

**College of Dental Surgeons of Saskatchewan**  
**Financial Statements**  
*December 31, 2015*

Draft for Management Only

# College of Dental Surgeons of Saskatchewan

## Contents

For the year ended December 31, 2015

---

	<i>Page</i>
<b>Management's Responsibility</b>	
<b>Independent Auditors' Report</b>	
<b>Financial Statements</b>	
Statement of Financial Position.....	1
Statement of Operations.....	2
Statement of Changes in Net Assets.....	3
Statement of Cash Flows.....	4
<b>Notes to the Financial Statements</b> .....	5
<b>Schedules</b>	
Schedule 1 - Schedule of Revenue.....	9
Schedule 2 - Continuing Education Schedule of Revenue and Expenses.....	10
Schedule 3 - Access to Care Schedule of Revenue and Expenses.....	11
Schedule 4 - Saskatchewan Oral Health Professionals Schedule of Revenue and Expenses.....	12

---

## Management's Responsibility

---

To the Members of College of Dental Surgeons of Saskatchewan:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Council is composed primarily of Council Members who are neither management nor employees of the Organization. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report.

MNP LLP is appointed by the Council to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Council and management to discuss their audit findings.

---

Jerod Orb - Executive Director

---

Dr. Bernie White - Chief Executive Officer

Draft for Management Only

## Independent Auditors' Report

---

To the Members of College of Dental Surgeons of Saskatchewan:

We have audited the accompanying financial statements of College of Dental Surgeons of Saskatchewan, which comprise the statement of financial position as at December 31, 2015, and the statements of operations, changes in net assets, cash flows and the related schedules for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Auditors' Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### *Opinion*

In our opinion, the financial statements present fairly in all material respects, the financial position of College of Dental Surgeons of Saskatchewan as at December 31, 2015, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Saskatoon, Saskatchewan

Chartered Professional Accountants



# College of Dental Surgeons of Saskatchewan

## Statement of Financial Position

*As at December 31, 2015*

	2015	2014
<b>Assets</b>		
<b>Current</b>		
Cash	1,759,609	1,433,445
Accounts receivable	5,800	1,400
Investments (Note 3)	62,563	262,066
Accrued interest receivable	3,241	5,115
Prepaid expenses	33,177	14,715
	<b>1,864,390</b>	1,716,741
<b>Investments (Note 3)</b>	<b>319,102</b>	124,800
<b>Capital assets (Note 4)</b>	<b>21,996</b>	28,672
	<b>2,205,488</b>	1,870,213
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 5)	36,513	117,867
Deferred revenue (Note 6)	509,840	161,300
	<b>546,353</b>	279,167
<b>Net Assets</b>		
Continuing Education	61,960	61,960
Access to Care	116,335	51,996
Saskatchewan Oral Health Professionals	208,910	195,628
Unrestricted	1,271,930	1,281,462
	<b>1,659,135</b>	1,591,046
	<b>2,205,488</b>	1,870,213
<b>Approved on behalf of the Council</b>		
<b>Council member</b>	<b>Council member</b>	

The accompanying notes are an integral part of these financial statements

# College of Dental Surgeons of Saskatchewan

## Statement of Operations

For the year ended December 31, 2015

	2015 Budget (Unaudited)	2015	2014
<b>Revenue</b> (Schedule 1)	<b>1,620,500</b>	<b>1,771,908</b>	<b>1,626,201</b>
<b>Expenses</b>			
Amortization	-	6,676	6,223
Bank charges	15,000	4,289	7,981
Consultants	10,000	13,361	5,182
Council meetings	40,000	50,934	37,110
Grants	275,000	269,793	254,999
Insurance	15,500	15,003	15,437
Legal	100,000	106,647	24,028
Membership fees	-	1,400	155
Miscellaneous	-	25,755	12,625
Office equipment (Note 7)	65,000	94,142	95,528
Office supplies	65,000	44,281	45,485
Other meetings	100,000	147,591	126,582
Postage	-	14,566	3,420
Professional fees	25,000	31,591	47,276
R.K. House	165,000	162,238	162,360
Radiation binders	-	2,103	-
Rent	100,000	108,115	99,306
Salaries, benefits and staff recruitment	555,000	558,647	474,899
Sponsorship and public relations	150,000	118,390	125,082
Telephone	15,000	12,871	10,947
	<b>1,695,500</b>	<b>1,788,393</b>	<b>1,554,625</b>
<b>Excess (deficiency) of revenue over expenses before other items</b>	<b>(75,000)</b>	<b>(16,485)</b>	<b>71,576</b>
<b>Other items</b>			
Investment income	15,000	17,766	28,215
Unrealized gains (losses) on investment	-	(10,813)	11,400
Continuing Education (Schedule 2) (Note 10)	-	-	(13,571)
Access to Care (Schedule 3)	-	64,339	12,140
Saskatchewan Oral Health Professionals (Schedule 4)	-	13,282	98,647
	<b>15,000</b>	<b>84,574</b>	<b>136,831</b>
<b>Excess (deficiency) of revenue over expenses</b>	<b>(60,000)</b>	<b>68,089</b>	<b>208,407</b>

The accompanying notes are an integral part of these financial statements

# College of Dental Surgeons of Saskatchewan

## Statement of Changes in Net Assets

*For the year ended December 31, 2015*

	<i>Access to Care</i>	<i>Continuing Education</i>	<i>Saskatchewan Oral Health Professionals</i>	<i>Unrestricted</i>	<b>2015</b>	<i>2014</i>
<b>Net assets, beginning of year</b>	51,996	61,960	195,628	1,281,462	<b>1,591,046</b>	1,382,639
<b>Excess (deficiency) of revenue over expenses</b>	64,339	-	13,282	(9,532)	<b>68,089</b>	208,407
<b>Net assets, end of year</b>	<b>116,335</b>	<b>61,960</b>	<b>208,910</b>	<b>1,271,930</b>	<b>1,659,135</b>	1,591,046

Draft for Management Only

*The accompanying notes are an integral part of these financial statements*

# College of Dental Surgeons of Saskatchewan

## Statement of Cash Flows

For the year ended December 31, 2015

	2015	2014
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Excess of revenue over expenses	68,089	208,407
Amortization	6,676	6,223
Unrealized (gain) loss on investments	10,813	(11,400)
	85,578	203,230
Changes in working capital accounts		
Accounts receivable	(4,400)	7,866
Accrued interest receivable	1,874	6,899
Prepaid expenses	(18,462)	(998)
Accounts payable and accruals	(81,354)	(11,297)
Deferred revenue	348,540	(613,263)
	331,776	(407,563)
<b>Investing</b>		
Purchase of investments	(267,678)	(62,066)
Proceeds on disposal of investments	262,066	510,876
Purchase of capital assets	-	(10,983)
	(5,612)	437,827
<b>Increase in cash resources</b>	326,164	30,264
<b>Cash resources, beginning of year</b>	1,433,445	1,403,181
<b>Cash resources, end of year</b>	1,759,609	1,433,445

The accompanying notes are an integral part of these financial statements

# College of Dental Surgeons of Saskatchewan

## Notes to the Financial Statements

For the year ended December 31, 2015

---

### 1. Incorporation and nature of the organization

College of Dental Surgeons of Saskatchewan (the "Organization") was incorporated by an act of the Saskatchewan Legislature as the association for the dental profession to protect the public interest in matters relating to dentistry through regulation of the practice of dentistry and governance of its members. It is a not-for-profit entity under the Income Tax Act and therefore is not subject to either federal or provincial income taxes.

