

<b>TITLE:</b>	<b>Delegation of Authority to the President &amp; Chief Executive Officer</b>		
<b>Manual/Policy#:</b>	Board of Directors #II-2	<b>Division:</b>	CPDMH
<b>Original Issue:</b>	March 1994	<b>Issued by:</b>	Board Chair and Board Secretary
<b>Previous Date Reviewed:</b>	November 2017	<b>Approved by:</b>	Board of Directors
<b>Last Date Reviewed:</b>	November 2019	<b>Cross Reference(s):</b>	

### 1. POLICY STATEMENT

The Board of Directors generally focuses on establishing Organizational Mission, Vision, Values and Strategic direction.

The President & Chief Executive Officer (CEO) is accountable to the Board and the Board's sole official connect to the operations of the organization will be through the CEO.

The Board provides direction to the CEO in accordance with policies established by the Board. The Board hereby delegates to the CEO authority to manage and direct the business and affairs of the Corporation, except such matters and duties as must be transacted or performed by the Board by law or by the provisions of the Corporation's by-laws and further to employ and discharge such agents and employees of Carleton Place & District Memorial Hospital as the CEO may from time to time decide.

### 2. SCOPE

In order to discharge its responsibility to provide for excellent management, the Board of Carleton Place & District Memorial Hospital selects and appoints the CEO and delegates responsibility and authority to the CEO for the management and operation of the Corporation. This policy sets out key parameters of that authority.

### 3. GUIDING PRINCIPLES

N/A

### 4. DEFINITIONS

N/A

### 5. PROCEDURE

The CEO shall:

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- Ensure that the Corporations' operations are conducted and that care to patients and residents is provided in the Corporation in accordance with the Organization's by-laws, policies established by the Board and applicable legislation including the Public Hospitals Act and its respective regulations.
- ensure that the Corporation's practices, activities and decisions are undertaken prudently, lawfully and in an equitable and reasonable manner congruent with commonly accepted business practices and professional ethics
- ensure that the Corporation's assets are protected, adequately maintained and not unnecessarily placed at risk
- ensure that Board-approved priorities are reflected in the allocation of resources
- ensure that budgeting is based on generally accepted financial planning practices that balance expenditures in any fiscal year against expected revenues
- promote a healthy work environment for staff and volunteers that is consistent with the Corporation's values
- represent the Corporation externally to the community, government and media and other organizations and agencies in ways that enhance the public image and credibility of the Corporation

The CEO shall provide leadership support to the Board in the discharge of its responsibilities and ensure that the Board is informed and supported in its work.

## 6. REFERENCES

Almonte General Hospital, Delegation of Authority to the President & Chief Executive Officer policy, September 2018.

## 7. APPENDICES

N/A

### Evaluation:

This policy will be reviewed every two years