



Annual Report

2016/2017

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ABOUT ACIP

The Atlantic Collaborative on Injury Prevention (ACIP) is a non-government organization that works to prevent intentional and unintentional injuries in Atlantic Canada. ACIP is a collaboration of government and non-government partners.

Message from the Chair

Ian Watson – Chair, ACIP Board of Directors

2016 marked a year of continued stability and growth for the organization. Strategically, the Board has continued to serve its primary functions effectively. As a policy governance board, members have continuously acted to provide overarching direction and to protect the interests of the organization in all deliberations. It has maintained the external focus that is important for boards of this type, effectively maintaining a healthy separation between strategic oversight and operational management. Tangible examples of this clear focus include our deliberate consideration of establishing ACIP as the host agency for the Preventable campaign in Atlantic Canada. This decision effectively shifts the organization to a slightly more public facing one, and requires us to truly represent Atlantic-wide interests versus multiple provincial stakeholders. These decisions were not taken lightly, but were the right ones, and ones that we stand behind.

Similarly, our increasing focus on falls among seniors is a clear demonstration that evidence matters in the work we undertake. With falls among seniors a leading cause of injury-related hospital admissions across Atlantic Canada, ACIP is well positioned to support governments, NGOs and other interested stakeholders who are working to address this significant burden to patients, their families and the healthcare systems entrusted to care for them. We look forward to partnering with the 4th Canadian Fall Prevention Conference in St. John's NL, to further our work in this area.

Our operations have continued to be ably led by our Executive Director, Jennifer Russell. Throughout the year, Jennifer has continued to demonstrate strong ability to link strategic priorities with appropriate, timely and effective operational leadership. On behalf of the entire Board, we offer thanks to Jennifer for her ongoing engagement with us.

We are pleased to share our results within our Annual Report, including full disclosure of our finances – a signal of our ongoing commitment to sound financial stewardship, transparency and accountability. We would also be remiss if we were not to express our deep appreciation for the operational funding made

available to us through our partnerships with the governments of Newfoundland and Labrador, Nova Scotia, New Brunswick and Prince Edward Island.

On behalf of the entire organization, I hope you find our Annual Report informative. I welcome your comments and suggestions and I hope you share our optimism for another busy, productive year in 2017-18!

A handwritten signature in black ink that reads "Jon Watson". The signature is written in a cursive style with a large, stylized initial "J".

WELCOME AND THANK YOU

The ACIP Board of Directors would like to introduce a new member to the board this year – **Richard Louis** from the New Brunswick Trauma Program.

The ACIP Board of Directors would like to acknowledge two members of the board as they pursue new opportunities. Many thanks to **Linda Carter** of the Newfoundland and Labrador Department of Children, Seniors, and Social Development and **Jacquie Lidstone** from the Island Network for Injury Prevention, for their longstanding membership and valuable contributions to ACIP.

ACIP Board of Directors 2016/2017

Janice Campbell – New Brunswick Department of Health

Linda Carter – Newfoundland and Labrador Department of Children, Seniors, and Social Development

Jennifer Heatley – Nova Scotia Department of Health & Wellness

Len LeRiche – Newfoundland & Labrador Injury Prevention Coalition

Jacquie Lidstone – Island Network for Injury Prevention

Richard Louis – New Brunswick Trauma Program

Sandra Newton – Child Safety Link

Laura Lee Noonan – Prince Edward Island Department of Health and Wellness

Jackie Norman – Safety Services Nova Scotia

Kailey Pauls – Newfoundland & Labrador Injury Prevention Coalition

Shirley Ann Burdock (Vice-Chair) – Injury Free Nova Scotia

Bill Walker (Treasurer) – Safety Services New Brunswick

Ian Watson (Chair) – New Brunswick Trauma Program

ACIP Activities 2016/2017

Vision

An injury-free Atlantic Canada.

Mission

ACIP is the Atlantic voice on injury prevention. ACIP is a positive change agent that provides leadership to prevent injuries and their impact on individuals and communities.

Foundation

ACIP is:

Solely dedicated to injury prevention.

A conduit of information.

Action oriented.

Evidence based.

Committed to addressing the social determinants of injury.

Areas of Focus

Policy and Advocacy

Surveillance and Research

Sustainability and Growth

Networking, Partnerships and Knowledge Exchange

ACIP's activities for 2016/2017 are described below in relation to the above areas of focus and their respected outcome statements.

ACIP Activities 2016/2017

Policy and Advocacy

- Injury prevention is a priority with decision makers and stakeholders.
- NGOs are engaged in advocacy for injury prevention policy.
- Injury prevention policies are adopted throughout Atlantic Canada.

