



Government of Northwest Territories Gouvernement des Territoires du Nord-Ouest

# **Northwest Territories Standards of Practice for Naturopathic Doctors**

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Department of Health and Social Services

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The *Northwest Territories Standards of Practice for Naturopathic Doctors* has been adapted from the College of Naturopathic Doctors of Alberta's Standards of Practice with permission.

## Definitions

**Accountability:** the obligation to answer for the professional, ethical and legal responsibilities of one's activities and duties.

**Acupuncture:** the insertion and removal of acupuncture needles into specific points in the body for therapeutic purposes.

**Appointment:** an arrangement to meet a patient for naturopathic services and treatments at a particular time and place; this includes meeting on the phone or virtually.

**Appointment record:** an account or evidence of scheduled and serviced appointments.

**Billing record:** an account or evidence of payments for services and treatments rendered to patients and products sold to patients and the public.

**Child or youth in need of protection:** if there are reasonable and probable grounds to believe the child/youth (an individual under the age of 19) is being abused or neglected, or is at risk of being abused or neglected in situations set out under s.7(3) of the *Child and Family Services Act*.

**Child protection worker:** means a Child Protection Worker appointed under subsection 54(2) or (3) of the *Child and Family Services Act*.

**Close personal relationship:** for the purpose of this standard, "close personal relationship" means a relationship in which the naturopathic doctor has personal or emotional involvement with an individual that may render, or could be perceived to render, the naturopathic doctor unable to exercise objective professional judgment in reaching diagnostic or therapeutic decisions.

**Collaboration:** two or more health and social services providers working together in a shared health care setting to administer shared treatment.

**Colleague:** another regulated naturopathic doctor.

**Colon hydrotherapy:** the therapeutic introduction of water into the colon via the rectum, stimulating the evacuation of waste through natural peristalsis.

**Competence:** the combined knowledge, skills, attitudes and judgment required to provide professional services and treatments safely and ethically.

**Complaints Officer:** means a Complaints Officer as defined in section 1 of the *Health and Social Services Professions Act*.

**Conflicting advantage:** a financial or non-financial (i.e. personal gain or benefit) consideration to a naturopathic doctor that might reasonably conflict or appear to conflict with his or her duty to a patient.

**Conflict of interest:** a situation in which a person has a private or personal interest that does or may appear to influence the objective exercise of their role as a naturopathic doctor.

**Consent:** the agreement of the patient to a procedure or treatment; in order to be valid, consent must be informed, must relate to the assessment, diagnosis and/or treatment, must be given voluntarily and must not be obtained through misrepresentation or fraud.

**Dispensary:** a place where products are combined, prepared and/or sold.

**Dispensary record:** an account or evidence of products sold to patients and the public.

**Disposition:** for the purposes of this standard, disposition refers to the disposal of or the ending of use of equipment.

**Drug:** means a drug as defined in section 1 of the *Pharmacy Act*.

**Emergency:** exists where an individual is apparently experiencing severe suffering or is at risk of sustaining serious bodily harm if intervention is not promptly provided.

**Emergency situation:** a situation that poses immediate risk to the health or life of a person in the clinical setting.

**Equipment record:** an account or evidence of the purchases, maintenance and disposition of clinical equipment.

**Evidence informed practice:** practice based on successful strategies that improve patient outcomes, are supported by the *Northwest Territories Standards of Practice for Naturopathic Doctors* and the *Northwest Territories Guidelines for Naturopathic Doctors*, and are derived from a combination of various types of evidence including patient perspectives, research, standards of practice, policies and expert opinion.

**Expanded scope activities:** the indicated activities performed as part of providing health services and treatments that require specific competencies and skills to be carried out safely. Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*.

**Family member:** for the purpose of this standard, “family member” means a naturopathic doctor’s spouse or partner as defined by the *Family Law Act* (including couples in an emotional and/or economic relationship with each other functioning as a domestic unit), a parent, child, sibling, grandparent or grandchild; a parent, child, sibling, grandparent or grandchild of the naturopathic doctor’s spouse or partner.

**Guardian:** means a guardian as defined in section 1 of the *Guardianship and Trusteeship Act*.

**Health and social services provider:** a person providing health and / or social services that may or may not be regulated in the Northwest Territories.

**Hyperbaric oxygen therapy:** the delivery of 100% oxygen at pressures above 1.4 ATA (Atmospheres Absolute).

**Implied consent:** informed consent that can be implied by a patient's words or actions (i.e. a patient presents themselves for ongoing treatment).

**Inducement:** any incentive to encourage a business transaction.

**Informed consent:** where the patient must have a clear understanding of the purpose of the examination and assessment, the procedure or treatment to be administered, and the risks, benefits and alternatives thereof.

**Intradermal injection:** administering a substance via a needle into the corium of the skin.

**Intramuscular injection:** administering a substance via a needle into muscle tissue.

**Intravenous chelation therapy:** initiating, administering and terminating the application of chelating substances for therapeutic benefit through intravenous infusion.

**Intravenous therapy:** initiating, administering and terminating the application of substances for therapeutic benefit through intravenous infusion.

**Minor:** a person who has not yet attained 19 years of age, as per the *Interpretation Act*.

**Minor surgery:** the removal of superficial tissues for processing or evaluation or for the repair of lacerations or other injured superficial structures. Techniques may include biopsy techniques (i.e. punch, elliptical, shave), excisions, cryotherapy, topical treatments (i.e. salicylate treatment for warts), electrocautery, Keesey therapy and suturing.

**Mixing substances:** the process by which a substance is created, with unique properties, by mixing two or more existing substances together.

**Needle:** a sharp instrument used for suturing, for puncturing, or for the guiding of ligatures.

**Ozone therapy:** the application of ozone for therapeutic purposes, including intravenous, intraarticular, intradermal, intramuscular, subcutaneous, vaginal, rectal and topical applications.

**Parent or care provider:** a person who is caring for a child.

**PARENTERAL NUTRITION:** Parenteral nutrition, an Expanded Scope Activity, is intravenous administration of nutrition to sustain life for patients who cannot eat or absorb enough food through tube feeding formula or by mouth to sustain life.

**Patient:** any person who is receiving naturopathic medical care from a registered member.

**Patient naturopathic medical record:** an account or evidence of documented patient findings, assessments, diagnoses and treatments.

**Perceived conflict of interest:** where a neutral and reasonably-informed person would reasonably conclude that the naturopathic doctor has been improperly influenced in how they carry out their duties, even if that is not actually the case.

**Potential conflict of interest:** where a neutral and reasonably-informed person, would reasonably conclude that the naturopathic doctor may fail to fulfill their professional obligation to act in the best interest of the patient due to outside influences.

**Prescription:** the recommendation of a product by an authorized health and social services provider.

**Product:** any device and substance that does not qualify as a drug.

**Professional boundary:** an accepted social, physical or psychological space between people that clarifies their respective roles and expectations; it also creates an appropriate therapeutic distance between naturopathic doctor and patient.

**Professional services:** any services or treatments provided to a patient by a naturopathic doctor while using their title.

**Prolotherapy:** the injection of substance(s) into the tendons, ligaments, and/or joint spaces for the purpose of proliferation to encourage tissue repair.

**Purchaser:** patient, patient of another health and social services provider or member of the public who makes purchases from a dispensary.

**Real conflict of interest:** when a naturopathic doctor has a private or personal interest of which the person is aware, that is connected with their professional responsibilities and would reasonably influence the ability to objectively carry out their duties; a real conflict of interest exists whether or not the naturopathic doctor is subjectively influenced by the private interest and regardless of whether they obtain personal conflicting advantage.

**Registrar of Professional Licensing:** means the Registrar of Health and Social Services Professions appointed under the *Health and Social Services Professions Act*.

**Reportable Disease:** a disease as defined by section 1 of the *Public Health Act*.

**Sexual abuse:** means the threatened, attempted, or actual conduct of a regulated member toward a patient that is of a sexual nature and includes any of the following conduct:

- sexual intercourse between a patient and a regulated member;
- genital to genital, genital to anal, oral to genital, or oral to anal contact between a regulated member and a patient;
- masturbation of a regulated member by or in the presence of a patient;
- masturbation of a regulated member's patient;
- encouraging a regulated member's patient to masturbate;
- touching of a sexual nature of a patient's genitals, anus, breasts, or buttocks by a regulated member.

**Sexual misconduct:** means any incident or repeated incidents of objectionable or unwelcome conduct, behaviour, or remarks of a sexual nature by a regulated member who knows or ought reasonably to know will or would cause offence or humiliation to the patient or adversely affect the patient's health and well-being but does not include sexual abuse.

**Scope of practice:** refers to the knowledge and skills of naturopathic doctors and the comprehensive application of that knowledge and skills to assist patients. Scope of practice includes all the activities that naturopathic doctors are authorized, educated and competent to perform.

**Spinal Manipulation:** use a deliberate, brief, fast thrust to move the joints of the spine beyond the normal range but within the anatomical range of motion, which generally results in an audible click or pop.

**Standard of Practice:** an authoritative statement that describes a minimum required behaviour of every naturopathic doctor and is used to evaluate individual conduct. Naturopathic doctors should always strive to practice above the minimum standards. Performance below the minimum standard may result in disciplinary action.

**Sterile technique:** the use of practices that restrict microorganisms in the environment and prevent contamination.

**Subcutaneous injection:** administering a substance via a needle into subcutaneous tissue.

**Substance:** anything that is publicly available and which may include botanical tinctures, botanical powders or loose herbs, fluid/solid extracts, base creams, salves and ointments, homeopathic remedies, vitamins, minerals and amino acids.

**Telemedicine:** the provision of medical expertise for the purpose of diagnosis and patient care by means of telecommunications and information technology where the

patient and the provider are separated by distance (as defined by the Federation of Medical Regulatory Authorities of Canada).

**Therapeutic relationship:** a planned and interpersonal process occurring between the naturopathic doctor and patient that is established for the advancement of the patient's health and well-being, and acknowledges the naturopathic doctor's position of authority, trust or power whether over a period of time or for a single interaction.

**Vaccination:** the administration of a vaccine to stimulate an individual's immune system to develop adaptive immunity to a pathogen.

**Vaccine:** a substance used to stimulate the production of antibodies and provide immunity against one or several diseases, prepared from the causative agent of a disease, its products, or a synthetic substitute, treated to act as an antigen without inducing the disease.

**Unprofessional conduct:** as defined in part 4 of the *Health and Social Services Professions Act*.

# 1. General

*Naturopathic doctors have a duty to provide safe, competent and ethical care in the best interest of the public.*

## Introduction

The *Health and Social Services Professions Act* provides that standards of practice for a regulated profession may be established. This document outlines the minimum standards of practice for naturopathic doctors in the Northwest Territories. Failure by a naturopathic doctor to comply with these standards constitutes unprofessional conduct. Unprofessional conduct will result in disciplinary orders determined by the Complaints Process, pursuant to Part 4 of the *Health and Social Services Professions Act*.

