

BOARD POLICY

Subject:	Board Policy Review & Approval Process	Date Approved:	September 25, 2008
Approved by:	Board of Directors	Date Revised:	October 23, 2017 November 27, 2014
Specific to:	Board Members	Next Review Date:	September 2020

PRINCIPLE:

The Board of the North Perth Family Health Team (NPFHT) will maintain a policy to ensure that Board policies are regularly reviewed, updated, approved and developed as necessary and that operational policies and procedures are regularly reviewed and updated by management. It is the Board member's responsibility to be aware and knowledgeable of Board policies.

POLICY:

All Board level policies and procedures will be reviewed and approved by the Board at least once every three years.

Management will review policies as legislative changes require, and a full review minimum once every 3 years so that the sufficiency of its policies and procedures ensure appropriate Board accountability for:

- Quality and Risk Management
- Strategic leadership
- Fiduciary responsibilities

All policies (including updates) will be posted on the NP FHT website (npfht.ca).

The Board will ensure that management has a review and approval process for the operating policies of the organization.

PROCEDURE:

Management will establish a review schedule for Board level policies and procedures. The Board as part of its annual work plan will review Board level policies and procedures. The Board will request that each Board committee do the same as part of its annual work plan and in preparation for discussion of policies and procedures at the Board in order to make recommendations for new Board level policies as required.

Management will keep the Board aware of and bring forward any policies requiring review and approval in any given year as per the review schedule, and also in light of any event that may require specific policies and procedures to be developed.

Following any Board approved changes to policies and procedures or development of new policies and procedures, updates will be provided to the Board.