

Classes	2003 04 01		2006 04 01		2007 04 01		2008 04 01		2009 04 01	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
28	119 856	155 815	122 253	158 931	124 698	162 110	127 192	165 352	129 736	168 659
29	126 877	164 939	129 415	168 238	132 003	171 603	134 643	175 035	137 336	178 536
30	134 305	174 599	136 991	178 091	139 731	181 653	142 526	185 286	145 377	188 992

These salary rates shall determine, for each of these salary classes, the minimum and maximum salary limits for the annual salary of a full-time senior administrator.

The conversion of the annual salary of a senior administrator into a weekly salary is obtained by dividing the annual salary by 52.18. The conversion of the annual salary of a senior administrator into a daily salary is obtained by dividing the annual salary by 260.9.”

23. This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.

Notwithstanding the first paragraph, a senior administrator covered by a severance agreement that includes a notice of termination, non-renewal or resignation of employment, an appointment to a position of senior adviser to the office of the executive director or the payment of severance pay continues to be governed by the provisions that applied prior to the coming into force of this Regulation.

7750

M.O., 2006

Order number 2006-015 of the Minister of Health and Social Services dated 27 July 2006

An Act respecting health services and social services (R.S.Q., c. S-4.2; 2005, c. 32)

Regulation respecting the designation procedure for certain members of the board of directors of a public institution

CONSIDERING that section 137 of the Act respecting health services and social services (R.S.Q., c. S-4.2), replaced by section 79 of chapter 32 of the Statutes of 2005, provides that the Minister shall determine, by regulation, the procedure to be followed for the designation of certain members of the board of directors of a public institution and shall fix the date on which such designations are to be made;

CONSIDERING that the regulation comes into force on the date of its publication in the *Gazette officielle du Québec*;

CONSIDERING that, under section 12 of the Regulations Act (R.S.Q., c. R-18.1), a proposed regulation may be made without having been published in the *Gazette officielle du Québec* as required under section 8 of that Act where the authority making it is of the opinion that the urgency of the situation requires it;

CONSIDERING that, under section 13 of that Act, the reason justifying the absence of publication of the proposed regulation shall be published with the regulation;

CONSIDERING that the urgency of the situation is due to the fact that, in accordance with sections 135 and 137 of the Act respecting health services and social services, 23 October 2006 has been determined as the date when the elections by the population of certain members of the board of directors of the public institutions are to take place and 17 October 2006 has been determined as the date when the designations of other members of the boards of directors of those institutions are to be made;

CONSIDERING that the urgency of the situation is also due to the fact that the implementation of the Regulation respecting the designation procedure for certain members of the board of directors of a public institution requires the application of various preliminary measures within certain time limits extending over a period of close to 60 days before the designations to be made on 17 October 2006;

CONSIDERING that the Minister is of the opinion that these reasons justify that the Regulation be made without a 45-day prior publication period;

THEREFORE, the Minister of Health and Social Services

ORDERS :

THAT the Regulation respecting the designation procedure for certain members of the board of directors of a public institution, attached to this Order, be made.

PHILIPPE COUILLARD,
Minister of Health and Social Services

Regulation respecting the designation procedure for certain members of the board of directors of a public institution

An Act respecting health services and social services (R.S.Q., c. S-4.2, s. 137; 2005, c. 32, s. 79)

SECTION I GENERAL

§1. *Scope*

1. This regulation applies to the designation of members of the board of directors of public institutions pursuant to section 137 of the Act respecting health services and social services (R.S.Q., c. S-4.2).

§2. *Date of designations*

2. The designations under this regulation shall be made on the date established by the minister in accordance with section 137 of the Act, which must be within 30 days prior to the date established for the public election under section 135 of the Act.

The designated persons shall take office on the thirtieth day after the completion of the cooptation provided for in section 138 of the Act.

§3. *Designation officer*

3. The chair and executive director of the health and social services agency in question or the person he or she designates for this purpose shall appoint an officer in charge of the designation process no later than 45 days before the day on which the designations are to be made. If the appointed officer is unable to act, the chair and executive director of the agency in question or the person designated shall appoint a new officer.

Unless otherwise indicated, the word “officer” used herein refers to the officer in charge of the designation process, selected as stipulated in this section.

