

College of Chiropractors of Ontario's DEI Audit and Recommendations
Progress Report of the Approved DEI PLAN
 June 2023

The College Performance Measurement Framework (CPMF) included areas of reporting that referenced Diversity, Equity and Inclusion (DEI). As a result, CCO undertook an audit of current DEI practices to identify gaps and make recommendations for short- and long-term goals for DEI and created a DEI Plan that was approved by Council on April 20, 2022.

In keeping with CCO's commitment to DEI, a review of the 2022 DEI Plan was conducted to ensure forward momentum with achieving the goals outlined in the 2022 DEI Plan, the results of which are included in this Progress Report of the Approved DEI Plan.

Short-Term Goals (0-6 months)

<p>STANDARDS OF PRACTICE, POLICIES, AND GUIDELINES</p>	<p>LANGUAGE</p> <p>Completed:</p> <ul style="list-style-type: none"> - Each committee continues to review all applicable standards of practice, policies, and guidelines utilizing a DEI lens. - In 2022, <i>S-002: Record Keeping</i> was amended, with the removal of "gender" as a requirement for record keeping. Members are now required to obtain "demographic information as necessary". <p>Recommended:</p> <ul style="list-style-type: none"> - It is recommended that Council seek advice from Communications Experts regarding the proper usage of pronouns ("they/them" vs. "he/him/she/her") and titles (Mr./Mrs. vs. Mx) for forms of communication by CCO.
	<p>HANDOUTS</p> <p>Completed:</p> <ul style="list-style-type: none"> - Upon request, CCO is able to provide documents using Adobe Acrobat PDF formatting so that individuals can allow zoom in/increase the font, as necessary. This format is also compatible with screen readers or audio devices/software. - CCO is able to send copies of PowerPoint slides in high contrast, upon request.
<p>TRAINING</p>	<p>Completed:</p> <ul style="list-style-type: none"> - CCO incorporated DEI training during its 2022 Strategic Planning and will continue this training during its next Strategic Planning.

DEI COMMITTEE	<p>Completed:</p> <ul style="list-style-type: none"> - CCO staff comprises of three (3) DEI Ambassadors. <p>Recommended:</p> <ul style="list-style-type: none"> - Council may wish to discuss the need for a DEI Committee and if so, should consider core competencies, lived experiences, etc.
AWARENESS	<p>Completed:</p> <ul style="list-style-type: none"> - CCO has added a land acknowledgement on its website and states this acknowledgement at the start of each Council meeting. College of Chiropractors of Ontario (cco.on.ca) - CCO staff continues to increase their cultural and social awareness with ongoing “lunch and learn” sessions. A DEI calendar has been acquired to help increase awareness of various significance.
WRITTEN COMMUNICATION	<p>Completed:</p> <ul style="list-style-type: none"> - CCO is cognizant of the need to utilize language that is "people first", strength-based, and does so with its communication with its members and the public. - The Conflict of Interest and Code of Conduct documents have been reviewed through a DEI lens. <p>Recommended:</p> <ul style="list-style-type: none"> - It is recommended that Council seek advice from Communications Experts regarding the proper usage of pronouns ("they/them" vs. "he/him/she/her") and titles (Mr./Mrs. vs. Mx) for forms of communication by CCO. This may also include the usage of preferred pronouns within one's email signature. - QA Committee/Council may wish to consider amending the <i>Partnership of Care</i> to reflect members’ and patients’ responsibilities with respect to DEI.
COUNCIL AND COMMITTEE MEMBERS	<p>Completed:</p> <ul style="list-style-type: none"> - Council’s Core Competencies reflect the need for members to maintain competencies regarding DEI. <p>Recommended:</p> <ul style="list-style-type: none"> - Council may wish to consider the requirement that one Council member be French speaking. This individual may also be a member of the Discipline Committee to allow for the option of conducting hearings in French.

Long-term Goals (6-12 months)

<p>MEETINGS/HEARINGS</p>	<p>Completed:</p> <ul style="list-style-type: none"> - Council meetings are hybrid. For those attending in person, microphones are utilized to help with audio. Hardcopy and electronic packages can be modified for those who require an accommodation for vision. For those attending online, CCO utilizes a 360-degree camera, microphone, and speaker system to improve the virtual experience. - If necessary, Council is able to acquire an interpreter for meetings/hearings. - Council meetings begin with a land acknowledgement. <p>Recommended:</p> <ul style="list-style-type: none"> - Council may wish to consider the option of having a closed caption option for those attending virtually.
<p>WEBSITE</p>	<p>Recommendations:</p> <ul style="list-style-type: none"> - Council may wish to consider upgrading its website to accommodate those with impaired vision (i.e. the option to view the website in high contrast or convert the text to audio). - Council may wish to review the website to ensure that the language can be understood by general public.

Other Initiatives/Ideas:

<p>PEER AND PRACTICE ASSESSMENTS</p>	<p>Completed:</p> <ul style="list-style-type: none"> - Members may have their assessments conducted in French, upon request.
<p>PEER MENTORING</p>	<p>Completed:</p> <ul style="list-style-type: none"> - Members who are to participate in this program are given the opportunity to choose their mentor. - Members may have their mentoring conducted in French, upon request.
<p>COMMUNITY</p>	<p>Completed:</p> <ul style="list-style-type: none"> - CCO office has installed lighting to project, from the north and east facing windows, a variety of colours to the community – i.e., the colours of the Pride Flag will be projected during the Pride Parade. - In support of an inclusive workplace, inquiries are being made to hire a differently abled person to assist with the meal serving and cleanup at Council and Committee meetings.

	<p>Suggested:</p> <ul style="list-style-type: none">- Organize a staff and council volunteering event – i.e., prepare and serve a meal at Covenant House or St. Thomas' Church, sort food at Daily Bread Food Bank, etc.¹
RESOURCE LIBRARY	<p>Suggested:</p> <ul style="list-style-type: none">- Create a web portal or section of the website dedicated to DEI. This could include a resource page for members to access DEI papers, information, etc.

¹ In some instances, there is an associated cost to an event like this.