



# ANNUAL REPORT 2016/2017

**PRINCE EDWARD ISLAND  
LICENSED PRACTICAL  
NURSES REGISTRATION  
BOARD**



**PEILPNRB**

**PRINCE EDWARD ISLAND  
LICENSED PRACTICAL NURSES  
REGISTRATION BOARD**

155 Belvedere Avenue, Suite 204  
Charlottetown, PE  
C1A 2Y9





## **VISION**

A vigorously regulated profession committed to excellence

## **MISSION**

Regulating and promoting Licensed Practical Nursing excellence in Prince Edward Island

## **Introduction**

**The Prince Edward Island Licensed Practical Nurses Registration Board (PEILPNRB) is the professional regulatory body that governs the practice of Licensed Practical Nurses in Prince Edward Island. The PEILPNRB consists of;**

- four Licensed Practical Nurses,
- a layperson who is considered to represent the perspective of the general public,
- a Registered nurse nominated by the Association of Registered Nurses of PEI,
- a member of a profession or occupational group who is authorized by the Act to direct LPNs and considered to be knowledgeable of the perspective of fellow practitioners,
- a person considered to be knowledgeable of the perspective of the education system of the province
- and a person who is considered to be knowledgeable of the overall health and community services system in the province.

**The purpose of the Board is to regulate the practice of Licensed Practical Nurses so as to ensure a high standard of practice and safeguard the welfare of the public with regard to services by Licensed Practical Nurses.**



# 2016 – 2017 PRINCE EDWARD ISLAND LICENSED PRACTICAL NURSES REGISTRATION BOARD

Barbara Boudreau	LPN, Board Chair
Laurie Pineau	LPN
Muriel Steele	LPN
Sharon Drake	LPN
Vicki Bryanton	Represents the perspective of the general public
Anna Enman	Knowledgeable of the perspective ARNPEI
Dr. Declan Fox	Knowledgeable of the perspective of fellow practitioners
Doreen Gillis	Knowledgeable of the perspective of the education system
Shelley Connick	Knowledgeable of the perspective of the health & community services

**The following Board meetings were held between April 1, 2016 – March 31, 2017**

April 16, 2016  
May 19, 2016  
June 14, 2016  
September 1, 2016  
December 7, 2016  
March 29, 2017

## ABOUT THE PRACTICAL NURSING PROFESSION

Licensed Practical Nurses (LPNs) are regulated health care professionals who provide nursing care to a diverse clientele in variety of settings. They practice as members of inter-professional teams and autonomously. They are fully responsible for the care they provide.

Licensed Practical Nurses are;

- prepared in the theory and practice of nursing in a four- semester program approved by the PEILPNRB
- registered, following confirmation that they meet the PEILPNRB requirements for professional practice
- bound by Standards of practice and Code of Ethics, and
- accountable for maintaining and building their professional nursing competence throughout their career.

Any individual who wishes to practice as a Licensed Practical Nurse in Prince Edward Island must be licensed with the PEILPNRB.



The Licensed Practical Nurse Act and Regulations provide the legal framework for the profession of practical nursing in Prince Edward Island. They grant the PEILPNRB its authority to regulate Licensed Practical Nurses in the interest of the public.

In accordance with the LPN Act, PEILPNRB has a duty to maintain a register of Licensed Practical Nurses, establish entry-to-practice requirements, establish standards of education, develop standards and codes to guide the profession, ensure continuing competence, and oversee the conduct of licensed practical nurses.

In 2016 – 2017, the PEILPNRB continued to support this duty through its core activities, which include;

- assessing applications for new and renewed registration against the standards and criteria of the profession
- supporting and evaluating practical nursing education programs in Prince Edward Island
- providing consultation to nurses, employers and other stakeholders regarding the profession and the standards that guide it
- supporting quality practice and lifelong learning through the continuing competence program and;
- when necessary investigating and addressing concerns about the conduct, competence or capacity of Licensed Practical Nurses.

## **REPORT OF THE CHAIRPERSON AND EXECUTIVE DIRECTOR**

We are pleased to present the annual report of the Prince Edward Island Licensed Practical Nurses Registration Board for the period of April 1, 2016 – March 31, 2017.

This Annual report highlights the commitment of the PEILPNRB to achieving its mission to regulate and promote the profession in a manner that safeguards the welfare of the public through Licensed Practical Nursing excellence.

