



GOVERNMENT OF
NEWFOUNDLAND AND LABRADOR

Office of the CEO
NOV 23 2005
Eastern Health

Department of Health and Community Services
Office of the Minister

NOV 23 2005

Mrs. Joan Dawe
Chair - Board of Trustees
Eastern Regional Integrated Health Authority
South Wing, Waterford Hospital
Waterford Bridge Road
St. John's, NL, A1E 4J8

*File 10/11
8/11/0
6/1/10
Wayne
Can you help
with a paragraph
on top on last
page*

Dear Mrs. Dawe:

Recently, we spoke of the need to align our accountability processes to ensure that the Government's priorities for health care delivery within the mandate of the regional integrated health authorities are realized. To that end, I am writing to outline my expectations of your board as you move to integrate and manage the services offered by the Eastern Regional Integrated Health Authority. A critical component of our working relationship will be based on the current Hospitals Act and the new Transparency and Accountability Act (to be proclaimed). At the time the new regional health authority legislation is in place, I will modify this letter to reflect any changes in the legislated that could impact our working relationship.

Essentially, as Board Chair, you are accountable to me as Minister of Health and Community Services. I will expect an annual report that outlines your progress towards achievement in the following areas:


1. Effective board governance including: defining roles and responsibilities, undertaking board member orientation and development, monitoring and evaluating board member performance, developing a code of ethics and governance by-laws as well as medical staff by-laws
2. Development of the authority's strategic plan in accordance with the Transparency and Accountability legislation
3. Preparation and monitoring of annual balanced budgets including the appropriate policies and procedures to safeguard and manage the financial affairs, human resources and other resources of the authority
4. Development of a regional health services delivery plan that takes into consideration the population health needs of the region and the available resources to address these needs

5. Assessment of the working relationship between the Board and the Chief Executive Officer of the authority with an annual written performance report to support the payment of any performance bonus as established in the contract of employment with the CEO (separate letter to follow)

I trust that the foregoing sets the stage for an effective working relationship between you, as Board Chair, and me in my role as Minister.

Please advise of your acceptance of this letter by countersigning below and returning it to me.

Thank you.



JOHN OTTENHEIMER, Q.C., M.H.A.
St. John's East District
Minister

Countersigned by:

JOAN DAWE
Board Chair
Eastern Regional Integrated Health Authority
Date: