



Canadian Association of Music Therapists
Association canadienne des musicothérapeutes
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CAMT ANNUAL REPORT 2017 - 2018

Executive

- 2017-18 has been another year of growth, change and progress toward meeting the mission of CAMT which is ***to create strong certified Music Therapists (MTAs) and foster awareness of professional music therapy services throughout Canada.***
- This year marked a shift in the organizational structure of CAMT that has allowed for a smaller Board of Directors, with more tasks happening at the CAMT office.
- The executive has been focused on the following items:
 - Identifying and addressing the needs of current MTAs as our organization grows
 - Strengthening relationships with other organizations who share our mission
 - Updating our organizations guiding documents including but not limited to the CAMT Bylaws and the CAMT Policies and Procedures
 - Increasing CAMT's social media presence
 - Guiding the work of the conference committee
 - Supporting the work of our publications editors
 - Educating Canadians about the benefits of professional music therapy services
 - Ensuring that all CAMT members have a voice within the organization
- CAMT is run by a volunteer Board of Directors and we would like to thank all of those involved for the endless hours of dedication they provide to make CAMT a member service focused organization.

Financial

CAMT's office in London, Ontario, is run by one full-time employee. A part-time contracted office assistant also works from the office. At the time of this report CAMT has a healthy reserve fund and the financial means to keep the Association moving forward. Membership fees remain CAMT's main source of revenue and the overall operation of the office is the main expense. The Year-End Review completed by contracted accountants ensures the accuracy of CAMT's financial records each year.

Office

- With oversight from the CAMT Executive, Pam Lansbergen continues to coordinate all day-to-day business of the association from the head office in London, Ontario as well

as supporting the work of the Board of Directors and heading up the planning of the CAMT conference.

- In October of 2017, Kendra Du Val resigned from her position as the CAMT Office Assistant and in November of 2017 Susan Dill was hired to fill this contract position.

Membership

- As of March 31st, 2018 CAMT has 1,032 members across 9 membership categories.
- 82% of these memberships have already been renewed for the year.
- 759 CAMT members are Certified MTAs

Conference

- The Conference Committee has been hard at work for months preparing a high-quality professional conference for CAMT members at the Sheraton Hotel Newfoundland in St. John's, NL. Early planning began last summer with a small Steering Committee before a full Conference Committee was activated under the leadership of Pam Lansbergen, Lara Robinson and Emily Carruthers (Conference Lead and Co-Leads).

Publications

In the summer of 2017, Jennifer Lin resigned from her position of Publications Chair on the Board of Directors. Since that time, the Executive has been working on a transition plan for this portfolio while supporting the volunteers working in this area.

- CJMT: Editor Sue Baines worked to debut a new look for Vol. 23 of CJMT – larger format and new logo. Moving forward book reviews in CJMT will be provided in both English and French to make information regarding new books more accessible to members.
- ENSEMBLE: - Editor Gloria Lipski has been working to connect with members. 2 issues of Ensemble were distributed in 2017 with articles featuring MTs from around the country, and topics such as MAiD, Informed consent, Intersectionality, the business of music therapy, and Neurologic music therapy training.
- MTAdvocate: Editor Danna DaCosta continues to produce quarterly issues of this e-newsletter outlining new music therapy research and publications. This newsletter is sent to CAMT's non-clinical members and other interested parties.
- Research Committee: Made up of Guylaine Vaillancourt and Danna DaCosta, this committee continues to update the CAMT Member Research Index found on the CAMT website as well as planning more website additions that will support members seeking both to conduct music therapy research and to access music therapy research.

Advocacy

In May of 2017 the Advocacy Portfolio was restructured from being handled by 2 Board Chairs – The Government Regulations Chair and The Public Relations Chair - to being handled by one Advocacy Chair. Susan Summers was welcomed into this new role on the Board of Directors.

- Building on the Lashbrook campaign from 2016-17, it was recommended that we create an RFP to establish specific task forces with 7 populations (autism, dementia, hospice/palliative care, developmental delays, mental health, NICU/children and neurological) that will eventually be the start of a Canada-wide advocacy campaign.
- Each task force's mandate is to create a FAQ sheet, a list of relevant conferences and events, and a PowerPoint to be used by CAMT members that would be housed on the website, as well as create a listing of partner organizations that CAMT would follow up with.
- An RFP for dementia and mental health was communicated to the CAMT membership in the fall of 2017 and attracted several members for each task force plus a team lead. The dementia task force is Steffi Ching (team lead), Dr. Amy Clements-Cortes, Dr. Alpha Woodward, John Lawrence and Paulette Kydd. The mental health task force is Erin Bird (team lead), Fleur Hughes, Melody Newcomb and Jennyfer Hatch.
- The task forces will be presenting at the CAMT conference in May 2018 about the process and their accomplishments.
- The next step in this endeavour will be for two more task forces to send an RFP to members.
- A long-term advocacy campaign will be created, approved and modified by the CAMT board in the future.