Alcohol Policy and Injury Prevention

ACIP began the initial stages of a report dedicated to providing an updated scan of alcohol policy work related to injury prevention across the Atlantic provinces. The purpose of this report is to demonstrate the current alcohol policy landscape in each province which will seek to uncover strengths and areas for improvement. This work remains ongoing into the new fiscal year.

Surveillance and Research

- Atlantic Canada benefits from current and credible injury prevention surveillance and research.

Child and Youth Unintentional Injury Hospitalizations: 10 Years in Review

In partnership, Child Safety Link and ACIP released a new report on unintentional injury hospitalizations from 2004-2013 of children ages 14 and under in Atlantic Canada. The purpose of the report is to review trends related to unintentional injuries suffered by children and youth living in Atlantic Canada over the 10-year period. We hope to provide information on unintentional injury-related deaths for the same timeframe and population at a later date. A copy of the report can be found here: http://childsafetylink.ca/wp-content/uploads/2017/05/Atlantic-Hospitalization-Report-2017_en-2.pdf

Canadian Agricultural Injury Reporting (CAIR) Collaborators

ACIP continues to participate as a CAIR Collaborator – providing support on agricultural fatality data from the Atlantic Provinces. Through this initiative, ACIP annually collects data on agricultural fatalities in the Atlantic region and partners with other collaborators and the Alberta Injury Prevention Centre to produce surveillance reports. The latest mortality report “*Canadian Agricultural Injury Reporting – Agriculture-Related Fatalities in Canada*” has been released. The report includes data from 2003-2012. A copy of the report can be found here: <http://www.cair-sbac.ca/wp-content/uploads/2017/02/CASA-CAIR-Report-English-FINAL-Web.pdf>

ACIP Activities 2016/2017

Sustainability and Growth

- i** • The injury prevention community benefits from ACIP's ongoing leadership.
- ACIP excels through the continued engagement and support of partners and funders.
- ACIP is an employer of choice within the injury prevention community.

ACIP Board Representation

As noted on page five, ACIP underwent changes to its Board of Directors. The ACIP Board of Directors continues to have participation from government and non-government representatives from the four Atlantic Provinces. ACIP is pleased to have continued support and engagement of partners and funders.

Networking, Partnerships, and Knowledge Exchange

- i** • The injury prevention community is actively engaged, connected and strengthened through knowledge exchange and partnerships.

Preventable

Most of ACIP's work over the past year has been dedicated to being a host partner in bringing a *Preventable* campaign to the Atlantic region. Working with the *Preventable* team in BC (campaign headquarters), ACIP commissioned online focus testing for two campaign platforms in both English and French. The platforms tested were "Nobody Expects" and "Seriously". Results showed that each platform could break through communication channels and achieve its objective, and that messaging from each platform performed well in both English and French.

ACIP hired fund development consultants, as well as, media and creative consultants to help in refining an Atlantic strategy for the campaign, including the breakdown of media buys within the Atlantic market, and sponsorship approaches. We have successfully secured close to \$200,000 in financial sponsorships to support the Atlantic campaign thus far. These partnerships include organizations such as the NB Trauma Program, Insurance Bureau of Canada, the NS Department of Health and Wellness, and the NL Department of Children, Seniors, and Social Development.

ACIP Activities 2016/2017

Over the past year, we have met with many different stakeholder groups including corporations, government, and non-government agencies to bring awareness to the *Preventable* campaign, and to discuss potential partnership opportunities that exist with the campaign. Our main priority moving into the next fiscal year is to continue forming partnerships for the Atlantic campaign, and to secure the remaining funds of our media buy goal.

Seniors Falls – Finding Balance and 4th Canadian Fall Prevention Conference

ACIP worked with fall prevention stakeholders from across Canada on creating a national platform for Finding Balance (a program originally developed by the Alberta Injury Prevention Centre). Finding Balance is an evidence-based injury prevention program aimed at preventing falls amongst older adults. The current program consists of:

- Online resources for the public and practitioners
- Annual fall prevention public awareness campaign
- Evidence-based practitioner's algorithm for screening, assessment and management of fall risk factors
- Advocacy for improved clinical practice
- Practitioner Network

The goals of Finding Balance are to reduce stigma around falls and aging by opening a conversation with seniors and their support networks, and to empower seniors to control risk factors of falling to ultimately keep their independence. Many provinces have adapted this program at the local level. Providing a national platform for the program provides more opportunities to share resources, knowledge, and expertise. The work on this remains ongoing.

ACIP is working with the Memorial University School of Human Kinetics and Recreation to co-host the 4th Canadian Fall Prevention Conference June 11th – 12th, 2018 in St. John's Newfoundland. A pre-conference workshop will be held June 10th, 2018. Planning for the conference is underway and will feature the latest in fall prevention research, programs and other updates. This is a chance for fall prevention stakeholders from across Atlantic Canada, and beyond, to learn about successful initiatives, network with leading practitioners, researchers, and experts in the field.

