



The College of Naturopaths of Ontario

MANDATORY CONSULTATION
BY-LAW CHANGES RELATING TO INFORMATION TO BE PROVIDED AND FEES

INTRODUCTION

The Council of the College of Naturopaths of Ontario (the Council) is undertaking a consultation relating to a change in fees for registrants and clients of the College and by-law changes in support of this change, including but not limited to Schedule 3 – Fees.

BACKGROUND

The Council has undertaken a review of the financial sustainability of the College to ensure its long-term viability as an entity. It is critical to the public interest that the College has financial stability for the future.

The Council has identified activities that, in its view, represent a risk to the long-term sustainability of the College and that warrant action to reduce or eliminate those risks. The risks to which the Council is referring include two contested discipline hearings that required significant expenditures by the College, a high level of unpaid costs owed to the College and increases in the requirements to support some registrants that continue to place human resource and therefore financial pressure on the College.

Discipline Cases

Earlier this year, two panels of the Discipline Committee completed the hearings relating to two registrants of the College. These two hearings, combined, required 20 hearing days and consumed considerable human and financial resources. These cases incurred \$679,420 of “eligible” costs, which include hearing costs, investigation costs and legal costs. Based on prior court rulings, only 66% of these costs may be recovered from the registrants against whom findings of professional misconduct were made by the panels. While the panels collectively ordered the registrants to pay the College \$452,946 of these costs to the College, both matters have been appealed to Divisional Court resulting in payment of these costs being delayed until the appeals have been concluded.

Additionally, while the College must cover 33% of these “eligible” costs, it must also pay for the costs that are not eligible for inclusion based on the *Regulated Health Professions Act, 1991*. These ineligible costs include all staff costs involved in the investigation phase, Inquiries, Complaints and Reports Committee (ICRC) review phase, discipline processes and any administrative costs surrounding the delivery of the hearings and on-going support to the panels. The actual costs to the College are

considerably more than what has been set out above.

Unpaid Ordered Costs

Since 2020, the College has conducted 19 discipline hearings governing the conduct of 14 registrants of the College. Five of these 19 hearings have been contested, that is a full hearing has been held. A total of 17 of these hearings resulted in ordered costs, that is, the registrants in these matters were ordered by the panel to pay a part of the costs of the College. Of these 17 instances of ordered costs, only 10 of the registrants paid those costs to the College. It is unclear if the College will receive the ordered costs from the two most recent hearings; however, for planning purposes, the Council must assume that they will not be paid. The impact of this is that just under half of a million dollars has been spent on discipline hearings where registrants were required to pay the College and will not have done so.

Increasing Regulatory Support/Follow-up

Like every Ontario health regulatory College, the College of Naturopaths of Ontario undertakes various regulatory processes with its registrants. These range from the annual payment of fees, annual information return, to class changes, CE log submissions, and follow up on compliance with numerous investigation and discipline outcomes.

After reviewing these activities, the Council has determined that for nearly every regulatory process, staff of the College:

1. Issue an informal request for regulatory action.
2. Send up to three reminders over the course of waiting for the registrant to act.
3. Make one or more telephone calls to registrants.
4. Send a formal notice that the needed action was not taken.
5. In some cases, undertake a process to suspend the registrant.

These processes are being followed by every program area of the College, including registration, complaints and reports, quality assurance, inspections, professional corporations, discipline, regulatory education, and examinations.

The increasing demands on the College have been creating increased pressure for additional human resources, and this pressure is continuing even today. Staff of the College cannot keep up with the level to which the registrants of the College require support and follow up from the College.

IMPACT ON THE COLLEGE

The impact of these issues on the College is significant and requires action by the Council. One important measure of financial sustainability of an organization is the amount of funds it has in reserves. Reserve funds are held and may be used only for the explicit purpose for which the fund was created. Most of Ontario's health regulatory Colleges have reserve funds in the range of \$5 million to \$10 million

dollars. The College of Naturopaths of Ontario, at the end of the 2024-25 fiscal year had \$2,067,631 million in reserves. This number is well below the \$6.15 million target set by the College Council. Having not only a reserve fund policy, the identified amount of money in the funds is one of the areas that the Ministry of Health assesses through the College Performance Measurement Framework which is used to oversee the regulatory Colleges and this College has missed this mark in every report to the Ministry.

As noted above, increasing human resource costs are another impact on the College as staff levels can no longer keep up with the work demands to implement the regulatory framework. Each year, the Council reviews the Human Resource Plan of the College and each year, we see that additional resources are needed.

The final impact on the College is what this is doing to the future of the College. One of the primary functions of the Council is to identify the future directions of the College through strategic planning. The Council has a strategic plan for the period 2023-2027 that has very clear and important priorities for change. Why? Simply because we believe that a strong and vibrant regulatory framework with a strong and effective regulatory body increases the confidence that the public has in the College and the profession. This will serve to increase the awareness and ability of the profession to attract new patients to their practices. As we look ahead, the Council is under considerable pressure to reduce or eliminate the strategic initiatives we have identified to ensure the financial sustainability of the College. As a governing body, we should not have to choose between doing the job and working towards a bright future for the College, Ontarians and the profession.

CHANGES THAT ARE PROPOSED

The Council of the College has determined that it must take concrete and definite action to address not only the amount of funds put into discipline but also to protect the College from future high-cost cases. The answer to this lies in the reserve funds. Based on current activities and projected budgets, it is unlikely that the targets for the reserve funds will ever be met.

On the other hand, the Council also recognizes the financial challenges not only of all Canadians and Ontarians but also the registrants of the College. We have therefore decided to increase annual registration fees by an amount that will allow the College to meet its target for reserve funds in ten years.

In the materials as part of this consultation, the Council is proposing to increase registration fees for all classes of registration by \$250. These funds will not go into the general revenues of the College but instead will be transferred immediately into the reserve funds to bring those funds to the levels needed and ensure the long-term sustainability of the College.

Given that this increased fee for registration will not be used to support the operations of the College, additional action must be taken to address the demands for services. However, rather than taking an approach that all registrants will pay more, the Council is proposing that those registrants who require increased regulatory action and follow up will be required to pay for those added requirements. In the Council's view, this approach is preferred to one where all registrant fees are increased well above the \$250 already identified for meeting our reserve requirements.

To implement this approach, the College has made changes to the fees set out Schedule 3 to the by-laws as follows:

Service	Current	Proposed
Examination Fees		
Clinical Sciences Examination, and each retake - Online	\$850	\$850
Biomedical Sciences Examination, and each retake - Online	\$450	\$700
Examination Testing Centre Surcharge	N/A	\$75
Clinical Practical Examination	\$370	\$400
Retake of any Clinical (Practical) Exam Component	\$170	\$200
Jurisprudence Examination	\$75	\$125
Therapeutic Prescribing Examination, and each retake	\$500	\$875
IV Infusion Therapy Examination, and each retake	\$650	\$1,350
Examination Appeal (each appeal)	\$90	\$125
Examination Deferral (each deferral)	\$60	\$100
Examination Review (each review)	N/A	\$125
Examination Transcript (per exam)	N/A	\$75
Examination Withdrawal (each withdrawal)	N/A	\$100
Entry-to-Practice Fees		
Application for Initial Registration	\$275	\$275
Prior Learning Assessment and Recognition (PLAR) – Paper Based Review	\$300	\$300
Administrative Reconsideration of PLAR Paper Based Review	\$300	\$300
PLAR Written Examination #1 (Biomedical Examination, and retakes - online)	\$450	\$700
PLAR Written Examination #2 (Clinical Sciences Examination, and retakes - online)	\$850	\$850
Examination Testing Centre Surcharge	N/A	\$75
Request for Administrative Reconsideration – Paper Based Review	\$300	\$300
Appeal of PLAR – Paper Based Review	\$75	\$125
PLAR Demonstration-based Assessment Interview (and retakes)	\$450	\$600
PLAR Demonstration-based Simulated Patient Case Review and Interactions (and retakes)	N/A	\$600
Appeal of PLAR – Demonstration Component	\$75	\$125

