

Annexure 3

ATTESTATION

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

TO: The Board – Centre for Addiction and Mental Health (the “Board”)
FROM: Dr. Catherine Zahn, President & CEO
Centre for Addiction and Mental Health
DATE: June 14, 2018
REPORTING PERIOD: April 01, 2017 to March 31, 2018 (the “Applicable Period”)

On behalf of the Centre for Addiction and Mental Health (the “Hospital”) 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; 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 Hospital staff that have the knowledge of these matters.

I further certify that any material exceptions to these attestations are documented in the attached Schedule A.

Dated at Toronto, Ontario this May 24, 2018.



Dr. Catherine Zahn
President & CEO
Centre for Addiction and Mental Health

I certify that this attestation has been approved by the Board of the Centre for Addiction and Mental Health on May 24, 2018.



David Wilson
Chair of the Board
Centre for Addiction and Mental Health

Schedule A to Attestation - Centre for Addiction and Mental Health

Reporting Period – April 01, 2017 to March 31, 2018
LHIN – Toronto Central

The Hospital, has maintained compliance with the requirements of the Procurement Directive. Over the year, the Hospital has continued to modify Hospital processes surrounding procurement and supply chain activities. In particular, the Hospital reviews policies and processes, updates internal operating procedures, and engages in ongoing education and training of staff. The Hospital has used best efforts to fully comply with the requirements of the Procurement Directives. The Hospital will continue to monitor and improve its processes with the goal of reducing any circumstances of non-compliance.

1. Exceptions to the completion and accuracy of reports required in section 6 of the BPSAA on the use of Consultants.
 - a. No known exceptions.
2. Exceptions to the Hospitals' compliance with the prohibition in section 4 of the BPSAA on engaging lobbyist services using public funds.
 - a. No known exceptions.
3. Exceptions to the Hospitals' compliance with expense claims directive issued under section 10 of the BPSAA by the Management Board of Cabinet
 - a. No known exceptions.
4. Exceptions to the Hospital's compliance with the perquisites directive issued under section 11.1 of the BPSAA by the Management Board of Cabinet
 - a. No known exceptions
5. Exceptions to the Hospitals' compliance with the procurement directive issued under section 12 of the BPSAA by the Management Board of Cabinet
 - a. On behalf of the Hospital we have a non-material exception (\$16,000) to declare with respect to the matter set out below

No.	Firm Name(s)	Name and Title of Contract	Rationale for non-compliance	Describe what actions have been taken, or will be taken
1	Dr. Link	Patient Safety Review	There was a need identified for a patient safety review and appropriate procedural requirements were missed.	Continued stakeholder education program along with enhancements to procurement policy and procedures.

APPENDIX A - HOSPITAL REPORT ON CONSULTANT USE

Centre for Addiction and Mental Health

LHIN – Toronto Central

Reporting Period – April 01, 2017 to March 31, 2018

No.	Consultant Firm Name(s)	Name and Title of Consulting Contract	Contract Term If the contract term has been extended please include the original contract term and amended contract term	Procurement Value (A) Original value plus (B) Value of amendments and (C) Total procurement value (\$)/ Total Paid	Consultant Selection Process (Open competitive, Invitational Competitive, Non-Competitive) If non-competitive, provide explanation	Modifications to Agreement (yes/no) If yes – did the procurement documents permit modifications to the term or value of the agreement?
1	Dr. Buckingham	Chart review	June 2017 (5 days)	(A) \$10,000 (B) \$0 (C) \$10,000	Non-Competitive Exemption under AIT	NO
2	Dr. Saxon	Clinical research review	May 2017 (5 days)	(A) \$10,000 (B) \$0 (C) \$10,000	Non-Competitive Exemption under AIT	NO
3	Dr. R. Sinha	Clinical research review	March 2017 (5 days)	(A) \$7,000 (B) \$0 (C) \$7,000	Non-Competitive Exemption under AIT	NO
4	Stirling Rothsay	Dock Capacity Review	March 2018 to December 2018	(A) \$75,000 (B) \$0 (C) \$75,000	Invitational Competitive	NO
5	Morneau Shepell	Employee Benefits Review	September 2017 to September 2022	(A) \$150,000 (B) \$0 (C) \$150,000	Open Competitive	NO
6	Safe Management	Risk Assessment Review	August 2017 to March 2018	(A) \$26,500 (B) \$0 (C) \$26,500	Invitational Competitive	NO
7	Hay Group Ltd.	Service Agreement Executive Compensation Framework	November 11, 2016 to May 30, 2017 Extended to December 13, 2017	(A) \$70,000 (B) \$118,000 (C) \$188,000	Initial - Invitational Competitive Subsequent – Exemption under AIT	NO – A new agreement was executed that captured the new term and requirements