

<b>Type of policy:</b> Governance	<b>Approved by:</b> Council
<b>Date approved:</b> May 13, 2021	<b>Next review date:</b> May 2023
<b>Amendment Dates:</b>	

## Executive Limitations Policy: Council Registrar Relationship

### **Purpose**

The purpose of the policy is to establish clear lines of authority, accountability and communication between Council and the Registrar.

### **Policy Statement**

The Council will establish clear lines of authority, accountability and communication between Council and the Registrar. Council and the Registrar work together to achieve CRPO's mandate of public protection.

Each has distinct levels of responsibility and levels of authority.

- The Council, with the support of its committees, governs the College, and is ultimately responsible for the entire organization.
- The Registrar has all the rights of participation at meetings of the Council that a Council member has other than the right to vote.
- The Registrar is responsible for the implementation of statutory functions and policies.
- The Registrar is responsible for administration and implementation of specific programs and services.

*Policy Applicable to: Council, Committees, Staff and Agents*

### **Legal Authority**

The Registrar has authority as defined in the [Regulated Health Professions Act, 1991](#).

#### [Schedule 2 Health Professions Procedural Code](#)

Registrar

(2) The Council shall appoint one of its employees as the Registrar. 1991, c. 18, Sched. 2, s. 9.

#### [8.01– Appointment of Registrar](#)

The Registrar shall be appointed by Council and, despite subsection 12(1) of the Code, the Executive Committee shall not exercise the authority of Council under this article.

#### [8.02 – Duties of the Registrar](#)

The Registrar shall be the Chief Executive Officer of the College and shall have such duties and responsibilities as are conferred by the Act, the RHPA, the by-laws and the policies of the College as well as such duties and responsibilities assigned to the position by Council.

## **Procedure**

Council has the ultimate authority for the College. Council recognizes the authority delegated to the Registrar by Council and the authority given to the Registrar by legislation and works toward creating a partnership that serves the College and its primary duty of public protection.

The President is authorized to direct the Registrar to carry out the decisions of Council. Receiving direction from all Council members would inevitably make the role of the Registrar untenable. Similarly, Council members do not direct staff members. The performance of the staff is the responsibility of the Registrar.

Implicit in this line of authority is a basic rule: Council directs the Registrar, and the Registrar directs staff. The Registrar reports to Council and staff report to the Registrar.

If a Council member has a concern about a particular staff member's performance, the Council member should communicate that concern to the President, who is authorized to discuss the matter with the Registrar.

Similarly, if a staff member has a concern, for example, with a policy or a Council member, he or she should take it to the Registrar who in turn would take it to the President.

If a staff member has a concern about the conduct of the Registrar, that person may raise his or her concern with the President.