### 2. Significant accounting policies

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

#### **Fund accounting**

The Organization follows the deferral method of accounting for contributions and reports using fund accounting, and maintains four funds in relation to different programs, the Access to Care program, the Continuing Education program, the Saskatchewan Oral Health Professionals program and the unrestricted fund. Revenue and expenses that are specific to each program are recorded in their corresponding program fund. General revenue and expenses of the Organization are recorded in the unrestricted fund. The statement of financial position, statement of operations and statement of cash flows have been presented on a combined basis.

#### **Revenue recognition**

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

All types of member fees are recognized as revenue in the year to which they relate.

Investment income is recognized when it is earned.

#### **Cash and cash equivalents**

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is recorded as restricted cash.

#### **Capital assets**

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the following methods at rates intended to amortize the cost of assets over their estimated useful lives. It is the Organization's policy to record amortization at one-half of the annual rate in the year of acquisition.

	<b>Method</b>	<b>Rate</b>
Computer equipment	declining balance	55 %
Equipment	declining balance	20 %
Leasehold improvements	straight-line	10 years

#### **Contributed services**

Members contribute their time to the Organization to assist in its activities. Contributed services are not recognized in the financial statements due to the difficulty of determining their fair value.

**2. Significant accounting policies** *(Continued from previous page)*

***Measurement uncertainty***

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenue over expenses in the periods in which they become known.

***Financial instruments***

The Organization recognizes its financial instruments when the Organization becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value, including financial assets and liabilities originated and issued in a related party transaction with management.

At initial recognition, the Organization may irrevocably elect to subsequently measure any financial instrument at fair value. The Organization has not made such an election during the year.

The Organization subsequently measures investments in equity instruments quoted in an active market at fair value. Fair value is determined by published price quotations. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in the excess of revenue over expenses for the current period. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at amortized cost.

***Financial asset impairment***

The Organization assesses impairment of all of its financial assets measured at amortized cost. The Organization groups assets for impairment testing when available information is not sufficient to permit identification of each individually impaired financial asset in the group. Management considers whether the issuer is having significant financial difficulty in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Organization determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year. If so, the Organization reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets; and the amount expected to be realized by exercising any rights to collateral held against those assets. Any impairment, which is not considered temporary, is included in current year excess of revenue over expenses.

The Organization reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in the excess of revenue over expenses in the year the reversal occurs.

***Long-lived assets***

Long-lived assets consist of capital assets.

When the Organization determines that a long-lived asset no longer has any long-term service potential to the Organization, the excess of its net carrying amount over any residual value is recognized as an expense in the statement of operations. Write-downs are not reversed.

# College of Dental Surgeons of Saskatchewan

## Notes to the Financial Statements

For the year ended December 31, 2015

### 3. Investments

	2015	2014
Measured at amortized cost:		
Guaranteed Investment Certificate with interest at 2.55%, matured January 2015	-	200,000
Guaranteed Investment Certificate with interest at 0.65%, maturing June 2016 (2014 - 0.80%, matured June 2015)	62,563	62,066
	<b>62,563</b>	<b>262,066</b>

Long-term investments includes a Guaranteed Investment Certificate with a balance of \$205,114 at an interest rate of 1.55%, maturing in January 2017, and common shares measured at their fair value with a balance of \$113,988 (2014 - \$124,800) with a cost of \$20,337.

### 4. Capital assets

	Cost	Accumulated amortization	2015 Net book value	2014 Net book value
Computer equipment	11,947	8,601	3,346	7,432
Equipment	1,974	837	1,137	1,421
Leasehold improvements	23,066	5,553	17,513	19,819
	<b>36,987</b>	<b>14,991</b>	<b>21,996</b>	<b>28,672</b>

### 5. Accounts payable and accruals

	2015	2014
Trade payables	19,847	40,842
Vacation pay payable	11,220	7,842
Goods and Services Tax payable	2,621	5,319
Visa payable	2,749	464
Payroll deductions payable	76	20,524
Accrued wages payable	-	42,876
	<b>36,513</b>	<b>117,867</b>

### 6. Deferred revenue

Deferred revenue consists of monies received in relation to annual license fees, registration fees, corporate permits and fee guides that relate to the subsequent fiscal year. Recognition of these amounts as revenue is deferred to periods when the specified revenue is earned. Changes in the deferred revenue balances are as follows:

	2015	2014
Balance, beginning of year	161,300	774,563
Amount received during the year	509,840	161,300
Less: Amount recognized as revenue during the year	(161,300)	(774,563)
Balance, end of year	<b>509,840</b>	<b>161,300</b>

**College of Dental Surgeons of Saskatchewan**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2015*

---

**7. Commitments**

The Organization leases office space under an operating lease which commenced July 1, 2013 and expires June 30, 2023 having a base rent of \$7,799 per month (annually - \$93,588). The Organization is also committed to paying various operating leases for office equipment, which are included in the office equipment expense account on the statement of operations, having monthly payments of \$4,215 (annually - \$50,580).

**8. Saskatchewan Dental Fund**

When the National Dental Fund disbanded the funds were allocated out to the dentists of different provinces on a per capita basis. Saskatchewan's portion of this Dental Fund was invested with the Saskatoon Community Foundation. At December 31, 2015, the fund balance was \$80,949 (2014 - \$70,967). The total amount in the fund is attributable to the province's dentists, and as the Organization is only responsible for investing in the fund, it is not included in the Statement of Financial Position and the earnings are not reported in the Statement of Operations.

**9. Financial instruments**

The Organization, as part of its operations, carries a number of financial instruments. It is management's opinion that the Organization is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

***Other price risk***

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices, whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Organization's investment in publicly-traded securities expose the Organization to price risk as this investment is subject to price changes in an open market due to a variety of reasons including changes in market rates of interest, general economic indicators and restrictions on credit markets.

***Interest rate risk***

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk. The Organization is exposed to interest rate risk primarily relating to the investments in Guaranteed Investment Certificates, with interest rates ranging from 0.65% to 1.55% and maturities ranging from 6 to 13 months subsequent to December 31, 2015.

**10. Continuing Education**

During the prior year, the Continuing Education program was transferred to the University of Saskatchewan College of Dentistry.

**11. Comparative figures**

Certain comparative figures have been reclassified to conform with current year presentation.



