

Key Compliance Dates

2025

This list is a related resource to the [Guide to Hospital Statutory Compliance](#) and highlights key compliance deadlines from the Guide.

Please note that hospitals must also comply with other compliance deadlines, which are not tied to specific dates. These deadlines are detailed in the [Guide](#) but are not included in this resource.

Key Date	What's Due	Legislation
February 28 ¹	File Canada Pension Plan Annual Information Return and provide copy of Return to employees	<i>Canada Pension Plan</i>
	File EI Annual Information Return and provide copy of Return to employees	<i>Employment Insurance Act</i>
	File Income Tax Annual Information Return	<i>Income Tax Act</i>
March 1	Submit Health Privacy Breach Statistical Report	<i>Personal Health Information Protection Act, 2004</i>
March 5 ²	Disclose Public Sector Salary Records to designated Ministries	<i>Public Sector Salary Disclosure Act, 1996</i>
March 15	File Employer Health Tax (EHT) Annual Return	<i>Employer Health Tax Act</i>
March 31	Submit Annual Statistical Report	<i>Freedom of Information and Protection of Privacy Act</i>
	Submit Public Sector Salary Disclosure	<i>Public Sector Salary Disclosure Act, 1996</i>
April 28	Lower Canadian and Ontario flags to half-mast	<i>Workers Day of Mourning Act, 2016</i>
May 31	Submit Supply Chains Act Annual Report	<i>Fighting Against Forced Labour and Child Labour in Supply Chains Act, 2023</i>
	Post Semi-Annual Expense Claims	<i>Broader Public Sector Accountability Act, 2010</i> (BPS Hospital Reporting Directive)
June 30	Submit Broader Public Sector (BPS) Attestation of Compliance	<i>Broader Public Sector Accountability Act, 2010</i> (BPS Hospital Reporting Directive)
	Submit Annual Report on the use of consultants to Ontario Health	<i>Broader Public Sector Accountability Act, 2010</i> (BPS Hospital Reporting Directive)
July 1	Submit BPS Energy Report	<i>Electricity Act, 1998</i>
	Post Conservation and Demand Management (CDM) plan ³	<i>Electricity Act, 1998</i>

Key Date	What's Due	Legislation
August 31	Post Attestation of Compliance	<i>Broader Public Sector Accountability Act, 2010</i> (BPS Hospital Reporting Directive)
September 30	Post Hospital Business Plans	<i>Broader Public Sector Accountability Act, 2010</i> (Business Documents Directive)
	File Corporate Information Annual Return	<i>Corporations Information Act</i>
	File Registered Charity Information Return ⁴	<i>Income Tax Act</i>
November 30	Post Semi-Annual Expense Claims	<i>Broader Public Sector Accountability Act, 2010</i> (BPS Hospital Reporting Directive)
December 31	File Accessibility Compliance Report ⁵	<i>Accessibility for Ontarians with Disabilities Act, 2005</i>

Notes:

1. The Act sets the deadline as the last day of February, which falls on February 29 in leap years.
2. The March 5 deadline is based on the fifth business day of March. This may fall on March 5, 6, or 7.
**Hospitals must meet and maintain the required average by March 25, 2025.*
3. The Conservation and Demand Management (CDM) plan must be completed every five years. The previous plan was due July 2024 and the next is due July 2029.
4. The Registered Charity Information Return is only required for hospitals that are registered charities.
5. Accessibility Compliance Reports are due every two years. The next report must be submitted by December 31, 2025.