



CSRT CoARTE ANNUAL REPORT

January to December 2013/2014



Message from the CoARTE Chair Susan Dunnington, RRT, MA, FCSRT

In my years as Chairperson of CoARTE, I am immensely grateful for the dedication and commitment of the many enthusiastic volunteers that continue to allow CoARTE to achieve its mission.

CoARTE continues to see annual growth, and as such must rely more and more on the profession to assist with the activities of this committee. Thanks to all that work to support our cause by educating our students, advocating for the profession and giving their precious time to do the work of the Society.

CoARTE has seen expansion in a number of areas over the last two years. I would like to welcome council members; Catherine O'Brien (Quebec) and Michael Iwanow (Ontario) who bring additional francophone language skills to our growing council and joined us in 2014. In 2015, council added a recent graduate member Amy Gillespie (New Brunswick) as well as Irina Charania (Alberta) representing the National Alliance of Respiratory Therapy Regulatory Bodies on Council.

I would also like to recognize and congratulate Christina Sperling (Ontario) as our new incoming Chairperson on Council. Christina will take over as Chair, when I depart the role in May 2015. Louise Michaud (Quebec) has been selected as the new Vice-Chair and as such will move into the chair position in 2017.

The initiative to add new positions to CoARTE is as a direct result of the increase in number of Respiratory Therapy education programs seeking CoARTE accreditation status. In 2013, CoARTE reviewed and awarded accreditation status to 22 schools in Canada as well as one in Qatar. In 2014, we welcomed St. Clair College (Ontario) as well as Collège Ellis – Longueuil (a satellite campus of Collège Ellis – Trois Rivières in Quebec) to our collective. All totaled, CoARTE's accredited programs collectively use ¹ over 185 hospitals, clinics and home care companies to educate students across Canada and abroad; a further source of expansion.



More than ever before, the profession is being called upon to assist in the clinical and didactic education of its future RTs. I am very proud to see the willingness of RTs across Canada to step up in this way, and encourage organizations that currently do not have a student program to consider getting involved by aligning with a school close by. The intangible rewards are countless and the benefits to the profession are immeasurable. Only through the continued support of the profession, will the feeder system for future RTs remain strong and healthy.

Early in 2013, CoARTE put a call out to the profession for individuals to volunteer as CoARTE reviewers. Council was overwhelmed with interest from Canadian and international applicants seeking opportunities to work with CoARTE as a member of future site review teams. As a result, CoARTE has added over 50 new reviewers to its roster; just one more amazing example of the profession stepping up to serve itself. We still continue to search for interested reviewers with bilingual competence to assist us. I personally would like to thank all of you that applied for consideration.

With all of this advancement, CoARTE needed to expand resources and sustain its knowledge capacity. I would like to take this opportunity to applaud the decision of the CSRT Board of Directors and our Executive Director, Christiane Menard to hire Carolyn McCoy, BHS RRT FCSRT as the Director of Accreditation and Professional Practice Services at CSRT Head Office. Carolyn's previous seven years on Council (including two years as Chairperson) as well as her background as a respiratory therapist have helped to stabilize the ever-changing environment that CoARTE deals with on a day to day basis. I am very grateful for Carolyn's knowledge, vision and sense of humour while directing CoARTE's Council.

Finally, I wish to applaud all of the volunteers that have served CoARTE in my time on Council. Whether it is on site review teams or on council, your dedication to this task has been exemplary. Your commitment ensures that we maintain high quality in our academic programs, which in turn affects the level of competence in our graduate RTs as well as the care that the Canadian public receives. It is a huge responsibility and I thank you all for your time, your efforts and your interest. This annual report includes the 2013 - 2014 activities of CoARTE council and recognizes some of its many volunteers.

Purpose of the annual report

The purpose of the Annual Report is to provide a progress report of the Council's activities to the CSRT Board of Directors, the CSRT membership, the regulators and the education programs who are accredited by CoARTE. This report covers the period of 2013 and 2014. It is also an opportunity to thank the volunteers who form the foundation of the accreditation process, putting their knowledge, time and energy to work for continuously improving the respiratory therapy education.

