

ATTESTATION FORM

Prepared in accordance with Section 15 of the
Broader Public Sector Accountability Act, 2010 (BPSAA)



ST. JOSEPH'S CARE GROUP

TO: The Board of Directors, St. Joseph's Care Group
FROM: Tracy Buckler, President and CEO
Date: May 31, 2016
RE: *Reporting Period April 1, 2015 to March 31, 2016*

St. Joseph's Hospital
Corporate Office
P.O. Box 3251
35 Algoma St. N.
Thunder Bay, ON P7B 5G7
Tel (807) 343-2431
Fax (807) 345-4994

Balmoral Centre
667 Sibley Dr.
Thunder Bay, ON P7B 6Z8
Tel (807) 623-6515
Fax (807) 623-4988

Behavioural Sciences Centre
300 Lillie St. N.
Thunder Bay, ON P7C 4Y7
Tel (807) 623-7677
Fax (807) 623-7697
Toll Free 1-888-423-5862

Hogarth Riverview Manor
300 Lillie St. N.
Thunder Bay, ON P7C 4Y7
Tel (807) 625-1110
Fax (807) 623-4520

Lakehead Psychiatric Hospital
P.O. Box 2930
580 Algoma St. N.
Thunder Bay, ON P7B 5G4
Tel (807) 343-4300
Fax (807) 343-4373

Sister Margaret Smith Centre
301 Lillie Street N.
Thunder Bay, ON P7C 0A6
Tel (807) 684-5100
Fax (807) 622-1779

St. Joseph's Health Centre
710 Victoria Ave. E.
Thunder Bay, ON P7C 5P7
Tel (807) 624-3400
Fax (807) 624-3401

St. Joseph's Heritage
63 Carrie St.
Thunder Bay, ON P7A 4J2
Tel (807) 768-4400
Fax (807) 768-8820

On behalf of St. Joseph's Care Group, I attest to:

- the completion and accuracy of reports required of the Hospital pursuant to Section 6 of the BPSAA on the use of consultants;
- the Hospital's compliance with the prohibition in Section 4 of the BPSAA on engaging lobbyist services using public funds;
- the Hospital's compliance with any applicable expense claims directives issued under Section 10 of the BPSAA by the Management Board of Cabinet;
- The Hospital's compliance with any applicable perquisite directives issued under Section 11.1 of the BPSAA by the Management Board of Cabinet; and
- the Hospital's compliance with any applicable procurement directives issued under Section 12 of the BPSAA by the Management Board of Cabinet,

during the applicable period.

In making this attestation, I have exercised care and diligence that would reasonably be expected of a President and CEO in these circumstances, including making due inquiries of staff that have knowledge of these matters.

I further certify that any material exceptions to this attestation are documented in the attached Schedules A and B.

Dated at **Thunder Bay, Ontario** this **MAY 31, 2016**

ST. JOSEPH'S CARE GROUP

A blue ink signature of Tracy Buckler, consisting of several overlapping loops and a long horizontal stroke.

Tracy Buckler, RN, BScN, MHS, CHE
President & CEO

I certify that this attestation has been approved by the Board of St. Joseph's Care Group on **June 15, 2016**.

A blue ink signature of Linda Pauluik, written in a cursive style.

Linda Pauluik
Chair, Board of Directors

Schedule A to BPSAA Attestation

MATERIAL EXCEPTIONS TO DECLARE

1. Exceptions to the completion and accuracy of reports required in Section 6 of the BPSAA on the use of consultants;

NO KNOWN EXCEPTIONS.

2. Exceptions to the Hospital's compliance with the prohibition in Section 4 of the BPSAA on engaging lobbyist services using public funds;

NO KNOWN EXCEPTIONS.

3. Exceptions to the Hospital's compliance with the expense claims directive issued under Section 10 of the BPSAA by the Management Board of Cabinet, and

NO KNOWN EXCEPTIONS.

4. Exceptions to the Hospital's compliance with perquisites directive issued under Section 11.1 of the BPSAA by the Management Board of Cabinet, and

NO KNOWN EXCEPTIONS.