The fiscal year 2016/17 was a dynamic year for the PEILPNRB, under the leadership of the Board and Board Chair Barb Boudreau. May 2016, saw changes to the operational leadership of the Organization when Dawn Rix-Moore LPN, Practice Consultant, was appointed to the role of Acting Executive Director during the unexpected leave of absence of Alana Essery, ED/Registrar. In September of 2016, Dawn accepted the role of Executive Director following the formal resignation of Ms. Essery. Kimberley Jay, former Coordinator of Regulatory Services accepted the role of Registrar.

The Board continued to focus on advancing its strategic plan to transition under the Regulated Health Professions Act (RHPA) and to become the College of Licensed Practical Nurses of Prince Edward Island (CLPNPEI). The PEILPNRB does not carry out its regulatory activities in isolation. As a member of the Canadian Council for Practical Nurses Regulators (CCPNR), the PEILPNRB have an opportunity to advance harmonization across Canadian jurisdictions and to share



information and approaches to specific licensed practical nursing regulation in Canada. In August of 2016, the PEILPNRB was granted associate membership status to the National Council of States Boards of Nursing (NCSBN). This provides an even larger forum for learning about and contributing to best practices in nursing regulation across North America.

The PEILPNRB's work is supported by its external collaborations, professional staff, dedicated Board and Committee members, and an even broader group of engaged Licensed Practical Nurses, each of whom is committed to serving the public through their interactions with the PEILPNRB. We thank each of them for their dedication to excellence in professional regulation, and for their contribution to supporting safe, competent, compassionate and ethical care for all Islanders.

Barbara Boudreau, LPN  
PEILPNRB Chair

Dawn Rix-Moore, LPN  
Executive Director

## **ANNUAL REPORT APRIL 1, 2016 – MARCH 31, 2017**

### **Annual General Meeting**

The 2016 Annual General Meeting (AGM) was held on September 28, 2016 at the Credit Union Place, 511 Notre Dame Street, Summerside PE. The AGM was held in conjunction with the LPN Professional Development Day. There were approximately 55 LPNs and guests in attendance. The guest speaker, Carla Anglehart, Organizational Development Specialist, provided a skill building session with a review of communication skills, and tools for addressing challenging conversations. Participants also learned how to identify their current approach to conflict and learn strategies for achieving desirable outcomes. As part of the Professional Development Day, the PEILPNRB staff and the Board Chair, Barb Boudreau, LPN provided an update on the organizational restructuring and the status of the strategic plan to transition under the Regulated Health Professions Act (RHPA) and become the College of Licensed Practical Nurses of Prince Edward Island (CLPNPEI).

### **Peer Excellence Award**

The Peer Excellence Award was established for LPNs to recognize the exemplary practice of their peers. Peer Excellence award recipients demonstrate commitment to providing safe, competent, compassionate and ethical care by exemplifying the Standards of Practice for the profession. The 2016 Peer Excellence Award Recipient was **Shannon Cormier**



# PEILPNRB ACTIVITIES 2016-17

## Provincial, National and International Collaborations

Included here are some highlights of various initiatives, from this past year of which PEILPNRB has partnered:

### Provincial Initiatives

#### Health PEI Nursing Strategy Steering Committee

In December of 2015, the Nursing Strategy Steering Committee was developed to oversee the development of a multi- year nursing strategy for Health PEI. Consultations were carried out with frontline nurses, educational institutions, nursing regulatory bodies, unions, and other health care providers to inform the committee developing the nursing strategy. The Strategy sets the direction for nursing within the Province's publically funded health care system. The Strategy is meant to build upon the commitment of nurses to provide safe, competent, effective and efficient care. The Health PEI Nursing Strategy 2017-2020 was released in April of 2017 and will be overseen by the Provincial Leadership Committee.

#### Prince Edward Island Department of Workforce and Advanced Learning

The PEILPNRB partnered with the Department of Workforce and Advanced Learning and the Foreign Qualifications Recognition(FQR)Program to develop and provide a series of Regulatory Education Sessions for interested Regulated Professional Groups as well as several professional groups who were interested in seeking regulation. The series included the following sessions;

- **Regulatory Leadership:** Facilitator Carla Anglehart, May 27, 2016
- **Foundations for Good Governance of Regulatory Boards:** Facilitator Carla Anglehart, May 28, 2016
- **Competency Assessments for Regulatory Boards:** Facilitator Dr. Susan Glover Takahashi, June 18, 2016

One of the outcomes of these educational sessions was an interest to further meet and discuss opportunities for collaboration for Regulators in PEI. This led to Prince Edward Island's first **Conference on Regulation and Collaboration for PEI Professions**. On October 6, 2016, The Department of workforce and Advanced Learning with funding from the Government of Canada hosted the event which was supported by;

- Prince Edward Island College of Pharmacists
- Prince Edward Island Occupational Therapists Registration Board
- Prince Edward Island Licensed Practical Nurses Registration Board
- Engineers PEI



The conference was open to all regulated professional staff and Board members as well as professions interested in regulation. It provided an opportunity to network, share best practices, learn about consideration with regulation and provide input and direction for future professional collaboration.