ACIP Activities 2016/2017

Risk & Resiliency

ACIP continued its work with Child Safety Link (and facilitation from the Public Health Agency of Canada) to host similar conversations on risk and resiliency in NL and NB. These conversations were structured differently than the one in NS, due to meeting logistics. All three conversations shared similarities, and a few differences in injury prevention perspectives on risk and resiliency across the lifespan, and what gaps need to be examined next. ACIP compiled an informal summary report for internal direction on next steps. A conversation for PEI will be planned during the 2017-2018 year, which will round out a full Atlantic Canadian perspective on the topic.

ACIP also joined an Injury Prevention Working Group of the Sandbox Project, with a focus on developing a national position statement related to risky play. Membership of this working group is very diverse, with participation from physical activity, mental health, sport and recreation. This work remains ongoing.

Planning for 2018 ACIP Conference

With the 4th Canadian Fall Prevention Conference taking place June 2018 in St. John's, NL (also the next designated location for the ACIP Conference), ACIP decided to join forces, planning both conferences to take place in the same week. We are excited for the opportunities this provides us in reaching a whole new target audience of injury prevention stakeholders and partnership developments that have already taken place. The 2018 ACIP Injury Prevention Conference will be held on June 13, 2018 and will focus on celebrating ACIP's 10th year as a collaborative network – highlighting accomplishments across injury prevention groups working together, and moving forward with future needs and challenges.

National Participation

ACIP continues to act as co-chair for the Canadian Collaborating Centres for Injury Prevention (CCCIP). Members of the CCCIP represent all provincial injury prevention centres and the leading national injury prevention organizations in Canada. As a community of practice, the CCCIP provides opportunities for injury prevention professionals to share knowledge, experiences, and support to individual or collective initiatives, policies, and research. Over the past year, one of the key projects the CCCIP has been working towards is updating the format and modules for the Canadian Injury Prevention Curriculum, which provides the study of injury prevention theory and practice.

ACIP Activities 2016/2017

This past year ACIP became a Board member for the Canadian Association of Road Safety Professionals (CARSP). CARSP members include a diverse range of professionals involved in research, management, delivery and promotion of road safety initiatives. CARSP provides support to road safety communities across Canada by providing access to multi-disciplinary information, research, and networking opportunities.



Review Engagement Report

To the Board of Directors,
Atlantic Collaborative on Injury Prevention

We have reviewed the statement of financial position of Atlantic Collaborative on Injury Prevention as at March 31, 2017, and the statements of operations, changes in net assets, and cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures, and discussions related to information supplied to us by the Organization.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, presented in accordance with Canadian accounting standards for not-for-profit organizations.

Fredericton, NB
June 20, 2017


Chartered Professional Accountants

Independent member of Porter Hétu International, professional services group.

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Atlantic Collaborative on Injury Prevention

Statement of Financial Position

(Unaudited)

As at March 31, 2017

| | <u>2017</u> | <u>2016</u> |
|--|--------------------------|--------------------------|
| Assets | | |
| Current | | |
| Cash | \$ 290,634 | \$ 130,608 |
| Prepaid expenses | 1,570 | 1,569 |
| HST receivable | <u>890</u> | <u>3,042</u> |
| Total assets | <u>\$ 293,094</u> | <u>\$ 135,219</u> |
| Liabilities | | |
| Current | | |
| Accounts payable and accrued liabilities | \$ 2,500 | \$ 2,500 |
| Deferred revenue - Note 2 | 184,170 | 27,920 |
| Employee deductions payable | <u>2,004</u> | <u>2,003</u> |
| | <u>188,674</u> | <u>32,423</u> |
| Net assets | | |
| Unrestricted - Page 3 | <u>104,420</u> | <u>102,796</u> |
| Total liabilities and net assets | <u>\$ 293,094</u> | <u>\$ 135,219</u> |

Approved by

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The notes to financial statements are an integral part of this statement.

Atlantic Collaborative on Injury Prevention

Statement of Operations and Changes in Net Assets

(Unaudited)

