



2017

ANNUAL REPORT

Ontario Society of 
Medical Technologists



Ontario Society of Medical Technologists

**Dear Members,
Stakeholders and Partners,**

It has been a transformative year at the OSMT. The introduction of new leadership has allowed the Board of Directors to look at the society from a different lens of a fluorescent microscope, so to speak.

As a team we have experienced and participated in a complete transformation of how the society looks and operates. The Board of Directors invested their time looking at how they govern the society. A complete modernization of our very ancient by-laws started in 2017 and will continue into 2019.

This year we focused on relationships. Our team invested time in members, stakeholders, partners, educators and students. Through a wide variety of feedback mechanisms, we were able to listen to what you had to say.

We then spent the year building our foundation. Through the implementation of a new website, membership database and social media tools, the communication and interaction with our membership has increased tremendously.

Our society is nothing if not for the passion, participation and involvement of our members, stakeholders and volunteers. I encourage you to read through our Annual Report and share the accomplishments we have achieved together.

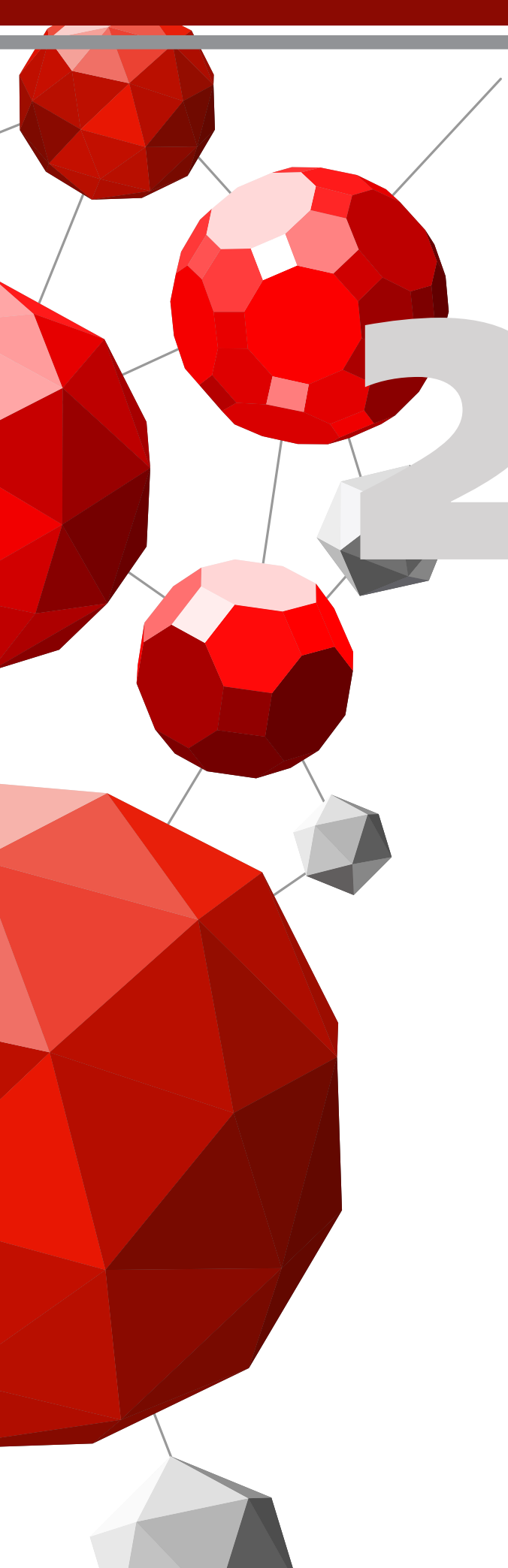
We have only begun.



Karim Bhaloo, BSc, MLT, President 2017



Michelle Hoad, Executive Director 2017



2017

ANNUAL REPORT

The Ontario Society of Medical Technologists (OSMT) is a non-profit health professional organization founded in 1963 with more than 2600 members across the province. The OSMT represents the interests of Medical Laboratory Professionals in Ontario with government, regulatory bodies, educational institutions, health-care professions and other stakeholders.

Mission

Advocate for medical laboratory professionals and facilitate the advancement of collaborative practice to provide quality diagnostic information and improve health care.

Vision Statement

Recognition of medical laboratory professionals as critical team members in diagnosis and lifelong health.

Values Statement

Collaboration with integrity and respect.

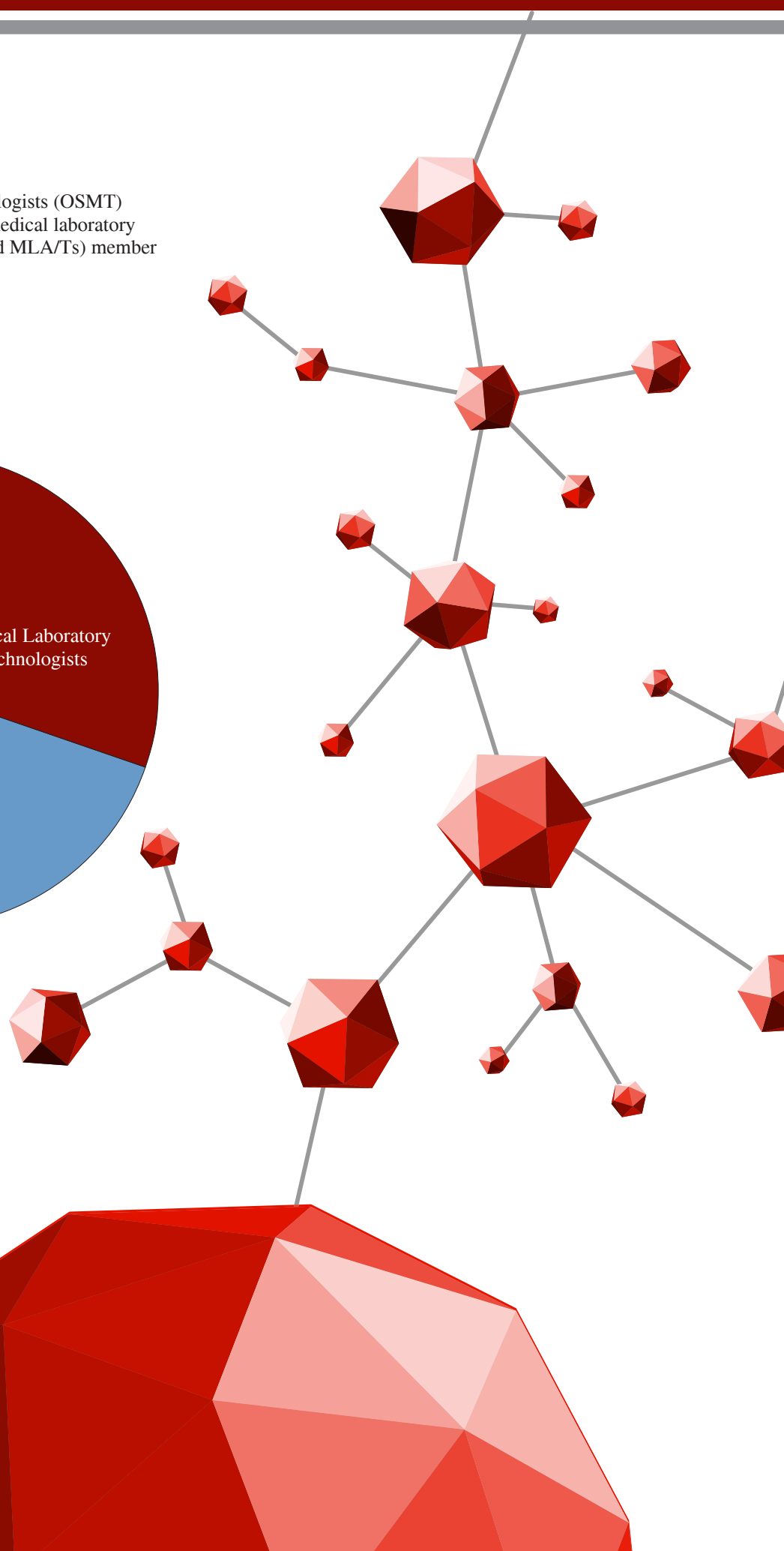
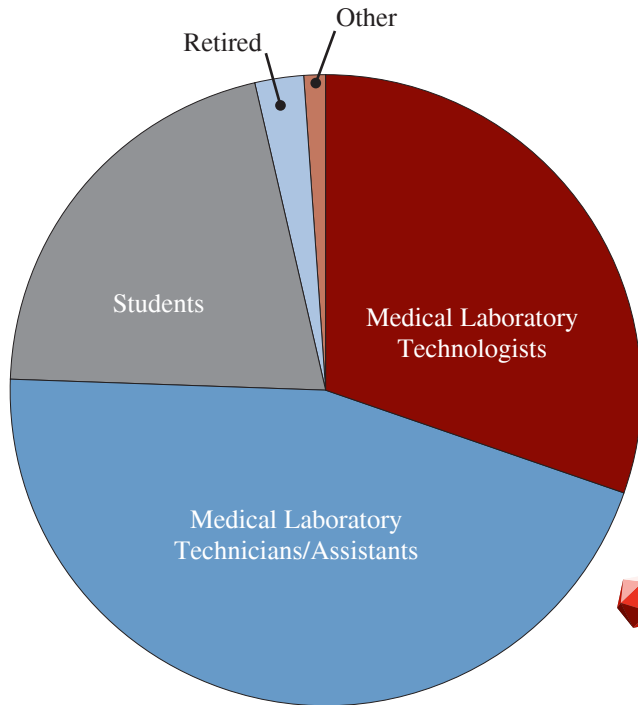
2017 REVIEW

