



University of Toronto

OFFICE OF THE VICE PRESIDENT AND PROVOST

APPENDIX "G" TO REPORT
NUMBER 147 OF THE
ACADEMIC BOARD
January 11, 2007

MEMORANDUM

TO: Professor Michael Marrus, Chair, Academic Board

FROM: Professor Vivek Goel, Vice-President and Provost

DATE: January 5, 2007

RE: **Academic Board item: Full affiliation template agreement**

At the Planning and Budget Committee meeting on December 5, 2006, the Committee reviewed the template agreement for affiliation between the University of Toronto and the Toronto Academic Health Science Network (TAHSN) full member hospitals. At the meeting, I noted that an item related to insurance was still under discussion, as the hospitals were now prepared to accept language the University desired. The Planning and Budget Committee discussed both versions of the language and recommended either be forwarded for approval.

I recommend that we bring forward to Academic Board members the attached updated version of the Template (dated December 15, 2006) which contains the University's preferred language. In addition to the insurance language there are minor and non-substantive (page numbers cited below refer to attached December 15 version) outlined in the attachment.

Revisions to Full Affiliation Template Agreement:

Changes made throughout the document:

- 1) 'Vice-Provost, Relations with Health Care Institutions' corrected to have hyphen and right spelling
- 2) TAHSN – 'Sciences' changed to 'Science' (we checked with TAHSN that this is correct) throughout the document to be accurate.
- 3) roman numerals of 'big' (i.e. I, II, III, IV etc) sections added to heading numbers of all sub-sections
- 4) 'Hospital-University Education Committee' changed to 'Hospital University Education Committee' (checked with HUEC that is accurate) for accuracy
- 5) 'Hospital-University Nursing Education Committee' changed to 'Hospital University Nursing Education Committee'
- 6) 'Vice-President, Education' and 'Vice-President – Education' changed to 'Vice-President Education'
- 7) 'Vice-President Education or equivalent' changed to 'Vice-President Education (or equivalent)'
- 8) 'Vice-President, Research' and 'Vice-President – Research' changed to 'Vice-President Research' throughout
- 9) 'Vice-President, Research Administration' changed to 'Vice-President Research Administration'.
- 10) 'Hospital-University Research Coordinating Committee' and 'Hospital University Research Coordinating Committee' changed to 'Hospital/University Research Coordinating Committee' (checked with Research Office for accuracy)

Changes made in specific places:

- 1) page 1, I.1 iii) – comma deleted after 'and'
- 2) page 1, I.2, - 'Objective of the Hospital' changed to 'Objectives of the Hospital'
- 3) page 1, I.2 iii) - period added at end of point iii)
- 4) page 6, II.1 – second paragraph – 'Clinical and Other Relevant Departments and Programs' changed to 'clinical and other relevant Departments and programs'.
- 5) page 6 – II.2 – two commas removed from second paragraph
- 6) page 8, II.3.5.b) paragraph 1 – Schedule '2' changed to Schedule '3' – was wrong number
- 7) page 8 - II.3.5.b) second paragraph, last line – changed 'Vice-President Education' to 'Vice-President Education (or equivalent)' to match all other references in the document
- 8) page 9, II 4 last paragraph – re appointment of Health science faculty - re the President consulting with the Dean re appointment of senior hospital practice leaders, have added '(or delegate)' after 'President and Chief Executive Officer of the Hospital'.
- 9) page 9 and 10, II.5.1 (5th paragraph) and II.5.2 (4th paragraph) - re reappointments of chiefs etc in very small departments, instead of referring to departments with 5 or fewer physicians, have added after 'very small department', '(generally understood to be departments having five or fewer physicians)' in both references. We are just adding a bit of flexibility to the definition. Have then deleted the same wording re five or fewer physicians) in the next sentence.
- 10) page 10, II.5.1 last bullet at beginning of section – period added at end of 3rd bullet text