## **A. Responsibility and Accountability**

*Naturopathic doctors must be responsible and accountable for their naturopathic practice and conduct.*

Naturopathic doctors demonstrate this standard of practice by:

1. Being accountable at all times for their own actions;
2. Knowing and following all current *Northwest Territories Standards of Practice for Naturopathic Doctors, Northwest Territories Guidelines for Naturopathic Doctors* and the adopted code of ethics;
3. Knowing and complying with the laws and regulations governing their practice, including the *Health and Social Services Professions Act, Naturopathic Profession Regulation, Child and Family Services Act, Public Health Act, Personal Information Protection and Electronics Documents Act* and, any other relevant legislation;
4. Establishing and maintaining appropriate therapeutic relationships and professional boundaries with patients in a transparent and ethical manner, according to Standard of Practice: Professional Relationships and Boundaries;
5. Practicing competently;
6. Maintaining clear and adequate patient care and billing records according to Standard of Practice: Records Keeping; and
7. Dispensing and selling products safely, responsibly and ethically according to Standard of Practice: Selling.

## **B. Knowledge-Based Practice**

*Naturopathic doctors continually update their knowledge base and skills through the review of relevant research and ongoing continuing education to provide competent, evidence-informed naturopathic care.*

Naturopathic doctors demonstrate this standard of practice by:

1. Providing care appropriate to each patient's condition that puts the welfare of the patient first;
2. Appropriately identifying their role for the specific case and communicating it to the patient;

3. Critically evaluating the patient's information to address clinical questions;
4. Identifying the scope of the patient's problem by:
  - a) obtaining a complete history relevant to the needs and presentation of the specific case,
  - b) performing a relevant physical exam,
  - c) obtaining, performing, or referring for relevant tests, and
  - d) collecting biological specimens, when necessary;
5. Formulating relevant assessments, diagnoses, or both where possible within the regulated scope of practice;
6. Achieving and maintaining competence in the diagnostic or therapeutic procedure;
7. Ensuring any proposed diagnostic or therapeutic procedure is appropriate for their patient;
8. Performing any proposed diagnostic or therapeutic procedure according to all relevant *Northwest Territories Standards of Practice for Naturopathic Doctors*;
9. Refraining from performing diagnostic or therapeutic procedures outside the naturopathic scope of practice;
10. Refraining from performing diagnostic or therapeutic procedures outside of their individual competence;
11. Ensuring a plan is in place to manage any critical or unexpected events including adverse events associated with performing diagnostic or therapeutic procedures, according to Standard of Practice: Emergency Readiness;
12. Appropriately referring to a health and social services provider, according to Standard of Practice: Transfer and Termination of Care and, NWT Standard of Practice: Collaboration in Patient Care under the following circumstances:
  - a) if a patient's life is or may be at risk, the naturopathic doctor shall immediately call emergency services,
  - b) if treatment of the patient's condition is beyond the scope of practice for the profession,
  - c) if the treatment of the patient's condition is beyond the competence level of the individual naturopathic doctor, and
  - d) if the treatment of the patient's condition requires expertise or technology that is beyond the scope of practice for the profession;
13. Developing an evidence-informed treatment plan for the patient considering:
  - a) the best interests of the patient,
  - b) whether a referral is necessary and appropriate, and
  - c) the assessments, diagnoses, or both of the patient;
14. Being familiar with the list of Expanded Scope Activities as outlined in the *Naturopathic Profession Regulation*;
15. Refraining from performing Expanded Scope Activities that they are not competent to perform, despite any authorization given to the member to perform Expanded Scope Activities;
16. Ensuring a plan is in place to manage any critical or unexpected events including adverse events associated with performing an Expanded Scope Activity, according to Standard of Practice: Emergency Readiness;

17. Implementing and amending treatment plans with informed consent in accordance to Standard of Practice: Consent.
18. Monitoring each patient appropriately for the level and type of treatment; and
19. Evaluating and reflecting on patient outcomes.

### **C. Clear Communication**

*Naturopathic doctors clearly and accurately communicate with their patients, the public and other naturopathic doctors and health and social services providers.*

Naturopathic doctors demonstrate this standard of practice by:

1. Appropriately using titles according to the *Health and Social Services Professions Act* and the *Naturopathic Profession Regulation* in communicating their role to the patient;
2. Obtaining informed consent by the patient according to Standard of Practice: Consent;
3. Communicating all fees, including but not limited to, naturopathic services and treatment, laboratory services and dispensing and selling of products, according to Standard of Practice: Billing, and Standard of Practice: Selling.
4. Communicating to the patient their assessment, diagnosis, or both, and differentiating between an assessment and a diagnosis explaining to the patient the potential benefits and adverse effects of the treatment plan;
5. Communicating clear, accurate, verifiable and professionally appropriate information according to NWT Standard of Practice: Advertising and Marketing.
6. Communicating appropriately with other naturopathic doctors and health and social services providers, according to Standard of Practice: Collaboration in Patient Care; and
7. Communicating to the patient appropriate transfer of care or termination of naturopathic care according to Standard of Practice: Transfer and Termination of Care.

### **D. Professional Accountabilities**

*Naturopathic doctors fulfill their professional obligations and accountabilities.*

Naturopathic doctors demonstrate this standard of practice by:

1. Maintaining current registration and licensure;
2. Adhering to the *Naturopathic Profession Regulation*'s continuing competence requirements.
3. Practising within the naturopathic scope of practice, including authorized Expanded Scope Activities, according to the *Naturopathic Profession Regulation*;
4. Practising within their own level of competence;
5. Practising without impairment;
6. Regularly assessing their practice and taking the necessary steps to improve personal competence; and
7. Reporting unprofessional conduct of a naturopathic doctor or another health and social services provider to the appropriate regulatory body according to Standard of Practice: Duty to Report.

## Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

*Child and Family Services Act*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Acupuncture

NWT Standard of Practice: Billing

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: Colon Hydrotherapy

NWT Standard of Practice: Communication Regarding Vaccinations

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Hyperbaric Oxygen Therapy

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Standard of Practice: Consent

NWT Standard of Practice: Intravenous Chelation Therapy

NWT Standard of Practice: Intravenous Therapy

NWT Standard of Practice: Manipulation

NWT Standard of Practice: Minor Surgery

NWT Standard of Practice: Naturopathic Injection Therapies

NWT Standard of Practice: Prescribing

NWT Standard of Practice: Professional Relationships and Boundaries

NWT Standard of Practice: Prolotherapy

NWT Standard of Practice: Ozone Therapy

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: Selling

NWT Standard of Practice: Telemedicine

NWT Standard of Practice: Transfer and Termination of Care

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 2. Acupuncture

*When performing acupuncture, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of administering an acupuncture needle below the dermis or the mucous membrane for the purpose of acupuncture.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing acupuncture for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing acupuncture with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform acupuncture are current, in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of acupuncture,
  - b) anatomy, acupuncture points, acupuncture meridians,
  - c) assessment and diagnosis,
  - d) treatment techniques, including needle angle and depth, and
  - e) indications and contraindications;
4. Properly documenting acupuncture treatments in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping and must include:
  - a) acupuncture needle gauge and size used,
  - b) acupuncture point(s) needled, including laterality,
  - c) angle and depth of acupuncture needle(s),
  - d) state of acupuncture needle(s) removed, and
  - e) state of patient upon conclusion of treatment;
5. Having knowledge of and performing acupuncture in accordance with the following standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Duty to Report
  - d) NWT Standard of Practice: Clean Needle Technique
  - e) NWT Standard of Practice: Emergency Readiness
  - f) NWT Standard of Practice: Infectious Disease Prevention and Control
  - g) NWT Guideline: Medical Devices and Technologies

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform acupuncture safely, competently and ethically.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Guideline: Medical Devices and Technologies

### **3. Advertising and Marketing**

*Advertising and marketing by naturopathic doctors must be ethical, professionally appropriate, accurate and verifiable.*

#### **Introduction:**

This standard outlines the appropriate and acceptable methods of advertising that naturopathic doctors may use as a part of their practice which includes electronic, online, print or verbal communications.

Naturopathic doctors demonstrate this standard of practice by:

1. Ensuring all advertising and marketing in respect of their professional services and treatment, and products are:
  - a) factual;
  - b) accurate;
  - c) professional;
  - d) verifiable;
  - e) understandable to the intended audience; and
  - f) in accordance with generally accepted standards.
2. Ensuring that advertisements do not:
  - a) deceive or mislead by either omitting relevant information or including non-relevant information;
  - b) take advantage of the weakened state, either physical, mental or emotional, of its intended audience;
  - c) promote a demand for unnecessary services and treatments;
  - d) guarantee success of a service, treatment or an unjustified expectation about the results which the naturopathic doctor can achieve;
  - e) state or imply that the naturopathic doctor can obtain results not achievable by other naturopathic doctors;
  - f) use comparative statements about service quality, health and social services professionals or products;
  - g) use statements that depreciate another naturopathic doctor, other health and social services professional or profession, clinic, centre, or facility; and
  - h) harm the integrity of the profession.
3. Disclosing all financial affiliations with any advertised or endorsed products;
4. Ensuring that all marketing, advertising, websites and social media sites include the naturopathic doctor's contact information including their full name, clinic civic address, telephone number, and email/website address where appropriate;
5. Ensuring that advertisements that include the naturopathic doctor's statement of fees for specific services and treatments:
  - a) sufficiently describe the fees of the service and treatment to meet the expectations of truth, accuracy and being understandable to the intended audience; and
  - b) refrain from comparing the fees charged by the naturopathic doctor with those charged by another naturopathic doctor.

6. Only advertising services and treatments within the capacity of the naturopathic doctor that:
  - a) are within the naturopathic scope of practice; and
  - b) the naturopathic doctor is currently authorized to perform.
7. Accurately representing their education and experience by:
  - a) using appropriate titles as outlined in the *Health and Social Services Professions Act and Naturopathic Profession Regulation*;
  - b) avoiding the use of phrases, terminology, or references that may mislead the public about a naturopathic doctor's schooling, training, experience, or scope of practice (see Guideline: Using Titles and Terminology in Advertising, Marketing and Digital Media Content); and
  - c) avoiding the use of lengthy suffixes listing membership, affiliations etc. that could be misleading and imply extra experience.
8. Disclosing when a naturopathic doctor collaborates with another health and social services provider in the delivery of service and treatment.
9. Submitting an inquiry to the Northwest Territories Association of Naturopathic Doctors if the naturopathic doctor is uncertain as to whether or not an advertisement fits into the parameters of this standard.

