

Holland Bloorview

Kids Rehabilitation Hospital

CATEGORY:	BOARD/GOVERNANCE	NUMBER:	BG-016
SUBJECT:	BOARD ROLES and RESPONSIBILITIES	ISSUED:	February 2007
		REVISED:	February 2012
AUTHORIZATION:	_____	PAGE:	1 of 2
	Chair, Board of Trustees		

POLICY

The Board of Trustees' role is to govern the affairs of Holland Bloorview Kids Rehabilitation Hospital (the "Corporation") by providing strategic direction and ensuring that processes are in place for the provision of efficient, effective service, education and research.

PRINCIPLES

To ensure that the Board has a shared understanding of its governance role, the Board has adopted this Policy concerning its role and responsibilities.

Two of the elected Trustees shall at all times be nominees of the Holland Bloorview Kids Rehabilitation Hospital Foundation, unless the Foundation, following a written notice from the Corporation to do so, fails to nominate one or two Trustees, as the case may be.

Ex-officio Trustees will be the President of the Corporation, the Vice-President of Medicine, the President of the Medical Staff Association and the Chief Nursing Executive. Such Trustees will not be voting members of the Board.

PROCEDURE

The Board will govern and manage the affairs of the Corporation and:

- (a) be committed to an effective orientation program and continuing education of its members regarding the organization and its commitment to client and family-centred care, the community it serves and the health care field with a focus on paediatric habilitation, rehabilitation and complex continuing care;
- (b) monitor the integrity and quality of the organization's internal control systems and ensuring systems are in place to maintain compliance with the Corporation's By-Law and all relevant laws, rules and regulations imposed by any regulatory bodies;
- (c) will set and monitor the mission, vision and values and strategic directions of Holland Bloorview Kids Rehabilitation Hospital and in this respect will ensure that a planning framework and process is developed collaboratively with consumers, families, volunteers, the community and the staff of the organization to meet the needs of the community. The framework will include a client and family-centred vision, mission and core values for the organization as the foundation of its strategic plan, organizational goals and objectives;
- (d) hire a competent and well-qualified President; set and approve her/his compensation and ensure the evaluation of the performance of the President annually; delegate responsibility and concomitant authority to the President for the management and operation of the Corporation and require accountability to the Board;

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- (e) ensure that processes are established for succession planning for the President & CEO;
- (f) appoint a competent and well-qualified Chief of Medical Staff in accordance with the Affiliation Agreement with the University of Toronto, and ensure the evaluation of the Chief of Medical Staff annually;
- (g) establish the policy framework which will provide the general environment within which the President, the Medical Advisory Committee, the medical staff, other professional staff and all other employees will manage the day to day processes within the organization;
- (h) ensure that processes are in place to attain quality financial stewardship through: ensuring annual operating plans and accountability agreements are consistent with policies, legislative requirements of the Ministry of Health and Long-Term Care and the Local Health Integration Network; and ensuring the annual operating plans are consistent with Holland Bloorview Kids Rehabilitation Hospital strategic directions, overseeing the financial position and internal financial control systems, approving the audited financial statements;
- (i) ensure that processes are established for the regular evaluation of the quality, patient safety, and effectiveness of service, access to services, enterprise risk management, utilization, client and family satisfaction, education and research, and that all activities of the organization are regularly evaluated in relation to generally accepted accreditation and accountability standards and approved annual Quality Improvement Plan; ensuring the integrity and competence of the organization;
- (j) represent and promote the interests of the organization and the clients and families served in its external involvement with government, other agencies and the community;
- (k) work collaboratively with the Foundation and the School Authority;
- (l) evaluate its own performance in relation to its responsibilities and periodically review and revise governance policies, processes and structures as appropriate; and ensure a succession plan is in place for the Executive Committee;
- (m) appoint and re-appoint physicians to the medical staff and dentists to the dental staff of the Corporation and delineate the respective privileges after considering the recommendations of the Medical Advisory Committee.

Reviewed by:
The Governance Committee

Date:
February, 2012