

 HAWAII HEALTH SYSTEMS C O R P O R A T I O N <i>"Touching Lives Everyday"</i> Policies	Department: Corporate Finance	Policy No.: FIN 0031
	Issued by: Kelley Roberson COO & CFO	Revision No.: NA
Subject: Banking	Approved by:  HHSC Board of Directors By: Raymond Ono Its: Secretary/Treasurer	Effective Date: January 29, 2009
		Supersedes Policy: NA
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- I. **PURPOSE AND SCOPE:** To establish and define the policy and responsibilities of the HHSC Corporate Board of Directors and the HHSC executives and HHSC Regional System Boards of Directors and regional executives relating to establishment and management of bank accounts.

- II. **STATEMENT OF POLICY:** The HHSC Corporate Board of Directors shall direct and hold accountable the HHSC President and Chief Executive Officer (PCEO) and Regional System Boards of Directors shall direct and hold accountable the Regional Chief Executive Officers for establishing appropriate controls and procedures for the establishment and management of bank accounts, only with chartered banks or financial institutions, into which funds of HHSC or the regions are deposited or from which fund of HHSC or the regions are expended. It is the policy of HHSC that management shall implement controls and procedures to minimize risk from deposits, that provide for beneficial returns on deposit and best banking terms and facilitate cash management and healthcare operations. All funds received on behalf of HHSC, HHSC Regions, or any corporation or business venture of HHSC shall be deposited in the name of HHSC or the name of an HHSC Region, corporation, or business venture in one or more chartered banks or financial institutions. All payments from the funds of HHSC, HHSC Regions, or any corporation or business venture of HHSC shall be authorized by the PCEO or her/his designee, for system-level and corporate office accounts, by the Regional CEO or her/his designee for Regional accounts, or by the chief executive or her/his designee of other corporations or business ventures of HHSC.

- III. **IMPLEMENTATION OF POLICY**
 - A. **Approval of Accounts.** The HHSC PCEO shall obtain approval of the HHSC Corporate Board of Directors for the establishment of system-level or corporate office bank accounts. Regional CEOs shall notify the concerned Regional System Board of Directors regarding the establishment of new bank accounts of the regions.

B. Authorities and Responsibilities. For HHSC system-level or corporate office bank accounts, the HHSC Chief Operating Officer/Chief Financial Officer (COO/CFO) shall establish procedures that specify authorities and responsibilities for entering into contractual agreements with banks, the establishment of bank accounts, establishment of overdraft protections, and for providing instructions to banks. For bank accounts of HHSC regions, the Regional CEO shall establish procedures that specify authorities and responsibilities for entering into contractual agreements with banks, the establishment of bank accounts, establishment of overdraft protections, and for providing instructions to banks.

- IV. **APPLICABILITY:** All HHSC regions and facilities, other HHSC corporations and business ventures, and all HHSC Corporate staff.
- V. **REGIONAL POLICIES:** Regional System Boards of Directors are authorized to issue regional policies consistent with this policy.
- VI. **REFERENCE:** HRS Chapter 323F