## **National Initiatives**

### **National Nursing Assessment Service**

The National Nursing Assessment Services (NNAS) is an incorporated non-profit organization whose members are the 22 regulatory bodies and associations of Registered Nurses, Licensed Practical Nurses and Registered Psychiatric Nurses across Canada (excluding Quebec and the Territories). NNAS members collectively developed a harmonized approach to the initial assessment of Internationally Educated Nurses (IENs) applying for licensure in Canada. This national approach provides greater transparency, timeliness and predictability across Canadian jurisdictions, in addition to applying rigorous standards for qualification assessment, in the interest of the public. In order to apply to be a nurse in Canada, all Internationally Educated Nurses (IENs) applicants must submit their documents and credentials to NNAS for verification. Since the implementation of the NNAS Process (August 2014), PEILPNRB has improved our ability to ensure that every nurse licensed is safe and competent to practice.

### **Canadian Council for Practical Nurse Regulators (CCPNR)**

The CCPNR is the voice of regulation for LPNs in Canada. CCPNR is a federation of LPN regulators who provide a collective voice on matters affecting practical nurse regulation. The focus of CCPNR is promotion of regulatory excellence and continued harmonization of the LPN profession within member jurisdictions.

During the past year, CCPNR continued with the implementation of the following five - year strategic plan, which included strategies to;

1. Harmonize information sharing for consistency of professional conduct actions/decisions;
2. Harmonize the assessment of Internationally Educated Nurses
3. Seek opportunities to harmonize regulatory practices among the three professional nursing groups.
4. Harmonize practical nursing program standards, evaluation and approval
5. Harmonize intra provincial registration/license verifications; and
6. Harmonize the processes and requirements to register/license LPNs

### **Canadian Practical Nurses Registration Exam (CPNRE)**

A new Blueprint for the CPNRE was developed in 2014-15 and was implemented on January 1, 2017. The Blueprint was developed by the *Canadian Practical Nurse Registration Examination*