- 11) page 10, II 5.2, paragraph 2 - Heads of divisions re re-appointment – have deleted the word ‘internal’ before ‘committee’. This makes sense, because it is a review committee which includes both the hospital chief and the university chair.
- 12) page 12, III.1 paragraph 1 – ‘Vice-President Education of the Hospital or equivalent’ changed to ‘Vice-President Education (or equivalent) of the Hospital’ to be consistent
- 13) page 15, III.4.2 last paragraph – period added at the end of a sentence
- 14) page 19 – V.6.1 last paragraph – ‘Hospital University Research Coordination Committee’ changed to ‘Hospital/University Research Coordinating Committee’
- 15) page 20, X – Text starting with ‘All notices sent to the other party....’ is now in its own paragraph
- 16) page 21 X – deleted ‘Canada’ from the Pres and CEO contact address to be consistent with the Univ notification address.
- 17) page 21 X – added ‘University of Toronto’ to the contact address on the line below Vice-Provost title in order to match with the Hospital title and institution name.
- 18) page 21 – XII – changed ‘Hospital’ to ‘hospital’ in 2 places – since generic rather than specifically referring to the hospital signing the agreement
- 19) **page 23, XIV.3 - Insurance / indemnification section – changes made to this section as per new text consistent with Planning and Budget discussion and approval on December 5, 2006.**
- 20) page 24 XV last line – ‘I 5’ changed to ‘I.5’ to be in line with revised style of numbering of sections
- 21) page 24 XVI.5 – ‘Sections I-XVI’ changed to ‘sections I to XVI’
- 22) page 25, XVI.6 – ‘In witness whereof’ line changed to reflect fact that hospitals not required to affix their seals. New language is: ‘In witness whereof the parties hereto have caused this Agreement to be signed by their duly authorized officers.’
- 23) page 25, XVI.6 signatures section – word ‘seal’ deleted next to hospital signatures section.
- 24) page 26 Appendix – deleted text line below the words ‘Appendix’ as redundant
- 25) page 26 Appendix – text in title denoting who and when of agreement was centered
- 26) page 29 Appendix – after Vice-President, Research – added ‘University of Toronto’ on the next line to be a full mailing address and to be consistent with the Hospital position and institution name.



University of Toronto

OFFICE OF THE VICE-PRESIDENT AND PROVOST

TO: **Planning and Budget Committee**

SPONSOR: Vivek Goel, Vice-President and Provost

CONTACT INFO: provost@utoronto.ca

DATE: November 24, 2006 for December 5, 2006

APPENDIX "F" TO REPORT NUMBER 115 OF THE PLANNING AND BUDGET COMMITTEE. **REVISED SECTION XIV.** MOTION AMENDED BY THE PLANNING AND BUDGET COMMITTEE DECEMBER 5, 2006.

AGENDA ITEM: 8

ITEM IDENTIFICATION

Full affiliation template agreement - for affiliation between the University of Toronto and the Toronto Academic Health Science Network (TAHSN) full member hospitals.

JURISDICTIONAL INFORMATION

The Committee is responsible for reviewing and making recommendations concerning a broad range of planning issues and priorities. Matters within the Committee's scope have an impact on relationships amongst divisions and relationships between the University and the community at large. It has specific jurisdiction for approval, in principle, of the incorporation of associated organizations and research ancillaries. These areas of responsibility, as well as the more general functions of the Committee, include the intent and impact of affiliations with teaching hospitals.

Excerpt from the terms of reference for the Planning and Budget Committee:

4.5.2 The Committee recommends to the Academic Board for consideration templates for agreements with external bodies. Individual agreements that do not conform to the template are reviewed by the Committee for recommendation to the Academic Board and confirmation by the Executive Committee. [Agreements that conform to the template are approved by the Vice-President and Provost.]

