

McMASTER TRAINEES DOING:**I MacCARE – Core rotations only****II ELECTIVES**

- **Within Ontario/ROMP/ERMEP/SWOMEN/NEP**
- **Electives Outside of the Province/Outside of Canada**

I MacCARE: CORE rotations only.

The Resident should contact his/her Program Assistant/Administrator (PA) who will complete the appropriate MacCARE forms.

- The PA will complete the appropriate MacCARE Rotation Request form to secure the rotation and funding, as applicable.
- The PA will provide the Postgraduate Medical Education Office with a copy of the form.
- On receipt of the form the PGME Office will issue the **Confirmation of Registration Letter of Good Standing** letter (otherwise referred to as a Letter of Good Standing) to the appropriate community hospital. **It is the Resident's professional responsibility to ensure that all immunizations and mask fit testing information is current with the PGME Office. The Confirmation of Registration letter may include a report of the Immunization status and mask fit testing (if requested) as recorded with the PGME Office (McPost).**

The Confirmation of Registration will include:

- Resident information: Name, Program, Level of training
- Rotation information: Name of the hospital, dates, service
- Verification of current CPSO registration
- Verification of current CMPA
- Resident's immunization record and/or mask fit results as recorded in McPost will sent by request.
- If the request comes from the Residency Program, then the PGME Office will also verify that the resident is academic good standing.

II ELECTIVES:

- The Royal College of Physicians and Surgeons of Canada defines eligibility for Electives in their "Policies and Procedures for Certification and Fellowship" document, e.g., maximum of 6 months in an unaccredited setting, defined objectives and evaluation.
- The University requires that the trainee complete a "Field Trip and Electives Planning and Approval Policy form". The form and information can be found on medportal, under Policies and Procedures: http://www.workingatmcmaster.ca/link_doc.php?link=/med/document/RMM-801-Field-Trip-and-Electives-Planning-and-Approval-Program-1-36.pdf The form should be completed by the Resident and submitted to PGME Office, MDCL 3101, attention: Robyn Crozier (crozier@mcmaster.ca)
- The trainee must follow the registration instructions of the visiting medical school/institution as well as the regulations of the licensing authority and membership rules of the malpractice insurance carrier.
- ***Contact information for Canadian medical schools, as well as individual school requirements are available on medportal, under Policies and Procedures – Electives***

➤ **WITHIN ONTARIO:**

ROMP Region – ROMP supports **Electives only** (versus Core) rotations. The ROMP region includes the MacCARE region.

The Resident should contact ROMP directly.

Website: <http://www.romponline.com/>
 Email: romp@romponline.com
 Fax: 705-445-8911
 Write: 459 Hume Street, Collingwood, ON L9Y 1W9

Other Distributed Medical Education (DME) providers in Ontario:

Southwestern Ontario Medical Education Network (SWOMEN): <http://www.schulich.uwo.ca/swomen/>

Eastern Regional Medical Education Program (ermep): <http://www.ermep.com/>

Northern Ontario Electives Program (NEP): <http://www.nosm.ca/education/general.aspx?id=526>

- **OUT-OF-PROVINCE/OUT-OF-COUNTRY:** Prior to elective, Residents must complete the Out-of-Province Request form and have it approved by their Program Director and then the PG Dean. The elective should be unique, in that it is not available within the Province of Ontario.

Foreign sponsored trainees: because foreign trainees are here on a work permit and the regulations vary from province to province, you may be required to submit additional documents at the school where you are going to do the elective. Please check with the Postgraduate Medical Education Office of that school.

- **U.S. ELECTIVES:** are not encouraged because of the high liability issues. Trainees wishing to take an elective in the U.S. should ensure they have the correct traveling documents by contacting Health Canada at http://www.hcsc.gc.ca/hppb/healthcare/health_resources.htm. CMPA coverage does not cover medical electives in the U.S. The University does have limited coverage, but again, do not encourage U.S. electives. See section below on **Liability**,

LIABILITY

Canadian Medical Protective Association:

CMPA will cover electives within Canada but do not provide coverage in the United States or other foreign jurisdictions.

Out-of-Province/Within Canada

Trainees taking an out-of-province elective must pay the Province of Work (POW) of their training program. If the elective is part of their training program, it is not considered “moonlighting”. The **Resident should contact CMPA with:**

- the exact dates of the elective and
- the educational licence number from the province in which the elective is taking place and its effective date.

Outside of Canada

The CMPA does not provide coverage for outside of Canada. There may be some exceptions for missionary/charity work, and the Resident should contact CMPA directly.

The Resident is advised as follows:

- that they require licensure and malpractice insurance coverage before undertaking an elective outside of the country.
- Contact the hospital where they are doing the elective to see if they offer malpractice insurance or alternatively,
- Contact an insurance broker or provider. Link to a list of Physician Insurers Association of America (PIAA): 2275 Research Blvd., Suite 250

http://www.piaa.us/Member_Directory1/AM/PIAA_Custom/Directory.aspx?iSession=47cf659c09e74043b6bd5456489ae35e&Section=Member_Directory1

Related articles from CMPA: (available on medportal)

- Providing care outside of Canada
- Potential gap in liability protection when teaching or learning outside Canada
- Clarifying CMPA assistance when providing care as a good Samaritan

CMPA contact:
1-800-267-6522

Canadian Universities Reciprocal Insurance Exchange (CURIE)

Out-of-Province/Within Canada/ Outside of Canada

All residents from CURIE covered schools maintain coverage under CURIE when on electives in Canada, in the United States and outside of North America. The coverage is normally sufficient depending on what the institution requires (CURIE currently has \$5,000,000 liability, including malpractice insurance – this may change from time to time).

If the institution requires verification of this information, CURIE can issue a “Certificate of Insurance”. CURIE will require documentation of an agreement to undertake the elective from the program.