Government Regulations

- CAMT continues to dialogue with provincial and national representatives involved in developments concerning government regulation. There has also been much effort to align the priorities of the CAMT with the shifting landscape for music therapy practice in Canada.
- The government regulation committee consists of reps from each province and continues to update each other with developments in each province
- Active regulation is being sought in Alberta through FACT-AA, in Manitoba through FACT-MB, in Newfoundland through FACT-NL and in New Brunswick through FACT-NB. FACTBC continues to lobby their government for draft legislation.
- There will be a meeting of interested parties at the CAMT conference in St. John's.

Certification

As of May 2017, the Certification Chair now oversees all three portfolios of the MTA Certification domain. Updates for each portfolio are provided below:

Internship

- To streamline the processing of internship-related material, the CAMT office is now responsible for reviewing and approving internship proposals along with adding intern evaluation forms to certification files.
- In early 2018, the CAMT internship guidelines were updated to reflect these changes.
- The CAMT internship proposal form was updated in January 2018 and is available on the CAMT website under “Internship and Certification.”
- The CAMT internship registry is now updated by the CAMT office on a quarterly basis. Supervisors may submit changes to their listings at any time throughout the year, using the template available on the CAMT website. These are to be sent to info@musictherapy.ca.
- There were 84 interns completing internships across Canada over the past year and 20 MTAs completed the online CAMT Level One Supervision Training Course.

Certification

- CAMT has certified 56 MTAs since the 2017 AGM.
- CAMT is working with CBMT to translate the CBMT exam candidate handbook and the self-assessment examination (aka practice test) into French. These French materials will only be available to CAMT members. An update will be sent out to CAMT members when they become available.

Education

- CAMT continues to work on the development of a scope of practice document in partnership with Canadian music therapy educators. The CAMT scope of practice will be based on the joint AMTA-CBMT music therapy scope of practice document, which CAMT has received permission to use.
- CAMT has been communicating with organizations who have expressed interest in developing music therapy training programs. As a result, the CAMT training program review templates are currently being reviewed and updated.

Continuing Education

- Tiana Malone took over as CE chair in May 2017 from Elizabeth Francoeur. Thank you to Elizabeth for her work on the board over the past two years.

- The new CE Handbook worked on during her tenure was released to the membership in August 2017. Members who's 5-year cycles begin in 2017 or later will follow the new handbook.
- Members are also now using the online member profile to enter and update their CECs annually. Member feedback has been positive regarding the ability to update CECs online. Future work is planned to make the online CEC reporting platform more user-friendly and intuitive.
- Congratulations to the following recipients of CE Bursaries from July 2017 and January 2018:
 - Marianne Burrows
 - Pamela Holm
 - Julia Beth Kowalesk
 - Adrienne Pringle
 - Pierre Gagne
 - Colleen Didur
 - Dana Prouse
 - The Ottawa Association for Music Therapy
- The CAMT bursary committee is currently working to revise the CE bursary submission guidelines to streamline and clarify the application process. We are working to transition the application to an online platform to increase accessibility.
- CAMT is investigating our options for making footage of the plenary speakers from the 2017 Conference available through an online platform for members. We plan to capture plenary footage from the 2018 Conference with the same goals in mind.

Ethics

The CAMT ethics portfolio has changed in structure, and there is now one board position designated as CAMT ethics.

- The ethics chair has provided support over the past year to multiple individuals related to concerns about clinical ethics and to non-clinical aspects of professional practice.
- Aimee Berends and Samantha Borgal continue to provide leadership to the professional practice committee. They have completed a significant piece of foundational research and are now preparing to move into the next phase of the project related to establishing resources that will support MTAs with the non-clinical aspects of private and professional practice.
- CAMT also continues to move forward with the task of establishing a practice consultant position that will aim to provide guidance to members with all non-complaint related inquiries.
- Under the leadership of Susan Summers and Noreen Donnell, a comprehensive set of guidelines for the ethical promotion of music therapy was completed. These are

currently being translated and will be made available to the membership when translation is complete.

