

Policy on Preparation and Delivery of Reports and Information

Bylaw Number	<i>BOH127</i>	Approved Date	<i>February 20, 2019</i>
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REVISION HISTORY

Reviewed		Amended:	
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Purpose

This policy has been adopted in accordance with *Ontario Public Health Standards: Requirements for Programs, Services and Accountability* to ensure the preparation, delivery and submission of all reports and information required by statute or agreement

Scope

This policy applies to the submission of information and reports to the Ministry of Health and Long-Term Care (“**MOHLTC**”) required under the Accountability Agreement between the Corporation and the MOHLTC (“**Accountability Agreement**”).

Regulation

All reports and information required to be prepared, delivered or submitted under the Accountability Agreement shall be prepared, delivered or submitted, as applicable, on or before the date specified in the Accountability Agreement, as amended from time to time.

Amendment

This policy shall be reviewed and approved by the Board every two years, and may be amended from time to time as the Board deems necessary.