The officer may not run as a candidate or countersign for a candidate, and is not entitled to vote in any designation process pursuant to this regulation.

4. The officer is responsible for carrying out the designation process and ensuring compliance with the rules set out herein. His or her duties notably include the following, depending on the circumstances :

1° Obtain the list of bodies or persons to be involved in the designation process from the executive director of the institution

2° Give notice of the designation process

3° Receive and accept or refuse nominations

4° Inform voters of the voting procedure if there are more candidates than positions to fill

5° Appoint all scrutineers necessary for assistance in the performance of his or her duties

6° Supervise the conduct of the designation process

7° Count the votes

8° Declare candidates designated in accordance with this regulation

9° Report the results of the designation process to the agency and executive director of the institution

§4. *Executive director*

5. The executive director of an institution shall provide the officer with the technical and administrative support required for the performance of his or her duties.

He or she shall keep the original documents received from the officer and completed in accordance with Schedules I to VI in sealed envelopes for a period of at least 180 days from the date on which the designations are made.

SECTION II DESIGNATIONS BY USER COMMITTEES

§1. *Initiation of the designation process*

6. No later than 40 days before the day on which the designations are to be made, the executive director must forward the officer contact information for the user committee of each institution affected by the designation.

7. No later than 35 days before the date of the designations, the officer shall forward a notice to all users committees affected to invite members to take part in the designation of 2 people as members of the board of directors.

This notice must mention the restrictions set out in section 150 and the third subsection of section 151 of the Act and indicate the provisions that must be followed in the designation process.

§2. Designation by a single users committee

8. The user committee resolution designating 2 people to the board of directors must be adopted at a meeting at which the majority of committee members are present.

The officer must receive a copy of this resolution no later than 5 p.m. on the day before the designations are to be made, accompanied by original nomination papers provided for in Schedule I, duly completed and signed by each candidate.

After ensuring that each candidate's nomination paper has been duly completed and signed, the officer shall draw up the designation certificate provided for in Schedule II and forward copies of this certificate, all nomination papers, and the user committee resolution to the agency within 3 days. Within the same period, he or she shall send the original documents to the executive director of the institution.

The executive director shall post a copy of the designation certificate in a location accessible to the members of the user committee in each of the institution's facilities.

9. If there is no candidate or valid candidate, the designation officer shall complete the declaration of designation not made provided in Schedule III and send a copy to the agency within 3 days. Within the same period, he or she shall send the executive director of the institution the original of the certificate in question, as well as any original invalid nomination papers and a copy of the user committee resolution.

§3. Designation by multiple user committees

10. If the designation process involves more than one user committee, each committee can adopt a resolution at a meeting at which the majority of its members are in attendance to nominate 2 persons as members of the board of directors.

The second subsection of section 8 applies to each user committee.

11. On the date of the designations, after ensuring that each candidate's nomination paper has been duly completed and signed, the officer shall draw up the list of candidates.

12. If there is no candidate or valid candidate, the provisions of section 9 apply.

If the number of candidates is less than or equal to 2, the officer shall declare the candidates designated.

If there are more than 2 candidates, the officer shall declare the 2 candidates who received the greatest number of nominations designated.

If candidates have received the same number of nominations and this would result in more than 2 candidates' being designated, the officer shall immediately draw lots from among the candidates who obtained the same number of nominations.

The provisions of the third and fourth paragraphs of section 8 then apply, with the necessary adjustments.

SECTION III
DESIGNATION BY THE PHYSICIANS OF
THE REGIONAL DEPARTMENT OF GENERAL
MEDICINE

§1. Initiation of the designation process

13. This section applies only to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 3° of section 129 of the Act.

14. No later than 40 days before the designations, the executive director of any institution referred to in section 13, using the contact information provided by the agency, shall forward a list of the physicians of the regional department of general medicine to the officer. The list must include an address where each physician can be reached.

15. No later than 35 days before the date of the designations, the officer shall send written notice of the designation process to all physicians on the list and post the notice in a location accessible to these physicians in each of the institution's facilities. The posted notice must be accompanied by a list of names of all physicians involved in the designation process.

Any physician whose name does not appear on the posted list or who notices an error on the list may contact the officer for the appropriate correction.

The notice must mention the restrictions set out in section 150 of the Act, the provisions that apply under subsection 3 of section 129 of the Act, the nomination period, and the terms that must be followed in the designation process.

