2018	2017
Balance, beginning of year	\$ 71,745	\$ 71,145
Interest earned on investments	817	600
Transfer from operations	3,300	-
Balance, end of year	\$ 75,862	\$ 71,745

COLLEGE OF MIDWIVES OF MANITOBA Notes to Financial Statements

For the year ended March 31, 2018

5. Deferred Contributions - Regulated Health Professions Act

These deferred contributions represent internally restricted funding for activities related to migration to the Regulated Health Professions Act as required by the Health Professions Regulatory Reform Initiative.

	2018	2017
Balance, beginning of year	\$ 4,600	\$ 4,600
Balance, end of year	\$ 4,600	\$ 4,600

6. Deferred Contributions - Registration Software

These deferred contributions represent internally restricted funding for the future purchase of a regulatory registration software package which will automate and streamline many of the member registration and registration renewal functions, including invoicing, receipting, emailing and producing reports.

	2018	2017
Balance, beginning of year	\$ 2,500	\$ 2,500
Transfer from operations	5,400	-
Balance, end of year	\$ 7,900	\$ 2,500

7. Deferred Contributions - Strategic Planning

These deferred contributions represent internally restricted funding for the costs associated with a strategic planning event.

	2018	2017
Balance, beginning of year	\$ 1,900	\$ 4,300
Facilitator costs	-	(2,400)
Balance, end of year	\$ -	\$ 1,900

COLLEGE OF MIDWIVES OF MANITOBA Notes to Financial Statements

For the year ended March 31, 2018

8. Accounts Payable and Accrued Liabilities

The government remittances payable as at March 31, 2018 is \$625 (\$588 in 2017).

9. Pension Plans

During the year, the organization contributed \$12,057 (\$10,213 in 2017) on behalf of its employees.

Eligible employees of the organization are members of the Healthcare Employees Pension Plan (a successor to the Manitoba Health Organization Inc. Plan) (the "Plan") that is a multi-employer defined benefit pension plan. Plan members will receive benefits based on the length of service and on the average of annualized earnings during the best five years of the last ten years prior to retirement, termination or death, that provides the highest earnings.

Pension assets consist of investment grade securities. Market and credit risk on these securities are managed by the Plan by placing plan assets in trust and through the Plan investment policy.

The most recent actuarial valuation of the plan as at December 31, 2016 indicated a solvency deficiency. The deficiency will be funded out of the current contributions in the subsequent years. Both employer and employee contribution rates are 7.9% of pensionable earnings up to the yearly maximum pensionable earnings limit (YMPE) and 9.5% on earnings in excess of the YMPE.

Effective April 1, 2015, the contribution rates increased to 9.9% (employer and employee portion) of pensionable earnings up to the YMPE and 11.5% (employer and employee portion) on earnings in excess of YMPE.

COLLEGE OF MIDWIVES OF MANITOBA Notes to Financial Statements

For the year ended March 31, 2018

10. Financial Risk Management

The organization, through its financial assets and liabilities, is exposed to various types of risk in the normal course of operations. The organization's objective in risk management is to optimize the risk return trade-off, within set limits, by applying integrated risk management and control strategies, policies and procedures throughout the organization's activities. The following analysis provides a measurement of those risks at year end.

Credit Risk

Credit risk is the risk that one party to a financial instrument fails to discharge an obligation and causes financial loss to another party. Financial instruments which potentially subject the organization to credit risk consist principally of accounts receivable, however the majority of this receivable is from the provincial government and therefore the risk is reduced.

Liquidity Risk

Liquidity risk is the risk that the organization will not be able to meet its obligations as they fall due. The organization maintains adequate levels of working capital to ensure all its obligations can be met when they fall due.

11. Bank Indebtedness

The organization has a line of credit in the amount of \$36,000 with an interest rate of prime + 0.5% (3.95% at March 31, 2018). As at March 31, 2018, the line of credit is unutilized.

12. Lease Commitment

The organization has an operating lease for its premises at approximately \$1,650 per month with yearly increments to February 1, 2019.