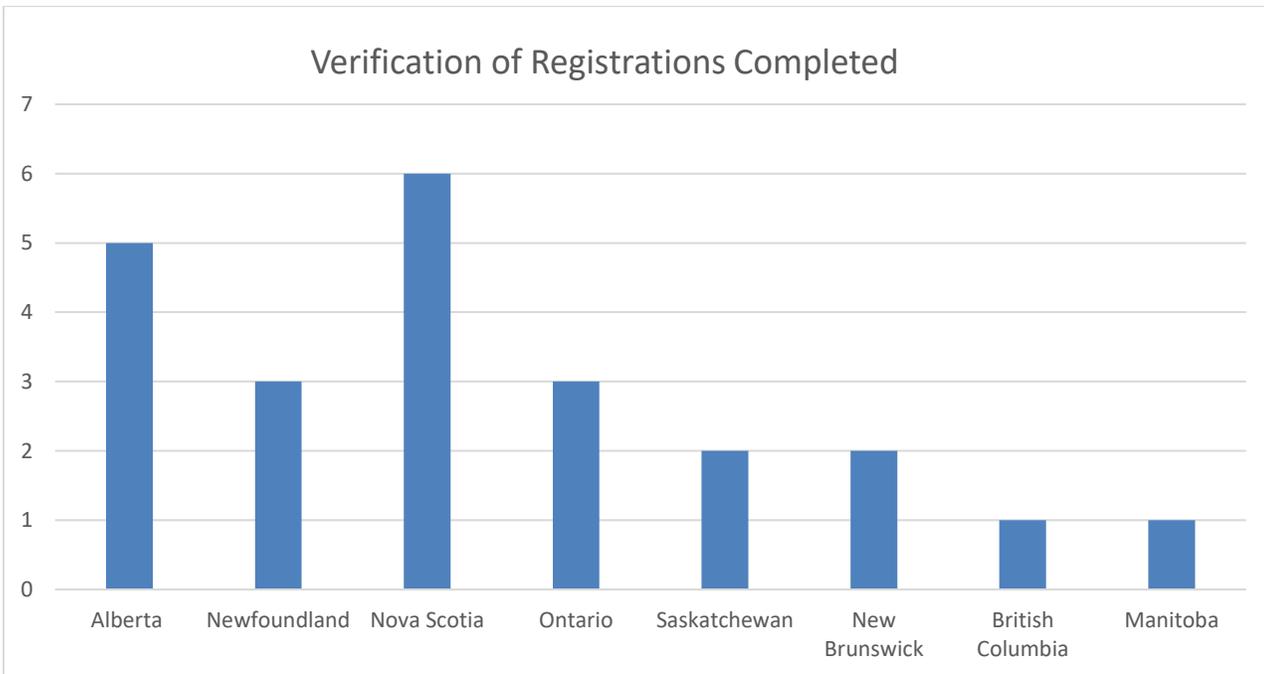
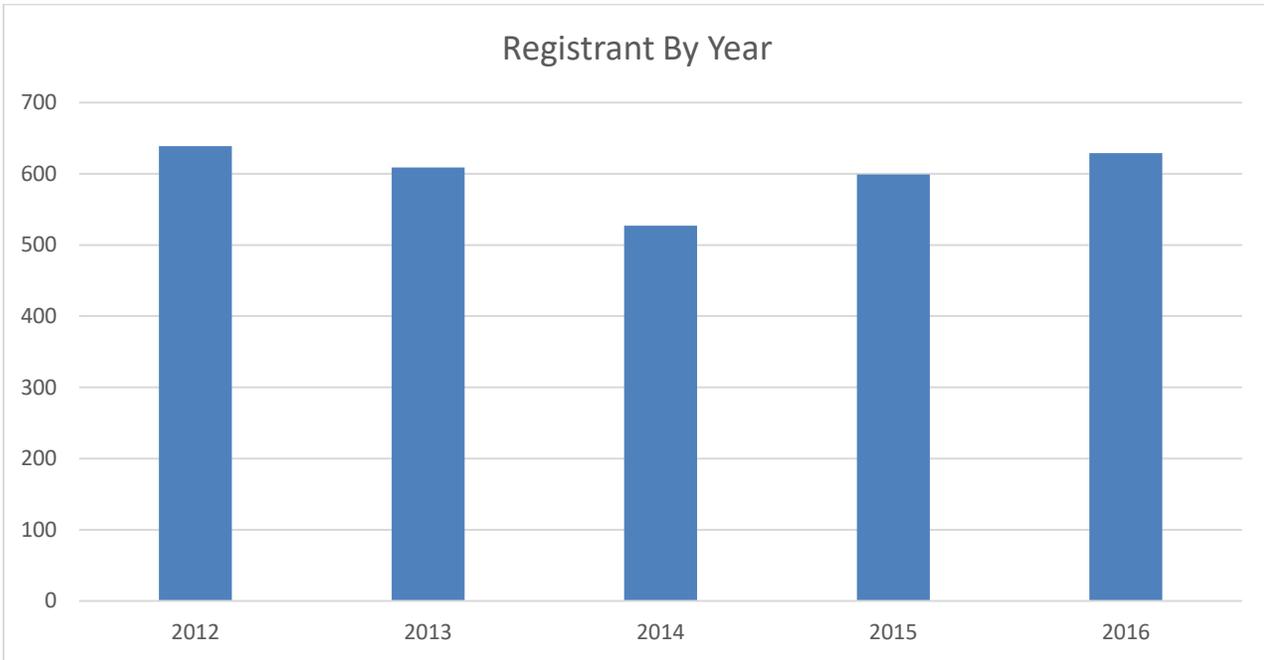
(CPNRE) Competency and Blueprint Committee. The group was composed of representatives from provincial/territorial regulatory authorities that administer the examination, as well as from the areas of practice and education. This committee created the Blueprint to guide those involved in the development of the *Canadian Practical Nurse Registration Examination (CPNRE)* and to provide the public with practical information about the CPNRE. The decisions of the committee were guided by the competencies, definitions, assumptions and results of a national validation survey.

