

## BOARD OF DIRECTORS

Health Sciences North / Horizon Santé-Nord

**ISSUED BY:** Board of Directors

**AUTHORIZED BY:** Board of Directors

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**CATEGORY:** Part V-B – Governance Process

**SUBJECT:** ONGOING DIRECTOR EDUCATION

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The Board of Directors recognizes that the continuing education of its members is an important requirement of effective governance and that it is essential that Board members be fully informed with respect to the background and context of the issues they are called upon to address. A firm commitment to continuing education is the responsibility of each Director and a factor to be considered in the election or re-election of a member of the Board. An ongoing Board education program will be established each year that is consistent with the goals and objectives of the Board for that year. It is expected that each Board member will participate in the ongoing education process.

Education sessions often focus on Hospital operations or broader industry issues recognizing that it is also important that Board governance and Directors' duties and obligations be addressed from time to time. Education to increase members' knowledge about quality and patient safety in health care is also of particular importance in assisting the Board in fulfilling its role.

### A. Ongoing Education Process

The ongoing education process will include:

#### i. Presentations at Board Meetings

The Governance and Nominating Committee, in consultation with the Chief Executive Officer (CEO), will develop an annual program of information / education presentations / sessions that may be included as part of the Board's regular meetings or presented at scheduled times as the Board may direct.

#### ii. Ontario Hospital Association (OHA) Education Sessions and Programs

Members of the Board of Directors are encouraged to participate in educational opportunities offered by the OHA where practical. OHA program materials and information will be provided to individual Board members, and their reasonable expenses of attending and/or participating in OHA sponsored events will be reimbursed upon submission to the governance professional's office of reasonably satisfactory evidence of such expenses.

#### iii. Other Relevant Education Programs

Members of the Board of Directors may attend relevant educational programs sponsored by organizations other than the OHA with the prior written approval of the Board Chair. Reasonable expenses of attending and/or participating in such approved programs will be reimbursed upon submission to the governance

professional's office in accordance with the hospital's travel policy, unless otherwise specified.

The CEO may arrange other educational programs, or direct the distribution of appropriate education materials and similar information for the benefit of the members of the Board of Directors as he or she deems appropriate.

**B. Education Needs Assessment**

The Governance and Nominating Committee is responsible for Board development, effectiveness and evaluation. Annually, the Governance and Nominating Committee will recommend to the Board an ongoing Board education program.

A request for an education session on a particular topic may be brought forward to the Chair of the Governance and Nominating Committee. Every effort will be made to accommodate such request on an individual basis or by developing an education program of interest to all Directors.

**C. Evaluation of Education Programs**

Evaluation of the overall annual education program will form part of the annual assessment of Board performance for effectiveness. Individual evaluation forms will be included in formal sessions held for the Board of Directors and results of such evaluations will be presented on an annual basis to the Board of Directors by the Governance and Nominating Committee.

**References**

OHA Guide to Good Governance  
Accreditation Canada

**Policy Review Log**

| <b>Date</b>      | <b>Action</b> |
|------------------|---------------|
| July 8, 2003     | Issued        |
| January 27, 2026 | Reviewed      |