



ST. JOSEPH'S CARE GROUP

**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 St. 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

[www.sjcg.net](http://www.sjcg.net)

## ATTESTATION FORM

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

**TO:** The Board of Directors, St. Joseph's Care Group

**FROM:** Tracy Buckler, President and CEO

**Date:** June 23, 2017

**RE:** *Reporting Period April 1, 2016 to March 31, 2017*

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 Schedule A.

Dated at **Thunder Bay, Ontario** this **June 21, 2017**.

**ST. JOSEPH'S CARE GROUP**

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 21, 2017**.

Linda Pauluik  
Chair, Board of Directors

Encl.

## **Schedule A to 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**



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

Dated, **June 21, 2017**

St Joseph's Care Group  
BPSAA Exceptions 2016/2017

Procurement Initiative	Relevant Procurement Directives	Vendor	Rationale	Action Plan
Recruitment of Temporary Personal Support Workers	7.2.3 Competitive Procurement Thresholds	A -Supreme Staffing	A situation of urgency existed in the form of a regional shortage in the availability of qualified Personal Support Workers required the immediate recruitment of Personal Support Workers through a recruitment agency to support operational requirements and achieve compliance with regulatory requirements. The procurement process used was a Non-Competitive process with a term of December 2015 December 2016.	As soon as practical (September 2016) an open competitive procurement process was completed for the required services and the contract as put in place through the Non-Competitive procurement process terminated.
Food Management Services	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.	Stage 1 of the procurement process and been completed in the form of a Request for Information. Stage 2 of the procurement process in the form of an open competitive Request for Proposals process is scheduled for completion in October 2017.

**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 2016 - March 31st 2017

No.	Consultant Firm Name	Name and Title of Consulting Contract	Contract Term	Procurement Value	Consultant Selection Process	Modifications to Agreement
			Original and amendment if term extended	(A) Original value plus (B) Value of amendments and (C) Total procurement value and Total Paid/reporting period	Open Competitive or Invitational Competitive or Non-competitive And if non-competitive then explanation	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 Northern Supply Chain (C) Total Paid this Reporting Period \$3,792,630.96	Open Competitive	Yes, contract extended by one year by Northern Supply Chain
2	Selectpath	Employee Benefits Consulting Advisor (Contracted for through the Northern 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	C: \$28,385.00 - percentage of insured premiums	Open Competitive	Yes, contract extended by one year by Northern Supply Chain
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, 2016	(A) \$198,781.00 (B) \$34,185.00 Total Paid this Reporting Period. \$103,019.98	Open Competitive	No
4	Willis Towers Watson	BPSEC Compliance Consulting Services	February 24, 2017 - September 30, 2017	(A) \$27,500.00 (B) \$0 (C) \$0	Non Competitive - Maintain consistent approach and align with the framework developed by the Consultant with Ontario hospitals with the Ontario Hospital Association. The Consultant's knowledge of and development of the hospital's existing compensation programs & processes will eliminate inefficiencies and costs relating to duplication of scope of services.	No