Board Members

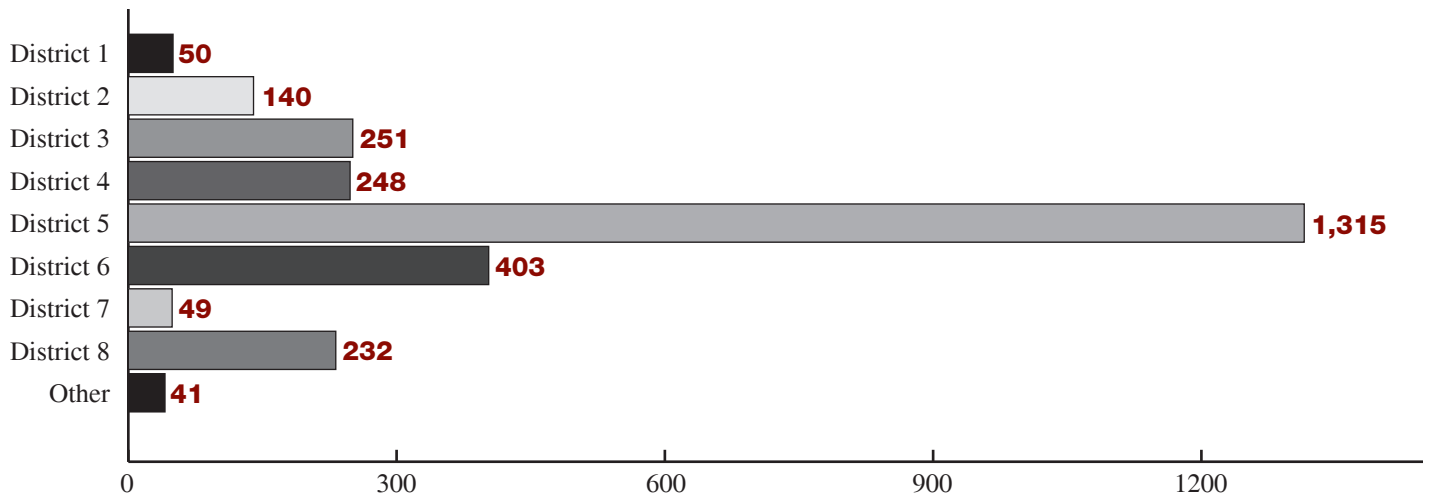
The Ontario Society of Medical Technologists (OSMT) Board of Directors is comprised of 13 medical laboratory professionals (combination of MLTs and MLA/Ts) member volunteers elected by the membership.

