

## COLLEGE OF OCCUPATIONAL THERAPISTS OF MANITOBA

### *List of Committee Meetings*

#### BOARD OF ASSESSORS

**Objectives:** To assist the Registrar in the matters of member registration consistent with The Occupational Therapists Act, Regulation and Council approved Policies and Procedures. To support the Council in establishing registration policies and procedures.

**Number of Meetings:** Matters before the committee will determine the frequency of meetings. Anticipated frequency is one meeting per month or approximately ten meetings a year.

#### CONTINUING COMPETENCE COMMITTEE

##### Continuing Competence Steering Committee

**Objectives:** To coordinate the development and support the operation of the Continuing Competence Program during Stage One and Stage Two of implementation.

**Number of Meetings:** The Continuing Committee is likely to meet 5 to 10 times a year.

##### Continuing Competence Advisory Committee

**Objectives:** To advise and assist the implementation and evaluation of a Continuing Competence Program for COTM members including recommendations for necessary changes to regulations and policies concerning Continuing Competence.

**Number of Meetings:** The Advisory Committee is likely to meet 3-5 times a year.

#### EXECUTIVE COMMITTEE

**Objectives:** To assist the Council by monitoring and supervising the day to day management of the College's affairs, decision making between Council meetings, supporting financial planning and supervising the performance of the Executive Director.

**Members:** The Chair of the Board of Directors, Vice-Chair, Treasurer, and Secretary of the Council are members of the Executive Committee.

**Number of Meetings:** The Executive Committee will meet no less than four times a year.

#### INVESTIGATION COMMITTEE

**Objectives:** To review complaints received by COTM in accordance with Part 6 of *The Occupational Therapists Act*.

**Number of Meetings:** Matters before the committee will determine the frequency of meetings.

#### INQUIRY COMMITTEE

**Objectives:** To conduct a hearing into the conduct of a member in accordance with Part 6 of *The Occupational Therapists Act*.

**Number of Meetings:** Matters before the committee will determine the frequency of meetings.

#### LEGISLATION COMMITTEE

**Objectives:** As directed by the Council, the Legislation Committee will:

- coordinate efforts by COTM to effect legislation and policy changes, including those directly related to *The Occupational Therapists Act* and *the Regulated Health Professions Act*;
- monitor and review legislative and policy initiatives, and determine an action when initiatives may affect the practice of occupational therapy

**Number of Meetings:** The Legislation Committee will meet as needed.

#### PRACTICE ISSUES COMMITTEE

**Objectives:** Under the direction of Council, the Practice Issues Committee is responsible to investigate, debate and provide recommendations to the Council on current occupational therapy practice issues relevant to the mandate of the College.

**Number of Meetings:** Matters before the committee will determine the frequency of meetings. Anticipated frequency is two to six times a year.