

TC FHT Governance Structure

Board

Membership: 15 Physicians
Frequency: Meets Quarterly (Jun, Sep, Dec, Mar)
Functions:

1. Planning
2. Policy
3. Performance Monitoring
4. Performance Management

Operations Committee

Membership: 5 members of which 2 must be a physician and 1 the Executive Director. Other members will be chosen from TC FHT staff.
Term: 2 years (ED indefinite)
Chair: Physician
Frequency: Meets quarterly (Apr, July, Oct, Jan)
Meeting Duration: 1.5 hrs
Functions:

1. Advise on day to day operations
2. Operational plan development
3. Development of operational policies and procedures
4. Program review, development and implementation

Decision Making: Operational Co. decisions shall be effective when made, but shall be ratified by the Board. Decisions not ratified shall become invalid from the dt of the decision by the Board.
Co. Created: Jun 2012

Quality Improvement Committee

Membership: 5 members of which 2 must be physicians and the Executive Director. Other members will be chosen from TC FHT staff.
Term: 2 years (ED indefinite)
Chair: Quality Improvement Specialist (QIDDS)
Frequency: Meets quarterly (Apr, July, Oct, Jan)
Meeting Duration: 2 hrs
Functions:

1. Creation of quality improvement plan (QIP)
2. Review and recommend methods to improve quality
3. Choose primary care indicators to track
4. Identify content and documentation procedures for EMR

Decision Making: Final QIP ratification by Board
Created: April 2010

Joint Health and Safety Committee

Membership: Minimum 2 members elected by workers (FHT + FHO) and minimum 2 members management (FHT + FHO).
 Note: must have a certified Mgt and certified worker representative
Term: 2 years (ED indefinite, physician only if replaced)
Chair: Joint (1 worker and 1 management)
Frequency: Meets quarterly (Apr, July, Oct, Jan)
Meeting Duration: 1.5 hrs
Functions:

1. Identify, assess, and recommend actions to control health and safety hazards in the workplace.
2. Conduct Inspections & issue Notice of Recommendations
3. Consult on workplace health and safety programs and training
4. Review incidents reported via Incident Reporting System

Decision Making: Recommend to FHO/FHT Mgt
Created: June 2010
 (Note: All FHO Mgt at Board therefore discussed at Board)

Patient & Community Engagement Committee

(as of June 2017: Seniors Advisory Volunteer Initiative (SAVI))
Membership: 7-9 members of which 1 must be a physician, 1 the Executive Director and 1 IHP. All other members will be patients of TC FHT.
Term: 3 years (ED indefinite)
Chair: Joint IHP/ Patient
Frequency: Meets quarterly (Apr, July, Oct, Jan)
Meeting Duration: 2 hrs
Functions:

1. Advisory role for strategic program planning and clinical activities
2. Point of Reference for seniors at TC FHT
3. Promotion of enhanced senior services at TC FHT
4. Dissemination of knowledge: ideas & principles related to health and well being of seniors

Decision Making: Advisory to ED (ED to report to BOD when appropriate)
Created: May 2016
 Note: SAVI adopted from Mid West Toronto Health Link

Financial Oversight Committee

Membership: 4 members of which 1 must be Board Treasurer. Other members include Executive Director, Financial Controller and one community member with financial experience.
Term: 3 yrs (community member)
Chair: Financial Controller
Frequency: Meets quarterly (May, Aug, Nov, Feb)
Meeting Duration: 1 hour
Functions:

1. Review FHT quarterly financial reports
2. Review annual audited financial statements
3. Review operating and capital budgets
4. Monitor financial performance against the approved budget

Decision Making: Board Committee
Created: May 2015

Current Path: Admin/Board/Meetings/F17-18/June 13, 2017 #19
 Future Path: Admin/Board/Governance Structure