

**Name of Policy:** **Governing Body**

**Policy Number:** 3364-160-G-101

**Approving Officer:** Chief Executive Officer

**Responsible Agent:** Chair, Department of Psychiatry  
Administrative Director

**Scope:** Outpatient Clinic - Psychiatry



**Effective date:** April 17, 2024

**Original effective date:** January 1998

**Key words:** legal entity, governance, delegates

	New policy proposal		Minor/technical revision of existing policy
	Major revision of existing policy	X	Reaffirmation of existing policy

**(A) Policy statement**

The department of psychiatry will operate as part of the legal entity of the University of Toledo Medical Center.

**(B) Purpose of policy**

To define the governance structure of the department of psychiatry.

**(C) Procedure**

The University of Toledo board of trustees serves as the trustees and governing body of the department of psychiatry.

The governing body assumes responsibility for the operations of the department of psychiatry and delegates that responsibility as appropriate within the organizational structure of the University of Toledo.

The department of psychiatry will follow UTMC policies unless otherwise noted within department specific policy.

## Governing Body

**Approved by:**/s/

Richard Swaine, CPA  
Chief Executive Officer

April 17, 2024

Date

/s/

Robert Smith, MD, PhD  
Chair, Department of Psychiatry

April 17, 2024

Date

/s/

Stephanie Calmes, Ph.D., LPCC-S,  
LICDC-CS  
Administrative Director

April 17, 2024

Date

*Review/Revision Completed by:*

*Department of Psychiatry Administration*

**Policies Superseded by this Policy:**

- ***ODMH-PQ-109***

Initial effective date: January 1998

**Review/Revision Date:**

*August 2002  
August 2005  
August 2007  
September 2, 2010  
March 7, 2014  
February 10, 2017  
December 2, 2020  
September 5, 2023  
April 17, 2024*

**Next review date:**

*April 17, 2027*