

CONTRACT COMPLIANCE MONITORING POLICY FIP107

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Organization Accredited
by Joint Commission International

Contract Compliance Monitoring Policy
March 2022

FIP107
Version 1

1. POLICY INTRODUCTION

This policy documents the manner by which National Ambulance will monitor compliance with the Terms and Conditions of Main Contracts.

2. SCOPE

This Policy applies to all main clients, i.e. those clients from which revenue is earned under a fixed monthly agreement.

2.1. Scope Exceptions

This Policy does not apply to Event Clients, i.e. ad-hoc services provided under the Events Model. In addition, this Policy does not apply to revenue earned from Training Services provided by the Clinical Services Department.

3. DEFINITION OF TERMS

Not required since the meaning of the terms used in this document are evident from the context in which they are used.

4. ROLES AND RESPONSIBILITIES

On a quarterly basis, during a meeting of the Executives, the CFO will hold a discussion of the Terms and Conditions of the main contracts operated by National Ambulance. Attendees will be permitted the opportunity to review and discuss any areas of concern related to these contracts and present a discussion of ways in which these areas of concern may be addressed.

This discussion will be documented as part of the minutes of the Executive Meeting, and any action plans developed during the meeting will be reviewed at a follow-up of the Executives.

5. PROCEDURES AND FORMS

Procedures and Forms relevant to this Policy	
NIL	NIL

6. DOCUMENT CONFIGURATIONS CONTROL DATE

A review and update of this document will take place as necessary, when changes occur that identify the need to revise this Policy, such as changes in roles and responsibilities, release of new legislative or technical guidance, or identification of a new policy area.

This document ownership for editing is identified as:

Chief Financial Officer, in his / her role of Risk Officer

7. CHANGE BRIEF

Version Number	Date	Changes
1	March 2022	New Policy Implemented
2		
3		
4		

Review and Approval:

Chief Administrative and Medical Officer