



GUIDELINES FOR PROFESSIONAL ASSOCIATION

OVERVIEW

The *Medical Profession Act* provides for the issuance of a Limited Licence to a physician who, in the opinion of the Yukon Medical Council, has provided evidence of competency to practice medicine in the Yukon but may not have all the necessary qualifications for full licensure. The Yukon Medical Council requires that the registrant for a Limited Licence, who intends to practice in the field of general practice/family medicine, must complete a period of supervision to become more familiar with Canadian medical practices in general and the practice of medicine in the Yukon in particular.

The *Guidelines for Professional Association* are intended to provide Limited Licensed physicians the opportunity to further develop their medical skills and better integrate into the Yukon medical community under the guidance of a fully licensed Medical Profession Advisor after they have fulfilled the requirements for supervised medical practice as set out in the *Guidelines for the Supervision of Family Medicine Limited Licensed Physicians*.

OBJECTIVES

The principal objectives of the Guidelines for Professional Association of Limited Licensed Physicians are to:

1. Ensure that Limited Licensed physicians are not working in isolation of the Yukon medical community;
2. Ensure Limited Licensed physicians have the necessary opportunities to work with experienced members of the medical community to further their understanding of the practice of medicine in the Yukon;
3. Provide for a commitment to continue learning through formal Continuing Professional Development (CPD) during the entire period of Limited licensure;



GUIDELINES FOR PROFESSIONAL ASSOCIATION

4. Provide Limited Licensed physicians with an understanding and appreciation of the importance of long term relationships with their professional peers;
5. Ensure that a process is in place for the Yukon Medical Council to monitor the progress of Limited Licensed physician's integration into the practice of medicine in the Yukon.

APPLICATION

The Guidelines for Professional Association shall apply to all medical practitioners who have been granted a Limited Licence on or after April 1, 2006, but prior to December 1, 2012.

PROFESSIONAL ASSOCIATION

Upon completion of a successful period of supervision, Limited Licensed physician must work within a Professional Association relationship with a Medical Profession Advisor who is a fully licensed physician, has practised medicine in Yukon for at least one year and is acceptable to the Yukon Medical Council.

MEDICAL PROFESSION ADVISOR

To act as a Medical Profession Advisor, a physician must fulfill all the necessary requirements and be approved by Council or the Council's designates. The Supervisor of a Limited Licensed physician need not necessarily be, but is not prohibited from acting as the Medical Profession Advisor. A Medical Profession Advisor must

1. Have full registration on the Yukon Medical Register or the Limited Register;
2. Reside and maintain an active medical practice in the Yukon;
3. Be engaged in a scope of practice comparable to the Limited Licensed physician;
4. Have practiced in the Yukon for a minimum of one year prior to the application;



5. Be approved as a Medical Profession Advisor by the Yukon Medical Council.

Upon application in writing by the proposed Medical Profession Advisor, Council may waive the requirement for one year practice in the Yukon if:

- The Advisor's practice experience is judged to be equivalent, and
- To not waive the requirement would cause undue hardship to the Limited Licensed Physician.

ROLE OF THE MEDICAL PROFESSION ADVISOR

A Medical Profession Advisor is a physician who takes a personal interest in the Limited Licensed physician and leads, guides, counsels, teaches, coaches, and advises on professional matters.

The Medical Profession Advisor shall assist the Limited Licensed physician with integration into the local medical and health care systems. Four central categories of professional association activities include:

- 1) **Professional support activities**, through personal contact and ongoing discussions by:
 - a. Providing information & resources to the licensee on the Cultural – Communication, Legal, Ethical and Organizational (C2LEO) aspects of the practice of medicine in the Territory;
 - b. Meeting regularly to review practice issues;
 - c. Meeting as required to resolve problems.
- 2) **Community integration activities** through providing contacts and resources by:
 - a. Providing professional and non-professional introductions and raising the visibility of the Limited Licensed physician;
 - b. Bringing the Limited Licensed physician to professional conferences, as well as other activities appropriate to the community.



- 3) **Educational activities** through the identification of medical training that would improve the skills of the Limited Licensed physician and through the collaborative development of an education plan for the Limited Licensed physician by:
 - a. Collaborative production of a continuing professional development plan;
 - b. Providing assistance in identifying appropriate training modalities to implement the plan in a).

- 4) **Organizational activities and functions** through the provision of information on medical health organizations and their functions by:
 - a. Providing information and resources on the structure and process of care delivery in the community and the Yukon;
 - b. Providing information and resources on medical organizations in the Yukon, such as the Yukon Medical Association, Yukon Medical Council, Health Services Branch – Insured Health and Hearing Services, Mental Health Review Board, Medical Advisory Committee of Whitehorse General Hospital and Alcohol and Drug Services, etc. and their respective roles and functions, and relevant administrative policies;
 - c. Providing a national, Canadian context for a) & b) above.

