

## Discipline Committee

### 2024 Annual Report

## Introduction: Role of the Committee

The Discipline Committee (“the Committee”) supports the College’s commitment to the public to address concerns about practice and conduct.

## Executive Summary

### A. Panel Activities

#### 1. Completed Matters<sup>1</sup> (Table 1)

Disciplinary matters are resolved by way of non-contested or contested hearings. Matters are completed when:

- all allegations are withdrawn or dismissed;
- no findings of professional misconduct and/or incompetence are made by a panel;
- findings of professional misconduct and/or incompetence are made, and a penalty is ordered;
- all allegations are stayed indefinitely;
- reinstatement requests are granted, not granted or abandoned; and
- removal of information requests are granted, not granted or abandoned.

In 2024, the Committee panels made findings of professional misconduct in 63 matters involving 63 members. Three matters were withdrawn. In addition, two matters were indefinitely stayed and are being considered as completed matters as no further action is necessary. In total, 68 matters were completed in 2024.

#### (a) Non-contested Matters (Table 2 and Table 3)

53 matters were completed by panels accepting agreed statements of facts and/or joint submissions on penalty presented by the College and the member. This represents 77.9% of all completed matters. On average, 0.6 hearing days<sup>2</sup>

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<sup>1</sup> The number of completed matters reported in this report will differ from the number in the College Performance Measurement Framework (“CPMF”) report to the Ministry due to a difference in the definition of when a matter is completed.

<sup>2</sup> A hearing day is approximately seven hours.

were required per matter.

(b) Contested Matters (Table 2 and Table 3)

10 contested matters, involving a total of 11.5 hearing days, were completed. The number of hearing days for completed contested matters ranged from 0.25 days to 2.0 days with an average of 1.15 hearing days per matter.

(c) Penalty Orders (Table 4)

The Committee panels made penalty orders in 63 matters where findings of professional misconduct were made. The penalties that were ordered included:

- four revocations;
- 53 suspensions;
- 53 terms, conditions and limitations
- 63 reprimands

Terms, conditions and limitations ordered included monitoring and/or supervising of members' practices and members' education/remediation.

2. Hearing and Deliberation/Decision-Writing (Table 5)

The Committee panels met on 110.25 days for hearings, and eight and a half days for deliberation and decision-writing for 80 matters. The 110.25 hearing days includes 64.5 hearing days for 13 matters that are continuing in 2025. The 110.25 hearing days also included one day to hear four motions to withdraw allegations and one-half day to hear a motion to stay a proceeding.

The administration of reprimands commonly occurs immediately following hearings, and the time spent on this administration is included in the calculation of hearing days. In 2024, the Committee spent an additional 0.25 day administering a reprimand at one proceeding specifically convened for that purpose.

3. Release of Decision and Reasons (Table 6)

For agreement hearings, the Committee usually delivers its decision on the day of the hearing or within 24 hours after the conclusion of the hearing. Subsequently, the Committee releases its written reasons for decision ("reasons").

The Committee released 85 written reasons in 2024, some of which related to matters that were heard in 2023. The Committee Guidelines set out that the Committee's written reasons be released within 60 days of the conclusion of the hearing. The time for the release of the written reasons can be impacted by the volume and length of hearings conducted, the number of contested matters heard

and the complexity of the legal and evidentiary issues in those contested matters, or logistical issues, such as the availability of panel members. In 2024, due to a combination of these factors, the release of the majority of written reasons was after the 60-day guideline.

(a) Released decisions and reasons for non-contested matters (Table 7)

In three matters, the written reasons were released in 60 days or less.  
In two matters, the written reasons were released between 61 and 90 days, and  
in 68 matters, they were released in 91 days or more.

(b) Released decisions and reasons for contested matters (Table 7)

12 contested matters had written reasons released in 91 days or more.

