

## **Honoraria and Per Diems**

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**Authority:** *Health Professions Act*, section 19(1)(v); bylaws section 9(1)(a) and 21(1)(a)

### **Background:**

There is an element of public service implied in an appointment or election to the College and remuneration is not expected to compensate for lost income from other endeavors.

Board members' honoraria consist of a per diem payment for College activities in which a member participates at the request of the Board or Registrar.

Committee members are entitled to be paid honoraria in the amount approved by the Board in recognition of their work for the College. Committee members' honoraria consist of a fixed annual payment. Additional honoraria may be paid at the Board's discretion during times of excessive Committee workload.

### **Policy:**

1. The honoraria amounts are set out in the reimbursement schedule below:
  - Board member: \$250 per diem
  - Board Chair: \$350 per diem
  - Committee member: \$500 per year
  - Committee Chair: \$600 per year
2. Board Members are paid honoraria as listed in the reimbursement schedule when the member has been requested to attend College activities by the Board or Registrar.
  - Members are entitled to the full per diem rate for more than 4 hours in attendance.
  - Members are entitled to 50% of the per diem rate for less than 4 hours in attendance.
  - Members are entitled to 25% of the per diem rate for a teleconference meeting lasting less than 2 hours.
  - Reasonable travel time may be considered as qualifying time when calculating the per diem rate.
3. Board and committee members are not compensated for time spent preparing for meetings.
4. Board and committee members submit expense claims on the Expense Claim form.

5. The Registrar authorizes payment.
6. Board and committee members must include information about the meeting or activity and the date on the Form.
7. Committee members are paid for committee work related to College activities annually, based on a calendar year. At the Board's discretion, an additional \$100 per meeting may be paid for participating in more than three meetings of the committee during the year.