

March 19, 2018

Dr. Chris Tebbutt

Dear Dr. Tebbutt,

I have recently been informed by the Chair of the Royal Victoria Regional Health Centre Board of Directors that the Minister of Health and Long Term Care has approved RVH to proceed with posting and executing the final RVH Executive Compensation program. As such, at this time, the program indicates the following adjustment to your compensation package:

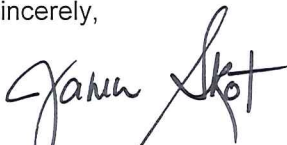
Level – Medical Leadership

Current Base:	\$272,500
Current Performance:	<u>\$27,500</u>
Current Total Compensation:	\$300,000
New Maximum Base:	\$288,462 per annum
Performance:	<u>\$11,538 (4% of your base)</u>
Total Potential Compensation:	\$300,000

This base adjustment to \$288,462 is effective April 1, 2018. The new 4% variable pay will be applied to the 18/19 year.

Chris, thank you for your dedication and service to RVH, our Patients and our Community.

Sincerely,



Janice Skot  
President & CEO

**I have read and understood the terms of employment outlined in this letter, and by signing this letter, I am indicating my acceptance.**



Dr. Chris Tebbutt, Vice President Academic &  
Medical Affairs

Date

28/3/18



Royal Victoria  
Regional Health Centre

November 1, 2012

L. Chris Tebbutt, MD

Dear Chris:

On behalf of RVH, we are delighted to offer you the position of Vice President, Academic & Medical Affairs at The Royal Victoria Regional Health Centre. We recognize that the start date has not yet been determined but assuming you accept our offer, our expectation is that you will commence employment no later than February 2013.

Your annual salary will be \$272,500 for 3 days/week of work. Additionally, you will be eligible for performance compensation up to \$27,500, calculated on an annual basis, based on the achievement of annual goals which are to be negotiated with the President and CEO. Your performance will be evaluated and your salary reviewed annually as permitted by all applicable legislation. Payment for your services will be made upon receipt of invoice and shall include HST.

The acceptance of this offer signifies your commitment to our Be Excellent! philosophy. It is imperative that you adopt the philosophy, demonstrate the values and lead others in the adoption of Be Excellent.

While it is recognized that organizational structures are dynamic and therefore departmental/program responsibilities for Vice Presidents can change from time to time, at the time of this offer your leadership portfolio will include:

- Medical Affairs
- Patient Safety, Quality and Risk Management
  - Accreditation
  - Ethics
  - Infection Prevention and Control
  - Patient Representative Office
- Academic Affairs
  - Family Medicine Teaching Unit;

In addition, it is expected that you will play a strategic leadership role in strengthening our linkages with academic health science centres while building a focus on research at RVH.

Your vacation entitlement will be five (5) weeks per annum.

You will not be entitled to the RVH benefits package or pension plan.

Life long learning is valued at RVH and you will be encouraged to attend annual health care conferences to assist in achieving your personal learning objectives mutually agreeable to you and the President and CEO. RVH will reimburse you for expenses you reasonably incur to attend such conferences. RVH will cover the expense of annual professional dues for the Canadian College of Health Service Executives (CCHSE). Additionally, it is expected that you will attend all RVH sponsored Leadership Excellence Institutes (LEI) sessions (4 two day sessions annually). In order to ensure you remain current in your clinical field, you are also entitled to one week of Continuing Medical Education (CME) per year.

You will be entitled to a car allowance of \$650 per month.

RVH will also provide you with the following equipment:

- Home computer system (laptop or stationary)
- PDA – currently using Blackberry

In addition, RVH will provide you with appropriate clinic space for one & one-half days per week.

In this role, you are required to participate in a rotating SLT On-Call schedule shared with the CEO, COO and the Vice Presidents. On call training is provided and will be scheduled at a time convenient for you.

In this role you will be subject to a probationary period of six (6) months, during which time you will demonstrate the ability to meet the demands of the position. Should performance be deemed unsatisfactory at any time during the probationary period, employment may be summarily terminated. For more information, please refer to section 3.155 of the Administration Policy and Procedure Manual. However, if your employment is terminated during the probationary period for reasons unrelated to your performance, you will be entitled to the same notice (or pay in lieu of notice), that you would receive if you had successfully completed your probationary period but had your employment terminated during your first year of employment.

You may terminate your employment at any time by providing RVH with ninety (90) days' written notice. RVH may waive all or part of the notice period, in its discretion, by providing you with pay in lieu of notice.

RVH may terminate your employment at any time, without notice, for just cause.

Once you have successfully completed your probationary period, RVH may terminate your employment, without cause, by providing you with: (a) six (6) months' notice or, at RVH's option, pay in lieu of notice during the remainder of your first year of employment; plus (b) one (1) month's notice or, at RVH's option, pay in lieu of notice for each year or part year of employment thereafter.

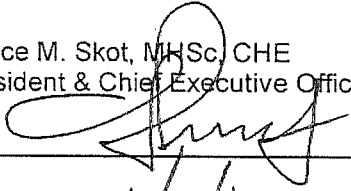
You are required to attend a health appointment with our Occupational Health Staff. Please contact the Occupational Health Department (ext 42350) to schedule your appointment. Please remember to bring your Hepatitis B vaccine series and a copy of your immunization record to the appointment.

After you have considered our offer, please acknowledge your acceptance by signing one copy of this offer letter. You will also find attached a copy of our confidentiality agreement and Code of Conduct Pledge form. Please review these documents, sign the agreements, and return along with the signed offer letter to Wendy Sallows in Administration (sallowsw@rvh.on.ca) or fax 705-728-6915) at your earliest convenience.

Congratulations, Chris! We are thrilled that you will be bringing great leadership and enthusiasm to this new position and believe that this opportunity offers an exciting career opportunity for you.

Sincerely,

Janice M. Skot, MHS, CHE  
President & Chief Executive Officer

I,  have read, understand and accept the above offer of employment.

Date: 1/14/12

Signature: 

By signing above you have indicated your acceptance of our offer of employment.