Statement of Purpose

The Council on Accreditation for Respiratory Therapy Education (CoARTE) is a committee of the Canadian Society of Respiratory Therapists (CSRT). CoARTE ensures respiratory therapy education programs meet the profession's national accreditation standards. CoARTE endeavors to provide accreditation services characterized by:

- A focus on quality education
- Supportive, collaborative, instructive and transparent processes
- Evaluation of programs by qualified reviewers with a variety of RT education perspectives



- Efficiency and cost-effectiveness

Council composition

CoARTE Council is composed of eight to ten voting members, plus two non-voting *ex-officio* members. Its linguistic make-up must reflect that of the accredited programs. Effective December 31, 2014 CoARTE members included:

- **Susan Dunington**, MA, RRT, FCSRT, (**Outgoing Chair**) *Respiratory Therapist Didactic Education perspective*
- **Christina Sperling**, MScCH, RRT, B.Kin., (**Incoming Chair**) *Employer perspective*
- **Louise Michaud**, RRT, B.Ed., Educator (**Incoming Vice-Chair**) *Clinical Education perspective*
- **Nicole Boudreau**, RRT, B.Ed., *Senior Educational Administrator and Employer perspectives*
- **Irina Charania**, RRT BSc (Hon), *National Alliance of Respiratory Therapy Regulatory Bodies representative, Clinical Education Perspective*
- **Amy Gillespie**, RRT BSc, *New Graduate Perspective*
- **Michael Iwanow**, RRT MBA *Clinical education perspective*
- **Peter Murray**, DipSpEd, B.Ed., Edmonton, AB - *Public perspective*
- **Catherine O'Brien**, RRT, – *Didactic education perspective*
- **Sharon Peters**, MD, MPH, FRCPC, *Physician perspective*
- **Christiane Ménard**, (member ex-officio), Executive Director of the CSRT, Ottawa, ON – *CSRT perspective*
- **Carolyn McCoy**, (member ex-officio), Director of Accreditation and Professional Practice Services

Susan Dunington will be completing her time on Council at the end of the 2015 CSRT Annual Education Conference. Susan joined CoARTE in 2008. She was chosen by Council to serve as Vice Chair in 2011, and became the committee Chair in 2013. During her seven years on Council, Susan has given countless hours of her time to improving the accreditation process, has presented on behalf of CoARTE and numerous conferences and meetings, and has provided advice and guidance to staff and to her fellow Council members. Susan's passion and dedication have been appreciated by all who have had the pleasure working with her during her time on Council. A huge thank you goes to Susan from her past and current co-members, from the CSRT Board of Directors, and from CoARTE staff.

CoARTE Staffing and Operational Support

Reporting to the CSRT Executive Director and CoARTE Chair, the Director of Accreditation Services oversees the operations of all accreditation services, including support resource to council members and program review team members in regard to accreditation processes and policies. Carolyn McCoy was hired by the CSRT in October 2013 (Note: This position was restructured, effective January 2015 and is now the Director of Accreditation and Professional Practice Services). Carolyn was a past Chair of CoARTE, an experienced Program Reviewer, and had been a Respiratory Therapy and Nursing and Health Sciences educator at the New Brunswick Community College and University of New Brunswick in Saint John. CoARTE receives administrative support from other CSRT staff.



Meetings

CoARTE has one annual meeting, where the annual reports from the respiratory therapy programs are discussed and accreditation statuses are conferred. Program Review Reports (those reports resulting from accreditation site visits) and Progress Reports are also reviewed at the annual meeting.

The CoARTE 2013 Annual Meeting occurred on April 26-27, 2013 in Toronto. Discussion included the following topics: revisions to the Self-Study templates to include more detailed instructions for programs, the six-year accreditation calendar, revisions to the Accreditation Manual, program reviewer recruitment and selection, and the accreditation of satellite programs.

The CoARTE 2014 Annual Meeting took place on April 26-27, in Toronto. The following issues and challenges were discussed: options for reducing the workload at the program level associated with CoARTE's annual reporting process, council Terms of Reference, conflict between educational collective agreements and accreditation standards, review and evaluation of CoARTE processes, and CoARTE policies. The policies on the Accreditation of Satellite Programs, Provisional Accreditation status, and Conflict of Interest were reviewed.

Teleconferences are scheduled throughout the year to review Analysis of Self-Study Program Review Reports and Progress reports. The dedication of the volunteer members of Council is essential to the functioning of CoARTE and is highly-appreciated by the CSRT.

Accreditation Visits

CoARTE completed four site visits in 2013 (University of Manitoba, Canadore College, Fanshawe College and the Michener Institute for Applied Health Sciences). Five visits were completed in 2014 (St. Clair College, Collège de Valleyfield, Collège Ellis – Longueuil campus, Northern Alberta Institute of Technology, and the QEII/Dalhousie University).