### Expected Outcomes

The public and other health and social services providers are satisfied that:

- Information advertised by naturopathic doctors with regards to their services and treatments is accurate; and
- Information advertised by naturopathic doctors assists in making an informed choice based on their respective needs.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Collaboration in Patient Care

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

NWT Guideline: Using Titles and Terminology in Advertising, Marketing and Digital Media Content

## 4. Clean Needle Technique

*Naturopathic doctors must perform procedures and treatments that involve the use of needles safely and competently.*

### Introduction

Procedures or treatments by naturopathic doctors that involve a needle include, but are not limited to, the following:

- acupuncture
- collection of blood specimens, including venipuncture
- intravenous chelation therapy
- intravenous ozone therapy
- intravenous therapy
- minor surgery
- naturopathic injection therapies
- prolotherapy

Naturopathic doctors demonstrate this standard of practice by:

1. Performing hand hygiene with soap and water or an alcohol-based hand rub prior to and after patient contact involving any procedure or treatment involving a needle;
2. Ensuring that only clean objects come into contact with other clean objects;
3. Ensuring that contaminated objects are not used by disposing of critical and semi-critical single-use medical devices (i.e. syringes, needles) into a medical sharps container after use;
4. Only using needles that are single-use, disposable and sterile when providing any procedure or treatment involving a needle;
5. Ensuring that the medical sharps containers used are:
  - a) clearly labelled,
  - b) puncture-resistant,
  - c) tamper-proof,
  - d) closable,
  - e) leak-proof,
  - f) single-use (not emptied and re-used) ,
  - g) available at point-of-use,
  - h) not overfilled,
  - i) replaced when the fill line is reached, and
  - j) securely stored until final disposal;
6. Adhering to the Standard of Practice: Infectious Disease Prevention and Control;
7. Ensuring a plan is in place to manage any critical or unexpected events including adverse events associated with performing diagnostic or therapeutic procedures, according to the Standard of Practice: Emergency Readiness.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors are competent in using clean technique when performing any procedure or treatment involving a needle.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Standard of Practice: Emergency Readiness

## 5. Collaboration in Patient Care

*When collaborating with other health and social services providers, naturopathic doctors must clearly communicate with other health and social services providers ethically and respectfully.*

### Introduction

In delivering safe, competent and ethical naturopathic medical care, naturopathic doctors shall work in collaboration with other health and social services providers. Such collaboration is important to achieve optimal health outcomes for the patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Collaborating with other health and social services providers when there are multiple health and social services providers providing care to a patient and requested to do so by the patient;
2. Collaborating with other health and social services providers in a manner consistent with the adopted code of ethics and the *Northwest Territories Standards of Practice for Naturopathic Doctors*;
3. Communicating clearly and effectively with other health and social services providers;
4. Documenting accurately and clearly their contribution in the patient's care in accordance with Standard of Practice: Records Keeping; and
5. Clearly explaining their roles and responsibilities to the patient and other health and social services providers.

### Expected Outcomes

Patients are satisfied that:

- Their naturopathic doctor will communicate effectively when collaborating with other health and social services providers on their care team, leading to improved patient health outcomes and patient safety.

### Related Documents

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Transfer and Termination of Care

NWT Standard of Practice: Records Keeping

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 6. Colon Hydrotherapy

*When performing colon hydrotherapy, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctor are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of inserting and removing instruments for the purpose of performing colon hydrotherapy.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing colon hydrotherapy for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing colon hydrotherapy with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform colon hydrotherapy are current, in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of colon hydrotherapy,
  - b) anatomy,
  - c) assessment and diagnosis,
  - d) indications and contraindications;
4. Properly documenting colon hydrotherapy treatments in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping and must include:
  - a) specific administration of the treatment (i.e. open system vs. closed system),
  - b) specific metrics of released fecal matter observed,
  - c) how the patient tolerated the treatment, and
  - d) state of patient upon conclusion of treatment;
5. Having knowledge of and performing colon hydrotherapy in accordance with the following NWT standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Duty to Report
  - d) NWT Standard of Practice: Infectious Disease Prevention and Control
  - e) NWT Standard of Practice: Emergency Readiness.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform colon hydrotherapy safely, competently and ethically.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Standard of Practice: Emergency Readiness

## 7. Communicating about Vaccinations

*When communicating about vaccinations, naturopathic doctors must do so responsibly, ethically, and acknowledging the NWT's public health legislation, guidelines, and policies.*

### Introduction

Naturopathic doctors are strong proponents of preventive naturopathic medicine and are obliged to be cognizant of public health legislation, policies and guidelines respecting vaccinations in the NWT. Naturopathic doctors must respect that patients, or a patient's guardian, have both the responsibility and freedom to decide within the range of options available to them for the prevention of infectious disease.

To communicate responsibly and ethically about vaccinations, naturopathic doctors must encourage patients to also consult with health and social services provider who are regulated in the NWT.

Naturopathic doctors demonstrate this standard of practice by:

1. Having knowledge of the current NWT immunization schedule;
2. Communicating the current NWT immunization schedule to patients;
3. Accurately communicating risks of infectious diseases;
4. Accurately communicating known benefits and risks of specific vaccines;
5. Clearly informing the patient that they are not authorized to give vaccinations;
6. Clearly informing the patient that naturopathic treatments are not a substitute for vaccinations;
7. Ensuring that any communications about vaccinations are in accordance with the NWT Standard of Practice: Advertising and Marketing;
8. Referring to an appropriate regulated health and social services provider to encourage further and informed discussion about vaccinations, in accordance with the Standard of Practice: General, Standard of Practice: Collaboration in Patient Care and, Standard of Practice: Transfer and Termination of Care; and
9. Supporting a patient's right to choose treatment with regards to vaccinations in accordance with the adopted code of ethics.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors are knowledgeable about the current NWT immunization schedule; and
- Naturopathic doctors communicate appropriately and accurately when communicating to patients about vaccinations.

### Related Documents

*Naturopathic Profession Regulation*

*College of Naturopathic Doctors of Alberta's Code of Ethics*

*NWT Standard of Practice: Advertising and Marketing*

*NWT Standard of Practice: General*

NWT Standard of Practice: Collaboration in Patient Care  
NWT Standard of Practice: Transfer and Termination of Care

## 8. Conflict of Interest

*Naturopathic doctors must address all situations and circumstances that may result in a real, potential or perceived conflict of interest in a manner that is responsible, ethical and accountable.*

### Introduction

A conflict of interest, if not dealt with properly, may leave doubt about the objectivity of a particular decision-making process by naturopathic doctors. It is important to note that all types of conflicts of interest are equally problematic. While the definitions of conflicts of interest provided in this document describe what a conflict of interest is, they may not capture all possible conflicts of interest.

Naturopathic doctors demonstrate this standard of practice by:

1. Addressing any real, potential or perceived conflicts of interest in the best interest of the patient;
2. Making full, frank and timely disclosure of any real, potential or perceived conflicts of interest to the patient, regardless of whether the naturopathic doctor has obtained consent from the Registrar of Professional Licensing to remain in the conflict of interest;
3. Inform the patient that they may select an alternate health and social services provider or product and, where possible, provide the name of at least one comparable health and social services provider or product;
4. Not entering into agreements in which they or a related person receives a conflicting advantage related to:
  - a) the number of services and treatments provided or delivered, or
  - b) the number or type of referrals made or received;
5. Ensuring that they must not:
  - a) seek or accept any conflicting advantage for a referral, service, treatment or product provided by another health and social services provider to a patient,
  - b) offer an inducement to another health and social services provider conditional on providing a referral, service, treatment or product to a patient, or
  - c) encourage another person to offer or accept an inducement conditional on providing a referral, service, treatment or product to a patient;
6. Not referring a patient to any facility or healthcare business separate from the naturopathic doctor's practice in which the naturopathic doctor has a direct or indirect financial interest unless the naturopathic doctor is able to substantiate compliance with the following on request:
  - a) any interest or conflicting advantage the naturopathic doctor receives is directly attributable to the naturopathic doctor's proportionate financial contribution or effort provided to that facility,
  - b) there are no terms or conditions that relate any conflicting advantage to the naturopathic doctor to past or expected volume of patient referrals or other business from the naturopathic doctor to the facility, and

- c) there are no terms or conditions that require the naturopathic doctor to make referrals to the facility or otherwise generate business for the facility.
- 7. Avoiding, either professionally or personally, soliciting, allowing the solicitation of, or involving patients in the selling of multi-level marketing products or devices for the conflicting advantage of the naturopathic doctor.

#### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors practice in an honest, accountable and ethical manner; and
- The actions of naturopathic doctors are in the sole interest of achieving the patient's health goals.

#### Related Documents

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Guideline: Evaluating, Addressing and Resolving a Conflict of Interest

NWT Standard of Practice: General

NWT Standard of Practice: Selling

## 9. Consent

*Naturopathic doctors must receive a patient's consent before an examination, procedure or treatment, and ensure that a patient has a clear understanding of an administered procedure or treatment, as well as the risks, benefits, and alternatives.*

### Introduction

Prior to examination, testing or treatment, the patient must provide consent that is informed. Obtaining consent is an ongoing process throughout the provision of treatment and is not a singular event. A patient's consent must always be informed and can be directly expressed or, under certain circumstances, implied.

Naturopathic doctors demonstrate this standard of practice by:

1. Providing the patient written or verbal explanation of clinical findings, the assessment and diagnosis, the recommended treatment plan, as well as the foreseeable risks and benefits, including those risks that may be less likely or even rare but more severe;
2. Describing the nature of the proposed examination, procedure or treatment to ensure that the patient will reasonably know what to expect will happen during the examination, procedure or treatment including the role of any staff member or other health and social services provider involved with any proposed examination, procedure or treatment;
3. Providing patients with a reasonable opportunity to ask questions and discuss any of the verbal or written information provided;
4. Explaining to patients that they are free to voice concerns or withdraw consent at any time during the examination, procedure or treatment;
5. Ensuring that, prior to commencing the examination, procedure or treatment, the patient's consent is:
  - a) fully informed,
  - b) voluntarily given,
  - c) related to the patient's condition and circumstances,
  - d) not obtained through fraud or misrepresentation,
  - e) evidenced in a written form signed by the patient prior to initial consultation in accordance with the Standard of Practice: Records Keeping, and
  - f) received and documented in the patient chart for ongoing examinations, procedures and treatments in accordance with the Standard of Practice: Records Keeping.
6. Seeking consent from the patient's legal guardian should the patient be:
  - a) under 19 years of age and not considered a mature minor, or
  - b) an adult patient who lacks capacity to provide informed consent.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors will seek and receive informed consent from patients prior to an examination, procedure or treatment and will do so in a clear and responsible manner.