For the Year Ended March 31, 2017

| | <u>Budget</u> | <u>2017</u> | <u>2016</u> |
|--|------------------|-------------------|-------------------|
| Revenues | | | |
| Funding - Province of Nova Scotia | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| Funding - Province of New Brunswick | 30,000 | 30,000 | 30,000 |
| Funding - Province of Newfoundland and Labrador | 20,000 | 20,000 | 20,000 |
| Funding - Province of Prince Edward Island | 10,000 | 10,000 | 10,000 |
| Funding - Province of NS - Conference | - | - | 5,000 |
| Conference registrations | - | - | 18,588 |
| Other revenue | <u>3,000</u> | <u>219</u> | <u>28</u> |
| | <u>103,000</u> | <u>100,219</u> | <u>123,616</u> |
| Expenditures | | | |
| Salaries and benefits | 74,305 | 73,851 | 69,848 |
| Subcontractors | - | - | 2,379 |
| Translation | 2,200 | 566 | 554 |
| Conference expenses | - | - | 38,264 |
| Accounting and legal | 2,500 | 2,625 | 2,500 |
| Dues and fees | 31 | 31 | 555 |
| Website expenses | 300 | 230 | 333 |
| Projects | 5,000 | 3,332 | 2,000 |
| Office expenses | 1,500 | 1,925 | 736 |
| Bank charges | 480 | 509 | 479 |
| Insurance | 2,092 | 2,092 | 2,091 |
| Travel and meals | 9,500 | 4,281 | 5,427 |
| Meeting expenses | 3,000 | 1,792 | 1,419 |
| Telephone | 2,300 | 3,780 | 1,948 |
| Accommodations | 4,000 | 2,014 | 1,669 |
| HST expense | 2,700 | 1,231 | 3,042 |
| Courier and postage | <u>300</u> | <u>336</u> | <u>349</u> |
| | <u>110,208</u> | <u>98,595</u> | <u>133,593</u> |
| Excess of revenues over expenditures (expenditures over revenues) before special project | (7,208) | 1,624 | (9,977) |
| Other revenues - Note 2 | 28,000 | 8,750 | 32,725 |
| Other expenditures - Note 2 | <u>(28,000)</u> | <u>(8,750)</u> | <u>(32,725)</u> |
| Excess of revenues over expenditures (expenditures over revenues) | (7,208) | 1,624 | (9,977) |
| Net assets - Beginning of year | <u>102,796</u> | <u>102,796</u> | <u>112,773</u> |
| Net assets - End of year | <u>\$ 95,588</u> | <u>\$ 104,420</u> | <u>\$ 102,796</u> |

The notes to financial statements are an integral part of this statement.

Atlantic Collaborative on Injury Prevention

Statement of Cash Flows

(Unaudited)

For the Year Ended March 31, 2017

| | <u>2017</u> | <u>2016</u> |
|---|--------------------------|--------------------------|
| Cash derived from (applied to) | | |
| Operating Activities | | |
| Excess of revenues over expenditures (expenditures over revenues) | \$ 1,624 | \$ (9,977) |
| Net changes in cash relating to operations | | |
| Accounts receivable | 2,152 | 2,016 |
| Prepaid expense | (1) | (1) |
| Accounts payable and accrued liabilities | 1 | 120 |
| Deferred revenue | <u>156,250</u> | <u>27,920</u> |
| Net cash provided through operating activities | 160,026 | 20,078 |
| Cash - Beginning of year | <u>130,608</u> | <u>110,530</u> |
| Cash - End of year | <u>\$ 290,634</u> | <u>\$ 130,608</u> |

The notes to financial statements are an integral part of this statement.

Atlantic Collaborative on Injury Prevention

Notes to the Financial Statements

(Unaudited)

As at March 31, 2017

Purpose of the organization

ACIP is a non-government organization that works to prevent intentional and unintentional injuries in Atlantic Canada. ACIP is a collaboration of government and non-government partners. As a not-for-profit organization it is not required to pay income tax.

1. Summary of significant accounting policies

The accounting policies of the organization are in accordance with Canadian Accounting Standards for Not-for-Profit Organizations. Outlined below are those policies considered particularly significant.

(a) Cash and cash equivalents

Cash and cash equivalents include balances in Canadian bank accounts.

(b) Donated materials and services

Donated materials and services, which would otherwise be paid for by the company, are recorded at fair value when determinable.

(c) Use of estimates

In preparing financial statements in accordance with Canadian accounting standards for not-for-profit organizations, management must make estimates such as accrued liabilities at the date of the financial statements and the amounts of revenue and expenses reported during that period. Actual results may differ from the estimates.

(d) Revenue recognition

Revenue is recognized when goods are shipped or services provided and the amount to be received can be reasonably estimated and collection is reasonably assured.

(e) Capital assets

Capital assets are expensed the year they are purchased. No assets were purchased during the year.

(f) Financial instruments

The company initially measures its financial assets and liabilities at fair value, and subsequently measures all its financial assets and liabilities at cost or amortized cost.

Financial assets include cash and accounts receivables.

Financial liabilities include accounts payable.

Risk management policy

The organization does not consider they are exposed to any risks through these financial instruments.

2. Other revenues and expenditures

These amounts consists of revenues received and expenses incurred for the "Preventable" project. Any amounts collected during the year for the project that have not been paid out have been recorded as deferred revenue.