## **B. Committee Activities**

### **1. Matters in Progress (Table 8)**

The number of matters in progress varies in relation to:

- the number and timing of matters referred;
- requests for postponements of hearings and pre-hearings;
- adjournments granted; and
- the length of time required for decision writing.

On December 31, 2024, 168 matters were in progress at various stages of the discipline process. Thirteen hearings were ongoing (includes two where panels were in deliberations on liability and one where the panel was in deliberations on penalty). Forty-four matters were scheduled for pre-hearings, 33 matters were scheduled for hearings and one motion hearing was scheduled for 2025. Forty-three pre-hearings were to be scheduled (includes 31 matters referred in the last two months of 2024). Nine hearings were in the process of being scheduled. Decision-writing was underway for 21 matters. Four hearings were adjourned.

## 2. Length of Time from Referral to Pre-Hearing/Hearing

The Committee Guidelines for matters moving through the discipline process require pre-hearings to be scheduled within four months and hearings to commence within nine months from the referral by the Inquiries, Complaints and Reports Committee ("ICRC"). The length of time from referral to a pre-hearing and hearing is affected by several factors, including:

- holding a matter in abeyance until the conclusion of related matters within the criminal justice system or other jurisdiction;
- a party retaining new legal counsel causing delay;
- challenges experienced by self-represented members;
- availability of key witnesses for hearing dates; and
- limited availability of the parties and legal counsel for pre-hearing and hearing dates.

### (a) Referral to Pre-Hearing (Table 9)

Of the 42 matters where pre-hearings were completed in 2024, four matters (9.5%) had pre-hearing conferences held within four months or less from the date of referral. The majority (71.4%) of pre-hearings were completed within five to nine months.

### (b) Referral to Commencement of Hearing (Table 10)

Of the 81 hearings that were scheduled in 2024, five hearings (6.2%) were scheduled in nine months or less from the date of referral from the ICRC and 27 hearings were scheduled between 10 and 12 months. 49 hearings were scheduled 13 months or more from the referral date.

### (c) Referral to Conclusion of Hearing (Table 11)

The average number of months from the ICRC's referral to the conclusion of a non-contested hearing was 14.2 months, with a range of nine to 27 months. The average number of months from referral to the conclusion of a hearing for contested matters was 19.7 months, with a range of nine to 35 months.

## **C. Discipline Committee Meetings**

An orientation session was held for new Committee members on April 25. The Discipline Committee & Fitness to Practise Committee met jointly on May 9 & 10 and October 25 for general orientation and education of Committee members. The May meeting was held in person while the October meeting was held virtually as a half-day session.

On June 13 two Committee members attended the Advanced “Conducting a Discipline Hearing Workshop” hosted virtually by the Health Profession Regulators of Ontario (HPRO). A Panel Chair’s Workshop was held on July 19 for Committee members in that role. A Decision Writing workshop was conducted on August 23, by an external facilitator.

## **Committee members:**

### **July to December 2024**

#### **(current committee)**

Lalitha Poonasamy, PM, Chair  
Lynda Carpenter, PM  
Tina Colarossi, NP  
Erin Cowan, RN  
Tim Crowder, PM  
Tanya Dion, RN  
Jean-Laurent Domingue, RN  
Lisa Donnelly, RN  
Sylvia Douglas, PM  
David Edwards, RPN  
Joe Farag, PM (till Oct. 2024)  
Grace Fox, NP  
Tomoko Fukushima, RN  
Carly Gilchrist, RPN  
Lynn Hall, RN  
Tyler Hands, RN  
Tammy Hedge, RPN  
Jane Hess, RN  
Nazlin Hirji, RN  
Michael Hogard, RPN  
Carly Hourigan, PM  
Samuel Jennings, RPN  
Jeffery Ko, RN  
Morgan Krauter, NP  
Amrutha Kumar, RN  
Sandra Larmour, PM  
Sarah Louwagie, RPN  
Marnie MacDougall, PM (till Nov. 2024)  
Mary MacNeil, RN  
Shannon Mantha, RN  
Jijo Mathew, RN