§2. Nominations

16. Nominations are made by means of nomination papers drawn up in accordance with Schedule IV.

The original, duly completed nomination paper must be signed by the candidate, countersigned by 2 members of the designation college, and received by the officer no later than 25 days before the date of the designations.

To provide more information to the voters, candidates may also complete the information sheet provided for in Schedule V and forward it along with their nomination papers.

17. The officer shall accept or refuse the nomination paper no later than 2 days after receiving it and shall give written notice of acceptance or refusal to the person who filed the paper. The officer shall complete the corresponding section of the nomination paper.

The officer shall not divulge the name of any candidate to anyone whomsoever before the end of the nomination period.

18. If there is no candidate or valid candidate by the end of the nomination period, the officer shall complete the declaration of designation not made provided for in Schedule III and send a copy to the agency within 3 days. Within the same period, he or she shall send the executive director of the institution the original of the declaration in question, as well as any original invalid nomination papers and information sheets.

§3. Designation by acclamation

19. If the officer has received only one valid nomination by the end of the nomination period, he or she shall declare the candidate designated. The officer shall then complete the certificate of designation in accordance with Schedule II and send a copy thereof together with the nomination paper to the agency within 3 days. Within the same period, he or she shall send the original documents to the executive director of the institution.

No later than 10 days before the date of the designations, the executive director shall post a notice indicating the name of the person designated and the fact that there will not be an election, in an area accessible to the members of the designation college in all of the institution's facilities.

§4. Candidate list and election notice

20. If there is more than one valid nomination at the end of the nomination period, the officer shall draw up the list of candidates and send written notice to all physicians in the designation college no later than 20 days before the designations. The notice must indicate the date, time, and location of the vote count, and must also include the candidate list.

The officer shall also post the polling notice in all locations where the designation process notice was posted in accordance with section 15.

§5. Voting procedure

21. The polling notice that the officer forwards to all physicians in the designation college must be accompanied by the following documents:

1° The information sheet provided for in Schedule V and filled out by a candidate, as the case may be

2° A ballot paper initialed by the officer

3° A vote envelope with no markings identifying the physician, in which the ballot paper will be inserted

4° A return envelope bearing the physician's name and addressed to the officer

22. Voters must use the ballot papers and envelopes received from the officer.

Voters shall insert their ballot papers in the vote envelopes provided, which they shall then insert in their return envelopes.

Ballot papers must be received at the office of the designation officer no later than 5 p.m. on the day before the designations are to be made.

§6. Counting of votes, designation proclamation, and publication of results

23. Accompanied by scrutineers, the officer shall count the votes at the time indicated on the polling notice.

Only return envelopes bearing voters' names shall be considered and checked against the voters list.

24. First, the vote envelopes containing the ballot papers are removed from the envelopes bearing voters' names.

If a return envelope does not contain a vote envelope, the situation is noted on the vote count report provided for in section 26.

If a return envelope contains 2 or more vote envelopes, the votes are not counted and the situation is noted on the vote count report provided for in section 26.

25. Once all return envelopes have been opened, the scrutineers shall then count the votes in the presence of the officer.

The vote count shall be public.

The officer shall cancel any ballot paper that

1° Has not been provided by the officer

2° Does not bear the initials of the officer

3° Has not been marked

4° Has been marked in favor of more candidates than the required number

5° Has been marked in favor of a person who is not a candidate

6° Has been marked elsewhere than in the spaces provided for that purpose

7° Bears fanciful or injurious entries

8° Bears a mark by which the voter can be identified

The officer shall cancel a ballot paper by writing "Void" on it and initialing the paper. The number of rejected ballot papers shall be noted on the vote count report provided for in section 26.

26. The officer shall declare the candidate who obtains the greatest number of votes designated.

In the event of a tie vote, the officer shall immediately draw lots from among the candidates to designate a candidate.

The officer shall then fill out the vote count report provided for in Schedule VI.

27. The officer shall complete the designation certificate provided for in Schedule II and send a copy thereof together with the designated candidate's nomination papers to the agency within 3 days.

Within the same period, the officer shall send the executive director of the institution the originals of these same documents, the nomination papers of undesignated candidates, all information sheets completed by the candidates, ballot papers, and the vote count report.

