Purpose: **Memorandum to Cabinet _____**

Treasury Board Submission ____

Completed by (indicate directorate name): _____

Submission date: _____

Part VII of the *Official Languages Act* (OLA) stipulates that the federal government is committed to enhancing the vitality of the English and French minority communities in Canada and supporting their development, as well as to promoting the full recognition and use of both English and French in Canadian society.

At Health Canada, implementing Part VII involves, on one hand, improving access to health services in official language minority communities (OLMCs) and, on the other hand, including OLMCs in all national initiatives, when relevant.

Three principles guide the activities related to improving access to health services in OLMCs: equity, quality of services and patient safety in the patient's preferred language.

The purpose of this tool is to make it possible to meet the requirements of Part VII of the *Official Languages Act* (OLA) and to support employees in completing the impact analysis needed when developing a Memorandum to Cabinet or a Treasury Board submission in order to obtain an attestation.

Once completed, this tool will be submitted to the Official Language Community Development Bureau (OLCDB), which will proceed with the attestation.

If you have any questions or need clarification, please contact the OLCDB at hc.olcdb-baclo.sc@canada.ca.

IDENTIFICATION

File name

_____

Description/objective of the initiative:

_____
_____

Nature of the file:

Political __   **Service __**

Program __   **Other (please specify) _____**

Act/regulations __

IMPACT ANALYSIS

1. What data and/or specific research concerning OLMCs have you reviewed in the preparation of this initiative? (e.g. scientific articles and reports, reports of organizations representing OLMCs, reference documents provided by the OLCDB)

_____
_____

2. What are the key findings relating to OLMCs that will be taken into consideration under the initiative?

_____
_____

3. What are the potential repercussions (positive or negative) of the initiative for OLMCs? (e.g. Is the development of telemedicine services available only in English? Does the initiative involve the dissemination of information and outreach in French?)

_____
_____

_____
_____

4. What strategies are in place to monitor the progress of the initiative and its impacts on OLMCs? Will those results make it possible to measure the impacts on OLMCs in terms of improved access to health services?

_____
_____

If the initiative has no impact on access to health services in OLMCs

Briefly describe how have you come to this conclusion? (e.g. Did you hold consultations with OLMCs or conduct a literature review on OLMCs that showed that the initiative does not have any impact on OLMCs?)

_____
_____