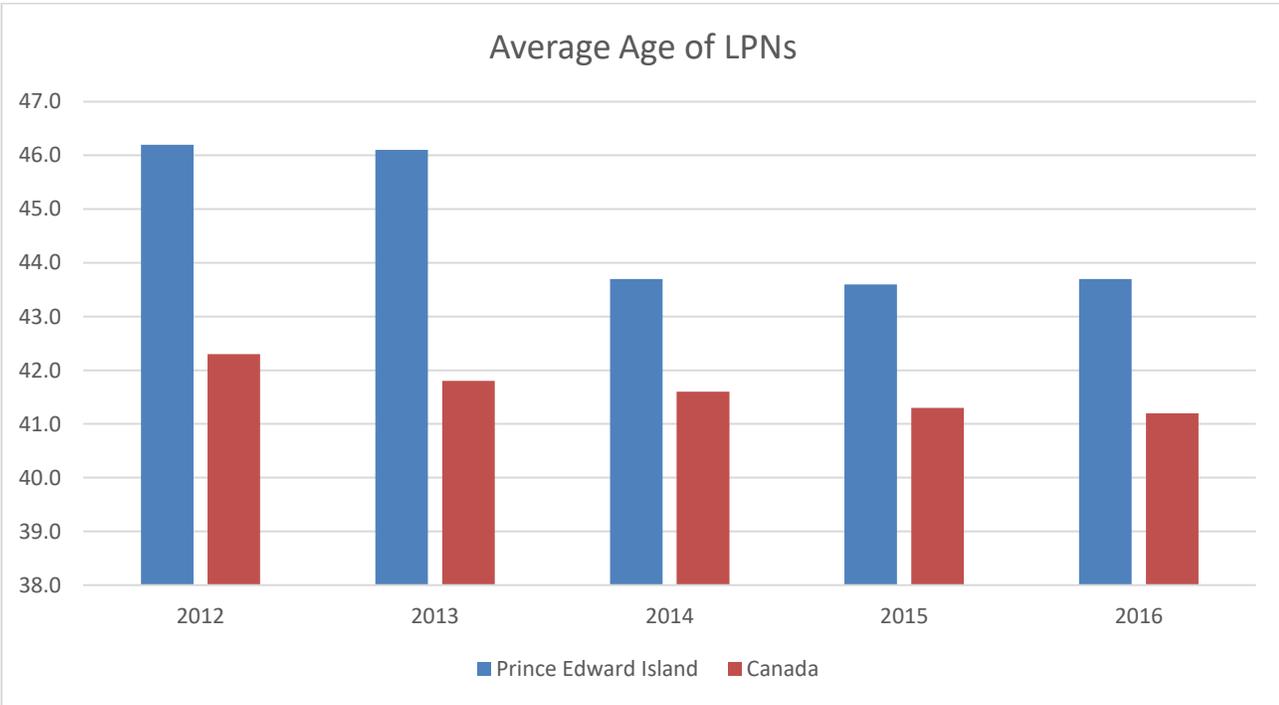
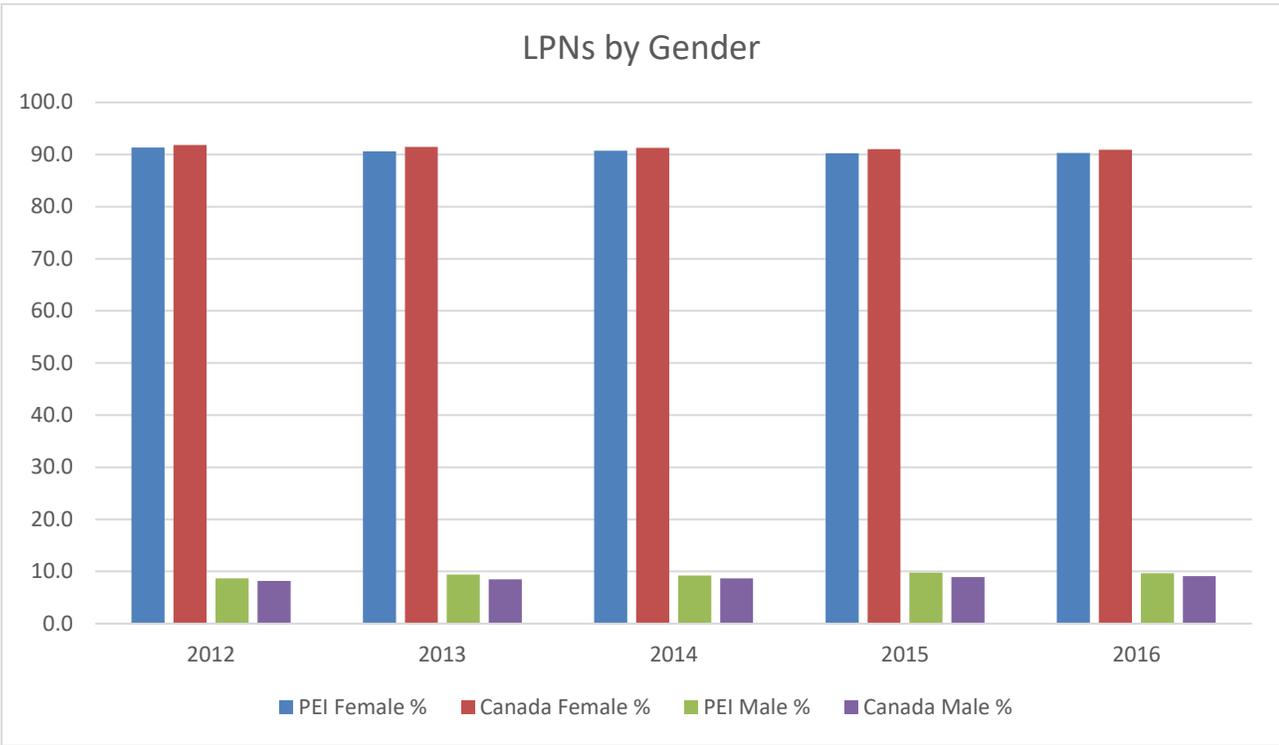
Prince Edward Island continues to score among the top in the country, as evidenced through the two writings of the CPNRE this past year.