The executive director shall post a copy of the designation certificate in a location accessible to the members of the designation college in each of the institution's facilities.

SECTION IV DESIGNATION BY AND FROM AMONG THE BOARD OF PHYSICIANS, DENTISTS, AND PHARMACISTS

§1. Initiation of the designation process

28. This section applies only to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 4 of section 129 or subsection 3 of section 130, 131, or 133 of the Act.

29. No later than 40 days before the designations, the executive director of any institution referred to in section 28 must forward the officer the list of members of the board of physicians, dentists, and pharmacists of the institution or institutions.

30. No later than 35 days before the date of the designations, the officer shall post a notice of the designation process in a location accessible to the members referred to in this section in each of the institution's facilities. This notice must be accompanied by the list provided for in section 29.

Any member whose name does not appear on the list or who notices an error on the list may contact the officer for the appropriate correction.

The notice must mention the restrictions set out in section 150 of the Act and indicate the nomination period and the terms that must be followed in the designation process.

§2. Nominations

31. Nominations are made by means of nomination papers drawn up in accordance with Schedule I.

The original, duly completed nomination paper must be signed by the candidate and received by the officer no later than 25 days before the date of the designations.

32. The provisions of section 18 apply if by the end of the nomination period no candidates have been nominated or no valid nominations have been received.

§3. Designation by acclamation

33. The provisions of section 19 apply, with the necessary adjustments, if the officer receives only one valid nomination by the end of the nomination period.

§4. Candidate list and designation process

34. If there is more than one valid nomination at the end of the nomination period, the officer shall draw up the list of candidates and send it to the chair of the executive committee of the board of physicians, dentists, and pharmacists of the institution or institutions no later than 20 days before the designations.

The officer shall also post this list in all locations where the designation process notice was posted in accordance with section 30.

35. The executive committee of the board of physicians, dentists, and pharmacists must hold a meeting of the members of this board no later than the day before the designations are to be made in order to choose a candidate for designation to the board of directors of the institution or institutions.

However, the executive committee of the board of physicians, dentists, and pharmacists may, with the officer's written approval, use a different means of consultation for board members to participate in the designation of a candidate as a member of the board of directors.

36. The executive director of the institution shall provide the executive committee of the board of physicians, dentists, and pharmacists with the technical and administrative support required to hold the meeting or implement the means of participation chosen under section 35.

37. The chair of the executive committee of the board of physicians, dentists, and pharmacists must forward to the officer a written summary of the conduct and final result of the procedure used pursuant to section 35, no later than date on which the designations are made.

38. The officer shall complete the designation certificate provided for in Schedule II and send a copy thereof together with the designated candidate's nomination paper to the agency within 3 days.

Within the same period, the officer shall send the executive director of the institution the originals of these same documents, the nomination papers of undesignated candidates, and the summary report from the chair of the executive committee of the board of physicians, dentists, and pharmacists.

The executive director shall post a copy of the designation certificate in a location accessible to the members of the board of physicians, dentists, and pharmacists in each of the institution's facilities.

SECTION V
DESIGNATION BY AND FROM AMONG THE
INSTITUTION'S BOARD OF MIDWIVES

39. This section applies only to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 4 of section 129 of the Act.

40. The provisions of section IV apply, with the necessary adjustments, to designations to the board of directors by and from among the members of the institution's board of midwives.

SECTION VI
DESIGNATION BY AND FROM AMONG THE
BOARD OF NURSES

41. This section applies only to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 5 of section 129 or subsection 4 of section 130, 131, or 133 of the Act.

42. The provisions of section IV apply, with the necessary adjustments, to designations to the board of directors by and from among the members of the board of nurses.

SECTION VII
DESIGNATION BY AND FROM AMONG THE
MULTIDISCIPLINARY BOARD AND PERSONS
CONSIDERED PART OF THE BOARD

43. This section applies to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 6 of section 129 or subsection 5 of section 130, 131, or 133 of the Act, as well as the provisions of section 133.0.1 of the Act.

44. The provisions of section IV apply, with the necessary adjustments, to the designation of one to 3 persons to the board of directors, depending on the number required under the Act, from among the members of the multidisciplinary board, including nursing assistants.

The notice required under section 30 must stipulate the provisions that apply under subsection 5 of section 130 of the Act, as the case may be.