An accreditation visit is a complex process, which begins long before the visit and does not end on the day of the preliminary report. The visit itself is very intense and needs all the attention and close collaboration of the team members. We thank our program reviewers who participated in 2013 and 2014:

University of Manitoba: Debbie Cain, Adrienne Leach, Patricia McLaughlin and Costa Voutsinas

Canadore College: Roger Cook, Joe MacPherson, Lori Peppler-Beechey

Fanshawe College: Debbie Cain, Louise Michaud, Marlene Raasok, Ian Summers

Michener Institute: Joan Degan, Tom Dorval, Mark Murray, Andrew West

Saint Clair College: Sandra Annett, Meena Kumar, Dr. Don Reid

Collège de Valleyfield: François Maltais, Patricia McClurg, Louise Michaud, Frédéric Thibault-Chabot

Collège Ellis – Longueuil campus: Jackie Bernard, Nicole Boudreau, Linda Levesque

Northern Alberta Institute of Technology: Debbie Cain, Denise Mackey, Sydney Redpath, Mark Zarembo

QEII/Dalhousie University: Michael Bachynsky, Diane Gauvreau, Dr. Sharon Peters, Wade Wheeler



A special thank you to team members who worked completed visits with a smaller-than-usual program review team due to the last-minute unavailability of a team member.

Terms of Reference

CoARTE revised its Terms of Reference to allow for more effective and efficient accreditation services. These were ratified by the CSRT Board of Directors at its November 2014 meeting.

Implementing Recommendations from the 2009 Review

CoARTE underwent an external review in 2009 and completed an internal review in 2013. The recommendations from the external review have all been addressed. The Self-Study templates were realigned in 2011 to reduce redundancy, and detailed instructions were added in 2013 to increase clarity for programs and program reviewers. The Accreditation Manual and Program Reviewer Handbook were revised, and a training and recruitment package for new program reviewers is under development. All of the CoARTE templates and handbooks are available on the CSRT website.

CoARTE would like to thank the following individuals for their feedback on the 2013 revisions of the Self-Study templates: Lyne Arseneault, Michael Bachynsky, Julie Bédard, Debbie Cain, Ghyslaine Douville, Danielle Gauthier, Josée Gobeil, Julie Laroche, Mélanie Lavallée, Adrienne Leach, Patricia McClurg, Catherine O'Brien, Manon Ouelette, Monique Provencher, Annie Quenneville, Pascal Rioux, Jocelyn Vachon, Costa Voutsinas and Andrew West.

2013 Internal Review

As part of a continuing quality improvement process, CoARTE completed an internal review in 2013. The purpose of the internal review was to identify areas which CoARTE practices could be adjusted to allow for better clarity and/or increased efficiency. The internal review looked at the operational processes of the committee and resulted in a number of recommendations that should allow for the better dissemination of information to Council members, program reviewers, and educational programs; to support quality assurance and continuous quality improvement; and to increase the efficiency of the committee. The internal review report has been reviewed by the CoARTE Council and was presented to the CSRT Board of Directors at its May 2014 meeting. A number of recommendations have been implemented to date with the remaining recommendations in the process of being implemented.

2014 External Review

CoARTE underwent an external review in 2014. This review was completed by Dr. David Cane. The question that was asked was, "Do CoARTE's processes and critical elements meet a national standard of accreditation services in the health care sector?" Dr. Cane compared the requirements and practices of CoARTE with those of the Canadian Medical Association Conjoint Accreditation program and with the Association of Accrediting Agencies of Canada guidelines for good practice. His conclusion was that CoARTE's processes and requirements do meet a national standard. The final report from this review was shared with each accredited respiratory therapy program, with each regulatory body, and with the CSRT Board of Directors.



Communication with Educators

The Chair represented CoARTE at the 2013 Canadian Advisory Council for Education in Respiratory Therapy (CACERT) Annual General Meeting in Niagara Falls (May 2013) and in Montreal (May 2014). The Director met with representatives from each program in Quebec in February 2013 to review the accreditation process and gather feedback. They met again in April 2014 to review the translations of each accreditation template to ensure clarity. CoARTE would like to thank the following individuals for their participation in these meetings: Lyne Arsenault, Julie Bédard, Ghyslaine Douville, Josée Gobeil, Julie Laroche, Melanie Lavallée, Catherine O'Brien, Manon Ouelette, Monique Provencher, Annie Quenneville, Pascal Rioux, Johanne Roy, Jocelyn Vachon, and Costa Voutsinas.