# College of Dental Surgeons of Saskatchewan

## Schedule 1 - Schedule of Revenue

For the year ended December 31, 2015

	2015	2015	2014
<b>Revenue</b>			
Annual license fees	1,500,000	1,582,828	1,504,191
Corporate permits	65,000	76,000	68,852
Mediation and legal recovery	-	49,561	139
Fee guides	20,000	20,300	8,600
Registration fees	10,000	11,695	6,120
Other recoveries	-	9,113	11,927
Scientific session recovery	-	7,388	-
Corporate fees	5,000	7,000	6,000
Sponsorship and public relations	20,000	5,470	16,600
Radiation safety binders	-	2,053	451
Annual register	500	500	400
Canadian Dental Association rebates	-	-	2,921
	<b>1,620,500</b>	<b>1,771,908</b>	<b>1,626,201</b>

Draft for Management Only

**College of Dental Surgeons of Saskatchewan**  
**Schedule 2 - Continuing Education Schedule of Revenue and Expenses**

*For the year ended December 31, 2015*

	<b>2015</b>	<b>2014</b>
<b>Revenue</b>	-	16,338
<b>Expenses</b>		
Honorariums	-	4,500
Meetings	-	9,869
Programs	-	15,540
	-	29,909
<b>Deficiency of revenue over expenses</b>	-	(13,571)

Draft for Management Only

**College of Dental Surgeons of Saskatchewan**  
**Schedule 3 - Access to Care Schedule of Revenue and Expenses**

*For the year ended December 31, 2015*

	<b>2015</b>	<b>2014</b>
<b>Revenue</b>	<b>66,000</b>	<b>23,000</b>
<b>Expenses</b>		
Saturday night banquet	<b>1,661</b>	<b>10,860</b>
<b>Excess of revenue over expenses</b>	<b>64,339</b>	<b>12,140</b>

Draft for Management Only

# College of Dental Surgeons of Saskatchewan

## Schedule 4 - Saskatchewan Oral Health Professionals Schedule of Revenue and Expenses

For the year ended December 31, 2015

	2015	2014
<b>Revenue</b>		
Course registrations	124,922	219,316
Exhibitors	104,760	100,750
Other	43,781	34,648
	<b>273,463</b>	<b>354,714</b>
<b>Expenses</b>		
Audio visual	18,490	-
Bank charges	6,414	10,093
Entertainment	5,002	3,800
Golf	-	2,838
Hotel, gala, committee and hospitality	119,643	190,335
Presenters	29,259	26,263
Printing, scanning and office	53,226	12,137
Promotion	28,147	10,601
	<b>260,181</b>	<b>256,067</b>
<b>Excess of revenue over expenses</b>	<b>13,282</b>	<b>98,647</b>

September 9, 2016

Council and Finance Committee  
College of Dental Surgeons of Saskatchewan  
201-1st Avenue South 1202 The Tower at Midtown  
Saskatoon, Saskatchewan  
S7K 1J5

**Re: Audit Findings Report to the Council and Finance Committee  
Year ended December 31, 2015**

Dear Council and Finance Committee:

We are pleased to submit to you this report for discussion of our audit of the financial statements of College of Dental Surgeons of Saskatchewan (the "Organization") as at December 31, 2015 and for the year then ended. In this report we cover those significant matters which, in our opinion, you should be aware of as members of the Council and Finance Committee.

## **1. The Audit**

Our responsibility, as auditor of the Organization, is to report to the members on the fair presentation of the year financial statements, in accordance with Canadian generally accepted accounting principles. To properly discharge this responsibility, we designed our audit process to assess the risk of material misstatement within the statements by examining and assessing the effectiveness of the Organization's controls and accounting systems and the evidence supporting the amounts and disclosures in the statements, including the appropriateness of accounting principles and significant estimates made by management.

We have considered the Organization's internal controls as part of the financial statement audit. This included obtaining an understanding of the internal controls (regardless of whether we intended to rely on them for the purpose of our audit); evaluating the design of these controls; and determining whether they have been implemented. This understanding was sufficient to allow us to identify and assess the risks of material misstatement of the financial statements and to design and perform audit procedures. We have not determined whether relevant controls are operating effectively, as such, our understanding of internal controls should not be relied upon for any other purposes.

Wherever possible, we relied on the effectiveness of controls within the reporting systems in order to reduce the extent of our audit testing. Our audit procedures, consisting of separate examination of each material year-end balance, key transaction, and other event considered significant to the financial statements, were concentrated in areas where risks were identified, and therefore, differences were most likely to arise.

Management has provided us with written representations, acknowledging, among other things, their responsibility for the implementation and maintenance of appropriate reporting systems and controls, including those designed to detect and prevent fraud, and to ensure the appropriateness of the amounts recorded in the accounting records, and the amounts and disclosures in the financial statements.

## **2. Audit Results**

We have satisfactorily completed our audit and are prepared to sign our Auditors' Report after the Council and Finance Committee's review and approval of the financial statements. A substantive approach was used in auditing the Organization's financial statements; thus, the Organization's controls were not relied upon. **Final materiality calculated and used to assess the significance of misstatements or omissions identified during the audit and determine the level of audit testing performed was \$70,800.** The independent audit report will provide an unqualified opinion to the members.

Key matters noted during our audit are summarized in the table below.

SUBJECTS	year	2014
Material uncertainties related to events or conditions that may cast significant doubt on entity's ability to continue as a going concern	None	None
Illegal or fraudulent acts	None noted	None noted
Non-compliance with laws and regulations	None noted	None noted
Fraud by employees/management with key roles in control activities	None noted	None noted
Differences that may:		
- Have a material effect on comparative information and the current period financial statements	None	Note 1
- Cause future statements to be materially misstated	None	None
- Indicate significant deficiencies in controls	None	None
Irregularities having a material financial statement effect	None	None
Limitations placed on the scope of our audit	None	None
Significant transactions not in the ordinary course of business	None noted	None noted
Unusual significant transactions given the entity and its environment	None	None
Non-monetary transactions	None noted	None noted
Transactions that increase risk	None	None
Concerns with management breach of corporate conduct	None	None
Conflicts of interest	None	None
Disagreements with management	None	None
Emphasis of matter or other matter paragraph included in the independent auditors' report	None	None
Matters influencing audit appointment	None	None
Difficulties encountered during the audit	None	Note 2
Disagreements with management's accounting estimates	None	None
Disagreements with management's adoption of accounting policies or emphasis on the need for a particular accounting treatment	None	None
Significant deficiencies in the entity's risk assessment process within the design and/or implementation of controls	None	None
Significant deficiencies in controls resulting from inappropriate response by management regarding implementing controls over significant risks	None	None
Matters giving rise to questions regarding the honesty and integrity of management	None	None

Note 1 - During the 2013 audit, it was identified that the Access to Care, Continuing Education and Saskatchewan Oral Health Professionals programs had not been previously included in the audited financial statements. Adequate bookkeeping was not prepared for the three programs in order to facilitate the inclusion of 2012 revenues and expenses for these programs. As the opening net assets of these programs are no longer shown in the current year financial statements, we have lifted our qualified opinion on our audit report for the December 31, 2015 year-end, as enough time has now passed to be comfortable with these balances.

Note 2 - During the 2014 audit, it was identified that wages were paid that related to prior fiscal years. These wages then had to be adjusted to the prior years' in which they related, which resulted in the correction of an error on the Statement of Changes in Net Assets. At the time, MNP was unaware that this prior period adjustment was required until the audit was nearly completed which led to increased time spent by both MNP and the Organization to ensure the adjustments were appropriate and accurate. No such difficulties were encountered in the current fiscal year. Any issues noted when testing payroll have been taken to our summary of unadjusted differences.

All significant management estimates were reviewed and no material differences were noted. The methodologies and processes used by management were consistent with prior periods.

Differences identified during our audit were discussed with management. The cumulative net effect of all unadjusted differences has not resulted in material misstatement, and therefore does not affect our independent audit report. A summary of these differences is attached as Appendix B.

### **3. Auditor Independence**

We confirm to the Council and Finance Committee that we are independent of the Organization . Our letter to the Council and Finance Committee discussing our independence is included as Appendix A to this report.

We would like to take this opportunity to formally acknowledge the excellent cooperation and assistance we received from the management and staff of the Organization.