SECTION VIII
DESIGNATION BY AND FROM AMONG
PERSONNEL NOT MEMBERS OF THE
INSTITUTION'S BOARD OF PHYSICIANS,
DENTISTS, AND PHARMACISTS ; BOARD
OF MIDWIVES ; BOARD OF NURSES ; OR
MULTIDISCIPLINARY BOARD

45. This section applies to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 7 of section 129 or subsection 6 of section 130, 131, or 133 of the Act.

46. The provisions of section III apply, with the exception of section 13 and with the necessary adjustments, to designations to the board of directors by and from among the personnel of an institution referred to in this section.

The list of persons concerned by this designation, which the executive director must send to the officer, shall be drawn up from the contact information in the institution's personnel files.

SECTION IX
DESIGNATIONS BY FOUNDATION BOARDS OF
DIRECTORS

47. This section applies to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 8 of section 129 or subsection 7 of section 130, 131, or 133 of the Act.

48. No later than 40 days before the date of the designations, the executive director must send the officer the name and address of all institution foundations as defined in section 132.2 of the Act, as well as the name of the chairs of foundation boards.

49. No later than 35 days before the date of the designations, the officer shall send the board of directors of each foundation in question notice of their right to take part in the designation of one or 2 persons, depending on the number required under the Act, to the board of directors.

50. The provisions of the second paragraph of section 7 and sections 8 to 12 apply, with the necessary adjustments, to the designations referred to in this section.

SECTION X
DESIGNATIONS BY MEMBERS OF A LEGAL
ENTITY REFERRED TO IN SECTION 139
OF THE ACT

51. This section applies to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 8 of section 129 or subsection 7 of section 130, 131, or 133 of the Act.

52. No later than 40 days before the date on which the designations are to be made, the executive director of any institution referred to in section 51 shall forward to the officer the contact information of the board of governors or delegates. If such a board does not exist, the executive director shall forward the names and addresses of the members of the legal entity.

53. Any member whose name does not appear on the list provided for in section 52 or who notices an error on the list may contact the officer for the appropriate correction.

54. No later than 35 days before the date of the designations, the officer shall forward a notice to the board of governors or delegates or to the persons indicated in section 52 to invite members to take part in the designation of one or 2 people to the board of directors, depending on the number required under the Act.

This notice must indicate the number of members to be designated, the restrictions set out in section 150 and the third paragraph of section 151 of the Act, and the provisions that must be followed in the designation process.

55. The officer must receive a copy of the resolution adopted by the board of governors or delegates or the members of the legal entity making the required designation no later than 5 p.m. on the day before the designations are to be made, along with each candidate's duly completed and signed nomination paper provided for in Schedule I.

The provisions of the third and fourth paragraphs of section 8, those of section 9, and those of sections 11 and 12 if the designation process involves members of more than one legal entity then apply, with the necessary adjustments.

SECTION XI DESIGNATIONS BY INSTITUTION-AFFILIATED UNIVERSITIES AND BY AND FROM AMONG MEDICAL RESIDENTS

56. This section applies only to public institutions at which the makeup of the board of directors is subject to the provisions of subsection 8 of section 133 or the second paragraph of section 130.1 of the Act.

57. No later than 40 days before the date of the designations, the executive director must send the officer the name and address of the universities affiliated with the institution, as well as the name of the chairs of their boards of directors.

58. The provisions of section III apply, with the exception of section 13 and with the necessary adjustments, to the designation of medical residents pursuant to subsection 8 of section 133 of the Act.

The list of medical residents that the executive director must send to the officer in compliance with section 14 shall be drawn up from the contact information provided by the universities in question.

59. No later than 35 days before the date of the designations, the officer shall send a notice to the chair of the board of directors of any university affiliated with an institution referred to in section 56 mentioning the university's right, alone or with another university, to designate one to 4 people to the institution's board of directors, depending on the number required under the Act.

This notice must mention the restrictions set out in section 150 and the third paragraph of section 151 of the Act, the provisions that apply under subsection 8 of section 133 or the second paragraph of subsection 133.1 of the Act, as the case may be, and the provisions that must be followed in the designation process.

60. The officer must receive a copy of the resolution adopted by the university's board of directors making the designations no later than the day before the designations are to be made. It must be accompanied by original nomination papers for each designation, as provided for in Schedule I, duly completed and signed by each candidate.