Communication with the National Alliance of Respiratory Therapy Regulatory Bodies (NARTRB)

The Chair, Vice-Chair, and Director met with some of the provincial registrars and representatives of the CSRT Board of Directors on July 11, 2014. This meeting was to review the results of a study commissioned by the NARTRB.

Collaboration with other Accrediting Agencies

CoARTE is a member of the Association of Accrediting Agencies of Canada. As a member, the committee is able to share best practices with other accrediting bodies. The Director attended a peer review of the Canadian Medical Association Conjoint Accreditation process in November 2014. This meeting allowed for comparison of accreditation processes, sharing of best practices, and benchmarking activities between CoARTE, the CMA, and the other accrediting agencies in attendance.

Accreditation fees

Accreditation fees were increased by 2% in 2013 and again in 2014 to reflect inflation. Programs are subject to a base fee based on program size, and a per-student fee of \$5.75. Base fees are:

- Programs with fewer than 100 students: \$5 202;
- Programs with between 100 and 200 students: \$6 242
- Programs of more than 200 students: \$7 282
- International programs: \$10 404

Looking Ahead

Recruitment of French-speaking program reviewers will continue to be a challenge as reviewers with the perspective of program-based educators, educational administration, and respiratory therapists who preceptor respiratory therapy students are all needed. It is estimated that CoARTE will need to recruit six to ten new reviewers from each of these areas to meet the demands of visits scheduled for 2016 and 2017. All new program reviewers (English and French) will be asked to view two accreditation webinars. These should be available in the spring/summer 2015.

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CoARTE will continue to strive for improvements in its processes through review and comparison with other accrediting agencies.



CoARTE will be reviewing its reporting processes to ensure that they align with those of other accrediting bodies and meet the needs of the public.

Accreditation Calendar:

Although accreditation statuses are accorded annually, a full accreditation visits is done every 6 years. The following is the visits scheduled for 2015 and beyond:

- 2015: Conestoga College (February 8-11)
Collège communautaire du Nouveau-Brunswick (March 22-25)
New Brunswick Community College (October 18 - 21)
Southern Alberta Institute of Technology (November 22 - 25)
- 2016: College of the North Atlantic (April 3-6)
Cégep de Chicoutimi (October 23-26)
Cégep de Sherbrooke (November – date to be determined)
- 2017: College of the North Atlantic - Qatar (February 19-22)
Cégep de Sainte-Foy (March – date to be determined)
Collège Rosemont (October – date to be determined)
Vanier College (November – date to be determined)
- 2018: Thompson Rivers University (February – date to be determined)
Cégep de Outaouais (March 26-29)
Algonquin College (October – date to be determined)
La Cité (November – date to be determined)
- 2019: University of Manitoba (February – date to be determined)
Canadore College (March – date to be determined)
Fanshawe College (October – date to be determined)
Michener Institute of Applied Health Sciences (November – date to be determined)
- 2020: Saint Clair College (February – date to be determined)
Collège de Valleyfield (April – date to be determined)
Northern Alberta Institute of Technology (October – date to be determined)
QEII/Dalhousie University (November – date to be determined)

List of Accredited Programs by Status (as of December 31, 2014):

Accreditation and Accreditation with report

Algonquin College of Applied Arts and Technology
Canadore College of Applied Arts and Technology
Collège communautaire du Nouveau-Brunswick-Dieppe
Cégep de Sherbrooke
Cégep de Ste-Foy



Cégep de Chicoutimi
Cégep de l'Outaouais
Collège de Rosemont
Collège de Valleyfield (**accreditation with report**)
Collège Ellis Campus de Trois-Rivières
College of the North Atlantic (CNA)
College of the North Atlantic – Qatar (**accreditation with report**)
Conestoga College Institute of Technology and Advanced Learning
Fanshawe College of Applied Arts and Technology
La Cité collégiale - Collège d'arts appliqués et de technologie
The Michener Institute for Applied Health Sciences (**accreditation with report**)
New Brunswick Community College (NBCC)
Northern Alberta Institute of Technology (NAIT) (**accreditation with report**)
QEII Dalhousie University School of Health Sciences
Southern Alberta Institute of Technology (SAIT)
St. Clair College (**accreditation with report**)
Thompson Rivers University
University of Manitoba
Vanier College

Probationary Accreditation

Collège Ellis, Campus de Longueuil