TIME COMMITMENT

The Medical Profession Advisor must understand that, to achieve the objective of Professional Association, the Medical Profession Advisor should expect to be involved directly with the Limited Licensed physician for a minimum of 4 hours per week. After three months this time commitment may be reduced if the Medical Profession Advisor and the Yukon Medical Council are of the opinion the Limited Licensed physician's learning and integration has progressed substantially in the preceding period and continuing growth can be achieved with a lesser amount of direct contact.



PROFESSIONAL ASSOCIATION AND CONTINUING PROFESSIONAL DEVELOPMENT PLAN

The Medical Profession Advisor shall monitor the practice of the Limited Licensed physician with respect to both clinical competence and professional behaviour.

The Medical Profession Advisor shall play an active role in guiding the Limited Licensed physician with respect to relevant Continuing Professional Development (CPD) activity, as identified in a CDP education plan. This advice and guidance will be based on any assessments of the Limited Licensed physician that may have been done, previous training and practice experience, and areas identified on an on-going basis as the Limited Licensed physician establishes their practice.

The Medical Profession Advisor and the Limited Licensed physician should develop a mutually acceptable plan for Professional Association.

The degree of oversight required of the Medical Profession Advisor will depend on the strengths and weaknesses of the Limited Licensed physician.

In the early period of Professional Association, a close relationship may be necessary. This may include 'shadowing', daily meetings, daily or weekly review of records, and discussions with colleagues, staff or patients.

The Medical Profession Advisor is expected to use a variety of strategies to monitor the Limited Licensed physician's clinical practice including direct observation, case discussion and chart review and to provide relevant feedback in a timely and supportive manner.

ASSESSMENT AND EVALUATION

The Medical Profession Advisor shall complete the periodic progress reports in a timely manner and, after discussing the report with the Limited Licensed physician, forward the report to the Yukon Medical Council. The progress reports are to be completed at three (3) month intervals during the initial period of Professional Association and at intervals established by Council in the later period of Professional Association



The Medical Profession Advisor shall promptly notify the Council of any significant concerns about deficiencies in the practice or other areas of professionalism by the Limited Licensed physician. The Medical Profession Advisor shall comply with any special requirements for assessment and evaluation directed by Council.

REPLACEMENT ARRANGEMENTS

While it is not anticipated that the Medical Profession Advisor will be available at all times, the Medical Profession Advisor must arrange with another fully licensed physician to be available to act as an interim Medical Profession Advisor during any absence for a period in excess of 72 hours. The Medical Profession Advisor must notify the Limited Licensed physician, and submit for the Yukon Medical Council's approval, of the new arrangements and any extensions to the planned absence.

PERIOD OF MENTORSHIP AND PROFESSIONAL ASSOCIATION

The duration of the first phase of Professional Association will be a minimum of twelve (12) months (beginning when the period of supervision ends). Following completion of this period the Yukon Medical Council will define the parameters of the continuing relationship and will advise both the Limited Licensed physician and the Medical Profession Advisor of their decision.

Following completion of the first phase of Professional Association, the Limited Licensed physician must continue to work in Professional Association with a Medical Profession Advisor for the duration of the time they hold a Limited licence.

The Yukon Medical Council recognizes that there should be decreasing levels of oversight, mentorship and advice provided to a Limited Licensed physician over time as the Limited Licensed physician develops increasing levels of practice independence.



MEDICAL PROFESSION ADVISOR WITHDRAWAL

The Medical Profession Advisor may withdraw Professional Association at any time. This is a serious decision because the withdrawal by a Medical Profession Advisor may necessitate the revocation of the Limited Licence unless suitable arrangements for another Medical Profession Advisor can be arranged.

It is advisable that the Medical Profession Advisor discuss significant concerns with the Yukon Medical Council or the Registrar of Medical Practitioners prior to withdrawal of services. These concerns should also be discussed with the Limited Licensed physician.

The Medical Profession Advisor must notify in writing both the Yukon Medical Council and the Limited Licensed physician of intent to terminate the Professional Association relationship with a Limited Licensed physician.

If the Medical Profession Advisor determines that the Limited Licensed physician has intention to leave or has left the practice of medicine in Yukon, the Medical Profession Advisor must notify the Yukon Medical Council in writing.

UNEXPECTED LOSS OF MEDICAL PROFESSION ADVISOR

In the event of a sudden or unexpected inability of the Medical Profession Advisor to continue due to death, incapacity, absence, loss of licence, or similar, the Limited Licensed physician must immediately notify the Yukon Medical Council.

The Yukon Medical Council will then attempt to find a replacement Medical Profession Advisor. If at the end of 60 days, no replacement has been named, the Yukon Medical Council will inform the Limited Licensed physician of licence status.