



RED LAKE MARGARET COCHENOUR MEMORIAL HOSPITAL

-STATEMENT OF POLICY AND PROCEDURE-

SUBJECT: Board Education & Professional Development		DOC. ID#: BG-DIR-10
MANUAL: BOARD OF DIRECTORS		Original Date: Jan-99
CATEGORY: DIRECTORS		Last Revision Date: Apr-19
DEVELOPED BY: CEO	APPROVED BY: BOARD CHAIR	Next Revision Date: Apr-19
<i>PRINTED COPY IS NOT A CONTROLLED DOCUMENT. ELECTRONIC DOCUMENT IS THE MOST CURRENT VERSION.</i>		

1. PURPOSE:

It is in the best interest of the Hospital to have a Board of Directors that is well educated and informed regarding their role as a Director, the role of the Board, the organization and work of the Hospital, and the provincial health care system.

There is an expectation that Directors will participate in education and professional development activities.

2. POLICY:

The Board will ensure that funds are set aside in the annual operating budget for Board education and professional development activities. A record of all Board education and professional activities will be maintained to be used as a tool for evaluating the Board and its members.

Definition:

Education/Professional Activities: All health care related conferences, teleconference meetings, seminars, and workshops that a Director attends.

3. PROCEDURE:

- At least annually, the Board will identify priorities for Board development within an approved education budget.
- Directors will be made aware of education and professional development programs, including OHA member videoconferences through the office of the CEO, so that all Directors have the opportunity to increase their Governance capacity.
- The hospital will pay the registration and/or travel expenses related to Directors attending education and professional development activities as outlined in policy BG-FIN-02: Travel, Meal, & Hospitality Expenses.
- When an education or professional development program of significance or importance arises, the Director may submit to the Board a special request for authorization to attend.

When responding to special requests, the Board should consider the following criteria:

- The importance of the subject;
- The direct impact or benefit to the Board/hospital; based on current strategic priority
- Whether the knowledge can be transferred to others;
- The distribution of development activities among the Directors;
- The cost.

In matters of urgency, the Chair and/or Vice-Chair will respond to special requests and report to the Board at their next meeting

- An electronic file will be kept by the Executive Assistant of all the Board Education/Professional Development activities attended throughout the year.
- Once per year the record will be reviewed by the Board Chair who will provide feedback to members.