- We continue to move forward with new projects such as the completion of the changes to our disciplinary and appeals procedures in order to streamline and modernize our processes. We hope this work will be completed this year.
- The ethics chair has begun discussions related to the revision of the code of ethics, and we hope to have a team of people assembled in the coming months to begin this important project.

CAMT Board of Directors and Staff 2017 – 2018

PRESIDENT – Elizabeth Eldridge

VICE PRESIDENT – Lara Robinson

SECRETARY/TREASURER – Rose Power

ADVOCACY CHAIR – Susan Summers

CERTIFICATION CHAIR – Kiki Chang

CONTINUING EDUCATION CHAIR – Tiana Malone

ETHICS CHAIR – Cynthia Bruce

MANAGER OF OPERATIONS – Pam Lansbergen

Provincial Association Reports

AAMT

- Membership: Currently have 61 members.
- 2017 AAMT Regional Conference was held at Acadia University and very well attended by students, interns, and MTA's. It was a pleasure to have Jennifer Buchanen as our Keynote speaker. A very inspiring day with excellent presentations!
- Bursaries: AAMT disbursed two CE bursaries and two student bursaries in 2017. An internship bursary has been added for the 2018 disbursement.
- Wage and Advocacy Document: AAMT has updated the previous "Salary Grid" to a "Wage and Advocacy" document which acts more as a guide to MTA's for establishing new contracts and employment opportunities at a reasonable starting wage (suggested) while advocating for the profession and standards of practice.
- AAMT Brochure: currently creating a new brochure to reflect updates in practice, resources, and contact information.
- Preparing for board nominations in October 2018.
- Katherine Lowings, President Elect, will be taking over the AAMT Presidency in October 2018.
- AAMT is very excited for the 2018 CAMT National Conference in St. John's, NL!

It has been a pleasure to be a part of the AAMT and to serve on the board. I wish to thank all AAMT members and those who have volunteered on the board and committees. It has been an enriching experience!

Susan LeMessurier Quinn, MMT, MTA
AAMT President

AQM

The newsletter continues to be well received by members, giving them a brief overview of what is going with the AQM throughout the year.

We worked on updating our current salary scale tool, which should be completed in 2018.

We incurred deficits for all of our workshops this year, using the profits from the 2016 AQM conference to fund them. We have noticed a decrease in participation in the workshops offered over the last few years, and have had discussions on how to encourage membership to make it to the workshops.

Our regional development committee was taken up this year after a few years of no activity. The committee is looking into resources to helping music therapists who live outside of Montreal, find and maintain work.

We will be updating our pamphlet in 2018, and spent 2017 looking for a graphic designer and discussing what changes we wanted to make.

In an effort to give private practitioners the possibility of giving insurance receipts to their clients, we have partnered with the Association Québécoise des thérapeutes naturels (Québec Association of Natural Therapists), allowing our members to become part of their association at a reduced rate. This partnership is currently a pilot project that will last one year and will be reevaluated next year.

Tanya Lavoie MMT, MTA
AQM President

MTAO

This has been a great year for the MTAO. The annual Student/Intern/Supervisor Conference in October 2017 and Annual Conference AGM in February 2018 were well attended. We welcomed new board members and are looking forward to running the upcoming year with a full board and committee members! The MTAO hosted its first business skills webinar seminar series for members in the month of November. An online venue and Pay-What-You-Can fee were chosen so that the seminars were accessible to all members regardless of their locations or financial situations. We are planning to offer more events like this in the upcoming year.

The update of MTAO documents is going well. The board manual revisions, which included policies and procedures, were finally completed in the fall with a procedure to keep it regularly updated and to prevent it from becoming too large of a project in the future. The MTAO strategic plan, which is posted on the MTAO website, was updated in November. We also developed a social media protocol for the public relations chair. For the upcoming year we are going to begin the by-law project, which was postponed to ensure that previously started projects were completed, and also develop a media response/in-service package for MTAO members.

We continue to raise awareness for music therapy in Ontario by providing presentations about music therapy and the MTAO to schools and responding to requests for interviews about music therapy from the public. In February, the MTAO participated in the High Notes Gala - a mental health awareness event - and are partnering with the same organization for an event in the upcoming year. The MTAO continues to stay engaged in matters relating to the CRPO and maintain its connection to the OAMPH.

We are excited have provided bursaries for 2 - MTA and 2 - Student MTAO members for the CAMT conference this year!