5. Exceptions to the Hospital's compliance with the procurement directive issued under section 12 of the BPSAA by the Management Board of Cabinet,

PLEASE REFER TO SCHEDULE B ATTACHED.

ST. JOSEPH'S CARE GROUP



Tracy Buckler, RN, BScN, MHS, CHE
President & CEO

Dated, **May 31, 2016**

St. Joseph's Care Group
 Schedule B to BPSAA Attestation
 2015/2016

Procurement Initiative	Relevant Procurement Directives	Vendor	Rationale	Action Plan
Food and Nutrition Management Services	7.2.21 - Non Competitive Procurement 7.2.18 Term of Agreement Modifications	Sodexo	An exception to the procurement directives occurred in the form of a 12 month extension to the Food and Nutrition Management Services contract with Sodexo. This exception was carried out in order to align the close of the active contract with that of other peer hospitals for the purposes of entering a group procurement so that SJCG could achieve optimum value for money by pooling these opportunities into a single, competitive procurement. In addition the end of the contract coincided with occupancy of a new building that involved a significant expansion of food services operations and a change in vendor would have been detrimental to the planning and project implementation resulting in increased risk to the organization.	Upon alignment of the end of contracts and completion of the capital project move, SJCG will go to market with a competitive Request For Proposal for Food and Nutrition Management Services. This will be completed within the 2016/17 fiscal year.
Non-Urgent Patient Transfer Services	7.2.21 - Non Competitive Procurement 7.2.18 Term of Agreement Modifications	Ambutrans	This exception was made as a result of the special circumstance that the time period required to prepare and conduct the complex and robust competitive Request For Proposal required for Non-Urgent Patient Transfer Services extended beyond the end of the current contract for this essential service. It was assessed that the risk of going out to market without the appropriate planning was too great. Accordingly, the contract extension period is being used to prepare and conduct the procurement.	The procurement process will be completed within the 2016/17 fiscal year. The contract extension will be terminated as soon as the Hospital is in a position to award the new contract.

HOSPITAL REPORT ON CONSULTANT USE

Consultant: a person or entity that under an agreement, other than an employment agreement, provides expert or strategic advice and related services for consideration and decision-making

Name of Hospital: St Joseph's Care Group
LHIN: North West Local Health Integration Network
Reporting Period: April 1st 2015 - March 31st 2016

No.	Consultant Firm Name	Name and Title of Consulting Contract	Contract Term Original and amendment if term extended	Procurement Value (A) Original value plus (B) Value of amendments and (C) Total procurement value and Total Paid/reporting period	Consultant Selection Process Open Competitive or Invitational Competitive or Non-competitive And if non-competitive then explanation	Modifications to Agreement Yes or No If Yes, did procurement documents permit? Otherwise, modifications to term or value must go to Compliance Report/Attestation
1	Blackstone Energy Services Inc.	Energy Advisors	December 12, 2012 - October 31, 2017	(A) Procured through Northwest Supply Chain (C) Total Paid this Reporting Period \$4,854	Open Competitive	Yes, contracted option to extend was exercised by NSC.
2	Selectpath	Employee Benefits Consulting Advisor (Contracted for through the Northwest Supply Chain. Thunder Bay Regional Health Sciences Centre reported Total Paid this Reporting Period on behalf of St. Joseph's Care Group)	Nov 14, 2011 - May 14, 2017	A: 0.7% of Benefits Premiums - C: paid/period - \$94,850	Open Competitive	Yes, contracted option to extend was exercised by NSC.
3	CareWay Informatics Incorporated	Sharepoint Business Intelligence (BI) System Development at St. Joseph's Care Group and Thunder Bay Regional Health	March 23, 2015 - September 23, 2015	(A) \$198,781.00 (B) \$34,185.00 Total Paid this Reporting Period. \$159,151.85	Open Competitive	Yes amendments allowed for such modifications to the Agreement. The procurement contained the required provisions for follow - on consulting services as may be required to complete, enhance, refine or further the work.
4	Hay Group Limited	The Development of St. Joseph's Care Group's 2016 - 2020 Strategic Plan	November 23 - May 23, 2016	(A) \$60,000.00 (B) 0.00 (C) Total Paid this Reporting Period \$50,427.31	Open Competitive	