Membership

Total Members = 2,639



LOCATION OF MEMBERS



OSMT ON THE MOVE: Visiting members, stakeholders and partners



OPERATIONS

An operational review of OSMT was conducted in 2017. The office underwent a complete overhaul, which included a review of the Certification/Exam, Membership services, Education, and Human Resources processes and policies. We moved all financial processes online.

In June we implemented a new company website, which provides a new look and feel to the OSMT. Website visits have increased by 50%.

In September we implemented a new membership database called Eudonet. More than 40% of members renewed their membership online. This quick, easy process makes membership renewal simple and effective.

We hosted a committee that was tasked to review the *Advocate*. Recommendations were made to update and refresh the content and layout.

Membership participation increased with the introduction of our Pin Project. This initiative encouraged members to collect pins as they participated in OSMT events.

We increased our social media presence through contests on Facebook, and interaction with members through Twitter, LinkedIn and Instagram.

COMMUNICATIONS

29
communications
sent through
Vertical Response



Average mail out: 2,742 people



1,395
Facebook Likes
(Dec. 31, 2017)

+312 new page likes from Jan. 1, 2017
Average daily post reach: 615 people
Average 28-day post reach: 6,784
Average daily impressions: 1,322
Average 28-day impressions: 37,021

23,857
emails opened



79,521
emails sent

Average emails opened: 30%,
5% clicked the emails, 0.01% unsubscribed

MLA/T STAKEHOLDER FORUM

On September 9th, 2017, OSMT hosted the Medical Laboratory/Technician (MLA/T) Stakeholder Forum. This group of over 50 participants discussed the current state of MLA/Ts in Ontario. Through a variety of presentations and collaborative conversations, informative feedback was obtained to share with the Board of Directors to assist them with future direction of the society.

