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BOARD POLICY

Subject: Signing Authority	Date Approved: November 18, 2009
Approved by: Board of Directors	Date Revised: December 15, 2010
Specific to: All Staff, Board of Directors	Next Review Date: September 2017

OVERVIEW:

The Board of Directors of the North Huron Family Health Team (NHFHT) is responsible for the management of the FHT and its resources and is accountable to the Ministry of Health and Long Term Care of Ontario.

This policy is one element in the NHFHT's system of internal control. This policy is designed to ensure that financial controls exist so that there is appropriate segregation of duties and adequate safeguards over the use of funds.

PURPOSE:

- To provide clarity of roles and responsibilities so that administrators and others can manage in an effective and transparent manner.
- To ensure best practices in the administration of the NHFHT's assets.
- To ensure sound stewardship of all resources and assets.
- To ensure that the NHFHT complies with all reasonable requirements of external agencies.

POLICY:

The Board of Directors will grant bank-signing authority on behalf of the North Huron Family Health Team (NHFHT) to the following:

- Executive Director
- Board Chair
- Medical Director
- Treasurer

Any two of the above noted individual's signatures would be required on all NHFHT cheques.