

Subject: **GLOSSARY OF TERMS**

- Act** - *The Child and Family Services Act* or *The Adoption Act* depending on the context.
- Agency** - An agency as defined in the Act.
- Care provider** - In Part IV of the manual, a foster home, child care worker or residential care staff responsible for the care of the child.
- Director** - The Director of Child and Family Services, Province of Manitoba; the Executive Director of the Child and Family Support Branch.
- Guideline** - An interpretation or outline of legislation or policy.
- Policy** - A definite course or method of action; an overall plan or general direction embracing acceptable procedures; a general requirement consistent with legislation.
- Procedure** - A mode of performing a task or way of carrying out an activity; specific instructions necessary to clarify the standards or specify how the standards are to be met; preferred or required practices.
- Protocol** - A set of procedures involving two or more parties and requiring collaboration between the parties.
- Regulation** - A rule or order having the force of law issued by cabinet and made under a statute; secondary, subordinate or delegated legislation.
- Standard** - A minimum level of performance expressed in precise, measurable terms; a mandatory service requirement used as a basis for service review or audit; a concise statement of expectations requiring compliance to clearly defined practices or procedures and resulting in measurable outputs or outcomes.

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- Statute**
- An Act of the legislative assembly of a province or of the Parliament of Canada; codified law passed by a legislature and assented to by the Queen through her representatives; legislation.