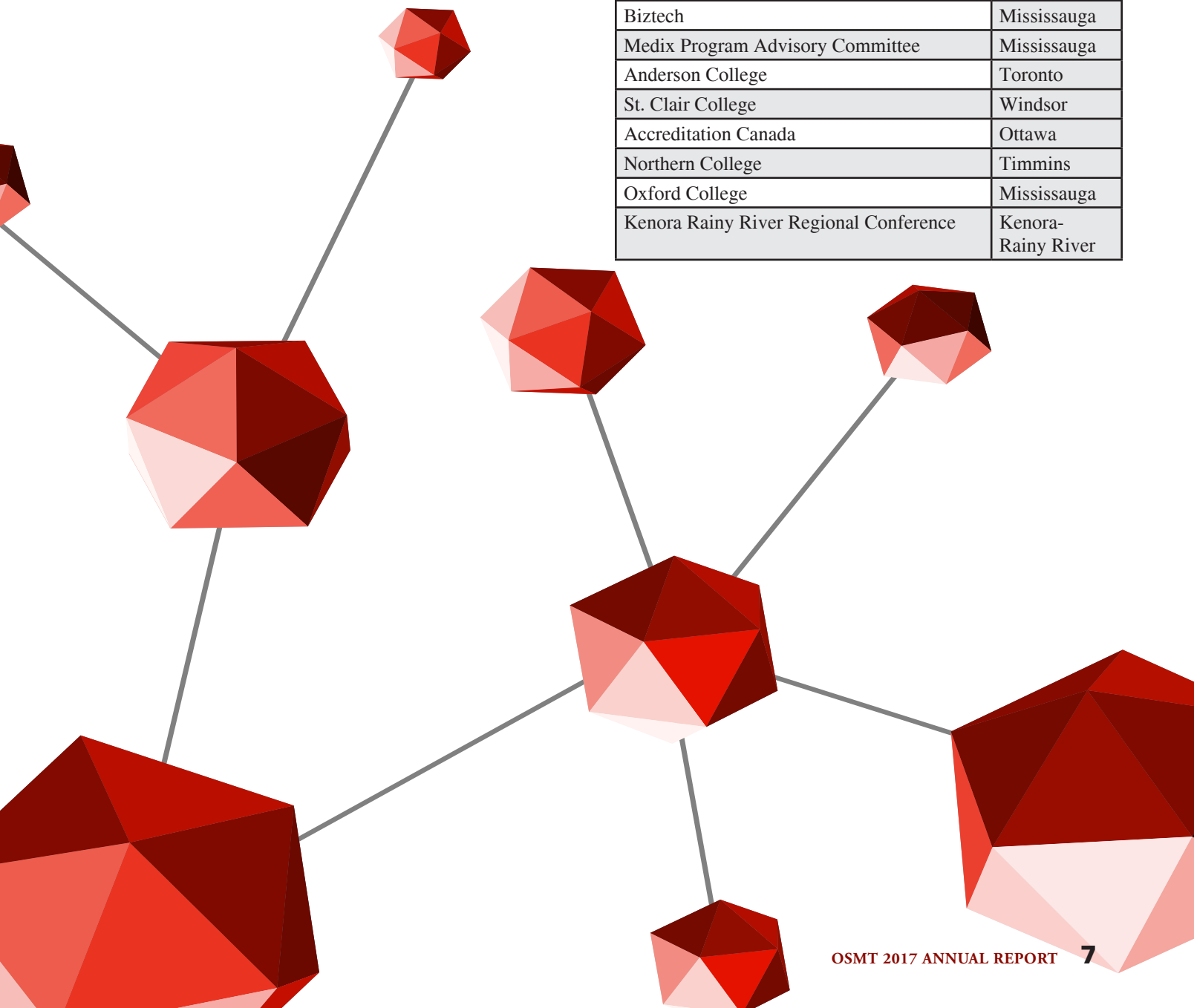
GOVERNANCE

The Board of Directors worked with a governance consultant to review how the board governs the society. A complete review was conducted which resulted in changes to the OSMT by-laws and new Board Policies. This process is anticipated to take two years to complete.

STAKEHOLDER MEETINGS

OSMT is invited to and participates in a variety of meetings on behalf of medical laboratory professionals in Ontario.

IQMH Stakeholder Forum	Toronto
Ministry of Health and Long-Term Care, Genetics Branch (MOHLTC)	Toronto
Coalition of Registered Professional Health Associations	Toronto
Humber Region Hospital	Toronto
Victoria Hospital	London
Medix College	Brampton
Medix College	London
OAMRS	Hamilton
CMLTO	Toronto
Biztech	Mississauga
Medix Program Advisory Committee	Mississauga
Anderson College	Toronto
St. Clair College	Windsor
Accreditation Canada	Ottawa
Northern College	Timmins
Oxford College	Mississauga
Kenora Rainy River Regional Conference	Kenora-Rainy River



AWARD WINNERS

JIM BRAIDWOOD AWARD

The Jim Braidwood Outstanding Professional Award is given to the MLT or MLA/T who is highly regarded by professional colleagues for improving work life and professional practice through his/her passion for shared learning and development. Samantha Howe was the 2017 recipient.