Registration Fees		
Annual Registration Fee – General Class	\$1,885	\$2,135
Annual Registration Fee – Inactive Class	\$946	\$1,196
Annual Registration Fee – Emergency Class	\$102	\$352
Late Renewal Fee – All Classes	\$333	\$500
Reinstatement Fee – All Classes	\$290	\$575
Class Change – General Class to Inactive Class	\$100	\$250
Class Change – Inactive Class to General Class (Less than 2 years)	\$100	\$250
Class Change – Inactive to General Class (2 years or more)	\$275	\$425
Class Change – Emergency Class to General Class (Less than 2 years)	\$100	\$250
Class Change – Emergency Class to General Class (2 years or more)	\$275	\$425
Add/Vary/Remove Standard of Practice (TP or IVIT)	N/A	\$250
Life Registrant Application	N/A	\$250
Add/Vary/Remove TCL on Certificate of Registration	N/A	\$250
Resignation Application	N/A	\$250
Name Change Application	\$50	\$150
Certificate of Standing (Registrants)	\$25	\$75
Details of Registration Request (Former registrants)	N/A	\$75
Payment Plan Program Enrollment Fee	N/A	\$120
Professional Corporation Fees		
Application for Certificate of Authorization	\$485	\$650
Issuance of a Certificate of Authorization	\$305	\$500
Amending a Certificate of Authorization	N/A	\$500
Annual Renewal of Certificate of Authorization	\$250	\$1,100
Application for Dissolution of Corporation	N/A	\$350
Complaints and Reports Fees		
Monitoring Fee (per outcome ordered by ICRC)	N/A	\$250
Discipline Fees		
Monitoring Fee (per outcome ordered by a panel)	N/A	\$250
Inspection Fees		
Premises Registration	\$100	\$250
Regularly Scheduled 5-year Inspection	\$2,000	\$3,000
Inspection ordered by the Inspection Committee	\$2,000	\$3,000
Inspection of a new premises	\$2,500	\$3,000
Adding a Procedure	N/A	\$50
Change in Personnel	N/A	\$50
Cease to Perform	N/A	\$50
Inspection Deferral	N/A	\$100
Quality Assurance Fees		

Peer & Practice Assessment ¹ – Online	N/A	\$100
Peer & Practice Assessment – In person Surcharge	N/A	\$150
QAC Ordered Assessment ²	\$500	\$750
Deferral/Extension Request	N/A	\$100
CE Credit Application (per course/session)	N/A	\$75
Late Cancellation	N/A	\$350
Regulatory Education Program Fees		
CE Certificate Production	N/A	\$25
Drug and Lab Testing Reviews		
Review of Laboratory Test Submission (per test)	N/A	\$145
Review of Drug/Substance Submission (per drug/substance)	N/A	\$395
General Fees		
Accommodation Request ³	N/A	\$125
Correction	N/A	\$75
Interest (charged monthly on outstanding balances except while enrolled in the Payment Plan Program for annual fees) ⁴	N/A	1.5%
NSF/NSC	\$35	\$100
Notice (for every formal notice issued by the CEO (or their delegate) ⁵	\$50	\$150
Banking Information Change	N/A	\$65

KEY PRINCIPLES BEHIND THE CHANGES

There are several important key principles behind these changes in fees.

As noted above, as much as possible, the intent is for fees to be charged only when follow up is required because a registrant has not responded to a request from the College in a timely way. Many fees can be avoided if registrants identify requests coming from the College and act on them immediately. This is particularly true when a registrant fails to act, and the College is required to issue a formal notice which takes time, staff, and financial resources of the College.

¹ Peer & Practise Assessments are determined by random selection and are conducted online. Individuals can request an in-person assessment for an additional fee.

² For an assessment or re-assessment ordered by the QA Committee or a panel thereof except for an assessment that occurs as a result of a random-type selection.

³ Depending on the Council's policy considerations, all or part of this may be refunded if the accommodation is granted. Alternative, the Council may determine not to charge this fee.

⁴ Interest is charged monthly on the outstanding balance, including any outstanding interest charges applied prior.

⁵ Includes Notice of Non-compliance, Notice of Intent to Suspend and Notice of Intent to Revoke a Certificate of Authorization, Notice of Revocation of CoA.

Where program fees are increased, such as examination fees, these changes are to bring the program into cost recovery. Based on the Council's analysis, many of our programs were operating at a loss to the College when staff costs are incorporated into the analysis. This is true for examinations, inspections and quality assurance.

PROPOSED BY-LAW CHANGES

In support of this process, the Council has identified several by-law changes that will be required, including amendments to Schedule 3 to the by-laws. A copy of those proposed changes are attached to this document.

CONSULTATION

The Council is undertaking a consultation on these changes as is required in the Health Professions Procedural Code, which is Schedule 2 of the *Regulated Health Professions Act, 1991*. We fully anticipate that system partners and registrants of the College will not be pleased with the proposed fee increases. Frankly, neither is the Council; however, it is necessary as ensuring the long-term sustainability of the College is critical to the future of this profession in Ontario.

We welcome all feedback; however, the Council strongly encourages constructive and professional approaches on this matter.