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| TITLE: CRIMINAL BACKGROUND CHECK | ORIGINAL: |
| APPROVAL:  BOARD CHAIR | AMENDED: JANUARY 25, 2017 |

B.3.1. Policy Statement

Lumacare provides services to frail and vulnerable seniors, and it is incumbent upon the Agency to ensure that the safety of Clients is protected at all costs.

Vulnerable Sector Criminal Background checks are conducted on all Board Members, prior to finalizing an offer to join the Board.

B.3.2. Purpose

This policy serves to protect Clients, and to ensure the good standing of potential Board Members, and the integrity of the screening process.

B.3.3. Scope

This policy applies to all Board Members and potential Board Members engaged in the Board Nomination process.

B.3.4. Procedure

1. Potential Board Members are made aware of the Vulnerable Sector Criminal Background Check during the application process.
2. Potential Board Members short-listed for nomination to the Board are provided with the Vulnerable Sector Criminal Background Check form by the Lumacare Administrative Associate.
3. Potential Board Members living in Toronto complete the form, and return it to the Administrative Associate, who will manage the application process with Toronto Police to complete the screening. Potential Board Members living outside of Toronto will take the completed form to their local Police Station, where they will be provided with a copy of the completed screening.
4. Results are kept in the strictest of confidence.
5. Offers to the Board will be made subject to the successful Vulnerable Sector Criminal Background Check.

B.3.5 Related Policies

Board of Directors Manual

B.2. Guidelines for Director Selection

Lumacare Personnel Policy and Procedure Manual

A.1. Recruitment and Selection