

c: Dr. H. Kassam, Marilyn Woolhead, Bill Mindell, Mark Critch

Sept. 26/03 JR

Ministry of Health
and Long-Term CareMinistère de la Santé
et des Soins de longue durée

Ontario

Public Health Branch
7th Floor, 5700 Yonge St.
Toronto ON M2M 4K5Direction de la santé publique
5700, rue Yonge, 7^e étage
Toronto ON M2M 4K5Telephone/Téléphone:
Facsimile/Télécopieur:(416) 327-7391
(416) 314-7078

Dr. Helena Jaczek
Medical Officer of Health
York Region Health Services
17250 Yonge Street, Box 147
Newmarket ON L3Y 6Z1

Dear Dr. Jaczek:

This letter is further to the letter, dated September 19, 2003, from Dr. Colin D'Cunha, Commissioner of Public Health, Chief Medical Officer of Health and Assistant Deputy Minister, Public Health Division, Ministry of Health and Long-Term Care, to your board Chair regarding the grant of \$96,183.00 that has been awarded to your health unit for an additional 5 FTE positions. Please note that funding provided as part of this initiative must be used solely for the purpose of hiring and supporting staff that will increase the health unit's ability to monitor and control infectious diseases and enhance its ability to deal with surges in activity related to outbreaks of diseases.

Positions eligible for funding under this initiative include: physicians, inspectors, nurses, and epidemiologists. In addition, each grant will include provision for managing and supporting the front line staff that will be acquired through this grant. It is required that staff associated with this initiative will be available to be re-deployed when requested by the Province to assist with large scale outbreaks in the event that they threaten to overwhelm another local health unit's capacity to respond. This is part of the provincial commitment to improve the capacity of all Ontario public health units to control and respond to infectious diseases.

In order to expedite your recruitment of these new staffing positions, the Ministry grant will cover 100 percent of the health unit's associated costs, including recruitment and staff compensation, up to the amount specified above. Funding will be deposited to your account on October 31, 2003. Actual expenditures related to this initiative are to be reported separately on the quarterly report due to the Ministry in January of 2004 and will be separately reported in the year-end settlement forms.

The Government of Ontario requires a signed agreement to be in place prior to provincial funds being advanced to agencies. If the terms, as outlined in this letter, are acceptable to you, please sign and return a duplicate of this letter to:

Guylaine Parthenais
Public Health Branch
5700 Yonge St., 7th Floor
Toronto ON M2M 4K5

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Dr. Helena Jaczek

Upon our receipt of your written acceptance of these terms, this letter will form our agreement ("Agreement").

Finally, in order to assist the Ministry in monitoring the implementation of this additional funding, we require monthly reports on the status of your recruitment for these new staff positions. Attached is a reporting template to be completed and forwarded by the 10th day following the end of each month to the Public Health Division at the above address, to the attention of Julie Song.

I would like to, once again, thank you and your staff for ensuring that effective public health programs and services are available to all residents of Ontario.

Yours truly,



Geoff Kettel
(A) Senior Manager
Corporate Liaison and Resource Service
Public Health Branch

c: Naj Hassam, Manager, Financial Planning and Administration

Attachment

The undersigned understands, and agrees to, the terms of this Letter of Agreement.

Medical Officer of Health/Chief Executive Officer

Date

SARS Short-Term Action Plan Recruitment Status

Health Unit Name:

Address:

Reporting Period:

Position Type	# FTEs	Annual Salary Impact	Hiring Status

Approved By:

Signature of Medical Officer of Health/
Chief Executive Officer

Date