# GOVERNANCE FUNDAMENTALS **GUIDEBOOK**

January 2021

for divisions of family practice and medical staff associations



# **PURPOSE**

- The aim of the Governance Fundamentals Guidebook is to strengthen governance and leadership capacity.
- It includes tools and resources to proactively develop and enhance effective governance practices.



# WHY NOW?

- Realignment at DoBC created an opportunity to provide shared resources for MSAs and Divisions for common challenges
- Good governance is key for physician collective influence and partnerships
- Recognize best practices and support learnings



# Completed in April 2021, the Guidebook:

- Provides governance information about standard requirements and best practices for Divisions and MSAs;
- Identifies the key roles and responsibilities of physician leaders at governance tables (aka: the 'Directors');
- Provides a tool to assist orienting and training new governance table members; and
- Provides information about standard governance policies.



## **AUDIENCE**

- Divisions of Family Practice
- Medical Staff Associations / Physician Societies



# DESIGN OF THE GUIDEBOOK



- It can be used as a complete introduction to governance, or
- as a resource to access specific topics of interest

#### TABLE OF CONTENTS

Acronyms         3         Governance           Tables & Figures         3         16.         Keeping Y Mahriarinin           Introduction and Prologue         4         Mahriarinin           Governance 101 Checklist         5         17.         A Yearly R           Governance Guidebook Purpose         8         18.         Well, That Meeting           Audience         8         19.         Working T					
Tables & Figures   3   16.   Keeping Y	Definitions		3	15.	Leading the 0
Introduction and Prologue	Acronyms		3		Governance 1
Introduction and Prologue   4	Tables & Figures		3	16.	Keeping Your
Governance 101 Checklist 5 18. Well, That Meeting Audience 8 19. Working T	Introduction and Prologue		4		Maintaining F
Governance Guidebook Purpose 8 Meeting Audience 8 19. Working T What is Governance Anways? An introduction to Division 9	Governance 101 Checklist		5	17.	A Yearly Req
19. Working T	Governance Guldebook Purpose		8	18.	Well, That Wa Meeting
What is Governance Anyway?: An introduction to Division 9	Audience		8	19.	Working Toge
of Family Practice and Medical Staff Association	1.	of Family Practice and Medical Staff Association	9	20.	Financial Stev Requirements
2 History 101: Divisions of Earnily Practice and Eaclify 11	2.	History 101: Divisions of Family Practice and Facility	11	21.	Keeping Thin Confidentiality
3 The Authority to Govern: An initial Understanding of 12 22. Am I Doing	3.	The Authority to Govern: An Initial Understanding of	12	22.	Am I Doing O Self-Assessm
Laying the Foundation: DMsion & MSA Foundational 15     Documents	4.	, ,	15	23.	Winning the L Planning
5 The Organization As Patient Duties of Care Lovalty 16	5.	The Organization As Patient: Duties of Care, Loyalty,	16	24.	Show Them to Orientation



# WHAT IS GOVERNANCE?

Governance is the process of strategic leadership over an organization:

- Providing strategic direction;
- Policy development;
- Organizational activity oversight;
- Financial stewardship;
- Performance management: and
- Accountability for decisions.

"Governance is how society, or groups within it, organize to make decisions"

Institute of Governance, 2019



## WHY IS GOVERNANCE IMPORTANT?

 Good governance at the Division/MSA level will contribute to successful organizations where your partners and stakeholders are aligned and working in the best interests of your workplace environments and patient care.



### **TRAINING**

•A series of interactive webinars is planned starting in mid-2021 and will continue into 2022. Recordings will be posted on Divisions and MSA resource websites for future viewing.



# JCC GOVERNANCE FUNDAMENTALS GUIDEBOOK

For more information, please contact your Engagement Partner, visit the Facility Engagement or Divisionsbc websites, or download using this link.

# Download here>

facilityengagement.ca divisionsbc.ca