PREVIOUS ACTION TAKEN

Between 1979 and 2002, full affiliation agreements were established with all of the current full member hospitals of the Toronto Academic Health Science Network (TAHSN). The following 10 hospitals are full members of TAHSN and are currently fully-affiliated with the University of Toronto:

- Baycrest
- Bloorview Kids Rehab
- Centre for Addiction and Mental Health
- Hospital for Sick Children
- Mount Sinai Hospital
- St. Michael's Hospital
- Sunnybrook Health Science Centre
- Toronto Rehabilitation Institute
- University Health Network (Toronto General Hospital, Toronto Western Hospital, Princess Margaret Hospital)
- Women's College Hospital

HIGHLIGHTS

Although affiliation agreements currently in effect have been established with full member hospitals, it was recognized a few years ago that the affiliation template agreement itself needed to be updated to better reflect new policies at the University (for example, the *Policy for Clinical Faculty*, effective July 2005) and practices in the University of Toronto's relationship with the TAHSN hospitals. With this in mind, an extensive consultation and negotiation process was begun two years ago within the University of Toronto and with the full member TAHSN hospitals. Within the University of Toronto, the consultation process involved discussion with the Deans of the Health Science Faculties, as well as with members of key Faculty of Medicine and Faculty of Medicine/hospital committees. Consultation with all TAHSN full member hospitals involved individual and group meetings with key hospital leaders and their legal counsels. This intensive process has resulted in the development of the recommended full affiliation template agreement (Appendix A). This agreement will be customized for each of the full member TAHSN hospitals and, once signed, will replace all of the current full affiliation agreements.

In comparing the recommended new full affiliation template agreement to the old agreements currently in effect, a significant number of changes – both general and specific - are highlighted.

Overall, the changes in the tabled new template agreement reflect the evolving relationship and enhanced communication, coordination and cooperation between the UofT and the full member TAHSN hospitals. Overall, the changes include:

- clarification of staff appointment processes;
- greater recognition of non-MD faculty;
- clarification of teaching obligations and support;
- clarification of hospital autonomy;
- rationalization of administrative processes;
- addition of new vehicles for communication;
- a streamlined structure for the agreement; and
- clarification of terms used in the agreement through addition of a definitions section.

A number of specific issues have been dealt with in the proposed new template agreement – most of which are not covered in the old agreements currently in effect. These changes make the agreement more relevant and reflective of the policies and practices that are currently in place. The changes include the addition of language relating to:

- our joint mission and mutual acknowledgements;
- the Policy for Clinical Faculty, approved by Governing Council, July 2005;
- academic freedom and dispute resolution;
- full-time clinical faculty appointments and academic group practices;
- process and commitment for student teaching placements;
- application of UofT policies to hospital sites;
- use of each others' names;
- non-discrimination and human rights;
- hospital research ethics boards;
- insurance and WSIB coverage;
- inventions notification between the UofT and hospitals;
- agreement renewal via a systematic review after 5 years, with a default survival provision;
- and
- force majeure (i.e. disaster contingency).

Once the recommended full affiliation template agreement is approved, it will be customized for each institution to reflect details relevant to each hospital.

In addition to full affiliation agreements with the TAHSN full member hospitals, the University of Toronto currently has community affiliation agreements in place with 11 community hospitals/centres in the GTA. Addition of 4 new community affiliates is planned for the near future. Negotiations are currently underway to develop a new community affiliation template agreement that, to a great extent, will mirror the full affiliation agreement template and will be brought forward to the Planning and Budget Committee.

FINANCIAL IMPLICATIONS

There are no resource implications for the University's operating budget as a result of entering into a new full affiliation agreement with each of the TAHSN full member hospitals.

RECOMMENDATIONS

Be It Recommended to Academic Board

- (a) THAT the template for full affiliation agreements between the University of Toronto and the full member hospitals of the Toronto Academic Health Science Network be approved, effective immediately;
- (b) THAT the President, or designate, be authorized to sign such agreements on behalf of the Governing Council, provided that the agreements conform to the approved template; and
- (c) THAT the agreements signed under the provisions of this resolution be filed with the Secretary of Governing Council.