## Related Documents

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: Records Keeping

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 10: Duty to Report

*Naturopathic doctors must be knowledgeable about situations when it is mandatory to report and must report such situations when they occur to the appropriate authorities.*

### Introduction

The intent of this standard of practice is to outline when naturopathic doctors have a duty to report in the following:

- Situations involving a child in need of protection;
- Unprofessional conduct by colleagues or other health and social services providers; and;
- Reportable diseases and tests, and notifiable tests.

When involving a child or youth in need of protection, naturopathic doctors demonstrate this standard of practice by:

1. Reporting any suspected need of protection to a child protection worker, peace officer or authorized person.

When having reasonable grounds to believe that the conduct of a colleague constitutes unprofessional conduct, naturopathic doctors demonstrate this standard of practice by:

2. Reporting a colleague to the Complaints Officer when they believe with reasonable and probable grounds, that the conduct of the colleague places a patient or patients at risk. Situations of this include, but are not limited to, when a colleague:
  - a) makes sexual advances to or enters into a sexual relationship with a patient,
  - b) suffers from a physical, cognitive, mental or emotional condition that is negatively impacting patient care, or is reasonably likely to negatively impact patient care, and
  - c) does not demonstrate competence in the care of patients;
3. Providing the involved patient with information on how to file a complaint;
4. Offering to file a third-party complaint with the involved patient's consent, if the patient does not wish to file a complaint themselves;
5. Reporting the colleague to the Complaints Officer without providing the name of the involved patient, if the patient does not consent to proceeding with a third party complaint; and
6. Documenting information in accordance with the Standard of Practice: Records Keeping and indicating whether or not the involved patient wishes to report to the Registrar of Professional Licensing.

When having knowledge of unprofessional conduct of another health and social services provider, naturopathic doctors demonstrate this standard of practice by:

7. Reporting the health and social services provider to the appropriate regulatory body when they believe with reasonable and probable grounds, that the conduct of the health and social services provider places patients at risk or is considered unprofessional conduct under the *Health and Social Services Professions Act* or the health and social services provider's applicable professional legislation;

8. Providing the involved patient with contact information for the appropriate regulatory body;
9. Reporting the health and social services provider to their regulatory body without providing the name of the involved patient; and
10. Documenting information in accordance with the Standard of Practice: Records Keeping.

When a naturopathic doctor is suffering from a condition that may affect patient care, they demonstrate this standard of practice by:

11. Self-reporting their condition to the Registrar of Professional Licensing; and
12. Following any instructions provided by the Registrar of Professional Licensing with regard to the disclosed condition(s).

When encountering a patient with a reportable or notifiable disease in a clinic setting, naturopathic doctors demonstrate this standard of practice by:

13. Disclosing to the patient that the disease is reportable to the Chief Public Health Officer.
14. Having knowledge of the current schedules of Reportable Diseases, Reportable Tests, and Notifiable Tests under the *Public Health Act Disease Surveillance Regulations*;
15. Reporting reportable diseases and tests, and notifiable tests in a format approved by the Chief Public Health Officer and within the timeframes set out in the *Disease Surveillance Regulations*

### Expected Outcomes

Patients and public are satisfied that:

- Naturopathic doctors are knowledgeable about when and how to report when they suspect a child/youth is in need of protection;
- Naturopathic doctors are knowledgeable about when and who to report a colleague or another health and social services provider to when there are reasonable and probable grounds of unprofessional conduct; and
- Naturopathic doctors are knowledgeable about when and who to report to in cases of a reportable disease.

### Related Documents

*Health and Social Services Professions Act*

*Interpretation Act*

*Child and Family Services Act*

*Federal Act Respecting First Nations, Inuit and Métis Children, Youth and Families Public Health Act*

*Disease Surveillance Regulations*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Standard of Practice: Professional Relationship and Boundaries

NWT Standard of Practice: Records Keeping



## 11. Emergency Readiness

*Naturopathic doctors must be prepared for and competent in managing emergency situations that may occur in clinical practice.*

### Introduction

Emergency situations can occur anywhere and at any time. Naturopathic doctors must be cognisant of these situations and have a plan and the means to respond accordingly.

Naturopathic doctors demonstrate this standard by:

1. Assessing their practices and maintaining competence in emergency procedures appropriate for risk of emergency situations based on, at a minimum, the following:
  - a) volume of patients,
  - b) volume of high-risk procedures,
  - c) proximity to a hospital,
  - d) proximity to an emergency room,
  - e) acuity of illness of patients,
  - f) breadth of practice (including Expanded Scope Activities) , and
  - g) access to emergency medical services;
2. Maintaining competence in emergency procedures in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
3. Ensuring emergency plan procedures are in place to manage any critical or unexpected events including adverse events associated with performing diagnostic or therapeutic procedures;
4. Ensuring emergency plan procedures including when to call emergency services;
5. Ensuring emergency plan procedures are compliant with Standard of Practice: Infectious Disease Prevention and Control;
6. Maintaining written emergency plan procedures for the clinic setting that are readily accessible;
7. Ensuring WHMIS information is available for required substances in clinic;
8. Ensuring all staff members are aware of and trained in emergency procedures that might be required in the course of performing their roles; and
9. Ensuring emergency supplies and equipment are readily accessible, stored appropriately, in good working order and not expired (see Appendix A).

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors have clear and reasonable plans in place to handle emergency situations; and
- Naturopathic doctors are able to execute these emergency plans when required.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

*College of Naturopathic Doctors of Alberta's Code of Ethics*

*NWT Standard of Practice: Infectious Disease Prevention and Control*

## Appendix A – Emergency Readiness

List of supplies and equipment that may be required for emergency readiness. It is expected that the type of emergency equipment in the naturopathic doctor's clinical setting corresponds with the level of risk associated with their practice. This list is not exhaustive.

Supplies and Equipment	May be required based on assessed risk	While performing the Expanded Scope Activity of acupuncture, colon hydrotherapy, hyperbaric oxygen therapy and manipulation.	While performing the Expanded Scope Activity of Naturopathic injection therapies and prolotherapy.	While performing the Expanded Scope Activity of intravenous chelation therapy, intravenous therapy, minor surgery and ozone therapy.
Pocket mask for cardiopulmonary resuscitation (CPR)	X	X	X	X
Basic dressing supplies	X	X	X	X
Syringes	X		X	X
Needles	X		X	X
Alcohol	X	X	X	X
Gauze/bandages/micropore tape/cotton balls/scissors	X	X	X	X
Single-use disposable non-latex gloves	X	X	X	X
Smelling salt (amyl nitrate) or essential oil (peppermint)	X	X	X	X
Epi-pen or ampoules of epinephrine	X	X	X	X
Oxygen tank with regulator 0-10L/min with mask or nasal cannula	X	X	X	X
Resuscitation bag with O2 attachment	X	X	X	X
Charged automated external defibrillator (AED)	X	X	X	X
Glucometer	X	X	X	X
Pulse-oximeter	X	X	X	X
Arm-board				X
Normal saline bags				X
Dextrose 5% (D5W) bags				X
Lactated ringer's bags				X
Calcium gluconate 10%				X
Magnesium chloride 20% or magnesium sulfate 50%				X
Applicable antidotes for all IV drugs being administered				X
Heparin (1000 IU/ML)				X
Diphenhydramine (Benadryl) for oral administration;			X	X
Fast acting glucose (i.e. tablets or juice)			X	X
Non-latex tourniquets				X
IV tubing, administration sets, and angio-catheters				X

## 12. Hyperbaric Oxygen Therapy

*When performing hyperbaric oxygen therapy, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing hyperbaric oxygen therapy for a patient. Naturopathic doctors may refer to the Guideline: Hyperbaric Oxygen Therapy for further guidance.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing hyperbaric oxygen therapy with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform hyperbaric oxygen therapy are current, in accordance with the *Naturopathic Profession Regulation's* continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of hyperbaric oxygen therapy,
  - b) assessment and diagnosis,
  - c) appropriate safety measures for the use of hyperbaric oxygen therapy,
  - d) appropriate application and treatment techniques of hyperbaric oxygen therapy, and
  - e) indications and contraindications of hyperbaric oxygen therapy;
4. properly documenting hyperbaric oxygen therapy treatments in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping and must include:
  - a) vital signs,
  - b) rate of pressurization,
  - c) depth of dive,
  - d) length of treatment, and
  - e) any adverse events or complications;
5. Only performing hyperbaric oxygen therapy using a hyperbaric chamber with a Medical Device License from Health Canada;
6. Maintaining a valid registration with an approved safety authority;
7. Ensuring that all devices and equipment used have been properly installed by a qualified technician;
8. Not altering devices in a manner not approved by the original manufacturer;
9. Maintaining appropriate equipment maintenance records, in accordance with the NWT Standard of Practice: Records Keeping and must include
  - a) installation documentation,
  - b) annual inspection certificate(s),
  - c) maintenance documentation,
  - d) cleaning records, and
  - e) usage log;

10. Having knowledge of and performing hyperbaric oxygen therapy in accordance with the following standards and guidelines:

- a) NWT Standard of Practice: General,
- b) NWT Standard of Practice: Consent,
- c) NWT Standard of Practice: Infectious Disease Prevention and Control,
- d) NWT Standard of Practice: Emergency Readiness,
- e) NWT Guideline: Hyperbaric Oxygen Therapy, and
- f) NWT Guideline: Medical Technologies and Devices.

Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform hyperbaric oxygen therapy safely, competently and ethically.

Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Guideline: Hyperbaric Oxygen Therapy

NWT Guideline: Medical Devices and New Technologies

## 13: Infectious Disease Prevention and Control

*Naturopathic doctors understand and apply evidence-based measures to prevent and control transmission of infection.*

### Introduction

In delivering safe and competent naturopathic medical care, naturopathic doctor shall work to prevent and control infectious diseases.

This standard outlines how naturopathic doctors are to incorporate infection prevention and control into their practice.

Naturopathic doctors demonstrate this standard of practice by:

1. Maintaining current knowledge of infection prevention and control (IPC) protocols, including: the NWT Infection and Prevention Control Manual 2012 (where applicable to scope of practice), the Northwest Territories *Standards for Personal Service Establishments*, and Infection Prevention and Control Canada: Hand Hygiene Practices in Healthcare Settings;
2. Adopting and implementing IPC protocols that include, as a minimum:
  - a) hand hygiene with soap and water or an alcohol-based hand rub prior to and after patient contact;
  - b) proper and adequate cleaning of equipment and clinic environment,
  - c) proper and adequate environmental controls (i.e. well-maintained ventilation, nonporous flooring and surfaces),
  - d) point of care sharps containers, hand hygiene product dispensers and adequate hand wash sinks,
  - e) risk assessment of the patient, and of the naturopathic doctor's interaction with the patient,
  - f) taking the measures necessary to prevent the transmission of infection from the naturopathic doctor to the patient, other health and social services providers, and staff, and
  - g) practising in accordance with the Standard of Practice: Clean Needle Technique;
3. Collecting, storing and disposing of biomedical waste appropriately;
4. Ensuring administrative controls are in place including:
  - a) clinical policies and procedures;
  - b) staff education; and
  - c) monitoring of compliance;
5. Documenting accurately and clearly any incident involving exposure to biomedical material posing a risk of transmission (i.e. needle-stick injury, blood or body fluid ingestion, contact with mucous membrane or broken skin). The incident report must include:
  - a) date
  - b) name of individuals involved;
  - c) the nature of the incident;
  - d) how the incident occurred;
  - e) results of all tests administered;

- f) any treatment administered; and
- g) any other information relevant to the incident.

