



Ontario Health
Toronto

February 13, 2025

Robin Griller
Executive Director
St. Michael's Homes
262 Gerrard Street East, Toronto, ON, M5A 2G2
robin@stmichaelshomes.org

DELIVERED ELECTRONICALLY

Dear Robin Griller:

Re: CCA s. 22 Notice and Extension of Multi-Sector Service Accountability Agreement ("Extending Letter")

The *Connecting Care Act, 2019* ("CCA") requires Ontario Health ("OH") to notify a health service provider when OH proposes to enter into, or amend, a service accountability agreement with that health service provider.

OH hereby gives notice and advises St. Michael's Homes (the "HSP") of OH's proposal to amend each multi-sector service accountability agreement (as described in the CCA) currently in effect between OH and the HSP (each "SAA").

Subject to the HSP's acceptance of this Extending Letter, each SAA will be amended with effect on March 31, 2025 as set out below. All other terms and conditions of each SAA will remain in full force and effect.

The terms and conditions in each SAA are amended as follows:

- 1) **Term** – In section 2.1, "March 31, 2025" is deleted and replaced by "March 31, 2026".
- 2) **Schedules** – Except as set out in 3), 4), 5), 6), and 7) below, the Schedules in effect on March 31, 2025 shall remain in effect until March 31, 2026, or until such other time as may be agreed to in writing by OH and the HSP.
- 3) **Schedule A: Total Funder Funding** is hereby deleted and replaced with the schedule attached in Appendix A to this Extending Letter.

- 4) **Schedule B: Report – Community Mental Health and Addiction Services** is hereby deleted and replaced with the schedule attached in Appendix B to this Extending Letter.
- 5) **Schedule C: Directives, Guidelines & Policies - Community Mental Health and Addictions Services** is hereby deleted and replaced with the schedule attached in Appendix C to this Extending Letter.
- 6) **Schedule D1: Core Indicators** is hereby deleted and replaced with the schedule attached in Appendix D to this Extending Letter.
- 7) **Schedule D2A: Clinical Activity – Detail** is hereby deleted and replaced with the schedule attached in Appendix E to this Extending Letter.

Unless otherwise defined in this letter, all capitalized terms used in this letter have the meanings set out in each SAA.

Please indicate the HSP's acceptance and agreement to the amendments described in this Extending Letter by signing below and returning one scanned copy of this letter by e-mail no later than the end of business day on March 28, 2025, to: OH-Toronto.Accountability@ontariohealth.ca

The HSP and OH agree that the Extending Letter may be validly executed electronically, and that their respective electronic signature is the legal equivalent of a manual signature.

Should you have any questions regarding the information provided in this Extending Letter, please contact OH-Toronto.Accountability@ontariohealth.ca

Sincerely,



Scott Ovenden, Chief Regional Officer, Toronto & East, Ontario Health

c. Leanne Tran, Chair, St. Michael's Homes
c. Wilfred Cheung, Interim Vice President, Performance, Accountability and Funding Allocation, Toronto

Signature page follows



AGREED TO AND ACCEPTED BY

St. Michael's Homes

By:

DocuSigned by:

Robin Griller

33F3164417F3455...

Robin Griller, Executive Director

I have authority to bind the health service provider.

Date: 2/18/2025

mm/dd/yyyy

And By:

Signed by:

Dr. Leanne Tran

B4307E25A936453...

Leanne Tran, Chair

I have authority to bind the health service provider.

