CATEGORY: Governance Process	**NUMBER:** 2.20
TITLE: Responsibilities of the Board	**ORIGINATING DATE:** JANUARY 24, 2017
SOURCE: Board	**REVISION/REVIEW DATE:** NEW
SIGNATURE:	

The Board shall govern the affairs of the Corporation and:

a) establish procedures for monitoring compliance with the requirements of the *Public Hospitals Act*, the Hospital Management Regulation thereunder, the By-Laws and policies of the Hospital and other applicable legislation;

b) establish, on an annual basis, Board goals and objectives to ensure the effective and efficient governance of the Hospital;

c) establish specific Board policies which will provide the general framework within which the Chief Executive Officer, the Medical Advisory Committee, the Professional Staff and the Hospital staff will establish subsidiary policies and procedures for the management of the day-to-day processes within the Hospital;

d) establish specific Board policies which will provide the general framework within which the Chief Executive Officer will manage the Corporation;

e) choose the Chief Executive Officer, delegate responsibility and concomitant authority to the Chief Executive Officer for the operation of the Hospital and require accountability to the Board;

f) annually conduct the Chief Executive Officer's formal performance evaluation and set her goals and objectives for the coming year;

g) revoke or suspend the appointment of the Chief Executive Officer, if required;

h) establish the selection process for the Chief of Staff and appoint the Chief of Staff;

i) annually conduct the Chief of Staff's formal performance evaluation and review and approve her compensation and set her goals and objectives for the coming year;

j) delegate responsibility and authority to the Chief of Staff for the supervision of the practice of the Professional Staff and require accountability to the Board;

k) revoke or suspend the appointment of the Chief of Staff, if required;

l) appoint and re-appoint Physicians, Dentists, Midwives and registered nurses in the extended class to the Professional Staff and delineate the respective Privileges after considering the recommendations of the Medical Advisory Committee, the Hospital's resources and whether there is a need for such services in the communities, in accordance with legislative and by-law requirements;

m) review regularly the functioning of the Hospital in relation to the objects of the Corporation as stated in the letters patent, supplementary letters patent and the By-Laws, and demonstrate accountability for its responsibility to the annual meeting of the Corporation;

n) review on a regular basis the role and responsibility of the Hospital to its community in relation to the provision, within the means available, of appropriate types and amounts of services;

o) ascertain that methods are established for the regular evaluation of the quality of care, and that all Hospital services are regularly evaluated in relation to generally accepted standards, and require accountability on a regular basis;

p) ensure that an occupational health and safety program, health surveillance program and an organ donation program is established and require accountability on a regular basis;
q) ensure that the Hospital staff and the Professional Staff develop plans to deal with emergency situations that result in a greater than normal demand for services including but not limited to an emergency preparedness program and a fire safety program, and require accountability on a regular basis;
r) ensure that staff are represented on appropriate Hospital committees, including but not limited to the Fiscal Advisory Committee and any other committee requiring participation under the Hospital Management Regulation;
s) ensure that policies are in place to facilitate organ procurement and donation;
t) ensure that the By-Law for the Hospital is reviewed periodically in accordance with the objects of the Corporation and the *Public Hospitals Act* and any other relevant legislation;
u) approve and monitor the strategic plan for the Corporation;
v) set the annual budget for the Hospital;
w) recruit individuals as Directors who are knowledgeable, skilled, committed and representative of the community;
x) evaluate its own performance in relation to its responsibilities and periodically review and revise governance policies, processes and structures as appropriate;
y) ensure an environment of the Board which encourages open and frank discussion and respect for the expression of different viewpoints; and
z) be committed to an effective board orientation program and a continuing education of the members of the Board.

In contributing to the achievement of responsibilities of the Board as a whole, each Director shall:

a) adhere to the Hospital's mission, vision and values;
b) work positively, cooperatively, and respectfully as a member of the team with other directors and with the Chief Executive Officer;
c) respect and abide by Board decisions;
d) serve on at least one standing Committee;
e) complete the necessary background preparation in order to participate effectively in meetings of the Board and its Committees;
f) keep informed about 1) matters relating to the Corporation, 2) the community, and 3) other healthcare service providers in the area;
g) participate in the initial orientation as new Director and in ongoing Board education;
h) participate in the annual evaluation of overall Board effectiveness; and
i) represent the Board when requested.

The Board's work and responsibilities may be delegated to its Committees.

Reference: PSFDH Corporation By- Law Article 6.1, "Board Responsibilities"