

WAIVER OF TRAINING REQUIREMENTS AFTER A LEAVE OF ABSENCE FROM RESIDENCY

Normally all residents will be required to complete the full duration of the program. However, it is recognized that in certain circumstances a waiver of training may be appropriate.

Please refer to separate policies on Waiver of Training for the College of Family Physicians of Canada

<http://www.cfpc.ca/English/cfpc/education/examinations/family%20medicine/default.asp?s=1#leave>

and the joint policy for the Royal College of Physicians and Surgeons of Canada and the College des medecins du Quebec, http://rcpsc.medical.org/residency/certification/policy-procedures_e.pdf Item 4.3.2

Process to request for waiver of training requirements:

1. In the beginning of the final year of training a resident may make a request, in writing, to the Program Director.
2. The Program Director will review the request once the Resident has completed approximately 4 - 6 months of training in their final year.
3. If the Program approves the request for the waiver, the Program Director will then submit a letter of support to the Postgraduate Dean, along with the Resident's original request. The Program Director's letter should include the following information:
 - a. Resident's name, program, level, and dates of the leaves taken during the program and the recommended revised end date.
 - b. That the Resident has successfully completed all training requirements of the program, including in-training examinations, quality assurance projects, case logs, etc.
 - c. A detailed description of the circumstances surrounding the request and why the waiver is being supported. Some examples of special circumstances: continuation in a fellowship program that will allow completion of primary program requirements during the fellowship, job opportunity, individual specific circumstances.
4. The Postgraduate Dean will review the request and if approved, write a letter of support to the Credentials Committee of the Royal College or the College of Family Physicians. Notification will be made prior to submission of the FITER. A decision to grant a waiver of training cannot be granted after the resident has taken the certification examinations.

When considering whether to grant a waiver of training requirements following a leave of absence in which time does not have to be made up, it is within the purview of the Program Director and the Postgraduate Dean to determine whether consultant competency has been achieved.

Maximum Allowable times for waivers

College of Family Physicians of Canada

Family Medicine – 4 weeks

Enhanced Skills Programs of one year or less – no waiver allowed

Royal College of Physicians and Surgeons of Canada

1. One year programs – no waiver allowed
2. Less than one year for remediation or enhanced skills – no waiver allowed
3. Two years – 6 weeks
4. Three years – 6 weeks
5. Four years – three months
6. Five years – three months
7. Six years – three months
8. In Internal Medicine and Pediatrics, where residents are undertaking three core years and two subspecialty years, a maximum of six weeks may be waived in the first three core years, and a maximum of six weeks in the final two subspecialty years. The process for these programs is as follows:
 - (i) The three core years followed by two or more subspecialty years are treated separately for the purpose of the waiver of training.
 - (ii) In the first three core years, a waiver must be recommended by the Core Program Director, and approved by the Postgraduate Dean on the Core in-Training Evaluation Report (CITER). A decision to grant a waiver is made in the PGY3 year.
 - (iii) In the subspecialty years (PGY4, 5 and 6), a decision to grant a waiver is recommended in the final year by the Subspecialty Program Director and approved by the Postgraduate Dean. A maximum of 6 week waiver of training can only be taken in the PGY5 year.
 - (iv) If the resident undertakes core training at one university and subspecialty training at another, it is the responsibility of the Postgraduate Dean where the core or subspecialty training occurs to approve the waiver of training.