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| Investment Guidelines | Policy Approved By: Board of Directors |
| Section:  Finance Policies | Date of Approval: Month XX, 2019 |
| Accreditation Issue: | Date of Next Review: Month XX, 2022 |

#### Introduction

The security of the principal invested must be the first consideration in any investment. Although the need to maximize income is an important consideration, it should only be considered after the requirements of security and liquidity have been met. To reaffirm this principle, the Health Centre requires that its investments be held by Schedule 1 banks and a low risk profile is sought.

Whenever possible, the maturity date of the investment should be arranged so as to coincide with specific, or general operating cash requirements.

#### 2.0 Scope

Board of Directors, Executive Director

#### 3.0 policy/Procedure

To optimize the Health Centre’s financial position, the Executive Director will negotiate service charges, and interest paid on deposits and investments, with Schedule 1 banks. Such negotiations shall be on going.

All excess cash shall be invested at the direction of the Executive Director and will be limited to low, or no risk instruments, such as Guaranteed Investment Certificates or Government bonds or debentures. Investments will be limited to Schedule 1 banks or their equivalent. Investments in excess of two hundred and fifty thousand dollars, and or having a term greater than one year, will require the pre-approval of the Board of Directors.

The Ministry of Health and Long Term care requires that MOHLTC funds be placed in interest barding accounts. All related revenue from interest must be reported to the Ministry and is recoverable by the Ministry

The details of all investments shall be reported to the Board of Directors on a quarterly basis as a note on the balance sheet.

#### 4.0 RELATED QUEST FINANCE POLICIES

N/A

#### 5.0 RELATED QUEST FORMS

N/A

#### 6.0 Other References and Additional Information

#### 7.0 Policy Contact

Executive Director