The matters raised in this and other reports that will flow from the audit are only those which have come to our attention arising from, or relevant to, our audit that we believe need to be brought to your attention. They are not a comprehensive record of all the matters arising and, in particular, we cannot be held responsible for reporting all risks in your business or all control weaknesses. This report has been prepared solely for your use and should not be quoted in whole or in part without our prior written consent. No responsibility to any third party is accepted as the report has not been prepared for, and is not intended for, any other purpose.

We appreciate having the opportunity to meet with you, if so requested, and respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

Yours truly,

Chartered Professional Accountants

Draft for Management Only

MNP LLP  
**Audit Program - Summary of Differences**  
 Client: College of Dental Surgeons of Saskatchewan  
 Client #: 619307  
 Year End: 31/12/2015

**Unadjusted Differences**

Designed to pull all journal entries (with balances over 5% of materiality) recorded in the CaseWare file which are classified as "Unrecorded - factual", "Unrecorded - projected", "Unrecorded - judgmental" entries

			Adjustment to Earnings/Comprehensive Income Item/Remeasurement Gain(Loss) DR (CR)						Adjustments to Balance Sheet Item DR (CR)							
Journal entry #	Ref	Type and Cause of Difference	Factual/Judgmental (A)	Projected (B)	Likely Aggregate	Income Tax Effect	Net Income after tax	RM Gain (Loss)	Opening Equity	Current Assets	Other Assets	Current Liabilities	LT Liabilities	Other Equity	Closing Equity	Out of Balance
SUD 1	40. 4	To record the payable and expense that should have been set up at year-end for Dr. White's extra time worked for December. Amount was paid in January 2016	7,144.73	0.00	7,144.73	0.00	7,144.73	0.00	0.00	0.00	0.00	-7,144.73	0.00	0.00	7,144.73	0.00
SUD 2	P. 2	To record the prepaid that should have been set up for software maintenance (total period covered as per invoice July 16/15 to July 15, 2016). Portion of January 1/16 to July 15/16 set up as prepaid	-4,704.00	0.00	-4,704.00	0.00	-4,704.00	0.00	0.00	4,704.00	0.00	0.00	0.00	0.00	-4,704.00	0.00
SUD 4	BB. 7	To record manual cheque written December 31, 2016 but was not picked up in Sage accounting and thus c/s charges are understated as well as expenses.	11,200.00	0.00	11,200.00	0.00	11,200.00	0.00	0.00	-11,200.00	0.00	0.00	0.00	0.00	11,200.00	0.00
SUD 6	40. 3	Expenses were overstated by \$5,313 in the current period as per expense testing. Paid for expenses in 2015, but expenses relate to the 2014 period.	-5,313.04	0.00	-5,313.04	0.00	-5,313.04	0.00	5,313.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUD 7	BB. 7	To record understatement of payables and expenses for amounts paid after year-end but per review of supporting documents, related to the 2015 fiscal year.	43,948.61	0.00	43,948.61	0.00	43,948.61	0.00	0.00	0.00	0.00	-43,948.61	0.00	0.00	43,948.61	0.00
SUD 8	40. 4	To record the overstatement of Beme's extra pay in January and in the third quarter.	-15,138.13	0.00	-15,138.13	0.00	-15,138.13	0.00	0.00	15,138.13	0.00	0.00	0.00	0.00	-15,138.13	0.00
SUD 10	40.00	To record overstatement of current year grant expenses and understatement of retained earnings	-4,000.00	0.00	-4,000.00	0.00	-4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUD 11	C. 2	To record understatement of Access to Care Donations. Payment was received in 2016 but most of the work was performed in 2015.	-10,000.00	0.00	-10,000.00	0.00	-10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	-10,000.00	0.00
SUD 12	20.220.1	To record revenue that we could not find on the bank statements due to not having Visa summary statements.	0.00	4,906.00	4,906.00	0.00	4,906.00	0.00	0.00	-4,906.00	0.00	0.00	0.00	0.00	4,906.00	0.00
SUD 13	BB	To record payroll accrual that should have been set up for year-end as the December payroll was cut off on December 25, 2015. Thus December 28-31 should have been accrued.	0.00	5,006.46	5,006.46	0.00	5,006.46	0.00	0.00	0.00	0.00	-5,006.46	0.00	0.00	5,006.46	0.00
SUD 14	A. 5	To record potential understatement of expenses	20,336.59	0.00	20,336.59	0.00	20,336.59	0.00	0.00	-20,336.59	0.00	0.00	0.00	0.00	20,336.59	0.00
<b>Closing equity differences</b>			<b>43,475</b>	<b>9,912</b>	<b>53,387</b>	<b>0</b>	<b>53,387</b>	<b>0</b>	<b>9,313</b>	<b>-6,600</b>	<b>0</b>	<b>-56,100</b>	<b>0</b>	<b>0</b>	<b>62,700</b>	<b>0</b>
Uncorrected opening differences			-11,579	0	-11,579	0	-11,579	0	11,579	0	0	0	0	0	0	0
<b>Current period differences DR</b>			<b>31,896</b>	<b>9,912</b>	<b>41,808</b>	<b>0</b>	<b>41,808</b>	<b>0</b>	<b>20,892</b>	<b>-6,600</b>	<b>0</b>	<b>-56,100</b>	<b>0</b>	<b>0</b>	<b>62,700</b>	
Materiality			70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	
<b>Excess (shortfall)</b>			<b>38,904</b>	<b>60,885</b>	<b>28,992</b>	<b>70,800</b>	<b>28,992</b>	<b>70,800</b>	<b>49,905</b>	<b>64,200</b>	<b>70,800</b>	<b>14,700</b>	<b>70,800</b>	<b>70,800</b>	<b>8,100</b>	

