



November 22, 2016

Dr. Bob Bernhardt, President
Canadian College of Naturopathic Medicine
1255 Sheppard Avenue East
Toronto, Ontario M2K 1E2
Canada

Dear Dr. Bernhardt,

On behalf of the CNME Board of Directors, I would like to thank you for submission of the CCNM focused report dated September 15, 2016.

The Board reviewed the focused report at its meeting in Washington, DC, on October 16, 2016, and noted that the report was complete and responsive. Based on its review of the report, the Board decided the following:

- That CCNM continues to be non-compliant with Standard III, section B.1, which reads: “The institution in which the program is located must demonstrate adequacy and stability of financial resources to support the program.”
- To issue to CCNM this Letter of Advisement, which is a formal non-public sanction (see page 25 of the CNME *Handbook of Accreditation for Naturopathic Medicine Programs*, 2016 edition).
- To require submission of a focused report by April 15, 2017, containing the following:
 - A detailed 5-year plan outlining the steps the College will take to strengthen its financial situation, including a 5-year budget projection with the assumptions on which the budget projection is based.
 - A budget-to-actual report for the first six months of FY 2017.
 - A report on which staff and faculty positions, if any, were eliminated or reduced during the time period January 1, 2016 – April 1, 2017, and how any eliminations/reductions in positions has impacted the College’s finances, services and programs.
- To decide at its meeting in May 2017 whether to arrange a follow-up focused visit to the College to review the College’s progress in addressing its non-compliance with Standard III, section B.1.

While the CNME Board understands that is it CCNM’s philosophy as a charitable organization to maintain a break-even operation, it is evident to the Board that this approach has resulted in the College being in financial jeopardy, as evidenced by various standard financial benchmarks/ratios and operating deficits. CNME Board member, John Pecchia, CPA, is available if you wish to arrange a phone meeting to discuss in greater detail the non-compliance finding.

Please feel free to contact me you have any questions. Thank you for your attention to this matter.

Sincerely,

Daniel Seitz
Executive Director

cc: Nick DeGroot, ND, Dean
Colleen McQuarrie, B.Sc., BA, ND, Chair – Board of Governors

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