



ELECTION NOTICE

MUHC USERS' (PATIENTS) COMMITTEE

APPLICATION DEADLINE: MAY 10, 2025

WHAT IS THE MUHC USERS' (PATIENTS) COMMITTEE OF THE ESTABLISHMENT

The MUHC Users' (Patients) Committee of the Establishment (MUHC-UCE) is the local committee recognized by the *Act concerning the governance of the health and social services system (LGSSSS)* to:

- **Inform** users of their rights, namely those entrenched in the LGSSSS;
- **Defend** the collective rights and interests of users or, upon request, the rights and interests of an individual user, before the institution or any competent authority;
- **Accompany and assist** users, upon request, in any actions they undertake, including referring users to an Ombudsman and or assisting with the filing of a complaint with the Ombudsman;
- **Ensure** that the Camille-Lefebvre Residents' Committee (CHSLD) functions properly and has the necessary resources to carry out its duties;
- **Moderate, organize and promote events, activities or projects designed** to inform, assist or support users and encourage quality and safety improvements in services and of residents' living conditions;
- **Submit** an annual report to the Board of Directors of the Establishment (BoD-E-MUHC) and to the National Users' Committee. Sub-committees formed under the MUHC-UCE submit their reports to the MUHC-UCE to which they report.

COMMITTEE TERM AND COMPOSITION

In accordance with the LGSSSS, the MUHC-UCE serves for a three-year term. It is composed of **members whose user experience involves one or more of the MUHC sites** listed below. Seven (7) members are elected by MUHC users and one (1) member is designated by the Camille-Lefebvre Residents' Committee. The MUHC-UCE chair (elected from among the members) also serves on the BoD-E-MUHC.

- Montreal Children's Hospital
- Royal Victoria Hospital
- Cedars Cancer Centre
- Montreal Chest Institute
- Montreal Neurological Hospital
- Montreal General Hospital
- Lachine Hospital

CRITERIA TO STAND FOR ELECTION

- The applicant must be a current patient or recent former patient (used MUHC services in the last two years), or a legal representative of a patient or a recognized caregiver of a patient;
- In the case of an applicant for the Montreal Children's Hospital, the applicant must be between the age of 13 and 18 or may be represented, as noted above, by a legal representative and/or recognized caregiver. A patient under the age of 13 cannot stand for election;
- The applicant must not be an employee, supplier or service provider of the MUHC and/or of its research institute and/or any of its foundations;
- The applicant must not be under curatorship;
- The applicant cannot have a criminal record (a background check will be completed).

WHAT TO SUBMIT TO BE CONSIDERED AND BY WHAT DATE

Individuals wanting to stand for election must e-mail the completed **application form and a letter of intent** explaining why they believe they should be elected **by 5 p.m. on Friday, May 10, 2025**. The Election President will approve or reject applications based on the above-mentioned criteria within roughly one week.

The **Election President's name and e-mail address** are as follows: **Stéphanie Dufour / sdufour@mbavocats.ca**

WHERE TO FIND APPLICATION FORMS AND COMMITTEE BYLAWS

MUHC Web site: [muhc.ca](https://muhc.ca/patients-committee) (<https://muhc.ca/patients-committee>)

Through the **Election President:** sdufour@mbavocats.ca

POSTING OF ELECTION APPLICANTS AND VOTING PERIOD

The **official ballot list, a summary of each applicant's profile** and the **information on the voting process** will be posted on **May 21, 2025**. The **voting period** will be open from **May 21 to June 16, 2025**.

ELECTION RESULTS

Election results will be announced on **June 18, between 2 p.m. and 4 p.m.** at the Annual General Assembly of the MUHC-UCE.