Draft for Main



# College of Dental Surgeons of Saskatchewan

Year End: December 31, 2015

## Adjusting Journal Entries

Date: 01/01/2015 To 31/12/2015

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
1	31/12/2015	Leasehold Improvement- Accum Amorti	1910	BK-P. 1		2,306.57		
1	31/12/2015	Computer Equip - Accum Amort	1925	BK-P. 1		4,087.45		
1	31/12/2015	Equipment - Accum Amort	1940	BK-P. 1		284.18		
1	31/12/2015	Amortization Expense	5037	BK-P. 1	6,678.20			
To record current year amortization on capital assets								
2	31/12/2015	Surplus	3560	WW		39,177.39		
2	31/12/2015	Retained earnings - SOHP PY	3563	WW	39,177.39			
To clear out SOHP retained earnings to total net assets for financial statement presentation purposes								
3	31/12/2015	Cash	1050	BK-WW	11,375.05			
3	31/12/2015	Bank -1679	1100	BK-WW		16,298.18		
3	31/12/2015	Accounts Receivable	1200	BK-WW		4,376.19		
3	31/12/2015	Prepaid Expense	1250	BK-WW		2.00		
3	31/12/2015	Leasehold Improvement- Accum Amorti	1910	BK-WW	1.40			
3	31/12/2015	Computer Equip - Accum Amort	1925	BK-WW	1.40			
3	31/12/2015	CPP Payable	2310	BK-WW		261.48		
3	31/12/2015	Income Tax Payable	2320	BK-WW		244.89		
3	31/12/2015	Vacation Pay Owing	2550	BK-WW		112.96		
3	31/12/2015	Surplus	3560	BK-WW	9,917.85			
To reconcile opening retained earnings and adjust opening balances to agree to prior year ending balances per caseware								
4	31/12/2015	Cash	1050	A	620.00			
4	31/12/2015	Miscellaneous	4070	A		620.00		
To adjust cash account to and properly record to revenue per review of April deposit slip								
5	31/12/2015	Prepaid Expense	1250	A.5/ BK-F	11,876.84			
5	31/12/2015	Prepaid Expense	1250	A.5/ BK-F	9,065.17			
5	31/12/2015	Rent	5070	A.5/ BK-F		9,065.17		
5	31/12/2015	R.K. House & Assoc.	5110	A.5/ BK-F		11,876.84		
To adjust amounts expensed for January rent to prepaids								
6	31/12/2015	RBC GIC - Purch June 8, 2016	1596	A. 2		406.66		
6	31/12/2015	Bank/Investment Int -per client data use #4215	4110	A. 2	406.66			
To adjust GIC to agree to bank confirmation (client adjusted to agree to reinvested GIC as at June 2016 statement)								
8	31/12/2015	Accrued Interest	1210	B. 2		1,871.47		
8	31/12/2015	Bank/Investment Int -per client data use #4215	4110	B. 2	1,871.47			
To adjust accrued interest to actual as at Dec 31, 2015								
10	31/12/2015	RBC Cash Account	1105	BK-B	5,375.00			
10	31/12/2015	Dividend income	4205	BK-B		5,375.00		
To adjust RBC Dominion Cash acct to actual and record dividend income per Dec 31, 2015 statement.								
11	31/12/2015	Unrealized Gain re: Investments	1705	BK-B		10,812.50		
11	31/12/2015	Change in unrealized gains (loss) avail for sal	5710	BK-B	10,812.50			
To adjust RBC Dominion Securities to the FMV as at Dec 31, 2015 per statement								
13	31/12/2015	Accounts Payable	2200	BK-BB	10,000.00			
13	31/12/2015	Office Equip/Leases/Service	5120	BK-BB		10,000.00		
To reverse payable to Objectified Software as it looks to be recorded in error and per Objectified Statement requested, CDSS								

30/08/2016  
4:09 PM

Preparer	Detailed	Supervisory
BW 16/08/2016	DM 23/08/2016	CMW 25/08/2016
Peer	Tax	
		TB1

# College of Dental Surgeons of Saskatchewan

Year End: December 31, 2015

## Adjusting Journal Entries

Date: 01/01/2015 To 31/12/2015

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
does not have a balance owing as at December 31, 2015								
17	31/12/2015	Bank -1679	1100	A. 5	109.94			
17	31/12/2015	Bank -1679	1100	A. 5	6,534.02			
17	31/12/2015	Receiver General	5020	A. 5		6,534.02		
17	31/12/2015	Bank Charges	5040	A. 5		109.94		
To adjust for two outstanding amounts on the bank rec that should not be on the rec per discussions with MNP contracted bookkeeper, Betty Dyck on August 15, 2016								
18	31/12/2015	Accounts Payable	2200	BK-BB. 1	1,307.20			
18	31/12/2015	Receiver General	5020	BK-BB. 1		1,307.20		
18	31/12/2015	Receiver General	5020	BK-BB. 1		19,074.15		
18	31/12/2015	EI Expense	5021	BK-BB. 1	7,173.13			
18	31/12/2015	CPP Expense	5022	BK-BB. 1	11,901.02			
To clean up CRA accounts payable and expense accounts per review of AP listing and general ledger/discussion with bookkeeper								
20	31/12/2015	Bank -1679	1100	A. 5	27,201.77			
20	31/12/2015	Salaries	5010	A. 5		20,336.59		
20	31/12/2015	Receiver General	5020	A. 5		6,865.18		
To adjust bank balance to actual (per adjusted bank rec)								
22	31/12/2015	Accounts Payable	2200	CO6		17,000.00		
22	31/12/2015	Professional Fees/Auditor	5130	CO6	17,000.00			
To record current year audit fees								
					188,406.01	188,406.01		
Net Income (Loss)			68,087.78					

30/08/2016  
4:09 PM

Preparer BW 16/08/2016	Detailed DM 23/08/2016	Supervisory CMW 25/08/2016
Peer	Tax	
TB1-1		

**College of Dental Surgeons of Saskatchewan**
**Year End: December 31, 2015**
**Reclassifying Journal Entries**
**Date: 01/01/2015 To 31/12/2015**

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
7	31/12/2015	General revenue	4405	BK-73	61,000.00			
7	31/12/2015	Donations	4410	BK-73	5,000.00			
7	31/12/2015	Access to Care Donation Revenue	AC - 4001	BK-73		61,000.00		
7	31/12/2015	Access to Care Donation Revenue	AC - 4001	BK-73		5,000.00		
To reclass revenue to Access to Care								
9	31/12/2015	Bank/Investment Int -per client data use #4215	4110	70		14,668.83		
9	31/12/2015	Bank/Investment Int	4215	70	14,668.83			
To reclass interest account to be consistent with prior year								
12	31/12/2015	Professional Fees/Auditor	5130	40	5,474.38			
12	31/12/2015	Consultant expenses	5650	40		5,474.38		
To reclass MNP invoice from consultant expenses to professional fee/auditor account								
14	31/12/2015	Salaries	5010	40	42,876.00			
14	31/12/2015	Per Diem - Other meetings	5059	40		42,876.00		
To reclass amounts paid to Dr. Bernie for accrued wages payable set up in the previous year								
15	31/12/2015	Accrued Interest	1210			1.10		
15	31/12/2015	Prepaid Expense	1250		1.00			
15	31/12/2015	Unrealized Gain re: Investments	1705		0.10			
15	31/12/2015	Accounts Payable	2200			2.00		
15	31/12/2015	CDSPI	5025		0.20			
15	31/12/2015	Great West Life	5028		0.20			
15	31/12/2015	Amortization Expense	5037			2.10		
15	31/12/2015	Bank Charges	5040		0.40			
15	31/12/2015	Other Meetings	5060		0.40			
15	31/12/2015	Rent	5070		0.40			
15	31/12/2015	Professional Conduct Committee	5095		0.40			
15	31/12/2015	Miscellaneous	5190		2.10			
To adjust rounding of financial statements for presentation purposes								
16	31/12/2015	Salaries	5010	BK-40. 4	24,397.38			
16	31/12/2015	Per Diem - Other meetings	5059	BK-40. 4		14,758.38		
16	31/12/2015	Per Diem - Other meetings	5059	BK-40. 4		9,639.00		
To reclassify October and November 2015 extra pay for Bernie to the Salaries account								
19	31/12/2015	Grant CDA	5200	40		253,094.50		
19	31/12/2015	Grant CDA /DRA	5220	40	253,094.50			
To reclass grants for comparability purposes								
					406,516.29	406,516.29		
Net Income (Loss)			68,087.78					

**30/08/2016  
4:09 PM**

<b>Preparer</b> BW 16/08/2016	<b>Detailed</b> DM 18/08/2016	<b>Supervisory</b> CMW 25/08/2016
<b>Peer</b>	<b>Tax</b>	

**TB2**

September 9, 2016

Council and Finance Committee  
College of Dental Surgeons of Saskatchewan  
201-1st Avenue South 1202 The Tower at Midtown  
Saskatoon, Saskatchewan  
S7K 1J5

Dear Council and Finance Committee:

We have been engaged to audit the financial statements of College of Dental Surgeons of Saskatchewan ("the Organization") as at December 31, 2015 and for the year then ended.