MLT STUDENT AWARD

Karl Valdez – St. Lawrence College

MLA/T STUDENT AWARD

Jennifer Veneracion

Medix College of Healthcare – Scarborough Campus

COMMITTEES

Ontario Association of Medical Laboratories
Scholarship Committee

Allied Health Professional Development Fund
Steering Committee (AHPDF)

Canadian Society Medical Laboratory Sciences
Government Relations and Public Relations Committee

CONTINUING EDUCATION

OSMT changed their model for providing educational events. Research has indicated that large multi-day conferences are on the decline. In 2017 OSMT offered education days within member communities. The intent is to offer more days throughout the year. This allows members to stay local for education and not have to take vacation to fill their continuing education needs.

OSMT CONNECT

TORONTO

103
attendees

5
sponsors



NEWMARKET

102
attendees

5
sponsors

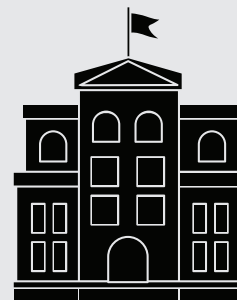
CERTIFICATION

In 2017 OSMT continued to offer the MLA/T Exam to students from more than 25 educational institutions across the province. OSMT received 927 applications and certified over 500 new MLA/Ts.

MLA/T EXAM

25

educational
institutions



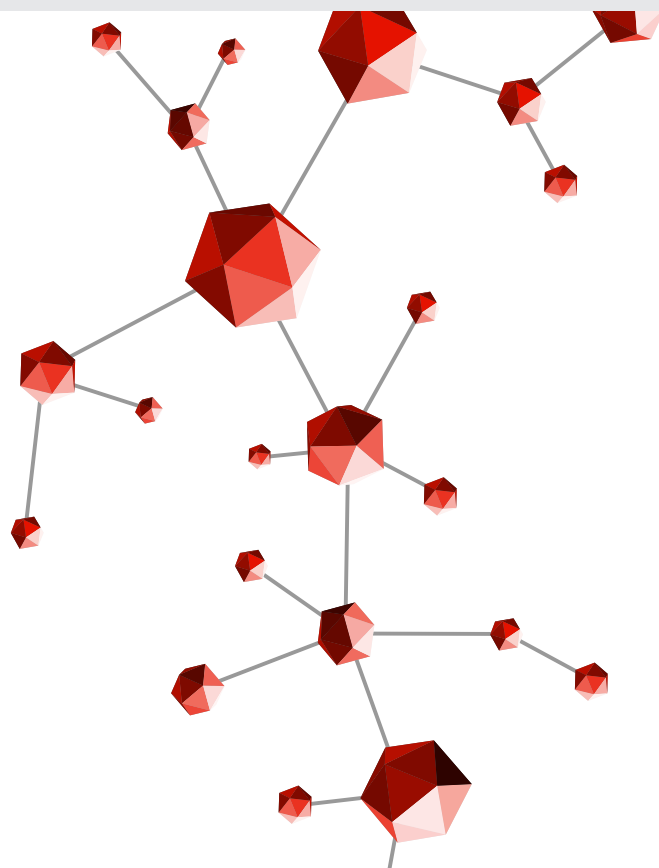
over 500
new MLA/Ts
certified



927
applications
received

OSMT partnered with Centennial College and has developed the first of six courses, the first being OSMT Professional Practice – designed to help MLA/Ts achieve success on the Ontario Society of Medical Technologists (OSMT) Certification Exam. This fully-online self-paced course allows users to understand the subject matter at their own pace to ultimately gain a solid understanding of the content.

OSMT's ongoing commitment with MediaLab enables access to over 110 free courses to members.