### **January to June 2024**

#### **(2023-2024 committee)**

Michael Hogard, RPN, Chair  
Janet Adanty, RN  
Andrea Arkell, PM  
Eloisa Busto, RPN  
Tina Colarossi, NP  
Tim Crowder, PM  
Jean-Laurent Domingue, RN  
Sylvia Douglas, PM  
Ramona Dunn, RN  
David Edwards, RPN  
Joe Farag, PM  
Grace Fox, NP  
Tomoko Fukushima, RN  
Carly Gilchrist, RPN  
Lynn Hall, RN  
Tyler Hands, RN  
Jane Hess, RN  
Nazlin Hirji, RN  
Carly Hourigan, PM  
Aisha Jahangir, RN (till Apr. 2024)  
Samuel Jennings, RPN  
Morgan Krauter, NP  
Sandra Larmour, PM  
Sarah Louwagie, RPN  
Marnie MacDougall, PM  
Mary MacNeil, RN  
Shannon Mantha, RN  
Benson Mathai, RPN  
Jane Mathews, RN  
Donna May, RPN  
Ian McKinnon, PM (till April 2024)

**Committee Members (contd.):**

**July to December 2024**

(current committee)

Jane Mathews, RN  
Ahamad Mohammed, RPN  
Edsel Mutia, RN  
Kerrie Naylor, RPN  
Shakhnoz Niezova, RN  
Patrycja Nowicka-Bujko, RPN  
Dayna Porco, RPN  
Susan Roger, RN  
Monica Seawright, RPN  
Matthew Secord, RN  
Andrew Sharpe, NP  
Simon-Matthew Bate, NP  
Emilija Stojisavljevic, RPN  
Sherry Szucsko-Bedard, RN  
Jacqueline Vlahos, RN  
Kimberly Wagg, RPN

**January to June 2024**

(2023-2024 committee)

Ahamad Mohammed, RPN  
Sharon Moore, RN  
Edsel Mutia, RN  
Kerrie Naylor, RPN  
Shakhnoz Niezova, RN  
Patrycja Nowicka-Bujko, RPN  
Lalitha Poonasamy, PM  
Susan Roger, RN  
Michael Schroder, NP  
Matthew Secord, RN  
Andrew Sharpe, NP  
Emilija Stojisavljevic, RPN  
Kari Van Kamp, NP  
Kimberly Wagg, RPN  
Terah White, RPN  
Ingrid Wiltshire-Stoby, NP

**Staff contacts:**

Marla Burstyn, Manager, Hearings  
Kurt Maben, Hearings Administration Coordinator  
Rebecca Glass, Decision Editor and Hearings Analyst  
Lesley Wright, Hearings Administrator  
Adrienne Kang, Hearings Administrator  
Saad Siddiqui, Hearings Administrator  
Vipa Pandya, Hearings Assistant

## STATISTICAL TABLES

### A. Panel Activities

Table 1. Completed matters

Matters with:	2020		2021		2022		2023		2024	
	#	%	#	%	#	%	#	%	#	%
Findings	53	93.0	46	97.9	75	94.9	69	88.5	63	92.6
All allegations withdrawn	3	5.3	1	2.1	3	3.8	6	7.7	3	4.4
All allegations dismissed	0	0.0	0	0.0	0	0.0	2	2.6	0	0.0
Reinstatement Abandoned	1	1.7	0	0.0	1	1.3	1	1.2	0	0.0
Stay of Proceeding	0	0.0	0	0.0	0	0.0	0	0.0	2	3.0
<b>Total</b>	<b>57</b>	<b>100</b>	<b>47<sup>3</sup></b>	<b>100</b>	<b>79</b>	<b>100</b>	<b>78</b>	<b>100</b>	<b>68</b>	<b>100</b>