CAS 260 *Communication With Those Charged With Governance* ("the Standard") requires that we communicate at least annually with you regarding all relationships between the Organization and MNP LLP ("MNP") that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, we are required to consider relevant rules and related interpretations prescribed by the appropriate provincial institute and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) Economic dependence on a client; and
- (e) Provision of services in addition to the audit engagement.

We are aware of the following relationships between the Organization and MNP that, in our professional judgment, may reasonably be thought to bear on our independence. The following relationships represent matters that have occurred from January 1, 2015 to the date of this letter.

An employee of MNP was contracted to complete the bookkeeping for the Organization for the 2015 fiscal year. Appropriate safeguards were in place to protect our independence including the following:

- The bookkeeping employee had no management decision making authority;
- All work prepared by the bookkeeping employee was reviewed and approved by the Organization and conducted under the direction of the Organization;
- The audit team was completely separate from the bookkeeping team; and
- An independent peer review of the audit engagement was completed by a Risk Partner.

This report is intended solely for the use of Council and Finance Committee, management and others within the Organization and should not be used for any other purposes.

We look forward to discussing with you the matters addressed in this letter as well as other matters that may be of interest to you, if so requested. We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Yours truly,

Chartered Professional Accountants

MNP LLP  
119 4th Ave South  
Suite 800  
Saskatoon, Saskatchewan  
S7K 5X2

To Whom It May Concern:

In connection with your audit of the financial statements of College of Dental Surgeons of Saskatchewan ("the Organization") as at December 31, 2015 and for the year then ended, we hereby confirm to the best of our knowledge and belief, the following representations made to you during the course of your audit.

We understand that your audit was made in accordance with Canadian generally accepted auditing standards. Accordingly, the audit included an examination of the accounting system, controls and related data, and tests of the accounting records and such other auditing procedures as you considered necessary in the circumstances, for the purpose of expressing an opinion on the financial statements. We also understand that such an audit is not designed to identify, nor can it necessarily be expected to disclose, misstatements, non-compliance with laws and regulations, fraud or other irregularities, should there be any.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

**Financial Statements**

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 7, 2016, for the preparation and fair presentation of the Organization's financial statements in accordance with Canadian accounting standards for not-for-profit organizations. We believe these financial statements are complete and present fairly, in all material respects, the financial position of the Organization as at December 31, 2015, and the results of its operations and its cash flows, in accordance with Canadian accounting standards for not-for-profit organizations.
2. All transactions have been recorded in the accounting records and are reflected in the financial statements, and are reported in the appropriate period.
3. We acknowledge that we are responsible for the accounting policies followed in the preparation of the Organization's financial statements. Significant accounting policies, and any related changes to significant accounting policies, are disclosed in the financial statements. The selection of accounting policies is appropriate in accordance with the requirements of Canadian accounting standards for not-for-profit organizations, and are applied consistently throughout the financial statements.
4. We have disclosed to you all significant assumptions used in making accounting estimates and judgments, and believe they are reasonable.
5. We are aware of and concur with the contents and results of the attached journal entries prepared by you, and accept responsibility for the financial statement effects of the entries.
6. We believe the effects of those uncorrected financial statement differences aggregated by you during the audit are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. A summary of these differences has been attached to this written representation.
7. All events or transactions that have occurred subsequent to the statement of financial position and for which Canadian accounting standards for not-for-profit organizations require adjustment or disclosure have been adjusted or disclosed appropriately in the financial statements.

8. All plans or intentions that may affect the carrying value or classification of assets and liabilities are appropriately reflected in the financial statements in accordance with Canadian accounting standards for not-for-profit organizations.
9. All liabilities, both known and contingent, requiring recognition or disclosure in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations have been adjusted or disclosed as appropriate.
10. All outstanding and possible claims, whether or not they have been discussed with legal counsel, have been disclosed to you and are appropriately reflected in the financial statements.
11. All assets, wherever located, to which the Organization had satisfactory title at the year-end, have been fairly stated and recorded in the financial statements. We have disclosed the nature and carrying amounts of any assets pledged as collateral.
12. All aspects of laws, regulations or contractual agreements, including non-compliance, are appropriately reflected in the financial statements.
13. Investments in marketable securities are appropriately recorded in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations. All events or circumstances giving rise to impairments are reflected in the financial statements.
14. Accounts and contributions receivable are correctly described in the records and represent valid claims as at December 31, 2015. An appropriate allowance has been made for losses from uncollectible accounts and for costs or expenses that may be incurred with respect to sales made or services rendered.
15. All charges to capital assets represent capital expenditures. No expenditures of a capital nature were charged to operations of the Organization. Depreciation of capital assets has been recorded according to our best estimates of their useful lives. All events or circumstances giving rise to impairments are appropriately reflected in the financial statements.
16. Revenue has been recognized only where sales have been made and items delivered, or services rendered, and the amounts have been collected or are collectible. Revenues do not include any amounts arising from consignment sales or from any other transaction from which the Organization is not entitled to the proceeds.
17. We have identified all financial instruments. These have been appropriately recorded and disclosed in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.

#### **Information provided**

1. We have responded fully to all inquiries made to us and have made available to you:
  - A complete record of all financial records that are relevant to the preparation and presentation of the financial statements, and related data and minutes of the meetings of councils and board of directors held throughout the year to the present date;
  - Additional information that you have requested from us for the purpose of your audit;
  - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
2. We acknowledge management's responsibility for the design, implementation and operation of controls that have been designed to prevent and detect fraud.
3. We have assessed the risk that the financial statements may be materially misstated as a result of fraud, and have determined such risk to be low.

4. Where the impact of any frauds or suspected frauds, and non-compliance or possible non-compliance with laws and regulations, has a material effect on the financial statements, we have disclosed to you all known significant facts relating thereto, including circumstances involving management, employees having significant roles over controls, and others. We have made known to you any allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators and others. The effects of such events, if any, are properly presented in the financial statements.
5. We have disclosed to you all deficiencies in the design or operation of internal controls over financial reporting of which we are aware.
6. We have disclosed to you all aspects of laws, regulations or contractual agreements that may affect the financial statements, including non-compliance.
7. We have disclosed to you the identities of all related parties to the Organization and all related party relationships and transactions of which we are aware.
8. We have no knowledge of side agreements (contractual or otherwise) with any parties that have not been disclosed to you.
9. The previous year's representation letter dated October 29, 2015 is still applicable to the prior year's financial statements and no matters have arisen that require restatement of those financial statements.
10. There are no discussions with your firm's personnel regarding employment with the Organization.

**Professional Services**

1. We acknowledge the engagement letter dated July 7, 2016, which states the terms of reference regarding your professional services.
2. We are not aware of any reason why MNP LLP would not be considered independent for purposes of the Organization's audit.