I would like end this report by expressing my gratitude to all MTAO board members, committee members, regional representatives, and other volunteers, whose hard work and dedication has made the MTAO flourish!

Julia Beth Kowaleski, MA MTA NMT
MTAO President

MTAM

This year, MTAM had a theme of Cultural Diversity that we incorporated into our student events, and continuing education opportunities. We were thrilled to be able to bring in guest speakers to help further educate our members about what Syrian Refugees go through and how we can better prepare ourselves in our approach styles within our private practices, when working in this population. We also had a chance to meet and listen to one family's moving story in coming to Canada.

March was also a busy month for MTAM, as we generated a lot of awareness for our profession in Manitoba for Music Therapy Awareness Month. From Facebook ads, to radio broadcasts, to television interviews, our members worked hard at increasing the public's understanding of our profession. The month ended with a free coffee house event, where members got to express their talents as musicians for our community.

In the behind the scenes, MTAM was also busy updating policies and procedure guidelines, converting everything into new updated computer files, updating our Website, and expanding our social media presence.

Thank you again for another amazing year!

Jaclyn Sorenson, BMT, MTA, MT-BC, NMT
President of MTAM

MTAS

The Music Therapy Association of Saskatchewan met in September for our Annual General Meeting and continuing education event. This year's meeting resulted in a few changes in board positions, and the new board is moving forward, building on the previous years' work.

Although we remain small in numbers we have had an exciting increase in interns and new therapists in SK. MTAS is happy to welcome these new therapists (back home) and are anticipating a burst of music therapy growth in our cities. It has been several years of demand outstripping therapists so we are excited that music therapy will be offered to SK residents more readily.

We continue to offer multiple internship opportunities with skilled, experienced therapists in both private practice and organizationally based work. Please contact mtas@musictherapy.ca if you are interested in exploring Saskatchewan's opportunities.

Lana Wilkinson
President, MTAS

MTAA

Activities of the Alberta Board include:

- Hosted a Music Therapy booth at the Music Care Conference in Edmonton, and at two local music events.
- Worked with Music Heals, as they branch out into Alberta. Helped host fundraisers and develop funding relationships to support local MT programs.
- Member Services: Ongoing Job Referrals, a successful CE Day in Red Deer, Ethics Committee responded to individual member inquiries and cases of misrepresentation.
- Advocacy for music therapy positions. Discussions with MTA members and public stakeholders on the difference between music therapy and other music programs such as music care.
- Approved our membership and commitment to FACT-AB (Federation of Associations of Counselling Therapists, of Alberta), and were very involved in a campaign to lobby the

government for Regulation of Counselling therapists to be part of the Legislative agenda.

- Provided a Webinar on Regulation for our members (September 2017)
- Updated our website /social media to keep members informed.

I wish to thank all the board members for their dedication and work this busy year!

Sheila Killoran MA, MTA, FAMI
President for Music Therapy Association for Alberta

MTABC

I would like to extend a heartfelt thank you to everyone on the board for all their wonderful energy and commitment to the MTABC. This year has brought with it wonderful highs and some sadness as we bid farewell to one of our founders, Carolyn Kenny. It was beautiful to see all the thoughtful and wholehearted tributes to her life and her bountiful body of work in the last publication of the Drumbeat. We will miss her very much.

The year was also full of successes and our city hosted two excellent conferences by the CAMT and our own MTABC and it was also inspiring to meet the other provincial association presidents at the CAMT conference president's meeting as well as connecting with the president and president elect of the CAMT. Both the CAMT and the MTABC are putting time, effort, and resources into music therapy advocacy campaigns over the next few years and we are fortunate to have Susan Summers spearheading these efforts as she sits on both boards in an advocacy role. At our provincial conference, I also had the opportunity to moderate our panel discussion employee verses contractor positions and the overall topic of running the business side of a music therapy practice.

Music Heals put on a spectacular Gala this fall and we were thrilled to see the amount of support the people of Vancouver show for music therapy! The stories filled the room with hope and the music lifted our hearts. We are so grateful to have such an enthusiastic organization on the side of Music Therapy!

I attended the HSA Professional Associations meeting in December and learned about their new initiative addressing excessive workloads in the health industry professions. They will be releasing their new report on this topic in 2018.

This year we will have our 3rd bi-annual board visioning retreat and we will look forward to working with our new board members to hear their vision for the future!

