



CAMPBELLFORD
MEMORIAL HOSPITAL

Board of Directors
Policy Manual

Subject: **CHIEF OF STAFF
PERFORMANCE EVALUATION**
Policy # 2-050-A-
Approved by: Board of Directors
Issue Date: March 2007

Revised (R) / Reconfirmed (RC) Dates

Nov 2010 (rc), April 2014 (rc), Sept 2014 (r)

POLICY

Hospital By-laws provide that the Board is responsible for appointing the Chief of Staff and is to “*delegate responsibility and concomitant authority to the Chief of Staff for the supervision of the practice of medicine and dentistry in the Hospital, and require accountability to the Board*”.

Governance Standards for the Canadian Council on Health Facilities Accreditation require processes for appointing and evaluating physicians in senior positions including performance evaluation.

The COS's Performance Evaluation promotes greater understanding of the mutual responsibilities and expectations of the Board and the COS.

Evaluation Process

An annual performance evaluation of the Chief of Staff shall be conducted. The Chief of Staff Performance Evaluation form will be distributed to:

1. All Board Members
2. The CEO; Chief Nursing Officer and Director of Finance & Administration
3. All Active Medical Staff
4. Three Registered Nurses
5. Three paramedical staff members

The Chairperson of the Board will tabulate the responses and prepare a performance summary. All responses will be held in the strictest confidence. The Management Resources and Compensation Committee of the Board shall review the performance summary with the Chief of Staff, which will provide an opportunity for dialogue and for setting goals and objectives.

Following the review with the Chief of Staff, the Board Chair shall inform the Board that the review has been completed at a closed session of the Board of Directors.