Date: 2/19/2025

mm/dd/yyyy



Multi-Sector Service Accountability Agreements

Ontario Health - Toronto Region
Health Service Provider: St Michael's Homes

2025-2026 Schedule A: Total Funder Funding

Ontario Health Program: Revenue & Expenses	Row #	Account: Financial (F) Reference OHSR VERSION 12.0	2025-2026 Plan Target
REVENUE			
Global Base Allocation	1	F 11006	\$1,201,496
MOHLTC Base Allocation	2	F 11010	\$0
MOHLTC Other funding envelopes	3	F 11014	\$0
Ontario Health One Time	4	F 11008 & 11009	\$825,943
MOHLTC One Time	5	F 11012	\$0
Paymaster Flow Through (Row 79)	6	F 11019	\$0
Service Recipient Revenue	7	F 11050 to 11090	\$0
Subtotal Revenue Ontario Health/MOHLTC	8	Sum of Rows 1 to 7	\$2,027,439
Recoveries from External/Internal Sources	9	F 12*, [excl. F 1217*, 1219*, 122*]	\$0
Donations	10	F 131*, & 151*	\$43,831
Other Funding Sources & Other Revenue	11	F 130* to 190*, 110*, [excl. F 11006, 11008 to 11010, 11012, 11014, 11019, 11050 to 11090, 131*, 140*, 141*, 151*]	\$122,425
Subtotal Other Revenues	12	Sum of Rows 9 to 11	\$166,256
TOTAL REVENUE FUND TYPE 2	13	Sum of Rows 8 and 12	\$2,193,695
EXPENSES			
Compensation			
Salaries (Worked hours + Benefit hours cost) (Row 90+101)	14	F 31010, 31030, 31090, 35010, 35030, 35090	\$1,207,753
Benefit Contributions (Row 91+102)	15	F 31040 to 31085 , 35040 to 35085, 38040 to 38085, 39040 to 39085	\$244,562
Employee Future Benefit Compensation	16	F 305*	\$0
Physician Compensation (Row 128)	17	F 39010, 39030, 39090	\$0
Physician Assistant Compensation (Row 129)	18	F 39010, 39030, 39090	\$0
Nurse Practitioner Compensation (Row 130)	19	F 38010, 38030, 38090	\$0
Physiotherapist Compensation (Row 131)	20	F 31010, 31030, 31090, 35010, 35030, 35090	\$0
Chiropractor Compensation (Row 132)	21	F 31010, 31030, 31090, 35010, 35030, 35090	\$0
All Other Medical Staff Compensation (Row 133)	22	F 39095	\$0
Sessional Fees	23	F 39092	\$0
Service Costs			
Med/Surgical Supplies & Drugs	24	F 460*, 465*, 560*, 565* [excl. F 46080]	\$0
Supplies & Sundry Expenses	25	F 4*, 5*, 6*, [excl. F 460*, 465*, 560*, 565*, 69596, 69571, 72000, 62800, 45100, 69700]	\$400,501
Community One Time Expense	26	F 69596	\$0
Personal Protective Equipment Expense	27	F 46080	\$0
Equipment Expenses	28	F 7*, [excl. F 750*, 780*]	\$0
Contracted Out Expense	29	F 8*	\$116,692
Buildings & Grounds Expenses	30	F 9*, [excl. F 950*]	\$224,187
TOTAL EXPENSES FUND TYPE 2	31	Sum of Rows 14 to 30	\$2,193,695
FUND TYPE 2 - NET SURPLUS/(DEFICIT) FROM OPERATIONS	32	Row 13 minus Row 31	\$0
Amortization - Grants/Donations Revenue	33	F 141*	\$12,848
Amortization - Major Equip, Software License & Fees	34	F 750*, 780*	\$3,161
Amortization - Building	35	F 950*	\$9,687
NET SURPLUS/(DEFICIT) Incl. Amortization	36	Sum of Rows 33 to 35	\$0
FUND TYPE 3 - OTHER			
Total Revenue (Type 3)	37	F 1*	\$3,285,141
Total Expenses (Type 3)	38	F 3*, F 4*, F 5*, F 6*, F 7*, F 8*, F 9*	\$3,140,374
NET SURPLUS/(DEFICIT) FUND TYPE 3	39	Row 37 minus Row 38	\$144,767
FUND TYPE 1 - HOSPITAL			
Total Revenue (Type 1)	40	F 1*	\$0
Total Expenses (Type 1)	41	F 3*, F 4*, F 5*, F 6*, F 7*, F 8*, F 9*	\$0
NET SURPLUS/(DEFICIT) FUND TYPE 1	42	Row 40 minus Row 41	\$0

