

Policies and Procedures Review Cycle

Year	Policy Number	Policy Name	Date of Last Review	Frequency of Review (yrs)	Date of Next Review
2022	5.0	Strategic and Quality Assurance (QA Supervisor)	January 2019	2	January 2022
	9.0	Casual Support Services (Admin Coord/HR Manager)	January 2021	1	January 2022
	41.0	Service Complaints (QA Supervisor)	Feb 2019	2	February 2022
	32.0	Family Respite Program (DOS/Supervisor)	May 2021	1	May 2022
	30.0	Children’s Mental Health (DOS/Supervisor)	May 2021	1	May 2022
	4.0	Health and Safety (H&S Committee)	July 2021	1	July 2022
	31.0	Infant-Child Development & Community Integration (DOS/Supervisor)	Oct 2021	1	Oct 2022
2023	1.2/1.5/7.0	Service Delivery/Community Education & Supports/Collaborations & Partnerships (Senior Management)	June 2021	2	June 2023
	4.0	Health and Safety (H&S Committee)	July 2022	1	July 2023
	10.0	Family Services (DOS/CP Supervisors)	Dec 2021	2	Dec 2023
	10.7	Legal Services (Legal Counsel/DOS/CP Supervisors)	Dec 2021	2	Dec 2023
	40.0/42.0	Serious Occurrence Reporting/ Child Death Reporting (DOS/CP Supervisors)	Dec 2021	2	Dec 2023
	3.0	Finance (DOF/Sr Accountant)	Jan 2021	2	Dec 2023
	1.1/1.3/1/4	General/Information Management/Facilities (IT/DOF/EA)	Jan 2021	2	Dec 2023
2024	20.0	Children’s Services (DOS/CS Supervisors)	January 2022	2	January 2024
	21.0	Youth Supports (DOS/CS Supervisors)	January 2022	2	January 2024
	22.0	Foster Care (DOS/Supervisors)	January 2022	2	January 2024
	23.0	Adoption (DOS/Supervisor)	January 2022	2	January 2024
	24.0	Treatment Foster Care (DOS/Supervisor)	January 2022	2	January 2024
	2.0	Human Resources (HR Manager)	January 2022	2	January 2024
	4.0	Health and Safety (Health & Safety Committee)	July 2023	1	July 2024
2025	9.0	Casual Support Services (Admin Coord/HR Manager)	January 2022	3	January 2025
	5.0	Strategic and Quality Assurance (QA Supervisor)	January 2012	3	January 2025
	41.0	Service Complaints (QA Supervisor)	Feb 2022	3	February 2025
	32.0	Family Respite Program (DOS/Supervisor)	May 2022	3	May 2025

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	30.0	Children’s Mental Health (DOS/Supervisor)	May 2022	3	May 2025
	4.0	Health and Safety (Health & Safety Committee)	July 2024	1	July 2025
	31.0	Infant-Child Development & Community Integration (DOS/Supervisor)	Oct 2022	3	October 2025
2026					
	1.2/1.5/7.0	Service Delivery/Community Education & Supports/Collaborations & Partnerships (Senior Management)	June 2021	3	June 2026
	4.0	Health and Safety (H&S Committee)	July 2025	1	July 2026
	10.0	Family Services (DOS/CP Supervisors)	Dec 2023	3	Dec 2026
	10.7	Legal Services (Legal Counsel/DOS/CP Supervisors)	Dec 2023	3	Dec 2026
	40.0/42.0	Serious Occurrence Reporting/ Child Death Reporting (DOS/CP Supervisors)	Dec 2023	3	Dec 2026
	3.0	Finance (DOF/Sr Accountant)	Jan 2023	3	Dec 2026
	1.1/1.3/1/4	General/Information Management/Facilities (IT/DOF/EA)	Jan 2021	3	Dec 2026