

# NEWSLETTER 4

## Professional Inspection and Charting

---

With the advent of the Ordre professionnel de la thérapie du sport, we will be making major changes to ensure better control over our profession. One of the most obvious, and imminent, changes will be the creation of the professional inspection committee. The mandate of the committee will be subject to a specific regulation based on similar regulations that already exist in similar professions, as well as on the provisions of the Professional Code dealing with this matter, namely [Division VI of the Code](#).

*The professional inspection committee shall supervise the professional practice of the members of the Order. Its functions include inspecting their records, books, registers, medications, products, substances, apparatus and equipment relating to their professional practice, and inspecting the property entrusted to them by their clients or other persons. At the request of the Board of Directors or on the initiative of the inspection committee, the committee may also inspect the professional competence of a member of the Order.*

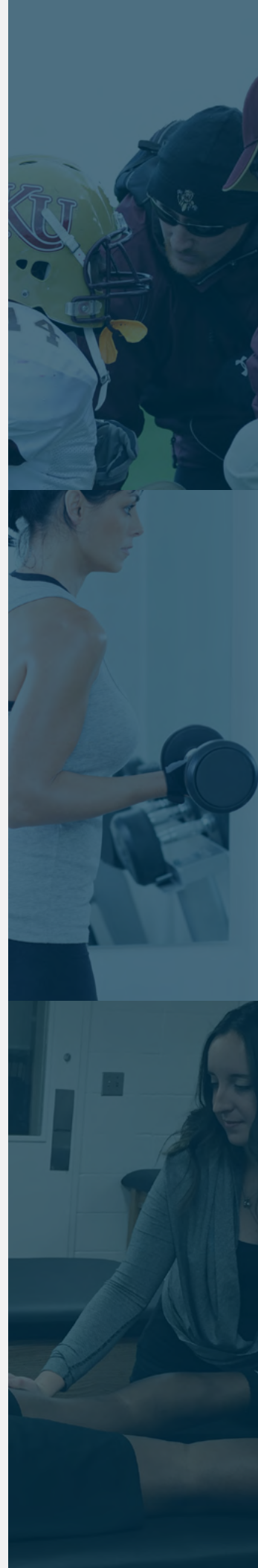
*The committee may then make any recommendations to the Board of Directors that it considers appropriate, such as recommending that it require a member to successfully complete a period of refresher training or a refresher course and, even, if applicable, that it restrict or suspend the right of the member concerned to practise his or her profession until the requirement has been met. The committee may also inform a syndic if it has reasonable grounds to believe that a professional has violated the professional regulations.*

*This committee is made up of at least three members appointed by the Board of Directors, who shall designate one of them to be the chair. The committee may be assisted by inspectors or experts, who are members of the Order, to carry out its work.<sup>1</sup>*

Each year, the professional inspection committee shall determine the inspection program. This program consists of the number and identity of members to be inspected. Only a portion of the membership will go through the process yearly. The said process shall include two types of actions:

---

<sup>1</sup> Translated from *La mise en place d'un ordre professionnel*



- physical, more exhaustive, inspections
- self-assessment forms.

### *Physical Inspections*

A certain number of therapists shall receive a visit from an inspector of the Order. This inspector shall be responsible for evaluating the quality of the athletic therapist's work, primarily by reviewing the therapist's charting. As the case may be and if needed, he or she may also ask questions of the member's immediate supervisor. Once the inspection is completed, the inspector shall send a report to the inspection committee.

### *Self-Assessment Forms*

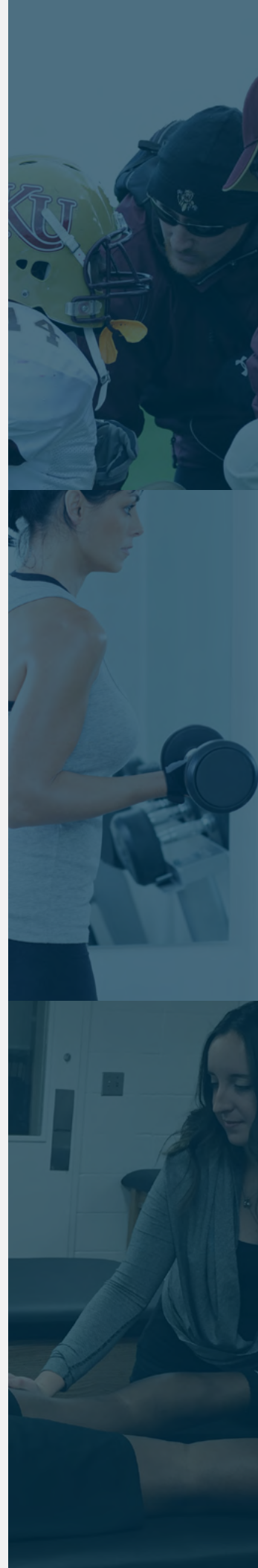
This is a form that a certain number of athletic therapists, determined each year, will have to complete and return to the committee for evaluation. The content of this form is still to be determined, but it will be based on forms already being used by the orders of similar professions.

This process is much faster and less costly, and will enable the Order to control the quality of the work of more permit holders. The inspector's evaluation of these forms may result in consequences if the analysis indicates serious problems in the athletic therapist's practice.

The professional inspection committee shall study the reports and decide whether there are grounds to take action against the athletic therapist. In such a case, the committee shall report its findings to the Board of Directors of the Order. The committee may also request a follow-up inspection or order a new inspection accordingly.

Other than the requirements stipulated in [section 113](#) of the Professional Code (chapter C-26), the committee may also recommend that the Board of Directors impose one or more requirements on the member, such as successfully completing a mentorship, doing directed readings, attending colloquiums, conventions, conferences or symposiums, etc.

If, after studying an inspection report, the committee finds no grounds for recommending that the Board of Directors take action against the athletic therapist or impose corrective measures, it may notify the athletic therapist in writing of his or her positive status in the Order.



## Charting

For professional inspection purposes, and with a view to legally protecting the athletic therapist, keeping a record of athletic therapy treatments shall become a compulsory practice that is regulated under the Order. While record-keeping is already in forced in our profession, it has not been governed by clear, consistent rules, nor has it been subject to regular evaluations, and so certain changes will be required in our professional community in this regard. Regulations pertaining to the form and content of record-keeping shall be based on existing practices in similar professions. The purpose of this exercise will be to establish a standardized and efficient tool for compiling essential data connected with practising the profession.

All members of the Order shall be required to attend a seminar on the requirements, tools and criteria concerning record-keeping in order to ensure consistency with regard to this requirement.