ALL FUND TYPES			
Total Revenue (All Funds)	43	Row 15 + Row 39 + Row 42	\$5,491,684
Total Expenses (All Funds)	44	Row 16 + Row 40 + Row 43	\$5,334,069
NET SURPLUS/(DEFICIT)	ALL FUND TYPES	45	Row 43 minus Row 44
			\$157,615

APPENDIX B

Multi-Sector Service Accountability Agreements

Ontario Health

Health Service Provider:

2025-2026 Schedule B: Reports - Community Mental Health and Addictions Services

Only those requirements listed below that relate to the programs and services that are funded by Ontario Health will be applicable.

A list of reporting requirements and related submission dates is set out below. Unless otherwise indicated, the HSP is only required to provide information that is related to the funding that is provided under this Agreement. Reports that require full entity reporting are followed by an asterisk "*".

When a reporting due date falls on a weekend, the report will be due on the next business day.

OHRIS/MIS Trial Balance Submission (through OHFS)*	
2023-24	Due Date (Must pass 3c Edits)
2023-24 Q2	October 31, 2023
2023-24 Q3	January 31, 2024
2023-24 Q4	May 31, 2024
2024-25	Due Date (Must pass 3c Edits)
2024-25 Q2	October 31, 2024
2024-25 Q3	January 31, 2025
2024-25 Q4	May 31, 2025
2025-26	Due Date (Must pass 3c Edits)
2025-26 Q2	October 31, 2025
2025-26 Q3	January 31, 2026
2025-26 Q4	May 31, 2026

Supplementary Reporting - Quarterly Report (through SRI)*	
2023-24	Due Date
2023-24 Q2	November 7, 2023
2023-24 Q3	February 7, 2024
2023-24 Q4	June 7, 2024
2024-25	Due Date
2024-25 Q2	November 7, 2024
2024-25 Q3	February 7, 2025
2024-25 Q4	June 7, 2025

2025-26	Due Date
2025-26 Q2	November 7, 2025
2025-26 Q3	February 7, 2026
2025-26 Q4	June 7, 2026

Annual Reconciliation Report (ARR) through SRI*	
Fiscal Year	Due Date
2023-24	June 30, 2024
2024-25	June 30, 2025
2025-26	June 30, 2026

Board Approved Audited Financial Statements *	
Fiscal Year	Due Date
2023-24	June 30, 2024
2024-25	June 30, 2025
2025-26	June 30, 2026

Declaration of Compliance	
Fiscal Year	Due Date
2023-24	June 30, 2024
2024-25	June 30, 2025
2025-26	June 30, 2026

Community Mental Health and Addictions – Other Reporting Requirements	
Requirement	Due Date
Mental Health and Addictions Provincial Data Set (MHA-PDS), including OHIP numbers for applicable functional centres ⁱ	Quarterly See end note.
DATIS (Drug & Alcohol Treatment Information System) ⁱⁱ	See end note.
ConnexOntario	All HSPs that received funding to provide mental health and/or addictions services must participate in ConnexOntario 's annual validation of service details; provide service availability updates; and inform ConnexOntario of any program/service changes as they occur.

French Language Service Report	2023-24	April 30, 2024
	2024-25	April 30, 2025
	2025-26	April 30, 2026

Community Engagement and Integration Activities Reporting	
Fiscal Year	Due Date
2023-24	June 30, 2024
2024-25	June 30, 2025
2025-26	June 30, 2026

ⁱ As described in the Operational Direction “*Data Submission Requirements for the Mental Health and Addictions Sector*”, all community mental health and addictions health service providers are now required to submit data to Ontario Health. This will include:

1. Submission of the Mental Health and Addictions [Provincial Data Set \(MHA PDS\)](#)
 2. Submission of client Ontario Health Insurance Plan (OHIP) numbers within the provincial data set, for most mental health and addictions functional centres (*See Operational Direction memo for a list of exclusions*)
- Mental health and addictions health service providers will no longer be required to collect or submit the Ministry of Health’s Common Data Set for Community Mental Health Services (CDS-MH). The CDS-MH has been replaced with the Mental Health and Addictions **Provincial Data Set (MHA PDS)**
 - For more information about submitting the MHA PDS, please visit our MHA Provincial Data Set [Resource Hub](#) or contact our team at mhaddi@ontariohealth.ca