Sincerely,  
College of Dental Surgeons of Saskatchewan

---

Signature

---

Title

MNP LLP  
**Audit Program - Summary of Differences**  
 Client: College of Dental Surgeons of Saskatchewan  
 Client #: 619307  
 Year End: 31/12/2015

Unadjusted Differences

Designed to pull all journal entries (with balances over 5% of materiality) recorded in the CaseWare file which are classified as "Unrecorded - factual", "Unrecorded - projected", "Unrecorded - judgmental" entries

			Adjustment to Earnings/Comprehensive Income Item/Remeasurement Gain(Loss) DR (CR)					Adjustments to Balance Sheet Item DR (CR)									
Journal entry #	Ref	Type and Cause of Difference	Factual/ Judgmental (A)	Projected (B)	Likely Aggregate	Income Tax Effect	Net Income after tax	RM Gain (Loss)	Opening Equity	Current Assets	Other Assets	Current Liabilities	LT Liabilities	Other Equity	Closing Equity	Out of Balance	
SUD 1	40. 4	To record the payable and expense that should have been set up at year-end for Dr. White's extra time worked for December. Amount was paid in January 2016	7,144.73	0.00	7,144.73	0.00	7,144.73	0.00	0.00	0.00	0.00	0.00	-7,144.73	0.00	0.00	7,144.73	0.00
SUD 2	P. 2	To record the prepaid that should have been set up for software maintenance (total period covered as per invoice July 16/15 to July 15, 2016). Portion of January 1/16 to July 15/16 set up as prepaid	-4,704.00	0.00	-4,704.00	0.00	-4,704.00	0.00	0.00	4,704.00	0.00	0.00	0.00	0.00	0.00	-4,704.00	0.00
SUD 4	BB. 7	To record manual cheque written December 31, 2016 but was not picked up in Sage accounting and thus c/s charges are understated as well as expenses.	11,200.00	0.00	11,200.00	0.00	11,200.00	0.00	0.00	-11,200.00	0.00	0.00	0.00	0.00	0.00	11,200.00	0.00
SUD 6	40. 3	Expenses were overstated by 35,313 in the current period as per expense testing. Paid for expense in 2015, but expenses relate to the 2014 period.	-5,313.04	0.00	-5,313.04	0.00	-5,313.04	0.00	5,313.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUD 7	BB. 7	To record understatement of payables and expenses for amounts paid after year-end but per review of supporting documents, related to the 2015 fiscal year.	43,948.61	0.00	43,948.61	0.00	43,948.61	0.00	0.00	0.00	0.00	0.00	-43,948.61	0.00	0.00	43,948.61	0.00
SUD 8	40. 4	To record the overstatement of Beme's extra pay in January and in the third quarter.	-15,136.13	0.00	-15,136.13	0.00	-15,136.13	0.00	0.00	15,136.13	0.00	0.00	0.00	0.00	0.00	-15,136.13	0.00
SUD 10	40.00	To record overstatement of current year grant expenses and understatement of retained earnings	-4,000.00	0.00	-4,000.00	0.00	-4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUD 11	C. 2	To record understatement of Access to Care Donations. Payment was received in 2016 but most of the work was performed in 2015.	-10,000.00	0.00	-10,000.00	0.00	-10,000.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	-10,000.00	0.00
SUD 12	20/220.1	To record revenue that we could not find on the bank statements due to not having Visa summary statements.	0.00	4,906.00	4,906.00	0.00	4,906.00	0.00	0.00	-4,906.00	0.00	0.00	0.00	0.00	0.00	4,906.00	0.00
SUD 13	BB	To record payroll accrual that should have been set up for year-end as the December payroll was cut off on December 25, 2015. Thus December 28-31 should have been accrued.	0.00	5,006.46	5,006.46	0.00	5,006.46	0.00	0.00	0.00	0.00	0.00	-5,006.46	0.00	0.00	5,006.46	0.00
SUD 14	A. 5	To record potential understatement of expenses	20,336.59	0.00	20,336.59	0.00	20,336.59	0.00	0.00	-20,336.59	0.00	0.00	0.00	0.00	0.00	20,336.59	0.00
Closing equity differences			43,475	9,912	53,387	0	53,387	0	9,313	-6,600	0	-56,100	0	0	62,700	0	
Uncorrected opening differences			Aggregate of uncorrected opening differences carried forward from the prior year engagement														
			-11,579	0	-11,579	0	-11,579	0	11,579	0	0	0	0	0	0	0	
Current period differences DR			31,896	9,912	41,808	0	41,808	0	20,892	-6,600	0	-56,100	0	0	62,700		
Materiality			70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	70,800	
Excess (shortfall)			38,904	60,888	28,992	70,800	28,992	70,800	49,908	64,200	70,800	14,700	70,800	70,800	8,100		



# College of Dental Surgeons of Saskatchewan

Year End: December 31, 2015

## Adjusting Journal Entries

Date: 01/01/2015 To 31/12/2015

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
1	31/12/2015	Leasehold Improvement- Accum Amorti	1910	BK-P. 1		2,306.57		
1	31/12/2015	Computer Equip - Accum Amort	1925	BK-P. 1		4,087.45		
1	31/12/2015	Equipment - Accum Amort	1940	BK-P. 1		284.18		
1	31/12/2015	Amortization Expense	5037	BK-P. 1	6,678.20			
To record current year amortization on capital assets								
2	31/12/2015	Surplus	3560	WW		39,177.39		
2	31/12/2015	Retained earnings - SOHP PY	3563	WW	39,177.39			
To clear out SOHP retained earnings to total net assets for financial statement presentation purposes								
3	31/12/2015	Cash	1050	BK-WW	11,375.05			
3	31/12/2015	Bank -1679	1100	BK-WW		16,298.18		
3	31/12/2015	Accounts Receivable	1200	BK-WW		4,376.19		
3	31/12/2015	Prepaid Expense	1250	BK-WW		2.00		
3	31/12/2015	Leasehold Improvement- Accum Amorti	1910	BK-WW	1.40			
3	31/12/2015	Computer Equip - Accum Amort	1925	BK-WW	1.40			
3	31/12/2015	CPP Payable	2310	BK-WW		261.48		
3	31/12/2015	Income Tax Payable	2320	BK-WW		244.89		
3	31/12/2015	Vacation Pay Owing	2550	BK-WW		112.96		
3	31/12/2015	Surplus	3560	BK-WW	9,917.85			
To reconcile opening retained earnings and adjust opening balances to agree to prior year ending balances per caseware								
4	31/12/2015	Cash	1050	A	620.00			
4	31/12/2015	Miscellaneous	4070	A		620.00		
To adjust cash account to and properly record to revenue per review of April deposit slip								
5	31/12/2015	Prepaid Expense	1250	A.5/ BK-F	11,876.84			
5	31/12/2015	Prepaid Expense	1250	A.5/ BK-F	9,065.17			
5	31/12/2015	Rent	5070	A.5/ BK-F		9,065.17		
5	31/12/2015	R.K. House & Assoc.	5110	A.5/ BK-F		11,876.84		
To adjust amounts expensed for January rent to prepaids								
6	31/12/2015	RBC GIC - Purch June 8, 2016	1596	A. 2		406.66		
6	31/12/2015	Bank/Investment Int -per client data use #4215	4110	A. 2	406.66			
To adjust GIC to agree to bank confirmation (client adjusted to agree to reinvested GIC as at June 2016 statement)								
8	31/12/2015	Accrued Interest	1210	B. 2		1,871.47		
8	31/12/2015	Bank/Investment Int -per client data use #4215	4110	B. 2	1,871.47			
To adjust accrued interest to actual as at Dec 31, 2015								
10	31/12/2015	RBC Cash Account	1105	BK-B	5,375.00			
10	31/12/2015	Dividend income	4205	BK-B		5,375.00		
To adjust RBC Dominion Cash acct to actual and record dividend income per Dec 31, 2015 statement.								
11	31/12/2015	Unrealized Gain re: Investments	1705	BK-B		10,812.50		
11	31/12/2015	Change in unrealized gains (loss) avail for sal	5710	BK-B	10,812.50			
To adjust RBC Dominion Securities to the FMV as at Dec 31, 2015 per statement								
13	31/12/2015	Accounts Payable	2200	BK-BB	10,000.00			
13	31/12/2015	Office Equip/Leases/Service	5120	BK-BB		10,000.00		
To reverse payable to Objectified Software as it looks to be recorded in error and per Objectified Statement requested, CDSS								

