



**TO:** Planning and Budget Committee

ITEM 5 – GOVERNING COUNCIL –  
May 23, 2013

**SPONSOR:** Cheryl Misak, Vice-President and Provost

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**DATE:** April 10, 2013 for April 17, 2013

**AGENDA ITEM:** RENEWAL AND PROPOSED REVISIONS OF HOSPITAL – UNIVERSITY COMMUNITY AFFILIATION TEMPLATE AGREEMENT

#### ITEM IDENTIFICATION

Community affiliation template agreements for the current 18 healthcare sites in Ontario that are affiliated with the University of Toronto:

- 1) Revision of the current community affiliation template agreement;
- 2) Revision of the current non-hospital clinical site template agreement; and
- 3) Development of a new Toronto Academic Health Sciences Network (TAHSN) Associate Member affiliation template agreement.

#### 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 and other community affiliate sites.

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

##### **Affiliation Template Agreements – 2007 and 2011**

In 2007, the UofT Governing Council approved the full affiliation template agreement and the community affiliation template agreement. Based on these templates, customized agreements for both full and community affiliates were produced and signed in 2007. In 2011, as the 5-year term for renewal of both full and community affiliation agreements approached, it was recognized that the template affiliation agreements for both types of affiliates needed to be updated to better reflect new policies at the University and practices in the University's relationship with these institutions.

### **Full Affiliation Template Agreement Revision – 2011**

After an extensive consultation and negotiation process with a broad range of constituencies within the University of Toronto and with the full affiliate TAHSN hospitals, a revised full affiliation template agreement was produced and approved by the University of Toronto Governing Council in 2011. In 2011, this revised full affiliation template agreement was customized for each of the nine full-member hospitals of TAHSN and, once executed, these agreements replaced the previous agreements dating to 2007.

### **Community Affiliation Template Agreement Review – 2013**

In 2011, once the renewals of the affiliation agreements with the full affiliate TAHSN hospitals were completed, a process to revise the 2007 community affiliation template agreement was initiated. This process involved consultation and negotiation within the University with Health Science Faculty Deans and relevant Faculty of Medicine Committees and with the CEOs and academic leaders in the current 18 community affiliate healthcare sites.

### **Non-Hospital Clinical Site Template Agreement Review – 2009 and 2013**

In 2009, a non-hospital clinical site template agreement was developed and approved by the University of Toronto Governing Council in 2009. In 2011, as the 2007 community affiliation template agreement was being revised to ensure alignment with current practices and policies as well as with the 2011 full affiliation template agreement, it was determined that the non-hospital clinical site template agreement should also be revised to align and be consistent with both the full affiliation template agreement and the community affiliation template agreement.

### **Revision of Two Template Agreements and Development of One New Template Agreement – 2013**

In 2011, it was recognized that the relationships between the University of Toronto and each of its community affiliates varied significantly depending on the extent of involvement by each site with our academic programs and the status (hospital vs. non-hospital) of each site. Based on this analysis of the community affiliate sites, it was determined that:

- **Community Affiliation Template Agreement:** The 2007 community affiliation template agreement needed to be revised to align, where appropriate, with the updated 2011 full affiliation template agreement. The 2013 revised template agreement will form the basis for the customized affiliation agreements with 11 of the community affiliates that operate as hospitals:
  - Bridgepoint Health
  - Humber River Regional Hospital
  - Lakeridge Health Network
  - Markham-Stouffville Hospital
  - Ontario Shores Centre for Mental Health Sciences
  - Providence Healthcare
  - The Royal Victoria Hospital
  - The Scarborough Hospital
  - Southlake Regional Health Centre
  - Waypoint Centre for Mental Health Care
  - West Park Healthcare Centre
  
- **Non-Hospital Clinical Site Template Agreement:** The 2009 non-hospital clinical site template agreement needed to be revised to align, where appropriate, with the 2013 community

affiliation template agreement and the 2011 full affiliation template agreement. Three of the current community affiliates will be transitioned to this non-hospital clinical site agreement based on their status as non-hospital sites.

- George Hull Centre for Children and Families
  - Hincks-Dellcrest Centre
  - Surrey Place Centre
- **TAHSN Associate Member Affiliation Template Agreement:** A new TAHSN Associate Member affiliation template agreement needed to be developed for the TAHSN Associate Member hospitals to reflect their significant involvement with our academic programs and the evolution of these four associate members of TASHN to a status that reflects their evolving roles, greater than the usual community affiliate but not as extensive as a full affiliate, particularly relative to their role with the undergraduate MD academy system.
    - North York General Hospital
    - St. Joseph's Health Centre
    - Toronto East General Hospital
    - Trillium Health Partners

Once approved by Governing Council, each of these 2013 template agreements will be customized for the relevant hospital / healthcare sites and, once signed, will replace each of the current community affiliation agreements.

## HIGHLIGHTS

Attached, committee members will find copies of:

- Appendix 1: 2007 community affiliation template agreement
- Appendix 2: Proposed 2013 community affiliation template agreement
- Appendix 3: Tracked-changes comparison of 2007 vs. 2013 community affiliation template agreement
- Appendix 4: 2009 non-hospital clinical site template agreement
- Appendix 5: Proposed 2013 non-hospital clinical site template agreement
- Appendix 6: Tracked-changes comparison of 2007 vs. 2013 non-hospital clinical site template agreement
- Appendix 7: Proposed 2013 TAHSN Associate Member affiliation template agreement

## Revised Community Affiliation Template Agreement

Overall, the changes in the tabled revised 2013 community affiliation template agreement address changes in practice, legislation, accreditation standards or University policy since 2007 and reflect the evolution of the relationship between the University and the community hospitals. Nearly all of the changes made to address changes in practice, legislation, accreditation standards or University policy were also made in the 2011 full affiliation template agreement that was approved by Governing Council on December 15, 2011.