Number of Candidates in Province	First Exam	Repeat Exam
Number Registered	39	0
Number Writing	39	0
Number Not Writing	0	0
Number Passing	38	0
Number Failing	1	0
Percent Passing	97.4%	



## Licensure Statistics for 2016-2017





## **International Initiatives**

### **National Council of State Boards of Nursing (NCSBN)**

The NCSBN is a United States (U.S) based organization which is an independent, not for profit organization through which boards of nursing act and counsel together on matters of common interest and concern affecting public health, safety and welfare. All nursing regulatory boards from the fifty (50) states, the District of Columbia and four (4) U.S territories are members of the NCSBN and twenty - four (24) Canadian and International nursing regulatory boards belong as Associate members. The PEILPNRB was notified in August of 2016 that our application for Associate membership was approved by NCSBN delegates at the 2016 Annual Meeting. The Associate membership category is designed to provide a forum by which nursing regulatory bodies from around the globe can join NCSBN in a dialogue regarding issues of common concern, as well as share information and knowledge in a multicultural exchange of thoughts and ideas.

### **Council on Licensure Enforcement and Regulations (CLEAR)**

PEILPNRB is an Associate member of CLEAR. CLEAR is an association of international organizations/agencies representing professional and occupational regulations that have as their mission to provide a forum for the improvement and understanding of regulation in order to enhance public protection. CLEAR's purpose is to bring together the professional regulatory community for:

- exchange of information;
- education and training; and
- identification of best practice.

CLEAR provides an education training program for Board members, staff and committee chairs involved with governance, professional conduct, regulation and hosts an annual education conference.

## **Professional Practice Consultations**

The staff of the PEILPNRB continues to provide advice and guidance to support Licensed Practical Nurses, in their current and or emerging roles and competencies. The PEILPNRB has also collaborated with the Association of Registered Nurses of PEI (ARNPEI) to provide education



sessions related to self-regulation at the request of employers. Information sessions were conducted with Licensed Practical Nurses in the fall of 2016 to discuss the Transition to the Regulated Health Professions Act (RHPA). In addition, numerous information sessions were conducted with both first and second year practical nursing students and faculty at Holland College related to Introduction to Professional Nursing Practice, Self - Regulation, CPNRE and Establishing Initial licensure.

## **PEILPNRB INVOLVEMENT WITH KEY STAKEHOLDERS**

The PEILPNRB works extensively with stakeholders to safeguard the welfare of the public with regard to the services provided by LPNs through the promotion of safe, effective, compassionate and ethical care. We enjoy productive and collaborative relationships with our partners, including;

- Holland College Practical Nursing Program Advisory Committee
- Assessment Strategies Inc. Review Committee of the Practical Nurses Registration Examination (CPNRE) Client Advisory Group
- Assessment Strategies Inc. CPNRE Steering Committee
- CCPNR Investigation & Discipline Group
- CCPNR National Registration Licensure Group
- CCPNR Practice Consultant Group
- CCPNR Program Approval and Standards Working Group
- National Nursing Assessment Services User Group
- National Nursing Assessment Services RB Executive Group
- Canadian Institute for Health Information LPN Database Development Project



# INDEPENDENT AUDITOR'S REPORT

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## TO THE MEMBERS OF PEI LPN REGISTRATION BOARD

### Report on the Financial Statements

We have audited the accompanying financial statements of PEI LPN Registration Board, which comprise the statement of financial position as at March 31, 2017 and the statements of operations, changes in net assets 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 overall 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 PEI LPN Registration Board as at March 31, 2017 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.