The provisions of section 9 apply, with the necessary adjustments, if by the end of the nomination period no candidates have been nominated or valid nominations received.

61. The officer shall draw up the list of candidates nominated by the universities in question.

If there is only one valid nomination, the officer shall declare the candidate designated. He or she shall then complete the designation certificate provided for in Schedule II and send a copy thereof together with the candidate's nomination paper and any resolution received pursuant to section 60 to the agency within 3 days.

Within the same period, he or she shall send the original documents to the executive director of the institution.

62. If more than one candidate has been nominated, the person nominated by the greatest number of universities shall be designated a member of the institution's board of directors.

In the event of a tie vote, the officer shall immediately draw lots from among the candidates to designate a candidate.

63. The officer shall complete the designation certificate provided for in Schedule II and send a copy thereof together with the designated candidate's nomination paper to the agency within 3 days.

Within the same period, the officer shall send the executive director of the institution the originals of these same documents, the nomination papers of undesignated candidates, and all resolutions received under section 60.

The executive director shall post a copy of the designation certificate in a location accessible to the public in each of the institution's facilities.

SECTION XII FINAL PROVISION

64. This regulation enters into effect on the date of its publication in *Gazette officielle du Québec*.

SCHEDULE I

(s. 8)

DESIGNATION
Nomination Paper

Institution(s)	I.D. No.

Designation college _____

Section I – Nomination

Candidate's last and first name			Sex M <input type="checkbox"/> F <input type="checkbox"/>	Date of birth Y M D
Address			Occupation	
Municipality	Province	Postal code	Employer	
Area code Home phone	Area code Work phone Ext.			

Section II – Candidate's consent

**CONDITIONS REQUIRED TO BE A MEMBER
OF AN INSTITUTION'S BOARD OF DIRECTORS**

1. Quebec resident
2. Age of majority (18 or over)
3. Not be under wardship or guardianship
4. Not found guilty in the past five years of a crime punishable by three or more years of incarceration
5. Not have been dismissed as the member of an institution's, regional board's, or health and social service agency's board of directors in the past three years
6. Not have been declared guilty in the past three years of an infraction of the Act respecting health services and social services or the regulations
7. Not work for any of the institutions indicated above or at a center run by such institutions, unless the designation under this form is made by one of the following colleges : the board of physicians, dentists and pharmacists ; board of nurses ; multidisciplinary board ; board of midwives ; or nonclinical staff.

I hereby acknowledge that I have read this information and declare that I meet the above conditions for candidacy. I also authorize the disclosure of the information on this form to the health and social service agency and Ministère de la Santé et des Services sociaux (MSSS) if I am designated a member of the board of directors. Information disclosed to the agency and MSSS is governed by the Act respecting access to documents held by public bodies and the protection of personal information.

In witness whereof, I have signed in _____ on _____

Candidate's signature

Section III – Acceptance by designation officer

NOMINATION ACCEPTED
NOMINATION REJECTED

Reason(s) for rejection:

Designation officer's signature

Date

PURSUANT TO SECTIONS 64 AND 65 OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION

- | | | | |
|---|---|---|--|
| <p>1. The information on this form is gathered for the institution concerned and, if the candidate is designated, for the health and social service agency and Ministère de la Santé et des Services sociaux.</p> | <p>2. The information transmitted to the agency and MSSS is used to make up records for management and control purposes of the members of health and social service institution boards.</p> | <p>3. The following persons will have access to this information :</p> <ul style="list-style-type: none"> • Employees of the institution in question, the agency, and MSSS in the performance of their duties • Any other user meeting the requirements of the abovementioned act | <p>4. All information on the form is required.</p> |
|---|---|---|--|

SCHEDULE II

(s. 8)

DESIGNATION

Designation Certificate

Designation college: _____

Number of positions to be filled: _____

Executive director of: _____

Name of institution(s)

I, the undersigned, the officer in charge of the designation process, declare that on _____ the following candidate(s) was (were) designated to the position of member of the board of directors of the above-mentioned institution(s):

Name

1. _____

2. _____

3. _____

() The number of candidates was lower than or equal to the number of positions to be filled.

() The number of candidates was higher than the number of positions to be filled, and the designated candidate(s) received the greatest number of nominations or votes.

