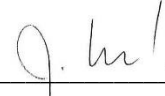



Leamington Mennonite Home
POLICIES AND PROCEDURES

CATEGORY: Board of Directors	SUBJECT: Orientation and Education	SECTION: 0
DATE: January 2023	Administrator's Signature: 	POLICY: 1
	Chair's Signature: 	

ORIENTATION AND EDUCATION

POLICY:

Directors should be familiar with the operations of the Corporation, with significant issues in health care, particularly relating to seniors' care and services. The Corporation will ensure that new Directors are provided with an orientation on their appointment/election to the Board. Directors will be provided with educational opportunities that arise from time to time and with information on an ongoing basis that will keep them up to date on significant issues.

PROCEDURE:

- 1) Directors shall be given a thorough orientation within two months of their appointment/election to the Board by the Administrator. This will include:
 - a. a meeting with the Administrator
 - b. an introduction to senior management
 - c. a tour which will be facilitated by the Administrator or designate

- 2) The Chair will ensure that the new Directors receives the following information, either in an orientation package or through a web portal.
 - a. by-laws
 - b. a copy of the latest annual report
 - c. an organizational chart and position descriptions
 - d. the most recent audited financial statement
 - e. the LMH strategic plan
 - f. governance policies

- 3) Directors will be encouraged to take advantage of any educational opportunities that arise that might be pertinent to fulfilling their governance role.