Katherine Deane BMT MTA
President MTABC

SUMMARY OF FINANCIAL REVIEW

Canadian Association of Music Therapists Financial Statements For the Year Ended December 31, 2017 (Unaudited)

Independent Practitioner's Review Engagement Report

To the shareholders of

Canadian Association of Music Therapists

We have reviewed the accompanying financial statements of Canadian Association of Music Therapists that comprise the statement of financial position as at December 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.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Canadian Association of Music Therapists as at December 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.

Chartered Professional Accountants

**Canadian Association of Music Therapists
Statement of Revenue, Expenses and General Reserve**

Year Ended December 31, 2017

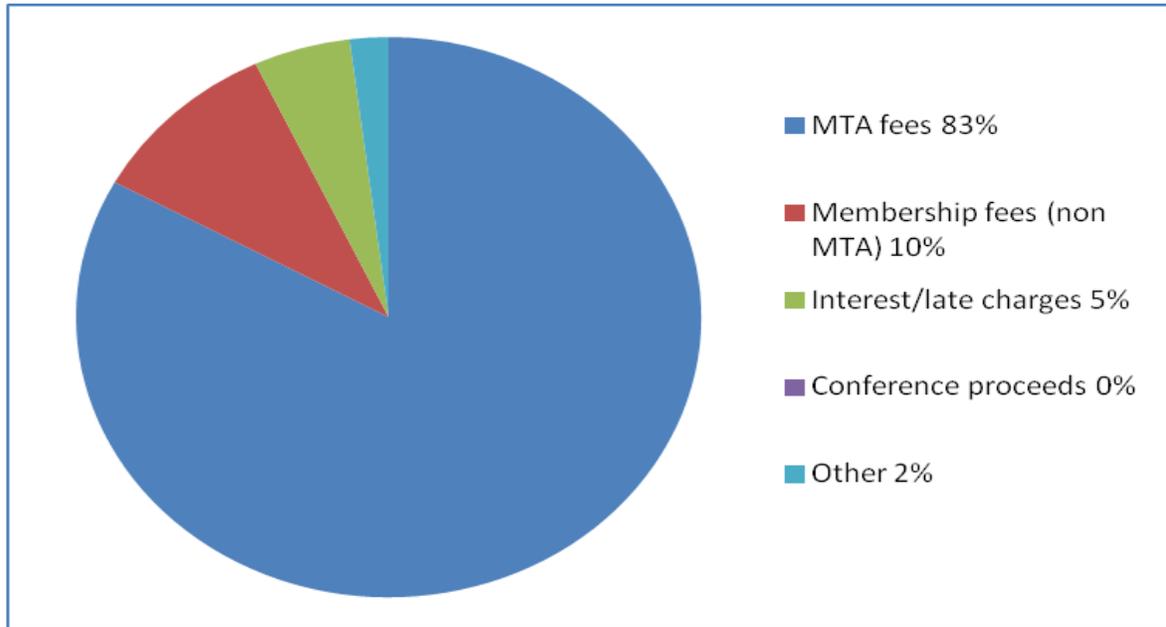
(unaudited)

	2017	2016
Revenue		
MTA fees	\$ 107,424	\$ 72,885
Membership fees (non MTA)	12,122	25,063
Interest and late charges	3,919	2,737
Interest Income	2,221	2,489
Proceeds from conference	-	9,754
Library subscription	1,092	3,190
Other /Autre	2,059	1,644
	128,837	117,762
Expenses		
Amortization	541	405
Amortization of tangible assets	2,561	2,561
Bursaries	2,500	2,500
Bank charges and interest	671	1,722
Meetings	8,185	8,990

Net expenses from conference	2,619	-
Insurance	1,143	1,164
Office and sundry	55,665	70,233
Postage and courier	1,254	3,526
Printing and photocopies	6,885	10,160
Professional fees	15,306	5,405
Public Relations and marketing	29,524	12,995
Rent	9,618	8,799
Telephone, fax and internet	10,942	4,039
Translation cost	12,788	10,254
Travel	14,263	13,751
	174,465	156,504
(Deficiency) of Revenue over Expenses	<u>\$ (45,628)</u>	<u>\$ (38,742)</u>
OTHER INCOME		
Interest	2,221	2,489
DEFICIENCY OF REVENUE OVER EXPENSES	(45,628)	(38,742)
General Reserve - beginning of year	<u>\$219,156</u>	<u>\$257,898</u>
General Reserve - end of year	<u>\$173,528</u>	<u>\$219,156</u>

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REVENUE



EXPENSES

