



ST. ANNE CENTRE
Working Together Toward Excellence in Health and Wellness

BOARD OF DIRECTORS MANUAL

NUMBER: 025

SECTION: BRD

SUBJECT: ST. ANNE CENTRE HISTORICAL RECORDS	
MOTION #: 06-11-2020	DATE OF MOTION: 08-October-2020
CHAIRPERSON: <i>Margaret Landry</i>	DATE SIGNED: <i>November 16, 2022</i>
DATE EFFECTIVE: February 20, 2012	DATE REVISED: 08-October-2020
DATE REVIEWED: August 2020, September 2020	

PURPOSE

St. Anne Centre holds a number of records and documents related to the establishment of health services on Isle Madame and Louisdale. These records are invaluable in that they chronicle the commitment, dedication and hard work of those who pioneered the provision of health care to our surrounding communities.

POLICY

This policy outlines the process of retaining historical records pertaining to St. Anne

Centre. **PROCEDURE**

All historical health service records related to, and including the following, are to be maintained in perpetuity:

The Red Cross Hospital (1946)

St. Anne Hospital Filles de Jesus and the Province of Nova Scotia (1957)

St. Anne Community and Nursing Care Centre under St Anne Centre Society (1985).

St. Anne Centre Historical Records are to be maintained in a separate Board of Directors file for long term storage.

Access to St, Anne Centre Historical Records is restricted to the Board of Directors and the CEO

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