6. A copy of the report must be kept for at least ten (10) years in a master incident report file.

#### Expected Outcomes

Patients are satisfied that:

- Their naturopathic doctor implements protocols to prevent and control infection in their practice.

#### Related Documents

*Northwest Territories Infection Prevention and Control Manual*

*Northwest Territories Standards for Personal Service Establishments*

*Personal Service Establishment Regulations*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Clean Needle Technique

## **14: Intravenous Chelation Therapy**

*When performing intravenous chelation therapy, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of administering a needle or cannula below the dermis for the purpose of providing intravenous chelation therapy.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing intravenous chelation therapy for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing intravenous chelation therapy with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform intravenous chelation therapy are current, in accordance with the *Naturopathic Profession Regulation's* continuing competence requirements.
3. Having skills and knowledge of:
  - a) theory and principles of intravenous chelation therapy,
  - b) assessment and diagnosis,
  - c) how to prepare intravenous chelation solutions with acceptable osmolarity,
  - d) calculations of appropriate rates of infusion,
  - e) treatment techniques, and
  - f) indications and contraindications.
4. Ensuring proper documentation of intravenous chelation therapy in the patient naturopathic medical record in accordance with the Standard of Practice: Record Keeping and must include:
  - a) vital signs,
  - b) intravenous solution concentration and osmolarity,
  - c) infusion rate,
  - d) intravenous administration site,
  - e) size and type of needle or cannula used,
  - f) state of needle or cannula when removed, and
  - g) state of patient upon conclusion of treatment;
5. Ensuring proper labelling of the IV bag to include:
  - a) concentration and volume of each substance added to the bag;
  - b) date and time the bag was drawn up;
  - c) name of person who drew up the bag;
  - d) patient's name;
  - e) carrier solution;
6. Ensuring written protocols are in place and followed when collaborating with another health and social services providers within a clinic/health care setting as

per the Standard of Practice: Collaboration in Patient Care and, Standard of Practice: General;

7. Having knowledge of and performing intravenous chelation therapy in accordance with the following NWT standards:
  - a) NWT Standard of Practice: General,
  - b) NWT Standard of Practice: Consent,
  - c) NWT Standard of Practice: Collaboration in Patient Care,
  - d) NWT Standard of Practice: Duty to Report,
  - e) NWT Standard of Practice: Intravenous Therapy,
  - f) NWT Standard of Practice: Clean Needle Technique,
  - g) NWT Standard of Practice: Emergency Readiness, and
  - h) NWT Standard of Practice: Infectious Disease Prevention and Control;
8. Having knowledge of and applying the principles of the Guideline: Collaboration in Patient Care;

#### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform intravenous chelation therapy safely, competently and ethically.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Intravenous Therapy

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 15: Intravenous Therapy

*When performing intravenous therapy, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of administering a needle or cannula below the dermis for the purpose of providing intravenous therapy.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing intravenous therapy for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing intravenous therapy with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform intravenous therapy are current, in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of intravenous therapy,
  - b) assessment and diagnosis,
  - c) how to prepare intravenous solutions with acceptable osmolarity,
  - d) calculations of appropriate rates of infusion,
  - e) treatment techniques, and
  - f) indications and contraindications;
4. Ensuring proper documentation of intravenous therapy treatments in the patient naturopathic medical record in accordance with the Standard of Practice: Record Keeping and must include:
  - a) vital signs,
  - b) intravenous solution concentration and osmolarity,
  - c) infusion rate,
  - d) intravenous administration site,
  - e) size and type of needle or cannula used,
  - f) state of needle or cannula when removed, and
  - g) state of patient upon conclusion of treatment;
5. Ensuring proper labelling of the IV bag to include:
  - a) concentration and volume of each substance added to the bag;
  - b) date and time the bag was drawn up;
  - c) name of person who drew up the bag;
  - d) patient's name;
  - e) carrier solution;
6. Ensuring written protocols are in place and followed when collaborating with another health and social services provider within a clinic/health care setting as

per the Standard of Practice: Collaboration in Patient Care and, Standard of Practice: General;

7. Having knowledge of and performing intravenous therapy in accordance with the following NWT standards:
  - a) NWT Standard of Practice: General,
  - b) NWT Standard of Practice: Consent,
  - c) NWT Standard of Practice: Collaboration in Patient Care,
  - d) NWT Standard of Practice: Duty to Report,
  - e) NWT Standard of Practice: Clean Needle Technique,
  - f) NWT Standard of Practice: Emergency Readiness, and
  - g) NWT Standard of Practice: Infectious Disease Prevention and Control;
8. Complying with the Standard of Practice: Intravenous Chelation Therapy when administering intravenous chelation therapy;
9. Complying with the Standard of Practice: Ozone Therapy when administering intravenous ozone;
10. Having knowledge of and applying the principles of the Guideline: Collaboration in Patient Care;
11. Ensuring that, when administering IV therapy, it is not for the purposes of parenteral nutrition.

#### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform intravenous therapy safely, competently and ethically.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

*College of Naturopathic Doctors of Alberta's Code of Ethics*

*NWT Standard of Practice: Records Keeping*

*NWT Standard of Practice: General*

*NWT Standard of Practice: Consent*

*NWT Standard of Practice: Collaboration in Patient Care*

*NWT Standard of Practice: Duty to Report*

*NWT Standard of Practice: Clean Needle Technique*

*NWT Standard of Practice: Emergency Readiness*

*NWT Standard of Practice: Infectious Disease Prevention and Control*

*NWT Standard of Practice: Intravenous Chelation Therapy*

*NWT Standard of Practice: Ozone Therapy*

*NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting*

## 16. Spinal Manipulation

*When performing manipulation, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of using a deliberate, brief, fast thrust to move the joints of the spine beyond the normal range but within the anatomical range of motion, which generally results in an audible click or pop.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing manipulation for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing manipulation with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform manipulation are current, in accordance with the *Naturopathic Profession Regulation's* continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of manipulation,
  - b) anatomy,
  - c) assessment and diagnosis, and
  - d) indications and contraindications.
4. Properly documenting manipulation treatments in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping and must include:
  - a) specific adjustment and technique used,
  - b) specific anatomical location(s) where manipulation was performed, and
  - c) state of patient upon conclusion of treatment.
5. Having knowledge of and performing manipulation in accordance with the following standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Duty to Report
  - d) NWT Standard of Practice: Emergency Readiness

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform manipulation safely, competently and ethically.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Emergency Readiness

## 17. Minor Surgery

*When performing minor surgery, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of cutting body tissue, below the dermis or mucous membrane for the purpose of performing minor surgery.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing minor surgery on a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing minor surgery with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform minor surgery are current, in accordance with the *Naturopathic Profession Regulation's* continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of minor surgery,
  - b) physiology and anatomy,
  - c) assessment and diagnosis, and
  - d) indications and contraindications;
4. Properly documenting minor surgery in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping and must include:
  - a) patient's vital signs before and after treatment,
  - b) specific techniques used,
  - c) how the patient tolerated the treatment, and
  - d) state of patient upon conclusion of treatment.
5. Having knowledge of and performing minor surgery in accordance with the following standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Clean Needle Technique
  - d) NWT Standard of Practice: Infectious Disease Prevention and Control
  - e) NWT Standard of Practice: Emergency Readiness.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform minor surgery safely, competently and ethically.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

## 18: Naturopathic Injection Therapies

*When performing naturopathic injection therapies, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of administering a needle below the dermis for the purpose of providing naturopathic injection therapies. There are three types of naturopathic injection therapies that this standard provides for:

1. Intramuscular injections
2. Intradermal injections
3. Subcutaneous injections

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing naturopathic injection therapies for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing naturopathic injection therapies with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Having authorization from the Registrar of Professional Licensing to perform the Expanded Scope Activities of administering a needle or cannula below the dermis for the purpose of providing intravenous ozone therapy, and acting in accordance with any restrictions or provisions required by the Registrar of Professional Licensing when using ozone as an injected substance;
3. Ensuring that all required qualifications to perform naturopathic injection therapies are current, in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
4. Having skills and knowledge of:
  - a) theory and principles of naturopathic injection therapies,
  - b) assessment and diagnosis,
  - c) how to prepare solutions for injections safely and competently,
  - d) treatment techniques, and
  - e) indications and contraindications;
5. Ensuring proper documentation of naturopathic injection therapies in the patient naturopathic medical record in accordance with the Standard of Practice: Record Keeping and must include:
  - a) formula and concentration of solution for injection,
  - b) injection administration site(s) ,
  - c) size and gauge of needle(s) used,
  - d) volume of solution administered,
  - e) state of needle(s) when removed, and
  - f) state of patient upon conclusion of treatment;
6. Ensuring proper preparation of solutions to be administered, including:

- a) preparing solutions as close as possible to administration;
- b) keeping solutions labelled until administration; and,
- c) ensuring the same person who prepares the solution administers it;
7. Ensuring written protocols are in place and followed when collaborating with another health and social services provider within a clinic/health care setting as per the Standards of Practice: Collaboration in Patient Care, and General.
8. Having knowledge of and performing naturopathic injection therapies in accordance with the following standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Collaboration in Patient Care
  - d) NWT Standard of Practice: Duty to Report
  - e) NWT Standard of Practice: Clean Needle Technique
  - f) NWT Standard of Practice: Emergency Readiness
  - g) NWT Standard of Practice: Infectious Disease and Prevention Control
  - h) NWT Standard of Practice: Ozone Therapy
9. Having knowledge of and applying the principles of the Guideline: Collaboration in Patient Care in a Shared Health Care Setting.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform naturopathic injection therapies safely, competently and ethically.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Guideline: Collaboration in Patient Care in a Shared Health Care Setting

## 19. Ozone Therapy

*When performing ozone therapy, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activities of:

- Administering a needle or cannula below the dermis for the purpose of providing intravenous ozone.
- Insert or remove instruments, devices or fingers beyond the labia majora for the purposes of vaginal ozone therapy.
- Insert or remove instruments, devices or fingers beyond the anal verge for the purpose of performing rectal ozone therapy.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing ozone therapies for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing ozone therapy with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Ensuring that all required qualifications to perform ozone therapy are current, in accordance with the *Naturopathic Profession Regulation's* continuing competence requirements;
3. Having skills and knowledge of:
  - a) theory and principles of ozone therapy,
  - b) assessment and diagnosis,
  - c) how to prepare ozone therapy solutions safely and competently,
  - d) treatment techniques, and
  - e) indications and contraindications.
4. Ensuring proper documentation of ozone therapy treatments in the patient naturopathic medical record in accordance with the NWT Standard of Practice: Records Keeping and must include:
  - a) concentration of ozone administered,
  - b) administration site(s) , and
  - c) state of patient upon conclusion of treatment.
5. Ensuring that when administering ozone intravenously, the IV bag is labelled to include:
  - a) concentration and volume of each substance added to the bag;
  - b) date and time the bag was drawn up;
  - c) name of person who drew up the bag;
  - d) patient's name;
  - e) carrier solution;
6. Ensuring written protocols are in place and followed when collaborating with another health and social services provider within a clinic/health care setting as

per the Standard of Practice: Collaboration in Patient Care and, Standard of Practice: General;

7. Complying with the Standard of Practice: Intravenous Therapy when administering intravenous ozone;
8. Complying with Standard of Practice: Prolotherapy when administering ozone for the purpose of prolotherapy;
9. Complying with Standard of Practice: Naturopathic Injection Therapies when administering intradermal, subcutaneous and/or intramuscular ozone;
10. Ensuring the ozone generating machine is maintained and its maintenance documented in accordance with the Standard of Practice: Records Keeping and, the Guideline: Medical Devices and Technologies;
11. Having knowledge of and performing ozone therapy in accordance with the following standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Collaboration in Patient Care
  - d) NWT Standard of Practice: Duty to Report
  - e) NWT Standard of Practice: Clean Needle Technique (if applicable)
  - f) NWT Standard of Practice: Emergency Readiness
  - g) NWT Standard of Practice: Infectious Disease Prevention and Control
12. Having knowledge of and applying the principles of the Guideline: Collaboration in Patient Care.

#### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform ozone therapy safely, competently and ethically.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Intravenous Therapy

NWT Standard of Practice: Records Keeping

NWT Guideline: Medical Devices and Technologies

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Standard of Practice: Naturopathic Injection Therapies

NWT Standard of Practice: Prolotherapy

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 20. Patient Protection in the Context of Sexual Abuse and Sexual Misconduct

*Naturopathic doctors must establish and maintain appropriate therapeutic relationships and professional boundaries with patients in a transparent and ethical manner, be knowledgeable about the situations when it is mandatory to report, and must report such situations where they occur to the appropriate authorities.*

Naturopathic doctors demonstrate this standard of practice by:

1. Recognizing the position of power the naturopathic doctor has over the patient within the therapeutic relationship and refraining from exploiting patient therapeutic relationships for any form of personal gain, benefit or advantage;
2. Developing therapeutic relationships with patients ensuring appropriate professional boundaries that consider the elements of power, trust and respect;
3. Not managing the care of anyone whose relationship to the naturopathic doctor poses a conflict of interest (such as a family member or other close personal relationship). Naturopathic doctor may provide treatment to a family member or close personal relationship in emergency situations and for minor conditions;
4. Acting respectfully and responsibly at all times, including during the course of a therapeutic relationship, and never:
  - a) making physical contact of a sexual nature that is inappropriate for the patient's condition or is a violation of professional boundaries,
  - b) making sexually suggestive comments or sexual advances with patients, and
  - c) engaging in any behaviour that would constitute sexual misconduct;
5. Never entering into a sexual relationship with a current patient or someone with whom the patient has a close personal relationship;
6. Refraining from entering into a sexual relationship with a former patient for:
  - a) a minimum of one year, and
  - b) until it can be demonstrated that there is no longer a power imbalance between the naturopathic doctor and the patient;
7. Refraining from ever entering into a sexual relationship with a former patient where counselling was a significant part of treatment;
8. Identifying and working to resolve issues when the potential for compromising boundaries exists on the part of the naturopathic doctor or the patient; and
9. Maintaining appropriate professional boundaries and never making abusive, suggestive or harassing comments, inappropriate and non-consensual physical contact or sexual advances with patients, co-workers, or staff members.

When having reasonable grounds to believe that the conduct of a colleague constitutes unprofessional conduct, naturopathic doctors demonstrate this standard of practice by:

10. Reporting a colleague to the Complaints Officer when they believe with reasonable and probable grounds, that the conduct of the colleague places a patient or patients at risk. Situations of this include, but are not limited to, when a colleague:

- a) makes sexual advances to or enters into a sexual relationship with a patient;
- b) sexually abuses a patient or other person;
- c) behaves toward a patient or other person in a way that is consistent with sexual misconduct when not in the scope of treatment;
- d) suffers from a physical, cognitive, mental or emotional condition that is negatively impacting patient care, or is reasonably likely to negatively impact patient care; or,
- e) does not demonstrate competence in the care of patients;

11. Providing the involved patient or individual with information on how to file a complaint with the Complaints Officer;
12. Offering to file a third-party complaint with the involved patient/individual's consent, if the patient/individual does not wish to file a complaint themselves;
13. Reporting the colleague to the Complaints Officer without providing the name of the involved patient/individual, if the patient/individual does not consent to proceeding with a third-party complaint;
14. Documenting information in accordance with the Standard of Practice: Records Keeping and indicating whether or not the involved patient/individual wishes to report to the Complaints Officer; and
15. Reporting the colleague to the appropriate authorities (i.e. police) where sexual abuse or sexual misconduct has occurred or is believed to have occurred.

When a naturopathic doctor has been charged with or found guilty of an offence under the *Criminal Code*, *The Food and Drugs Act* and the *Controlled Drugs and Substances Act*, or when a naturopathic doctor has been sued civilly, they demonstrate this standard of practice by:

16. Self-reporting the situation to the Registrar of Professional Licensing as soon as possible (and within 14 days of notice of charge/conviction or having been served with a Statement of Claim);
17. Reporting any pardon, absolute or conditional discharge instead of conviction of the member regardless of when the pardon, absolute or conditional discharge was granted; and
18. Following any instructions provided by the Registrar of Professional Licensing with regards to disclosure required.

When a naturopathic doctor has had a finding of unprofessional conduct, incompetence or incapacity made against them by another health regulatory body, they demonstrate this standard of practice by:

19. Self-reporting the situation to the Registrar of Professional Licensing as soon as possible; and
20. Following any instructions provided by the Registrar of Professional Licensing with regards to disclosure required.

When having knowledge of unprofessional conduct of another health and social services provider, naturopathic doctors demonstrate this standard of practice by:

21. Reporting the health and social services provider to the appropriate regulatory body when they believe with reasonable and probable grounds, that the conduct of the health and social services provider places patients at risk or is considered unprofessional conduct under the *Health and Social Services Professions Act* or the health and social services provider's professional legislation
22. Providing the involved patient with contact information for the appropriate regulatory body;
23. Reporting the health and social services provider to their regulatory body without providing the name of the involved patient; and
24. Documenting information in accordance with the Standard of Practice: Records Keeping.

#### Expected Outcomes

Patients are satisfied that:

- A therapeutic relationship with appropriate professional boundaries was established and maintained.
- Naturopathic doctors are knowledgeable about when and who to report a colleague or another health and social services provider to when there are reasonable and probable grounds of unprofessional conduct.

Co-workers or staff members are satisfied that:

- An appropriate professional boundary was established and maintained.

Members have:

- Developed and maintained practices and procedures to explain to the patient that consent does not permit a non-therapeutic relationship or allow for a personal relationship with the patient; and
- When appropriate, clearly and diplomatically explains why patient consent does not justify a boundary violation.

#### Related Documents

*Health and Social Services Professions Act*

*Family Law Act*

*Criminal Code*

*Controlled Drugs and Substances Act*

*Food and Drug Act*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Professional Relationship and Boundaries

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: Transfer and Termination of Care

## 21. Prescribing

*When prescribing a Schedule 1 drug (National Association of Pharmacy Regulatory Authorities), naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Authorized naturopathic doctors are granted the Expanded Scope Activity of prescribing a Schedule 1 drug, within the meaning of the *Pharmacy Act*.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when prescribing a drug to a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only prescribing with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Only prescribing a drug in accordance with the *Naturopathic Profession Regulation*;
3. Ensuring that all required qualifications to prescribe a drug are current, in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
4. Demonstrating a knowledge-based practice, in accordance with Standard of Practice: General (prior to prescribing a drug);
5. Refraining from prescribing a drug that they are not competent to prescribe despite any authorization given to the naturopathic doctor;
6. Obtaining informed consent from the patient or patient's guardian, in accordance with Standard of Practice: Consent;
7. Ensuring that when preparing a prescription for a drug, the naturopathic doctor includes the following on the prescription:
  - a) date,
  - b) patient's name,
  - c) the prescribed drug,
  - d) strength, dose and quantity to be dispensed,
  - e) directions for use, including the administration route, frequency, dose, duration and any special instructions,
  - f) number of allowable refills (if any), and
  - g) the naturopathic doctor's name, address, telephone number, signature and registration number.
8. Ensuring that after prescribing a drug, the naturopathic doctor must:
  - a) appropriately monitor the patient and adjust prescription accordingly, if necessary; and
  - b) transfer care of a patient, in accordance with the Standard of Practice: Transfer and Termination of Care, when indicated.
9. Only continuing and adjusting a prescription that was initiated by another regulated health and social services provider who is authorized to prescribe when the naturopathic doctor:

- a) is competent and authorized to prescribe the drug being continued or adjusted; and
- b) informs the initiating health and social services provider of changes in prescription where appropriate and with the consent of the patient or patient's authorized representative;

10. Ensuring proper documentation of prescribing a drug to a patient in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping;
11. Having knowledge of and prescribing a drug in accordance with the following standards:
  - a) NWT Standard of Practice: Collaboration in Patient Care.
  - b) NWT Standard of Practice: Duty to Report.
  - c) NWT Standard of Practice: Telemedicine.

#### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors prescribe a drug safely, competently and ethically.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

*Pharmacy Act*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

## 22. Professional Relationships and Boundaries

*Naturopathic doctors must establish and maintain appropriate therapeutic relationships and professional boundaries with patients in a transparent and ethical manner.*

### Introduction

Professional boundaries are the foundation of both patient therapeutic relationships and inter-professional relationships. The professional role places naturopathic doctors in positions of authority, trust or power in which they are expected to establish and maintain professional boundaries with patients, colleagues, or staff members by acting responsibly, appropriately, and with integrity at all times.