() Due to an equal number of nominations or a tie vote, the candidate(s) _____ was (were) designated in a draw held on _____

Signed in _____, on _____

Signature

Name of designation officer

SCHEDULE III

(s. 9)

DESIGNATION

Declaration of Designation Not Made

Designation college: _____

Institution(s): _____

I, the undersigned, the officer in charge of the designation process, hereby declare that no designation was made for the above institution(s), for the following reason:

No nominations were received No valid nominations were received

Signed in _____, on _____

Signature_____
Name of designation officer

SCHEDULE IV

(s. 16)

DESIGNATION
Nomination Paper

Institution(s)	I.D. No.

Designation college: _____

Section I – Nomination			Section II – Nominators	
Candidate's last and first name			1 - Nominator's last and first name*	
Sex M <input type="checkbox"/> F <input type="checkbox"/>	Date of birth Y M D		Address	
Address			Phone	
Municipality	Province	Postal code	Nominator's signature	
Area code Home phone	Area code Work phone Ext.		2 - Nominator's last and first name*	
Occupation			Address	
Employer			Phone	
* Nominator must be a member of the above designation college.			Nominator's signature	

Section III – Candidate's consent**CONDITIONS REQUIRED TO BE A MEMBER
OF AN INSTITUTION'S BOARD OF DIRECTORS**

1. Quebec resident
2. Age of majority (18 or over)
3. Not be under wardship or guardianship
4. Not found guilty in the past five years of a crime punishable by three or more years of incarceration
5. Not have been dismissed as the member of an institution's, regional board's, or health and social service agency's board of directors in the past three years
6. Not have been declared guilty in the past three years of an infraction of the Act respecting health services and social services or the regulations

I hereby acknowledge that I have read this information and declare that I meet the above conditions for candidacy. I also authorize the disclosure of the information on this form to the health and social service agency and Ministère de la Santé et des Services sociaux if I am designated a member of the board of directors. Information disclosed to the agency and MSSS is governed by the Act respecting access to documents held by public bodies and the protection of personal information.

In witness whereof, I have signed in _____ on _____

Candidate's signature

Section IV – Acceptance by designation officer

NOMINATION ACCEPTED

NOMINATION REJECTED

Reason(s) for rejection:

Designation officer's signature

Date

PURSUANT TO SECTIONS 64 AND 65 OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION

- | | | | |
|---|---|--|--|
| <p>1. The information on this form is gathered for the institution concerned and, if the candidate is designated, for the health and social service agency and Ministère de la Santé et des Services sociaux.</p> | <p>2. The information transmitted to the agency and MSSS is used to make up records for management and control purposes of the members of health and social service institution boards.</p> | <p>3. The following persons will have access to this information:</p> <ul style="list-style-type: none"> • Employees of the institution in question, the agency, and MSSS in the performance of their duties • Any other user meeting the requirements of the abovementioned act | <p>4. All information on the form is required.</p> |
|---|---|--|--|

SCHEDULE V

(s. 16)

DESIGNATION

Candidate Information Sheet

PHOTO

Institution(s): _____

Candidate's name: _____

Municipality of residence: _____

Municipality of workplace: _____

Candidate profile (education, occupation, experience):

Reasons for candidacy:

Social, community, volunteer involvement, etc.:

Candidate's consent: I authorize the disclosure of the information herein as part of the designation process in which I am a candidate.

Date

Candidate's signature

Date

Designation officer's signature

SCHEDULE VI

(s. 24)

DESIGNATION

Vote Count Report

Designation college: _____

Institution(s): _____

In accordance with the polling notice, the vote count took place on _____, in

Envelopes with voter identified: _____

Envelopes containing no vote envelopes: _____

Envelopes containing more than one vote envelope: _____

Vote envelopes counted: _____

Uncounted vote envelopes: _____

1. Vote Count Report

Candidates	Number of votes	
1. _____	_____	
2. _____	_____	
3. _____	_____	
4. _____	_____	Valid ballots _____
5. _____	_____	Rejected ballots _____
		Total _____

2. Draw results

The following candidates received the same number of votes:

A random draw was held on _____, in _____

The following candidate's name was drawn:

Signed in _____, on _____

Signature

Name of designation officer

Name(s) of scrutineer(s)