Table 2. Types of completed matters

Completed cases	2020		2021		2022		2023		2024	
	#	%	#	%	#	%	#	%	#	%
Non-contested matters	46	80.7	36	76.6	73	92.4	60	76.9	53	77.9
Contested matters	7	12.3	10	21.3	2	2.5	11	14.1	10	14.7
All allegations withdrawn	3	5.3	1	2.1	3	3.8	6	7.7	3	4.4
Reinstatement Abandoned	1	1.7	0	0.0	1	1.3	1	1.3	0	0.0
Removal of Information Abandoned	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Stay of Proceeding	0	0.0	0	0.0	0	0.0	0	0.0	2	3.0

<sup>3</sup> For one matter, liability findings were made in 2020 but the penalty was heard in 2021

<b>Total</b>	<b>57</b>	<b>100</b>	<b>47<sup>4</sup></b>	<b>100</b>	<b>79</b>	<b>100</b>	<b>78</b>	<b>100</b>	<b>68</b>	<b>100</b>
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Table 3. Hearing days<sup>5</sup> for 2024 Completed matters

<b>Completed matters</b>	<b>Matters</b>	<b>Total days</b>	<b>Min. days/case</b>	<b>Max. days/case</b>	<b>Average days/case</b>
Non-contested matters	53	33.00	0.5	1.0	0.6
Contested matters	10	11.50	0.25	2.0	1.15
All allegations withdrawn matters	4	1.00	0.25	0.50	0.25
<b>Total</b>	<b>67</b>	<b>45.50</b>	<b>-</b>	<b>-</b>	<b>-</b>

Table 4. Penalty Orders

<b>Penalty Types</b>	<b>2020</b>		<b>2021</b>		<b>2022</b>		<b>2023</b>		<b>2024</b>	
	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
Reprimand	53	37.6	46	39.7	74	34.6	69	37.1	63	36.5
Suspension	41	29.1	32	27.6	67	31.3	55	29.6	53	30.6
Terms, conditions, limitations	41	29.1	32	27.6	67	31.3	55	29.6	53	30.6
Revocation	6	4.2	6	5.1	4	1.9	6	3.2	4	2.3
Fine	0	0.0	0	0.0	2	0.9	1	0.5	0	0.0
<b>Total</b>	<b>141</b>	<b>100</b>	<b>116</b>	<b>100</b>	<b>214</b>	<b>100</b>	<b>186</b>	<b>100</b>	<b>173</b>	<b>100</b>
<b># of matters with penalty orders</b>	<b>53</b>		<b>46</b>		<b>75</b>		<b>69</b>		<b>63</b>	

<sup>4</sup> Includes the matter where liability findings were made in 2020 but penalty was ordered in 2021

<sup>5</sup> A hearing day is approximately seven hours, measured in 0.25 day increments.



Table 5. Hearing and deliberation/decision-writing days

Activity days	2020		2021		2022		2023		2024	
	#	%	#	%	#	%	#	%	#	%
Hearings (including ongoing matters)	58	94.3	55.25	97.0	72.00	97.6	78.75	90.0	110.25	92.7
Hearing - Removal of Information Request	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Reinstatement hearings	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Deliberation/decision-writing	2	3.3	1.25	2.1	0	0.0	6.0	6.9	8.5	7.1
Administering Reprimands	1.5	2.4	0.5	0.9	1.75	2.4	2.75 <sup>6</sup>	3.1	0.25	0.2
<b>Total</b>	<b>61.5</b>	<b>100</b>	<b>57.0</b>	<b>100</b>	<b>73.75</b>	<b>100</b>	<b>87.50</b>	<b>100</b>	<b>119.00</b>	<b>100</b>
<b># of matters</b>	<b>57</b>		<b>47</b>		<b>83</b>		<b>87</b>		<b>80</b>	

