

## Whistleblowing Process

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### **Purpose**

The Chief Executive Officer (CEO) or Board Chair will review, and if warranted, investigate and resolve the subject matter of whistleblowing report. It is anticipated that in the ordinary course of business that an assessment of each complaint and assignment of the investigation, where warranted, will take place within ten business days of receiving such complaint.

RHC expects staff members to cooperate during any investigation.

If feasible and appropriate, RHC will inform the individual who made the report about the results of an investigation and the steps taken to address the conduct in question.

The Quality, Safety & Risk (QSR) Committee will ensure that all complaints are recorded without any employee, patient or other individual identifier in order that QSR may monitor.

### **Supporting Documents**

The following document supports this process:  
Whistleblowing Policy – Board & Administration Manual

## Whistleblowing Process Flowchart

