

PETERBOROUGH PUBLIC HEALTH

Board of Health

POLICY AND PROCEDURE

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| Section: Board of Health | Number: 2-300 | Title: Medical Officer of Health |
| Approved by: Board of Health | | Original Approved by Board of Health On (YYYY-MM-DD): 2013-04-13 |
| Signature: _____ | | Author: |
| Date (YYYY-MM-DD): 2022-08-10 | | |
| References: Medical Officer of Health Position Description (<i>available upon request</i>) 2-345 Absence of the Medical Officer of Health Guidelines for the Allocation of Additional Compensation - Medical Officers of Health and Associate Medical Officers of Health (<i>released annually, available upon request</i>) | | |
| Forms: | | |

NOTE: This is a **CONTROLLED** document for internal use only, any document appearing in a paper form should **ALWAYS** be checked against the online version prior to use.

POLICY

The Board of Health will hire a full-time Medical Officer of Health and may appoint one or more Associate Medical Officers of Health, with qualifications as set out in the *Health Protection and Promotion Act*. The Medical Officer of Health will report directly to the Board of Health on issues relating to public health concerns and to public health programs and services under the *Health Protection and Promotion Act* or any other Act. The Medical Officer of Health will be responsible to the Board of Health for the management of the public health programs and services.

The Medical Officer of Health is entitled to notice and to attend each meeting of the Board and every Committee of the Board. The Board may require the Medical Officer of Health to withdraw from any part of a meeting at which the Board or a Committee of the Board intends to consider a matter related to the remuneration or the performance of the duties of the Medical Officer of Health. Following the 2008 Physician Services Agreement, the Ministry of Health and Long-Term Care has developed guidelines for MOH compensation that are renewed annually.

During short term absences (such as illness) where the absence is not expected to exceed five working days and when there is no associate Medical Officer of Health, the Medical Officer of Health in consultation with the Board Chair may arrange temporary coverage for an Acting Medical Officer of Health from the approved list (see 2-345 Absence of the Medical Officer of Health). The Board will be advised at the next scheduled Board meeting.

For longer term absences such as vacation, or if the Medical Officer of Health is unable to act the Board will appoint an Acting Medical Officer of Health. In cases where an absence must be arranged between Board meetings, the Board Chair in consultation may appoint an Acting Medical Officer of

Health from the approved list (see 2-345 Absence of the Medical Officer of Health) pending an appointment by the Board.

The dismissal of a Medical Officer of Health must comply with requirements as set out in the Health Protection and Promotion Act.

Review/Revisions

On (YYYY-MM-DD): 2013-04-13

On (YYYY-MM-DD): 2016-11-09

On (YYYY-MM-DD): 2018-11-14 (reviewed, no changes)

On (YYYY-MM-DD): 2022-08-10 (reviewed, no changes)