ⁱⁱ **The Catalyst application, used to submit data to the Drug & Alcohol Treatment Information System (DATIS) for addictions programs, is not a compliant client management system with the Mental Health and Addictions Provincial Data Set and will not be made compliant.**

- Health service providers who use Catalyst will need to move to a compliant system or work with Ontario Health to determine the best way to submit the MHA PDS.
- Health service providers who are successfully collecting the MHA PDS through a compliant vendor client management system **will no longer be required to submit data through the Catalyst application to DATIS**. Offboarding from Catalyst is required to complete this process.
- Once a provider has gone through the Catalyst offboarding process and has implemented the required MHA PDS fields in their new system and are actively collecting this information for their clients, they are able to stop entering data into Catalyst.
- If you require information on how to offboard from Catalyst, please contact the [Catalyst Service Desk](#)

APPENDIX C

Multi-Sector Service Accountability Agreements

Ontario Health

Health Service Provider:

2025-2026 Schedule C: Directives, Guidelines & Policies - Community Mental Health and Addictions Services

Only those requirements listed below that relate to the programs and services that are funded by Ontario Health will be applicable.

▪ Addictions & Mental Health Ontario – Ontario Provincial Withdrawal Management Standards (2014)
▪ Broader Public Sector Perquisites Directive August 2011
▪ Broader Public Sector Procurement Directive July 2011
▪ Community Capital Own Funds Directive, October 2016
▪ Community Financial Policy, 2016
▪ Community Health Capital Programs Policy, March 2017
▪ Community Infrastructure Renewal Guidelines, 2018-2019
▪ Crisis Response Service Standards for Mental Health Services and Supports (2005)
▪ Early Psychosis Intervention Standards (March 2011)
▪ Guide to Requirements and Obligations Relating to French Language Health Services, November 2017
▪ Guideline for Community Health Service Providers Audits and Reviews, August 2012
▪ Intensive Case Management Service Standards for Mental Health Services and Supports (2005)
▪ Joint Policy Guideline for the Provision of Community Mental Health and Developmental Services for Adults with Dual Diagnosis (2008)
▪ Ontario Healthcare Reporting Standards – OHRS/MIS - most current version available to applicable year
▪ Ontario Program Standards for ACT Teams (2005)



- **Operating Manual for Community Mental Health and Addiction Services (2003)**

Chapter 1. Organizational Components

- 1.2 Organizational Structure, Roles and Relationships
- 1.3 Developing and Maintaining the HSP Organization Structure
- 1.5 Dispute Resolution

Chapter 2. Program & Administrative Components

- 2.3 Budget Allocations/ Problem Gambling Budget Allocations
- 2.4 Service Provision Requirements
- 2.5 Client Records, Confidentiality and Disclosure
- 2.6 Service Reporting Requirements
- 2.8 Issues Management
- 2.9 Service Evaluation/Quality Assurance
- 2.10 Administrative Expectations

Chapter 3. Financial Record Keeping and Reporting Requirements

- 3.2 Personal Needs Allowance for Clients in Some Residential Addictions Programs
- 3.6 Internal Financial Controls (*except "Inventory of Assets"*)
- 3.7 Human Resource Control

- **Psychiatric Sessional Funding Guidelines (2004)**

- **South Oaks Gambling Screen (SOGS)**

- **Space Standards for Community Health Care Facilities, March 2018**



APPENDIX D

Multi-Sector Service Accountability Agreements

Ontario Health - Toronto Region

Health Service Provider: St Michael's Homes

2025-2026 Schedule D1: Core Indicators

Performance Indicators	2025-2026 Target	Performance Standard
*Balanced Budget - Fund Type 2	\$0	>=0
**Percentage Total Margin	2.64%	>= 0%
Service Activity by Functional Centre (Refer to Schedule D2a)		
Number of Individuals Served (By Functional Centre- Refer to Schedule D2a)		
Monitoring Indicators		
Variance forecast to Actual Expenditures		
Variance Forecast to Actual Units of Service		
Alternate Level of Care (ALC) Rate		
Explanatory Indicators		
Cost per Unit Service (by Functional Centre)		
Cost per Individual Served (by Program/Service/Functional Centre)		
Client Experience		
Percentage of Alternate Level of Care (ALC) days		

