

Board Orientation and Training



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Authority	BOARD	Date of Last Review	November 2018

The Board role requires proactive, strategic leadership and a clear sense of the responsibilities involved in Board membership. An effective orientation process is essential to ensure that new members are familiar with Country Roads Community Health Centre programs and goals, and its linkages with the community and other agencies.

PROCEDURE

The Board orientation will consist of an information package, available on the Board Portal of the web-site, or in hard copy, that includes:

- Most recent annual report
- Board Members Code of Conduct/Pledge
- Privacy Policy and related documents
- Conflict of Interest statement
- By-laws
- Organizational policies
- Mission, vision and values
- Most recent audited financial statement
- Names, telephone numbers and biographies of current Board members
- Board calendar
- Strategic plan
- Relevant LHIN documents (IHSP's, MSAA etc)
- Board governance policies
- Board liability insurance policy
- Demographic/community profile.

An information meeting with the Chair of the Board, Executive Director and selected Board members will introduce new Board members to:

- the principles and practices of the Board governance model (roles and responsibilities of the Board and CRCHC practices);
- the organizational and financial structure of the Health Centre;
- CRCHC programs and services and target populations;
- the role of the Board with respect to current and relevant internal and external pressures, such as health care reform, the CHC movement, and the external relationships (e.g., funders, AOHC, coalition partners, and current/potential service delivery partners such as hospitals and other CHCs).
- Board member eligibility form

Accountability

The orientation process will be completed before the second Board meeting after beginning the role. New Board members will sign a statement acknowledging their understanding of and

commitment to abide by their responsibilities. All board members will sign an annual privacy undertaking, code of conduct and other expectations.