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Manual	GOVERNANCE POLICY	
Section 5.0	Ensuring Board Effectiveness – Governance Process	
Title	BOARD ORIENTATION	
Issuing Body/ Prepared By	Governance and Nominating Committee	
Approved by	Board of Directors	
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Controlled document. Any documents appearing in paper form must be used for reference purposes only. The on-line copy on the file server above must be considered the current documentation.		

Purpose

Directors are legally responsible for the discharge of their duties as soon as they are elected or appointed to the Board of Directors. Bluewater Health recognizes that orientation of the Board of Directors is an important requirement of effective governance.

Taking into account learning needs, a Board orientation program will be established each year that is consistent with the Board’s goals and objectives, and current and emerging health care, hospital and governance issues.

Director Orientation

Orientation will take place in a timely manner following the Annual General Meeting. Participation in orientation is expected of all Directors (including ex-officio Directors) and other participants at Board meetings.

Orientation will include, but not be limited to:

- An overview of the health care environment, including the MOHTLC, LHIN and related providers
- An overview of Bluewater Health operations and programs
- Fundamentals of hospital governance
- Governance Model and Board Roles and Responsibilities
- Responsibilities of individual Directors
- Legal duties and protection of Directors
- Hospital partnerships, stakeholders and key relationships
- Professional Staff

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- Performance Measurement – quality of care, financial management, resource utilization, accreditation, performance indicators
- Capital Planning and Projects
- the Foundations

Participants will evaluate the orientation program upon completion. Orientation evaluation results will be used to ensure that orientation is responsive to Directors' needs and expectations.

Committee Orientation

The chair and management lead of each Board committee will ensure that an orientation is provided to new committee members, specifically with respect to the mandate, terms of reference, work plan and activities of the committee.

Governance Reference Manual

Every Director will be provided with a Governance Manual, which will contain the hospital's by-laws, strategic plan, Board policies, relevant legislation, and background information about the hospital's operations, finances and programs.

Mentoring

The Board will support a mentoring process by ensuring that a supportive environment for new Directors is in place. Through this process, more experienced Directors, depending upon their knowledge base and comfort level, will be available to offer advice with respect to questions or concerns the new Director may have with the hospital's functioning, governance processes and external environment. The needs of each new Director will vary and the role and time involved by the mentor(s) will vary accordingly. Resource information to support the mentoring process will be located on the Board's website linked to the Board Orientation resources.

Monitoring:

Method: 1. Review of the policy
 2. Evaluation of Board Orientation program

Frequency: Annually