Table 6. Time from conclusion of hearing to release of decision and reasons

Time	2020		2021		2022		2023		2024	
	#	%	#	%	#	%	#	%	#	%
60 days or fewer	2	8.0	1	1.4	3	5.1	0	0.0	3	3.5
61 days or more	23	92.0	71	98.6	56	94.9	54	100.0	82	96.5
<b>Total</b>	<b>25</b>	<b>100</b>	<b>72</b>	<b>100</b>	<b>59</b>	<b>100</b>	<b>54</b>	<b>100</b>	<b>85</b>	<b>100</b>

Table 7. Time from conclusion of hearing to release of decision and reasons in non-contested and contested matters

Time	Non-contested Matters		Contested Matters	
	#	%	#	%
60 days or fewer	3	4.1	0	0.0
Between 61 and 90 days	2	2.7	0	0.0
91 days or more	68	93.2	12	100.0
<b>Total</b>	<b>73</b>	<b>100</b>	<b>12</b>	<b>100</b>

<sup>6</sup> Includes 5 reprimands for matters with penalty orders prior to 2023

## B. Committee Activities

Table 8. Matters in progress on December 31, 2024

Matter Status	2020		2021		2022		2023		2024	
	#	%	#	%	#	%	#	%	#	%
Pre-hearing to be set	21	23.1	58 <sup>7</sup>	54.2	47	35.6	26	16.4	43 <sup>8</sup>	25.6
Pre-hearing scheduled	11	12.1	6	5.6	14	10.6	22	13.8	44	26.2
Hearing to be set	1	1.1	4	3.7	8	6.0	18	11.3	9	5.4
Hearing scheduled	21	23.1	13	12.2	31	23.5	41	25.8	34	20.2
Hearing in progress	0	0.0	1	0.9	3	2.3	3	1.9	10	5.9
Deliberation	0	0.0	0	0.0	0	0.0	2	1.3	3	1.8
Decision-writing	35 <sup>9</sup>	38.4	11	10.3	26	19.7	42	26.4	21	12.5
To be determined	1	1.1	1	0.9	0	0.0	0	0.0	0	0.0
Adjournment	1	1.1	13	12.2	3	2.3	5	3.1	4	2.4
<b>Total</b>	<b>91</b>	<b>100</b>	<b>107</b>	<b>100</b>	<b>132</b>	<b>100</b>	<b>159</b>	<b>100</b>	<b>168</b>	<b>100</b>

Table 9. Time from referral to pre-hearing

Time	2023		2024	
	#	%	#	%
4 months or less	2	5.1	4	9.5
5-9 months	28	71.8	30	71.4
10-12 months	9	23.1	3	7.1
13 months or more	0	0.0	5	12.0
<b>Total</b>	<b>39</b>	<b>100</b>	<b>42</b>	<b>100</b>

<sup>7</sup> includes 55 matters that were referred between November and December 2021

<sup>8</sup> Includes 31 matters that were referred between November and December 2024

<sup>9</sup> includes one Decision on Liability written for a matter that continued in 2021

Table 10. Time from referral to commencement of hearing

<b>Time</b>	<b>2020</b>		<b>2021</b>		<b>2022</b>		<b>2023</b>		<b>2024</b>	
	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
9 months or less	37	69.8	42	79.2	32	46.4	17	20.3	5	6.2
10-12 months	11	20.8	7	13.2	31	44.9	38	45.2	27	33.3
13 months or more	5	9.4	4	7.6	6	8.7	29	34.5	49	60.5
<b>Total</b>	<b>53</b>	<b>100</b>	<b>53</b>	<b>100</b>	<b>69</b>	<b>100</b>	<b>84</b>	<b>100</b>	<b>81</b>	<b>100</b>

Table 11. Time from referral to conclusion of hearing

	<b>Minimum months/case</b>	<b>Maximum months/case</b>	<b>Average months/case</b>
Matters with agreements	9	27	14.2
Contested matters	9	35	19.7