

# QUALITY MANAGEMENT SYSTEM (QMS)

POLICY



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**Date of Endorsement:** June 2018

**Date Last Reviewed:** February 2018

**Next Review Date:** February 2019

## **Purpose**

To state the Epilepsy Foundation's (Foundation) commitment to the Quality Management System (QMS). To ensure the Foundation's quality objectives and context align with the Strategic Plan and the purpose, strategic priorities, objectives and measures it contains. This policy is supported by the application of the Foundation's vision, values, policies, procedures, processes, systems and suitable work practices that help to enable quality outputs and outcomes.

## **Establishment operation & Review**

The Board and senior management commit to setting and reviewing quality objectives and meeting applicable requirements through strategic planning processes. Management and staff are responsible for operating in an environment of continual improvement as guided by the Quality Management System's documented information. The Quality Management System Policy is communicated to staff periodically and is available to interested parties in different formats and media.

The Foundation commits to continually improving the QMS. The QMS is reviewed annually.

Joe Azoulay, on behalf of the Board

**Position Held: Chairman**

**Person(s) responsible for implementation and initiating review of this policy:**  
**CEO**