30/08/2016  
4:09 PM

Preparer	Detailed	Supervisory
BW 16/08/2016	DM 23/08/2016	CMW 25/08/2016
Peer	Tax	
		TB1

# College of Dental Surgeons of Saskatchewan

Year End: December 31, 2015

## Adjusting Journal Entries

Date: 01/01/2015 To 31/12/2015

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
does not have a balance owing as at December 31, 2015								
17	31/12/2015	Bank -1679	1100	A. 5	109.94			
17	31/12/2015	Bank -1679	1100	A. 5	6,534.02			
17	31/12/2015	Receiver General	5020	A. 5		6,534.02		
17	31/12/2015	Bank Charges	5040	A. 5		109.94		
To adjust for two outstanding amounts on the bank rec that should not be on the rec per discussions with MNP contracted bookkeeper, Betty Dyck on August 15, 2016								
18	31/12/2015	Accounts Payable	2200	BK-BB. 1	1,307.20			
18	31/12/2015	Receiver General	5020	BK-BB. 1		1,307.20		
18	31/12/2015	Receiver General	5020	BK-BB. 1		19,074.15		
18	31/12/2015	EI Expense	5021	BK-BB. 1	7,173.13			
18	31/12/2015	CPP Expense	5022	BK-BB. 1	11,901.02			
To clean up CRA accounts payable and expense accounts per review of AP listing and general ledger/discussion with bookkeeper								
20	31/12/2015	Bank -1679	1100	A. 5	27,201.77			
20	31/12/2015	Salaries	5010	A. 5		20,336.59		
20	31/12/2015	Receiver General	5020	A. 5		6,865.18		
To adjust bank balance to actual (per adjusted bank rec)								
22	31/12/2015	Accounts Payable	2200	CO6		17,000.00		
22	31/12/2015	Professional Fees/Auditor	5130	CO6	17,000.00			
To record current year audit fees								
					188,406.01	188,406.01		
Net Income (Loss)			68,087.78					

30/08/2016  
4:09 PM

Preparer BW 16/08/2016	Detailed DM 23/08/2016	Supervisory CMW 25/08/2016
Peer	Tax	
TB1-1		

# College of Dental Surgeons of Saskatchewan

Year End: December 31, 2015

Reclassifying Journal Entries

Date: 01/01/2015 To 31/12/2015

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
7	31/12/2015	General revenue	4405	BK-73	61,000.00			
7	31/12/2015	Donations	4410	BK-73	5,000.00			
7	31/12/2015	Access to Care Donation Revenue	AC - 4001	BK-73		61,000.00		
7	31/12/2015	Access to Care Donation Revenue	AC - 4001	BK-73		5,000.00		
To reclass revenue to Access to Care								
9	31/12/2015	Bank/Investment Int -per client data use #4215	4110	70		14,668.83		
9	31/12/2015	Bank/Investment Int	4215	70	14,668.83			
To reclass interest account to be consistent with prior year								
12	31/12/2015	Professional Fees/Auditor	5130	40	5,474.38			
12	31/12/2015	Consultant expenses	5650	40		5,474.38		
To reclass MNP invoice from consultant expenses to professional fee/auditor account								
14	31/12/2015	Salaries	5010	40	42,876.00			
14	31/12/2015	Per Diem - Other meetings	5059	40		42,876.00		
To reclass amounts paid to Dr. Bernie for accrued wages payable set up in the previous year								
15	31/12/2015	Accrued Interest	1210			1.10		
15	31/12/2015	Prepaid Expense	1250		1.00			
15	31/12/2015	Unrealized Gain re: Investments	1705		0.10			
15	31/12/2015	Accounts Payable	2200			2.00		
15	31/12/2015	CDSPI	5025		0.20			
15	31/12/2015	Great West Life	5028		0.20			
15	31/12/2015	Amortization Expense	5037			2.10		
15	31/12/2015	Bank Charges	5040		0.40			
15	31/12/2015	Other Meetings	5060		0.40			
15	31/12/2015	Rent	5070		0.40			
15	31/12/2015	Professional Conduct Committee	5095		0.40			
15	31/12/2015	Miscellaneous	5190		2.10			
To adjust rounding of financial statements for presentation purposes								
16	31/12/2015	Salaries	5010	BK-40. 4	24,397.38			
16	31/12/2015	Per Diem - Other meetings	5059	BK-40. 4		14,758.38		
16	31/12/2015	Per Diem - Other meetings	5059	BK-40. 4		9,639.00		
To reclassify October and November 2015 extra pay for Bernie to the Salaries account								
19	31/12/2015	Grant CDA	5200	40		253,094.50		
19	31/12/2015	Grant CDA /DRA	5220	40	253,094.50			
To reclass grants for comparability purposes								
					<b>406,516.29</b>	<b>406,516.29</b>		

**Net Income (Loss) 68,087.78**

30/08/2016  
4:09 PM

<b>Preparer</b> BW 16/08/2016	<b>Detailed</b> DM 18/08/2016	<b>Supervisory</b> CMW 25/08/2016
<b>Peer</b>	<b>Tax</b>	

TB2

## Management's Responsibility

---

To the Members of College of Dental Surgeons of Saskatchewan:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Council is composed primarily of Council Members who are neither management nor employees of the Organization. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report.

MNP LLP is appointed by the Council to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Council and management to discuss their audit findings.

---

Jerod Orb - Executive Director

---

Dr. Bernie White - Chief Executive Officer

# College of Dental Surgeons of Saskatchewan

## Statement of Financial Position

*As at December 31, 2015*

	2015	2014
<b>Assets</b>		
<b>Current</b>		
Cash	1,759,609	1,433,445
Accounts receivable	5,800	1,400
Investments (Note 3)	62,563	262,066
Accrued interest receivable	3,241	5,115
Prepaid expenses	33,177	14,715
	<b>1,864,390</b>	1,716,741
<b>Investments (Note 3)</b>	<b>319,102</b>	124,800
<b>Capital assets (Note 4)</b>	<b>21,996</b>	28,672
	<b>2,205,488</b>	1,870,213
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 5)	36,513	117,867
Deferred revenue (Note 6)	509,840	161,300
	<b>546,353</b>	279,167
<b>Net Assets</b>		
Continuing Education	61,960	61,960
Access to Care	116,335	51,996
Saskatchewan Oral Health Professionals	208,910	195,628
Unrestricted	1,271,930	1,281,462
	<b>1,659,135</b>	1,591,046
	<b>2,205,488</b>	1,870,213
<b>Approved on behalf of the Council</b>		
<b>Council member</b>	<b>Council member</b>	

*The accompanying notes are an integral part of these financial statements*