*MRSB Chartered Professional Accountants*

MRSB CHARTERED PROFESSIONAL ACCOUNTANTS  
Charlottetown, PE  
September 28, 2017



# Statement of Financial Position

March 31, 2017

	2017	2016
<b>ASSETS</b>		
<b>Current</b>		
Cash	\$ 280,525	\$ 183,323
Temporary investments	33,628	83,660
Prepaid expense	10,127	12,012
	<u>\$ 324,280</u>	<u>\$ 278,995</u>
<b>LIABILITIES</b>		
<b>Current</b>		
Accounts payable and accrued liabilities	\$ 10,418	\$ 18,019
Government remittances payable	2,398	3,462
Deferred revenue	225,050	222,559
	<u>237,866</u>	<u>244,040</u>
<b>Lease commitments (Note 4)</b>		
<b>NET ASSETS</b>		
<b>Unrestricted net assets (Statement 4)</b>	86,414	34,955
	<u>\$ 324,280</u>	<u>\$ 278,995</u>



## Statement of Changes in Net Assets

Year Ended March 31, 2017

	2017	2016
<b>Unrestricted net assets - beginning of year</b>	<b>\$ 34,955</b>	<b>\$ 24,530</b>
Excess of revenues over expenditures (Statement 5)	<b>51,459</b>	10,425
	<b>86,414</b>	<b>34,955</b>
<b>Unrestricted net assets - end of year</b>	<b>\$ 86,414</b>	<b>\$ 34,955</b>



## Statement of Operations

### Year Ended March 31, 2017

	Budget 2017	Actual 2017	Actual 2016
<b>Revenues</b>			
Annual fees	\$ 241,690	\$ <b>241,504</b>	\$ 229,708
CPNR exam fees	12,000	<b>14,800</b>	18,800
FQR program funding	-	<b>14,500</b>	-
Process fees	3,500	<b>4,575</b>	6,375
Other fees	5,555	<b>4,544</b>	4,894
Miscellaneous	3,750	<b>1,725</b>	-
Interest	400	<b>468</b>	432
	266,895	<b>282,116</b>	260,209
<b>Expenditures</b>			
Branding	4,000	-	-
CPNR exam	7,700	<b>8,555</b>	11,637
Communications	3,500	<b>3,467</b>	4,039
Continuing education	12,500	<b>16,661</b>	3,525
Equipment	4,188	<b>3,809</b>	3,220
FQR program	-	<b>14,333</b>	-
General and administrative	8,000	<b>3,466</b>	7,317
Insurance	8,922	<b>7,835</b>	8,353
Interest and bank charges	3,780	<b>3,878</b>	3,542
Investigation, discipline, and program review	5,000	-	-
Meetings	6,900	<b>3,138</b>	2,287
Occupancy	27,631	<b>24,961</b>	24,163
Professional associations	18,000	<b>10,170</b>	12,973
Professional fees	17,350	<b>14,147</b>	12,542



Wages and wage levies	150,000	<b>116,237</b>	156,186
	<hr/>		
	277,471	<b>230,657</b>	249,784
	<hr/>		
<b>Excess (deficiency) of revenues over expenditures</b>	<u>\$ (10,576)</u>	<u><b>\$ 51,459</b></u>	<u>\$ 10,425</u>



## Statement of Cash Flows

Year Ended March 31, 2017

	2017	2016
<b>Cash flows from operating activities</b>		
Excess of revenues over expenditures	<b>\$ 51,459</b>	<b>\$ 10,425</b>
Changes in non-cash working capital:		
Temporary investments	<b>50,032</b>	(32)
Accounts receivable	<b>(2)</b>	703
Prepaid expense	<b>1,887</b>	(2,951)
Accounts payable and accrued liabilities	<b>(7,601)</b>	11,075
Government remittances payable	<b>(1,064)</b>	(33)
Deferred revenue	<b>2,491</b>	10,302
	<b>45,743</b>	19,064
<b>Increase in cash</b>	<b>97,202</b>	29,489
<b>Cash - beginning of year</b>	<b>183,323</b>	153,834
	<b>\$ 280,525</b>	<b>\$ 183,323</b>



