

Home Hospice North Lanark (HHNL) Board Manual	
Title/Subject: Board Member Code of Conduct	
Policy Number: 4.12	Original Date: Dec, 2018
Approved by: Board of Directors	Revision Date:
Page 1 of 1	Reviewed Date:
Reference Policies	

Objective

Home Hospice North Lanark is committed to ensuring that in all aspects of its affairs it maintains the highest level of public trust and integrity. The Code of Conduct applies to all Directors.

Fiduciary Duty

All Directors of Home Hospice North Lanark stand in a fiduciary relationship to the Corporation. As fiduciaries, Directors must act honestly, in good faith and in the best interests of the Corporation.

Conflict of Interest

Directors must avoid situations where their personal interests will conflict with their duties to the Corporation causing a conflict of interest. The term “conflict of interest” refers to a situation where financial, professional or other personal considerations may compromise, or have the appearance of compromising a Director’s judgment in carrying out his/her fiduciary duties.

Confidentiality

All Directors owe a duty to the Corporation to respect the confidentiality of information whether that information is received in a meeting of the board or of a committee or is otherwise provided to or obtained by the Director. Directors shall not disclose or use for their own purpose any confidential information relating to clients or the affairs of the Corporation.

Communications

It is recognized that the role of the director may include representing Home Hospice North Lanark in the community. Such representations must be respectful and consistent with the Director’s duty of confidentiality. In addition, the Chair or designate is the only official spokesperson for the Board.

Solidarity

- a) It is recognized that directors bring to the board diverse background, skills and experience. Directors will not always agree with one another on all issues. All debates must take place in an atmosphere of mutual respect and courtesy. The authority of the chair must be recognized by all directors.

- b) Directors acknowledge that properly authorized board actions must be supported by all directors. The board speaks with one voice. Those directors who have abstained or voted against a motion must adhere to and support the decision of the majority of the directors.

Time and Commitment

- a) A Director is generally expected to commit the necessary time required to fulfill Board and committee responsibilities including preparation for and attendance at Board meetings, assigned committee meetings and events. A Director is expected to attend all save three consecutive meetings unless granted a leave of absence.
- b) All Directors are expected to serve on at least one Board committee and to represent the Board and the Corporation in the community when requested by the Chair.

Education

A Director is expected to seek opportunities to be educated and informed about the Board and the key issues in the Corporation and broader health care system through review of the Board Manual, participation in Board orientation and the ongoing Board education.

Evaluation and Continuous Improvement

A Director is committed to a process of continuous self-improvement as a Director. All Directors participate in an evaluation of the Board.