Naturopathic doctors demonstrate this standard of practice by:

1. Recognizing the position of power the naturopathic doctor has over the patient within the therapeutic relationship and refraining from exploiting patient therapeutic relationships for any form of non-therapeutic or personal gain, benefit or advantage;
2. Developing therapeutic relationships with patients ensuring appropriate boundaries that consider the elements of power, trust and respect;
3. Not managing the care of anyone whose relationship to the naturopathic doctor poses a conflict of interest;
4. Acting respectfully and responsibly at all times, and never making:
  - a) physical contact that is inappropriate for the patient's condition, of a sexual nature or is a violation of professional boundaries, and
  - b) sexually suggestive comments or sexual advances with patients;
5. Never entering into a sexual relationship or otherwise inappropriate relationship with a current patient or someone with whom the patient has a significant personal relationship (i.e. the parent of child that is a patient);
6. Refraining from entering into a sexual or otherwise inappropriate relationship with a former patient in accordance with NWT Standard: Patient Protection in the Context of Sexual Abuse and Sexual Misconduct.
7. Refraining from entering into a sexual or otherwise inappropriate relationship with a former patient where counselling was a significant part of treatment;
8. Refraining from entering into a therapeutic relationship and/or accepting a patient with whom the naturopathic doctor already has a personal relationship unless professional boundaries will be sustained;
9. Identifying and attempting to resolve issues when the potential for compromising boundaries exists on the part of the naturopathic doctor or the patient;
10. Terminating the therapeutic relationship if professional boundaries cannot be established or maintained in accordance with transfer of care strategies and discontinuation of naturopathic care criteria described in the Standard of Practice: Transfer and Termination of Care; and
11. Maintaining appropriate professional boundaries and never making abusive, suggestive or harassing comments, inappropriate and non-consensual physical contact or sexual advances with patients, co-workers, or staff members.

## Expected Outcomes

Patients are satisfied that:

- A therapeutic relationship with appropriate professional boundaries was established and maintained.

Co-workers or staff members are satisfied that:

- An appropriate professional boundary was established and maintained.

## Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Transfer and Termination of Care

## 23: Prolotherapy

*When performing prolotherapy, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Expanded Scope Activities authorized for naturopathic doctors are listed in the *Naturopathic Profession Regulation*. Authorized naturopathic doctors are granted the Expanded Scope Activity of performing prolotherapy. Prolotherapy is an application of administering a treatment to tissue below the dermis or the mucous membrane.

This standard is intended to outline how naturopathic doctors can provide safe, competent and ethical care, when performing prolotherapy for a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Only performing prolotherapy with authorization from the Registrar of Professional Licensing and in accordance with any restrictions or provisions required by the Registrar of Professional Licensing;
2. Having authorization from the Registrar of Professional Licensing to perform the related Expanded Scope Activity of administering ozone therapy and acting in accordance with any restrictions or provisions required by the Registrar of Professional Licensing when using ozone as an injected substance;
3. Ensuring that all required qualifications to perform prolotherapy therapy are current, in accordance with the *Naturopathic Profession Regulation*'s continuing competence requirements;
4. Having skills and knowledge of:
  - a) theory and principles of prolotherapy,
  - b) how to prepare solutions for injection safely and competently,
  - c) assessment and diagnosis,
  - d) treatment techniques, and
  - e) indications and contraindications;
5. Properly documenting prolotherapy in the patient naturopathic medical record in accordance with the Standard of Practice: Records Keeping and must include:
  - a) formula and concentration of solution for injection,
  - b) injection administration site(s),
  - c) size and gauge of needle(s) used,
  - d) volume of solution administered,
  - e) state of needle(s) when removed, and
  - f) state of patient upon conclusion of treatment;
6. Having knowledge of and performing prolotherapy in accordance with the following standards:
  - a) NWT Standard of Practice: General
  - b) NWT Standard of Practice: Consent
  - c) NWT Standard of Practice: Duty to Report
  - d) NWT Standard of Practice: Clean Needle Technique
  - e) NWT Guideline: Medical Devices and Technologies
  - f) NWT Standard of Practice: Emergency Readiness

g) NWT Standard of Practice: Infectious Disease Prevention and Control

Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors perform prolotherapy safely, competently and ethically.

Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Consent

NWT Standard of Practice: Duty to Report

NWT Standard of Practice: Clean Needle Technique

NWT Standard of Practice: Emergency Readiness

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Guideline: Medical Devices and Technologies

## 24: Records Keeping

*Naturopathic doctors must create, maintain and keep all records in an ethical, accurate, secure and comprehensive manner.*

### Introduction

The intent of this standard is to advise naturopathic doctors with respect to the expectations for record keeping in their practice. This standard applies to written and electronic records and includes appointment records, billing records, patient naturopathic medical records, dispensary records and clinical equipment records.

#### **A. Appointment Records**

*Naturopathic doctors must maintain appointment records that are accurate, legible, and comprehensive.*

Naturopathic doctors demonstrate this standard of practice by:

1. Maintaining an appointment record that clearly and legibly identifies:
  - a) naturopathic doctor's name, clinic name, address and telephone number,
  - b) date and time of each appointment,
  - c) name of patient, including at least their first and last name, and
  - d) type of appointment;
2. Ensuring all appointment records are kept securely;
3. Ensuring appointment records are made available at patient's request; and
4. Keeping appointment records for at least seven (7) years.

#### **B. Billing Records**

*Naturopathic doctors must maintain billing records that are accurate, legible and comprehensive*

Naturopathic doctors demonstrate this standard of practice by:

1. Ensuring that billing records clearly and legibly record:
  - a) name of treating naturopathic doctor, clinic name, address, telephone number,
  - b) patient's name, address and telephone number,
  - c) date of service and treatment rendered,
  - d) services and treatments billed,
  - e) products dispensed,
  - f) payment amount and method of payment, and
  - g) balance of account.
2. Issuing receipts for all payments;
3. Ensuring that receipts provided to patients are clearly itemized by:
  - a) name and registration number of treating naturopathic doctor, clinic name, address, telephone number,
  - b) patient's name, address and telephone number,
  - c) date(s) of service(s) and treatment(s) rendered,
  - d) rendered service(s) and treatment(s) billed:

- i. separating fees for naturopathic service(s) and treatment(s) from all other fees, and
  - ii. individually listing fees for products, injectable substances, laboratory services, etc. when applicable.
- e) products sold, and
- f) payment amount and method(s) of payment.

4. Maintaining copies of receipts for all payments;
5. Ensuring all billing records are kept securely;
6. Ensuring billing records are made available at patient's request; and
7. Keeping billing records for at least seven (7) years.

### **C. Dispensary Records**

*Naturopathic doctors must maintain dispensary records that are accurate, legible and comprehensive.*

Naturopathic doctors demonstrate this standard of practice by:

1. Ensuring that dispensary records legibly and accurately document
  - a) purchaser's name,
  - b) purchaser's phone number,
  - c) product(s) purchased,
  - d) date of purchase, and
  - e) name of prescribing health and social services provider, when applicable.
2. Documenting and maintaining an inventory of products purchased or received, including date of receipt;
3. Maintaining a log containing a record of distribution of each product sold to enable the naturopathic doctor to issue a recall of any sold product;
4. Maintaining a record of any product recalls or alerts provided by the manufacturer or Health Canada;
5. Ensuring all dispensary records are kept securely; and
6. Keeping these records for at least seven (7) years.

### **D. Patient Naturopathic Medical Records**

*Naturopathic doctors must maintain patient naturopathic medical records that are accurate, legible and comprehensive and kept in a safe manner.*

Naturopathic doctors demonstrate this standard of practice by:

1. Documenting all entries related to patient care either in a paper or electronic patient naturopathic medical record;
2. Ensuring that all patient naturopathic medical records contain:
  - a) legible entries,
  - b) chart entries that are recorded as soon as possible after the patient interaction,
  - c) who is providing the service and/or treatment,
  - d) a legend of abbreviations or codes when other than generally accepted naturopathic medical abbreviations are used,

- e) subjective information provided by the patient or their authorized representative,
- f) relevant objective findings,
- g) results of any examinations,
- h) an assessment of the information and any diagnosis,
- i) proposed treatment plan, including prescriptions and diet and lifestyle recommendations,
- j) relevant communications with or about the patient,
- k) relevant information obtained from re-assessment and any diagnosis, and
- l) indication of the author and date of each entry.

3. Documenting the following information related to the delivery of treatment:

- a) name and strength of all products administered,
- b) dosage and frequency,
- c) date of administration,
- d) method of administration,
- e) who administered the service and/or treatment, and
- f) how treatment was tolerated.

4. Ensuring that no changes are made to previous entries in a patient naturopathic medical record;

5. Ensuring any addendums to a patient naturopathic medical record is initialed and dated;

6. Ensuring that when patient naturopathic medical records are created and maintained on paper, the following criteria are met:

- a) all written entries are made in indelible ink,
- b) the patient's name or patient number is recorded on each page,
- c) all written entries are clearly legible,
- d) there are no blank spaces on the page or blank pages between entries,
- e) all pages are in chronological order and dated, and
- f) a consistent format is used for recording the date.

7. Ensuring that, when patient naturopathic medical records are created and maintained electronically, the following criteria are met:

- a) the system provides a visual display of the recorded information,
- b) the system provides a means of accessing the record of each patient by the patient's name,
- c) the system maintains an audit trail that:
  - i. records the date and time of each entry for each patient,
  - ii. preserves the original content of the record if changed or updated,
  - iii. identifies the person making each entry or amendment, and
  - iv. is capable of printing each patient record separately;
- d) the system provides reasonable protection against unauthorized or inappropriate access;
- e) the system is backed up at least each practice day and allows for the recovery of backed-up files or otherwise provides reasonable protection against loss of, damage to and inaccessibility of records; and
- f) files are encrypted if they are transferred or transported off-site;

8. Ensuring all patient records are never left unattended in an unsecured location;

9. Storing all patient naturopathic medical records in such a manner that a specific file can be easily identified and retrieved;
10. Maintaining a separate patient naturopathic medical record for each patient;
11. Ensuring all patients are made aware that other health and social services providers may have access to their patient naturopathic medical records and patients may choose to decline that access;
12. Appropriately transferring patient naturopathic medical records to another naturopathic doctor in the NWT in the event of sale of practice, transfer of practice, retirement from practice or similar circumstance in accordance with the Standard of Practice: Transfer and Termination of Care;
13. Notifying patients in writing as to how they can obtain access to their patient charts when their charts are to be transferred;
14. Ensuring all patient naturopathic medical records are kept securely;
15. Ensuring patient naturopathic medical records are made available at patient's request; and
16. Ensuring patient naturopathic medical records are maintained and accessible for a minimum of:
  - a) ten (10) years from the date of last record entry for an adult patient; and
  - b) ten (10) years after the date of last record entry for a minor patient, or two years after the patient reaches or would have reached the age of eighteen (18), whichever is longer.