# Notes to Financial Statements

## Year Ended March 31, 2017

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### 1. DESCRIPTION OF BUSINESS

PEI LPN Registration Board is a not-for-profit organization established to speak and act on behalf of the members on all matters of concern to Licensed Practical Nurses as part of the health care team on P.E.I and include setting educational standards and other qualifications for licensure; examining applicants and determining eligibility for licensure; issuing licenses and maintaining register; and investigating complaints and exercising discipline to assure quality of practice. The Board promotes the education and professional development of Licensed Practical Nurses with the aim of improving quality care. The Board has tax exempt status with Canada Customs and Revenue Agency.

During the year, the name of the organization was changed from Licensed Practical Nurses Association of Prince Edward Island to the PEI LPN Registration Board.

### 2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian Accounting Standards for Not For-Profit Organizations (ASNFPPO).

### 3. SIGNIFICANT ACCOUNTING POLICIES

#### Cash

Cash is comprised of cash in bank and cash on hand.

#### Investments

Investments for which there are quoted prices in an active market are carried at fair value. Unrealized gains or losses are reported as part of excess of revenues over expenditures. Investments for which there is not an active market are carried at amortized cost except when it is established that their value is impaired. Impairment losses, or reversal of previously recognized impairment losses, are reported as part of excess of revenues over expenditures.

All of the Board's current investments are recorded at amortized cost.

#### Property and equipment

In accordance with the CPA Handbook section 4431, Tangible Capital Assets Held by Not-for-Profit Organizations, the Board expenses its capital acquisitions in the year of purchase. Major property and equipment owned by the Board but not reflected on the financial statements include computer hardware and software, office furniture, fixtures, website, and equipment.



During the year, \$731 was expensed for furniture and is included in equipment expense. During 2016, \$933 was expensed for a computer hardware purchase and was included in general and administrative expense.

#### Employee future benefits

Provision is made for benefits accruing to employees in respect of wages and salaries and defined contributions to employee benefit plans when it is probable that settlement will be required, and they are capable of being measured reliably.

#### Revenue recognition

The Board follows the deferral method of accounting for revenues. Restricted contributions are recognized as revenues in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenues when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Membership dues are recognized when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Interest revenue is recognized on a time proportionate basis.

#### Financial instruments

The Board initially measures its financial assets and financial liabilities at fair value, except for certain related party transactions that are measured at the carrying amount or exchange amount, as appropriate.

The Board subsequently measures all of its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value of these financial instruments are recognized in excess of revenues over expenditures.

Financial assets measured at amortized cost on a straight-line basis include cash and investments.

Financial liabilities measured at amortized cost on a straight-line basis include accounts payable and accrued liabilities.

Transaction costs on the acquisition, sale, or issue of financial instruments that are subsequently measured at amortized cost are shown as an adjustment to the carrying value of the related financial instrument.

#### Measurement uncertainty

When preparing financial statements according to Canadian Accounting Standards for Not-for-Profit Organizations, management makes estimates and assumptions relating to:

- reported amounts of revenues and expenditures
- reported amounts of assets and liabilities
- disclosure of contingent assets and liabilities.

Estimates are based on a number of factors including historical experience, current events and actions that the Board may undertake in the future, and other assumptions that management believes are reasonable under the circumstances. By their nature, these estimates are subject to measurement

uncertainty and actual results could differ. In particular, estimates are used in accounting for certain items such as revenues, allowance for doubtful accounts, and legal contingencies.

#### 4. LEASE COMMITMENTS

The Board has entered into lease agreements for the lease of a photocopier and office space. The minimum lease payments due over the next five years are as follows:

2018	\$ 20,493
2019	6,624
2020	2,001
2021	2,001
2022	2,001

#### 5. FINANCIAL INSTRUMENTS

The Board's financial instruments consist of cash, investments and accounts payable and accrued liabilities.

The Board is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate, and manage these risks. The following analysis provides information about the Board's risk exposure and concentration as of March 31, 2017.

##### Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Board is exposed to credit risk from members. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Board has a significant number of members which minimizes concentration of credit risk.

##### Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The Board is exposed to this risk mainly in respect of its receipt of funds from its members and accounts payable.

##### Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Board manages exposure through its normal operating and financing activities. The Board is exposed to interest rate risk primarily through its investments.

#### 6. BUDGET FIGURES

The budgeted figures have not been subject to review or audit by the external auditor and are presented for information purposes only.