In summary, the revisions address:

- a strengthened commitment to work cooperatively with hospitals to enhance academic achievement, research and international reputation
- enhanced requirements for communication between the University and hospitals regarding human resources and related issues that affect both institutions

- revision to requirements for communication between the University and the hospital regarding teaching commitments to align with current practice
- references to new or revised policies, accreditation standards and legislation and provisions that implement them as required
- revision of provisions regarding research to reflect current practices
- clarity regarding termination of the affiliation agreement

A number of specific changes are required to align the template agreement with practice, legislation, accreditation standards and University policy, as well to make it relevant and current and aligned with the 2011 revised full affiliation template agreement. These changes include the revision or addition of language relating to:

- references to University policies, including policies regarding academic appointments and appointments of academic administrators
- the exchange of information regarding disciplinary matters, performance evaluations for certain appointees and appointees ceasing to hold appointments
- the University's commitment to promote the appointment of health science faculty (who are not doctors or dentists)
- the University's agreement to obtain hospital approval before transferring post-graduate students to another hospital
- the clarification of the teaching commitment section, including elimination of the related blank form that was not being used
- the role of and importance of Medical Academies, arising from the work of a Faculty Task Force
- the specification of responsibility for treatment of all students who are injured or exposed to a hazard (broadened from the corresponding provision in the 2011 full affiliation template agreement, which covers only undergraduate medical students)
- hospital recognition of accreditation standard requirements for student programs with respect to space and facilities
- communication regarding workplace violence
- elimination of grant administration language to reflect current practices
- references to centres, institutes and extra-departmental units, research chairs and professorships and related fundraising
- recognition by the hospital that faculty members are expected to cite their University affiliation on their publications and agreement by the hospital to promote such citation
- allowing the hospitals the option of meeting their insurance obligations through self-insurance
- additional termination provisions providing that, in the event of specified fundamental changes in circumstances such that the agreement cannot continue, either party may terminate the agreement immediately

#### **Revised Non-Hospital Clinical Site Template Agreement**

Overall, the changes in the tabled revised template agreement for this category address changes in practice, legislation or accreditation standards since 2007. Apart from a few wording clarifications, all of the changes were also made in the 2011 full affiliation template agreement and appear in the draft revised community affiliation template agreement.

Specific changes are required to align the template agreement with practice, legislation and accreditation standards, as well to make it relevant and current and aligned (as appropriate) with the

2011 revised full affiliation template agreement and the draft revised community affiliation template agreement described above. These changes include the revision or addition of language relating to:

- the exchange of information regarding disciplinary matters
- the clarification of the teaching commitment section, including elimination of the related blank form that was not being used
- the specification of responsibility for treatment of all students who are injured or exposed to a hazard
- communication regarding workplace violence
- elimination of grant administration language to reflect current practices
- reference to the application of the Freedom of Information and Protection of Privacy Act
- additional termination provisions providing that, in the event of specified fundamental changes in circumstances such that the agreement cannot continue, either party may terminate the agreement immediately

### **New TAHSN Associate Member Affiliation Template Agreement**

The new TAHSN Associate Member template agreement is a hybrid of the draft 2013 revised community affiliation template agreement and the 2011 full affiliation template agreement, reflective of the transition of the four TAHSN Associate hospitals to a status more like the full affiliates, with increased engagement in education and research.

This template agreement contains all of the elements of the revised community affiliation template agreement, including the role and importance of medical academies, and additional provisions from the full affiliation template agreement (with modifications in some instances) to reflect the TAHSN Associate hospitals' evolved status. These additional provisions include:

- amended provisions regarding University research policies whereby the hospital is bound by harmonized research policies and there is a process for obtaining the agreement of the hospital to changes to those policies
- a section regarding appointment of dentistry faculty
- a detailed process for appointing or re-appointing the chief of a medical or dental clinical department
- a section regarding the University appointment of scientists
- a section regarding consultation on the appointment of senior staff of the hospital who have academic responsibilities and of senior staff of the health science divisions of the University
- provisions that the University and hospital will consult with each other on new programs and plans and exchange information relevant to their joint education mission
- a commitment by the hospital to participate in one or more academies and a provision that the hospital will be represented on the University search committee for the director of the academy in which the hospital is a member
- provisions that the University and the hospital will co-ordinate their research efforts by consulting on new research plans, exchanging research information and assisting with each other's review processes
- a commitment to set up a working group to reduce redundancies in ethical reviews of human subjects research
- a reference to various hospital-University committees, including TAHSN and its committees
- a provision that the hospital will appoint a Board member with academic expertise after consultation with the University

Once the two revised and one new template agreements are approved, they will be customized for each institution to reflect details relevant to each hospital.

### **FINANCIAL IMPLICATIONS**

There are no resource implications for the University's operating budget as a result of entering into the revised community affiliation agreement, the revised non-hospital clinical site agreement, and the new TAHSN Associate Member affiliation agreement with the relevant healthcare sites.

### **RECOMMENDATIONS**

Be It Recommended to the Planning and Budget Committee:

- (a) THAT the revised template agreement for community affiliation agreements, the revised template agreement for non-hospital clinical site agreements, and the new affiliation template agreement for Toronto Academic Health Science Network (TAHSN) Associate Members between the University of Toronto and the relevant sites 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 agreement; and
- (c) THAT the agreements signed under the provisions of this resolution be filed with the Secretary of Governing Council.