Development and Approval Process for French Language Service Plans of Regional Health Authorities (RHAs)

Initial Development:

1. Development of a draft strategic plan for French language services by the staff of the RHA in close cooperation with the Table régionale de concertation [regional round table].

2. Approval in principle by the RHA Management/Executive Committee and the Table régionale de concertation.

Preliminary Approval:

3. Review of the draft strategic plan by the Table des gestionnaires [managerial round table] of Santé en français with the participation of the Francophone Affairs Secretariat. The Table régionale de concertation and the RHA are consulted with respect to all amendments proposed by the Table des gestionnaires.

4. Submission by the Table des gestionnaires to the Santé en français Board of directors of a recommendation to approve the plan.

5. Review and approval of the plan by the Santé en français Board of directors. This is a high-level review with one of its main objectives being to ensure that all the steps in the process set out in this document have been followed.

Final Approval:

6. Approval and signing of the plan by appropriate senior authority of the RHA.

7. Submission by the RHA to the Minister of Health and to the Minister responsible for Francophone Affairs of the French Language Services Plan signed by the RHA.

8. Approval of the plan by the Minister of Health and the Minister responsible for Francophone Affairs.


N.B.: Written communications between the RHA’s and Santé en français as to the approval of the plans shall be through their respective chief executive officers.
Implementation:

10. The five-year strategic plan is implemented by means of annual operating plans.

Evaluation:

11. An evaluation of the plan is carried out during the final year of each five-year cycle and the evaluation report submitted to Santé en français and to the Francophone Affairs Secretariat. The report is used to initiate the development of the subsequent five-year strategic plan.

Sources: Framework for the Development of French Language Services Plans by Child and Family Services Authorities
Diagram of the planning cycle for the French Language Services Plan p. 4 and p. 12-13
RHA Framework for Developing a Five-Year French Language Services Plan p. 3

Last updated: March 2014