BOARD OF DIRECTORS



Karim Bhaloo, MLT, BSc.
President, and Director at Large



Robert Scheuermann
Vice President, and District 8



Jim Uliana
District 1



Aline Letourneau
Secretary, and District 2



Debi Robertson
District 4



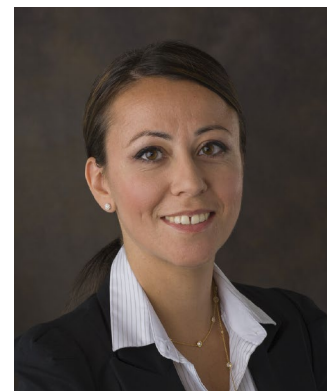
Jasmine Wong
Treasurer, and District 5



Greg Young
*Past President, and
Director at Large*



Conrad Begin
Director at Large



Liz Sacino
Director at Large MLA/T

INDEPENDENT AUDITORS' REPORT

To the Members of
Ontario Society of Medical Technologists

Report on the Financial Statements

We have audited the accompanying financial statements of Ontario Society of Medical Technologists, which comprise the statements 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.

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 organization'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 organization'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 Ontario Society of Medical Technologists 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.

KRIENS-LAROSE, LLP
Krisna - J. Novak
Chartered Professional Accountants
Licensed Public Accountants

Toronto, Ontario
April 27, 2018

**ONTARIO SOCIETY OF MEDICAL TECHNOLOGISTS
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2017**

	2017	2016
	\$	\$
ASSETS		
CURRENT		
Cash	1,147,029	326,465
Investments (Note 2)	688,372	1,720,654
Accounts receivable	2,261	2,613
Prepaid expenses	16,539	19,478
	1,854,201	2,069,210
INVESTMENTS (Note 2)	38,150	-
EQUIPMENT (Note 3)	29,102	4,696
	1,921,453	2,073,906
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	22,107	24,894
Deferred revenue (Note 4)	176,451	145,782
Government remittances payable	16,473	24,817
	215,031	195,493
NET ASSETS		
Unrestricted net assets	756,422	928,413
Program Development Fund (Note 5)	700,000	700,000
Reserve for General Operations (Note 5)	250,000	250,000
	1,706,422	1,878,413
	1,921,453	2,073,906

APPROVED ON BEHALF OF THE BOARD:

Robert Shawman, Director, *Robert Shawman*, Director

ONTARIO SOCIETY OF MEDICAL TECHNOLOGISTS
STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2017

	2017	2016
	\$	\$
REVENUES		
Membership fees	250,276	250,058
Laboratory Assistant Certification Program	192,737	229,141
Education events	24,384	16,629
Members services	22,779	26,532
Interest income	14,127	24,377
ADVOCATE and publications	1,976	3,671
Unrealized investment income	2,608	(6,969)
	508,887	543,439
EXPENSES		
Administrative (Schedule II)	483,861	363,163
Operating (Schedule I)	179,414	148,697
Financial (Schedule III)	17,603	9,678
	680,878	521,538
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FOR THE YEAR	(171,991)	21,901

ONTARIO SOCIETY OF MEDICAL TECHNOLOGISTS
SCHEDULES TO STATEMENT OF OPERATIONS
 FOR THE YEAR ENDED DECEMBER 31, 2017

	2017	2016
	\$	\$
SCHEDULE I		
Operating Expenses	42,360	20,367
Board and committee meetings	30,553	27,660
Laboratory Assistant Certification Program	30,319	37,464
ADVOCATE and publications	27,163	19,261
Members insurance	22,923	34,466
Membership and public relations	22,096	-
Education events	4,000	-
Professional development	-	9,479
Convention and trade show	-	-
	179,414	148,697
SCHEDULE II		
Administrative Expenses		
Salaries and benefits	362,159	271,187
Rent	40,254	39,881
Office and supplies	26,978	19,745
Leases	22,489	17,310
Consulting	15,351	1,400
Amortization	9,578	6,895
Postage	3,455	1,462
Telephone	2,109	2,087
Miscellaneous	1,127	1,854
Recruitment	361	1,342
	483,861	363,163
SCHEDULE III		
Financial Expenses		
Audit and legal	14,068	5,970
Insurance	3,535	3,708
	17,603	9,678

The complete audited financial statements are available from the OSMT office upon request.



Ontario Society of
Medical Technologists

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For further information, please contact:
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