* Balanced Budget Fund Type 2: HSP's are required to submit a balanced budget

** No negative variance is accepted for Total Margin

APPENDIX E

Multi-Sector Service Accountability Agreements

Ontario Health - Toronto Region
Health Service Provider: St Michael's Homes

2025-2026 Schedule D2A: Clinical Activity - Detail

OHRs Description & Functional Centre		2025-2026 Target	2025-2026 Performance Standard
*These values are provided for information purposes only. They are not Accountability Indicators.			
Administration and Support Services 72 1			
Full-time equivalents (FTE)	72 1	1.00	n/a
Total Cost for Functional Centre	72 1	\$139,312	n/a
COM Residential Addiction - Treatment Services-Substance Abuse 72 5 40 78 11			
Full-time equivalents (FTE)	72 5 40 78 11	19.94	n/a
Inpatient/Resident Days	72 5 40 78 11	9,855	9,362 - 10,348
Individuals Served by Functional Centre	72 5 40 78 11	600	510 - 690
Total Cost for Functional Centre	72 5 40 78 11	\$1,612,904	n/a
CSS IH - Social and Congregate Dining 72 5 82 12			
Full-time equivalents (FTE)	72 5 82 12	3.00	n/a
Individuals Served by Functional Centre	72 5 82 12	2,500	2,250 - 2,750
Attendance Days	72 5 82 12	365	292 - 438
Total Cost for Functional Centre	72 5 82 12	\$268,296	n/a
CSS IH - Crisis Intervention and Support 72 5 82 15			
Full-time equivalents (FTE)	72 5 82 15	2.00	n/a
Individuals Served by Functional Centre	72 5 82 15	800	680 - 920
Attendance Days	72 5 82 15	365	292 - 438
Total Cost for Functional Centre	72 5 82 15	\$88,183	n/a
Service Provider Interactions	72 5 82 15	10,605	10,075 - 11,135
CSS IH - Visiting - Social and Safety 72 5 82 60			
Full-time equivalents (FTE)	72 5 82 60	1.00	n/a
Visits	72 5 82 60	1,220	1,098 - 1,342
Individuals Served by Functional Centre	72 5 82 60	360	288 - 432
Total Cost for Functional Centre	72 5 82 60	\$85,000	n/a
ACTIVITY SUMMARY			
Total Full-Time Equivalents for all F/C		26.94	n/a
Total Visits for all F/C		1,220	1,098 - 1,342
Total Not Uniquely Identified Service Recipient Interactions for all F/C		0	0 - 0

Multi-Sector Service Accountability Agreements

Ontario Health - Toronto Region
Health Service Provider: St Michael's Homes

2025-2026 Schedule D2A: Clinical Activity - Detail

OHRS Description & Functional Centre	2025-2026 Target	2025-2026 Performance Standard
*These values are provided for information purposes only. They are not Accountability Indicators.		
Total Hours of Care for all F/C	0	0 - 0
Total Inpatient/Resident Days for all F/C	9,855	9,362 - 10,348
Total Individuals Served by Functional Centre for all F/C	4,260	3,834 - 4,686
Total Attendance Days for all F/C	730	621 - 840
Total Group Sessions for all F/C	0	0 - 0
Total Meals Delivered for all F/C	0	0 - 0
Total Group Participants for all F/C	0	0 - 0
Total Service Provider Interactions for all F/C	10,605	10,075 - 11,135
Total Mental Health Sessions for all F/C	0	0 - 0
Total Cost for All F/C	\$2,193,695	n/a
Total Service Provider Group Interactions for all F/C	0	0 - 0