#### **E. Clinic Equipment Records**

*Naturopathic doctors must create and maintain appropriate records of the purchase, maintenance, and disposition of clinical equipment requiring servicing.*

Naturopathic doctors demonstrate this standard of practice by:

1. Documenting and maintaining an inventory of equipment purchased or received, including date of receipt;
2. Documenting the date and nature of service or maintenance on equipment;
3. Documenting the date of disposition of equipment;
4. Ensuring all clinical equipment records are kept securely; and
5. Maintaining these records for a minimum of seven (7) years after disposition of the equipment.

#### Expected Outcomes

Patients are satisfied that:

- All records pertaining to their care with naturopathic doctors are created ethically, accurately and comprehensively, and
- All records pertaining to their care with naturopathic doctors are maintained and kept securely.

#### Related Documents

*Health and Social Services Professions Act  
Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: General

NWT Standard of Practice: Transfer and Termination of Care

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 25. NWT Standard of Practice: Selling

*When selling products, naturopathic doctors must do so safely, responsibly and ethically.*

### Introduction

By selling products, naturopathic doctors reduce barriers for their patients to access products that are beneficial to their health, and must ensure that they carry this out ethically, safely and responsibly. When selling a product to a member(s) of the public, steps must be taken to clearly inform the public that the purchase of the product does not constitute nor substitute naturopathic medical care.

This standard applies to all sales:

- From a dispensary within a naturopathic clinic setting;
- From a dispensary associated with a naturopathic clinic setting; and
- By a naturopathic doctor when using any of the protected titles outlined in the *Naturopathic Profession Regulation* to endorse a product.

Naturopathic doctors demonstrate this standard of practice by:

1. Ensuring that products sold are within the naturopathic scope of practice in accordance with Standard of Practice: General, and Standard of Practice: Conflict of Interest;
2. Ensuring that products are labeled with an expiry date and are not sold past their expiry date;
3. Ensuring that products are obtained, handled and stored in accordance with applicable laws;
4. Documenting the sale of all products in accordance with Standard of Practice: Records Keeping;
5. Selling products at fair market value based on the cost of goods sold plus a reasonable handling cost (i.e. shipping costs, staff wages, cost of rental space, etc.);
6. Including a disclaimer on the receipt that any products purchased without a prescription have not been prescribed by a naturopathic doctor and that the purchase of a product from a naturopathic doctor's dispensary does not constitute nor substitute naturopathic medical care,
7. Ensuring when mixing substances to produce a product to sell:
  - a) the area of preparation is clean and surfaces are sanitized in accordance with NWT Standard of Practice: Infectious Disease Prevention and Control; there is no cross-contamination of substances;
  - b) the area of preparation is not accessible to patients;
  - c) substances are mixed using accurate measuring devices appropriate to the substance being measured;
  - d) substances are only mixed into new containers;
  - e) the final product is labelled with an expiry date;
  - f) the personnel preparing the product:
    - i. does not make any substitutions or alterations to the prescription in any way prior to selling the product,

- ii. does not provide advice that would constitute naturopathic medical care, and
- iii. does not mix substances that are to be used by the naturopathic doctor to use while performing an Expanded Scope Activity.

8. Ensuring the personnel selling the product:
  - a) does not make any substitutions or alterations to the prescription in any way prior to selling the product; and
  - b) does not provide advice that would constitute naturopathic medical care;
9. Ensuring when selling to patients that:
  - a) the prescription is verified for the following information:
    - i. patient name,
    - ii. the prescriber's name,
    - iii. the date of the prescription,
    - iv. name of product, and
    - v. dosage and duration.
  - b) the prescription is dated within one year prior to the sale of the product;
  - c) the name of the prescribing health and social services provider is documented in accordance with Standard of Practice: Records Keeping;
  - d) a product is not sold if it will expire before the date on which the patient is expected to finish the product;
  - e) the patient is informed that they can purchase the product elsewhere; and
  - f) naturopathic doctors do not instruct patients that they must purchase products from their dispensary; and
10. Ensuring when selling to the public that:
  - a) they have been informed prior to purchasing that the product has not been prescribed by a naturopathic doctor; and
  - b) they have been informed prior to purchasing that purchasing a product from a dispensary of a naturopathic doctor does not constitute nor substitute naturopathic medical care.

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors sell products safely, responsibly and ethically.

The public is satisfied that:

- They have been informed that the products they purchased have not been recommended to them by a naturopathic doctor; and
- They have been informed that purchasing a product from a dispensary does not constitute nor substitute naturopathic medical care.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

*Pharmacy Act*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Conflict of Interest

NWT Standard of Practice: Infectious Disease Prevention and Control

NWT Standard of Practice: Records Keeping

NWT Guideline: Collaboration in Patient Care in a Shared Healthcare Setting

## 26. Telemedicine

*When using telemedicine, naturopathic doctors must do so in a safe, competent and ethical manner.*

### Introduction

Naturopathic doctors who choose to provide naturopathic care using telemedicine must continue to meet all of the same legal, ethical and professional requirements required in a clinical setting. If the naturopathic doctor fails to this minimum standard of care, it is no defence to say that they provided services to the patient only by way of audio-visual technology.

Naturopathic doctors demonstrate this standard of practice by:

1. Complying with all standards of practice, the adopted code of ethics and legislation;
2. Considering the patient's existing health status, specific health care needs and circumstances and only using telemedicine if it is in the best interests of the patient;
3. Recognizing that a therapeutic relationship is established using telemedicine;
4. Maintaining a therapeutic relationship and professional boundaries with patients in a transparent and ethical manner, in accordance with Standard of Practice: Professional Relationships and Boundaries;
5. Being knowledgeable of:
  - a) diagnostic, assessment and treatment limitations when providing naturopathic medicine using telemedicine, and
  - b) potential privacy, confidentiality and information security risks associated with telemedicine;
6. Clearly communicating limitations and risks outlined in 5a) and 5b) of this standard to the patient when obtaining informed consent;
7. Acknowledging limitations outlined in 5a) of this standard and referring in accordance with Standard of Practice: General and, Standard of Practice: Termination and Transfer of Care;
8. Ensuring that the naturopathic doctor's identity is known to the patient and the identity of the patient is confirmed at each consultation;
9. Assessing and ensuring that the reliability, quality, and timeliness of the patient information obtained through telemedicine is sufficient and verifiable before providing treatment;
10. Ensuring that the communication technology used and the physical location of both the naturopathic doctor and the patient are consistent with applicable privacy law and regulations and the patient permits the sharing of the patient's naturopathic medical information in a private and secure manner;
11. Ensuring the privacy and confidentiality of the patient's naturopathic medical information. For example, the use of telemedicine and supporting technologies may produce records in the form of videos and voice recordings. All of these would be part of the legal record of care and must be maintained in accordance with the Standard of Practice: Records Keeping;

12. Being knowledgeable of and compliant with the applicable legislation of the jurisdiction where the patient resides if the patient is not in the NWT;
13. Ensuring that they have appropriate professional liability insurance coverage to provide naturopathic medicine using telemedicine;

#### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors that utilize telemedicine are doing so competently, ethically and in a responsible manner.

#### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

*College of Naturopathic Doctors of Alberta's Code of Ethics*

*Federation of Medical Regulatory Authorities of Canada Policy on Telemedicine (2010)*

NWT Standard of Practice: General

NWT Standard of Practice: Consent

NWT Standard of Practice: Termination and Transfer of Care

NWT Standard of Practice: Professional Relationships and Boundaries

NWT Standard of Practice: Records Keeping

## 27: Termination and Transfer of Care

*When transferring or terminating care of a patient, naturopathic doctors must do so in a manner that is safe, ethical and competent.*

### Introduction

In providing safe, ethical and competent care for patients, circumstances may arise where naturopathic doctors need to transfer and/or terminate care. This standard outlines the situations and the process by which naturopathic doctors transfer and/or terminate care of a patient.

Naturopathic doctors demonstrate this standard of practice by:

1. Identifying circumstances where transfer of care to another health and social services provider is appropriate, which include:
  - a) when a patient's life is or may be at risk, in which case the naturopathic doctor must immediately call emergency services,
  - b) when treatment of the patient's condition is beyond the scope of practice for the profession,
  - c) when treatment of the patient's condition is beyond the competence level of the individual naturopathic doctor,
  - d) when treatment of the patient's condition requires expertise or technology that is beyond the scope of practice for the profession;
2. Ensuring when transferring care of a patient, that:
  - a) clear communication is provided to the patient regarding the transfer of care,
  - b) patients are notified in writing as to how they can obtain access to their patient naturopathic medical records when their records are to be transferred,
  - c) it is appropriately documented in the patient naturopathic medical record and in accordance with the Standard of Practice: Records Keeping,
  - d) clear communication is provided to involved health and social services providers in accordance with Standard of Practice: Collaboration in Patient Care, and) all referrals in are in accordance with the Standard of Practice: Conflict of Interest.
3. Understanding under which circumstances where patient care may be terminated without providing a transfer of care, which include when:
  - a) the patient poses a safety risk to office staff, other patients, or the naturopathic doctor,
  - b) the patient is abusive to office staff, other patients, or the naturopathic doctor,
  - c) the patient fails to respect professional boundaries, or
  - d) the naturopathic doctor is abruptly leaving practice with no return date because of personal illness or other urgent circumstances;
4. Ensuring that patient care is not terminated based on:
  - a) any aspects of discrimination in accordance with the adopted code of ethics,
  - b) poor lifestyle choices of a patient (i.e. smoking),

- c) a patient failing to keep appointments or pay outstanding fees, unless advance notice regarding termination of care has been given to the patient, and
- d) a patient refusing to follow naturopathic medical advice;

5. Identifying circumstances where termination of care is appropriate that requires transfer of care of a patient, which include:

- a) upon the patient's request,
- b) moving practice locations if not reasonable for patient to follow,
- c) upon selling a practice to another naturopathic doctor,
- d) retirement from practice,
- e) when a naturopathic doctor changes their practice focus and determines that their care is no longer in the patient's best interest,
- f) when the treatment of the patient's condition is beyond the competence level of the individual naturopathic doctor,
- g) when the therapeutic relationship has been compromised, as outlined in Standard of Practice: Professional Relationships and Boundaries,

### Expected Outcomes

Patients are satisfied that:

- Naturopathic doctors understand when and how to terminate and transfer care in a competent and responsible manner.

### Related Documents

*Health and Social Services Professions Act*

*Naturopathic Profession Regulation*

College of Naturopathic Doctors of Alberta's *Code of Ethics*

NWT Standard of Practice: General

NWT Standard of Practice: Professional Relationships and Boundaries

NWT Standard of Practice: Records Keeping

NWT Standard of Practice: Collaboration in Patient Care

NWT Standard of Practice: Conflict of Interest