

## BOARD MANUAL

<b>SUBJECT: Staff Member Recruitment to Quality Committee</b>	<b>NO.: 2-D-21</b>
<b>SECTION: Board Process</b>	
<b>APPROVED BY: Board of Directors</b>	<b>DATE: March 6, 2024</b>

### Purpose

To outline the process for the recruitment of the Cambridge Memorial Hospital (CMH) staff members to serve as voting members on the Quality Committee of the Board of CMH.

### Background

In accordance with the Excellent Care for All Act, 2010, the Quality Committee must have one Committee member who is employed by CMH and who is not a member of the College of Physicians and Surgeons of Ontario (CPSO) or the College of Nurses of Ontario (CNO).

The Quality Committee, based on its needs, may appoint up to 2 staff members.

The individuals selected are appointed as voting members of the Quality Committee.

Staff members are appointed annually and can serve for a maximum of 3 consecutive years. Any staff member who has served the maximum term limit is eligible for reappointment after one year of absence from the Committee.

### Procedure for Selection

In general, the selection process would proceed as follow:

1. **Conduct a search:** The position will be advertised internally, and candidates are selected for interview by the Vice President, Clinical Programs & Chief Nursing Executive (VP & CNE) and Quality Committee Chair. The interview panel (the VP & CNE and the Committee Chair) recommend a preferred candidate to the Board for Board approval. Appointment is for an annual term from July 1 to June 30.
2. **Annually:** In January, the Committee may canvass the staff members as to whether they wish to be considered for appointment for another term, providing they have not reached their 3 year maximum. At the January or February Quality Committee meeting, the non-staff members of the Committee would consider the needs of the Committee to determine if a reappointment would be appropriate. If the incumbents are not interested in a subsequent year or the Committee determines that a search is necessary, the search process would be undertaken.

<b>DEVELOPED: April 29, 2015</b>		
<b>REVISED/REVIEWED:</b>		
April 25, 2018	November 25, 2020	Click or tap to enter a date.
Click or tap to enter a date.	Click or tap to enter a date.	Click or tap to enter a date.
Click or tap to enter a date.	Click or tap to enter a date.	Click or tap to enter a date.