

<b>Policy Name:</b>	<b>EMPLOYEE REVIEW PROCESS</b>		
<b>Policy Number:</b>	<b>GOV-307</b>	<b>Formerly</b>	<b>BG-405</b>

 West Elgin Community Health Centre	<b>Creation Date:</b>	<b>Reviewed Date:</b>	<b>Approved by:</b>
	<b>February 2000</b>	<b>June 2021</b>	<b>Board of Directors</b>

### SUMMARY

The West Elgin Community Health Centre (the “Centre”) will have a defined employee review process to ensure fairness, confidentiality and that the process is in compliance with all applicable legislation, legal requirements and best practices.

### PROCEDURE

Leadership will meet with staff regularly to complete an employee review.