



SSC # 141 – THE FINANCIAL PLANNING AUDIT: HOW TO SELF-ASSESS AND STRENGTHEN YOUR PRACTICE

This course is eligible for:

2.0 Life & A&S CE Credits for BC, AB, SK, MB & ON.

Target Audience

This course is designed for Canadian financial professionals who must demonstrate a high level of professional judgment, documentation quality, and compliance alignment. *The target audience includes:*

- Financial advisors and planners
- Life-licensed insurance professionals
- MFDA/IIROC/CIRO registrants
- Independent advisors and portfolio managers
- Estate and retirement planners
- Bank-based advisors and wealth specialists
- Advisors preparing for internal, dealer, or regulatory audits
- Senior advisors modernizing legacy practices
- New advisors building a structured, defensible practice

The course is suitable for all provinces and territories, including Québec, with civil-law distinctions noted where relevant.

Course Overview

The modern Canadian financial advisor operates in an environment of rising regulatory expectations, increasing product complexity, heightened client vulnerability, and unprecedented scrutiny of documentation, suitability, and professional conduct. Yet most advisors have never conducted a **formal, structured audit of their own practice**.

*This course provides a **complete, repeatable, compliance-aligned audit framework** that advisors can use to evaluate and strengthen:*

- Financial planning processes
- Retirement planning methodologies
- Estate planning integration
- Insurance recommendations
- Suitability and KYC/KYP documentation

- Client communication and disclosure
- File structure and record-keeping
- Practice management systems
- Risk management and compliance alignment
- Advisor behaviour and decision-making

The course is product-agnostic, regulator-aligned, and designed to be **immediately implementable**.

Course Purpose

*The purpose of this course is to equip advisors with a **defensible, structured, and regulator-aligned audit methodology** that enhances:*

- Professional judgment
- Documentation quality
- Suitability and product-recommendation processes
- Client outcomes
- Compliance alignment
- Risk mitigation
- Practice efficiency and scalability

Advisors will learn how to identify gaps, correct weaknesses, and build a practice that is **audit-ready at all times**.

Learning Objectives

By the end of this course, advisors will be able to:

1. Conduct a full internal audit of their financial planning process from intake to implementation.
2. Evaluate the completeness and accuracy of KYC, KYP, and suitability documentation.
3. Identify compliance risks in their practice and implement corrective actions.
4. Strengthen retirement, estate, and insurance planning frameworks using structured methodologies.
5. Build a defensible documentation system aligned with provincial and national regulatory expectations.
6. Recognize advisor behavioural biases that affect recommendations and decision-making.
7. Implement a repeatable annual practice audit cycle.
8. Apply cross-Canada case studies to real-world client scenarios.
9. Integrate product-agnostic solutions that enhance client outcomes.