

<b>To:</b>	Chair Burley and Members of the Committee of Management
<b>Committee Date:</b>	March 12, 2019
<b>Subject / Report No:</b>	LTCR-CM-18-19
<b>Title:</b>	Title Change- Executive Director
<b>Prepared by:</b>	Lynne Johnson, Director of Long Term Care
<b>Reviewed by:</b>	Kim Wingrove, Chief Administrative Officer
<b>Lower Tier(s) Affected:</b>	All Grey County
<b>Status:</b>	

## Recommendation

1. That report LTCR-CM-18-19 regarding a title change for the Long Term Care Home Administrators be received; and
2. That the job title be changed from Administrator to Executive Director.

## Executive Summary

As long term care has evolved, the role and responsibility of the Administrator has also changed. As a result, the term “Administrator” does not accurately reflect the scope of responsibility associated with the position.

The title of Executive Director aligns with the industry, is recognized by the Ministry of Health and Long-Term Care and better reflects the high level of governance and responsibility the individuals hold within their care community.

## Background and Discussion

The Administrator is responsible for creating and executing the strategic plan for the long term care home. They work cooperatively with a variety of stakeholders including the Ministry of Health and Long-Term Care, Local Health Integration Network and several community partners. The Administrator is the highest-ranking employee within the home with a responsibility for the administration of required programs and services while ensuring all requirements are adhered to on behalf of the organization.

The term “Administrator” for a Senior Manager within the long term care sector is obsolete. The title of Executive Director better reflects the responsibilities of the position and the high level of governance they are responsible for.

## Legal and Legislated Requirements

This is a required position within a long term care home and the qualifications and number of hours are set out in the *Long-Term Care Homes Act, 2007* and *Ontario Regulation 79/10*.

## Financial and Resource Implications

There are no financial or resource implications with this change.

## Relevant Consultation

- Internal- Human Resources
- External (list)

## Appendices and Attachments

None