# COLLEGE OF VOCATIONAL REHABILITATION PROFESSIONALS

# FINANCIAL STATEMENTS

# JUNE 30, 2018

**COLLEGE OF VOCATIONAL REHABILITATION PROFESSIONALS**

**FINANCIAL STATEMENTS**

**JUNE 30, 2018**

**INDEX**

*B.A. Spencer CPA*
*Professional Corporation*

*3625 Dufferin Street, Suite 407*
*Toronto, Ontario M3K 1Z2*
*416 630 1370 Ext. 246  Fax: 416 633 2229*
*e-mail: brian@baspencer.ca*

## INDEPENDENT PRACTITIONER'SREVIEW ENGAGEMENT REPORT

To the Members of
The College of Vocational Rehabilitation Professionals

I have reviewed the accompanying financial statements of The College of Vocational Rehabilitation Professionals that comprise the statement of financial position as at June 30, 2018, and the statements of operations and 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*

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me 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, I do not express an audit opinion on these financial statements.

*Conclusion*

Based on my review, nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of The College of Vocational Rehabilitation Professionals as at June 30, 2018, 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.

*B.A. Spencer CPA*
*Professional Corporation*

Authorized to practice public accounting by
The Chartered Professional Accountants of Ontario

February 20, 2019
Toronto, Ontario

# COLLEGE OF VOCATIONAL REHABILITATION PROFESSIONALS

## STATEMENT OF FINANCIAL POSITION

## AS AT JUNE 30, 2018
## (Unaudited)

| | 2018 | 2017 |
|---|---|---|
| **ASSETS** | | |
| **Current** | | |
| Cash | $ 6,027 | $17,498 |
| Term deposits | 70,391 | 30,290 |
| Accounts receivable | 11,180 | 3,680 |
| Deposit | - | 1,000 |
| Government remittances receivable | - | 2,091 |
| | $87,598 | $54,559 |
| | | |
| **LIABILITIES** | | |
| **Current** | | |
| Accounts payable | $15,898 | $24,164 |
| Government remittances payable | 5,319 | 3,414 |
| | 21,217 | 27,578 |
| **NET ASSETS** - unrestricted | 66,381 | 26,981 |
| | $87,598 | $54,559 |



The accompanying notes form an integral part of these financial statements.

# COLLEGE OF VOCATIONAL REHABILITATION PROFESSIONALS

## STATEMENT OF OPERATIONS AND NET ASSETS

## YEAR ENDED JUNE 30, 2018
## (Unaudited)

| | 2018 | 2017 |
|---|---|---|
| **Revenue** | | |
| Certification fees | $ 25,030 | $ 18,943 |
| Dues | 181,893 | 159,400 |
| Certification maintenance | 9,075 | 10,405 |
| Miscellaneous income | 4,262 | 7,561 |
| Training | - | 3,825 |
| Jurisprudence | 10,690 | 4,000 |
| | 230,950 | 204,134 |
| **Expenses** | | |
| Administration and registrar salaries | 132,613 | 130,057 |
| Legal fees | 4,335 | 675 |
| Examination development committee | 12,387 | 22,425 |
| Website | 5,737 | 7,014 |
| Rent | 8,400 | 7,200 |
| Office and general | 6,781 | 5,916 |
| Professional fees | 3,600 | 3,600 |
| Travel | 1,907 | 11,793 |
| Insurance | 2,646 | 2,622 |
| Telecommunications | 3,151 | 2,237 |
| Credit card and bank service charges | 5,795 | 4,990 |
| Public relations | 1,198 | 789 |
| Training | - | 4,850 |
| Jurisprudence | 3,000 | 6,850 |
| | 191,550 | 211,018 |
| **Excess of revenue over expenses (expenses over revenue)** | 39,400 | (6,884) |
| **Net assets, beginning of year** | 26,981 | 33,865 |
| **Net assets, end of year** | $ 66,381 | $ 26,981 |



The accompanying notes form an integral part of these financial statements.

# COLLEGE OF VOCATIONAL REHABILITATION PROFESSIONALS

## STATEMENT OF CASH FLOWS

## YEAR ENDED JUNE 30, 2018 (UNAUDITED)

| | 2018 | 2017 |
|---|---|---|
| **Cash Provided By (Used In) Operating Activities** | | |
| Excess of revenue over expenses (expenses over revenue) | $ 39,400 | $ (6,884) |
| Changes non-cash working capital items: | | |
| Term deposits | (40,101) | 19,710 |
| Accounts receivable | (7,500) | 2,597 |
| Deposits | 1,000 | (1,000) |
| Accounts payable | (8,266) | (7,930) |
| Government remittances | 3,996 | 3,994 |
| **Net increase (decrease) in cash** | (11,471) | 10,487 |
| **Cash position, beginning of year** | 17,498 | 7,011 |
| **Cash position, end of year** | $ 6,027 | $ 17,498 |



The accompanying notes form an integral part of these financial statements.

# COLLEGE OF VOCATIONAL REHABILITATION PROFESSIONALS

## NOTES TO FINANCIAL STATEMENTS

## JUNE 30, 2018
## (Unaudited)

1. **Nature of Operations**

The College of Vocation Rehabilitation Professionals (the "college") issues certificates of registration to members of the College and renews, amends, suspends, cancels, revokes and reinstates those certificates. The College was incorporated under the laws of the Province of Ontario on October 20, 2003. The College was continued under the Canada Not-For-Profit Act on February 18, 2018. It commenced issuing certificates of registration on July 1, 2010.

2. **Significant Accounting Policies**

These financial statements have been prepared in accordance with Canadian generally accepted accounting standards for not-for-profit organizations and include the following significant accounting policies:

(a) Revenue Recognition

The College recognizes dues revenue in the month that it is invoiced. Other revenues are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonable assured.

(b) Capital Equipment

Capital equipment is expensed when purchased. The college has not expensed any capital equipment the past two years.

(c) Use of Accounting Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles for not-for-profit organizations requires management to make estimates and assumptions that effect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Actual results could differ from those estimates.

(d) Financial instruments

Measurement of financial instruments

The college initially measures its financial assets and liabilities at fair value, except for certain non-arm's length transactions.

The college subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, deposits and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable.

2. **Significant Accounting Policy** (cont'd)

(d) Financial instruments

Impairment

Financial assets measured at cost are tested for impairment when there are indications of impairment. The amount of any write-down is recognized in net income. A previously recognized impairment loss may be reversed to the extent of the improvement, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in net income.

(e) Contributed Materials and Services

Contributed materials and services have not been recognized in these financial statements.

3. **Income Taxes**

The college is exempt from income tax in Canada as a not-for-profit entity under Section 49(1)(L) of the Income Tax Act (Canada).

4. **Financial Instruments**

**Risks and concentrations**

The college is exposed to various risks through its financial instruments. The following analysis provides a measure of the company's risk exposure and concentrations at June 30, 2018.

**Liquidity risk**

Liquidity risk is the risk that an organization will encounter difficulty in meeting obligations associated with financial liabilities. The college is exposed to this risk mainly in respect of its accounts payable. The college has a comprehensive plan in place to meet its obligations as they come due – primarily through the use of cash flow from operations.

**Credit risk**

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The college's main credit risk relates to its accounts receivable. The college does not enter into any transactions to mitigate this risk.

4. **Financial Instruments** (cont'd)

**Market risk**

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. The college is not exposed to currency risk or interest rate risk.

**Currency risk**

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates.

**Interest rate risk**

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

**Other price risk**

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The college is not exposed to other price risk.