



GUIDELINES FOR THE SUPERVISION OF FAMILY MEDICINE SPECIAL LICENSED DOCTORS

OVERVIEW

The Medical Profession Act provides for the issuance of a special licence to a person who, in the opinion of the Yukon Medical Council, has provided evidence that they are competent to practice medicine in the Yukon but may not have all the necessary qualifications for full licensure. The Yukon Medical Council requires the registrant for a family medicine special licence to complete a period of supervised integration to become more familiar with both Canadian medical practices in general and the practice of medicine in the Yukon in particular.

OBJECTIVES

The principal objectives of the guidelines for supervision of special licensed doctors are to:

1. Ensure that patient health and safety is not compromised through the licensing of doctors who do not meet all the requirements for full licensure;
2. Provide a system of mentoring and oversight for special license doctors;
3. Delineate the nature of the relationship between the supervising doctor and the special license doctor; and
4. Establish an acceptable standard of supervision for special license doctors.

APPLICATION

The Yukon Medical Council requires all family medicine special licensed doctors to complete a period of at least three months of supervision by a fully licensed doctor. The period of supervision may be extended for further periods.

While these guidelines are not intended as a standard of medical care or legal advice, the Yukon Medical Council expects doctors to make every



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effort to adhere to the procedures established in the guidelines when being supervised or when supervising a special licensed doctor.

Doctors should be aware that the Council considers the ability to issue a special licence and the authority to require special license doctors to complete a period of supervision to be integral components of Yukon's overall system of health care.

These guidelines apply to all special licensed doctors while they undergo a period of supervision and all fully licensed doctors while supervising special licensed doctors.

CLINICAL ASSESSMENT

Candidates for a special licence may be required to complete a clinical assessment in a Canadian physician assessment program approved by the Council before, during or at the end of their period of supervised integration into the practice of medicine in the Yukon.

QUALIFICATIONS FOR SUPERVISORS

A supervisor for a family medicine special licensed doctor must be licensed to practice family medicine in the Yukon and be registered as a resident doctor on the Yukon Medical Register. A supervising doctor's licence must be in good standing with no restrictions on the practice.

A supervisor may only supervise two special licensed doctors simultaneously.

A special licensed doctor may not be supervised by another special licensed doctor, even one who has completed the period of supervised integration into the practice of medicine in the Yukon.

MODEL BEHAVIOR

The supervisor is responsible for providing a model of appropriate and compassionate care for the special license doctor.



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RESPONSIBILITIES OF THE SUPERVISOR

The supervising doctor will undertake to provide practice orientation, monitoring, support and periodic performance reviews to the special licensed doctor. The supervising doctor will make their best effort to facilitate patient care and the integration of the special licensed doctor into the practice of medicine in the Yukon by:

- 1) Abiding by the policies and guidelines of the Yukon Medical Council;
- 2) Monitoring the care provided to patients by special license doctors to ensure they have the appropriate knowledge, skill and judgment to practice medicine in Yukon without putting patients in jeopardy;
- 3) Ensuring ongoing evaluation during the period of supervision to ensure the special license doctor demonstrates appropriate clinical competence and educational requirements;
- 4) Meeting regularly with the special license doctor to discuss their assessment of medical needs, management, and documentation of patient care and integration into the practice of medicine in Yukon;
- 5) Ensuring that all relevant clinical information is made available for the best care of the patient; and
- 6) Being willing and able to see patients under the care of a special license doctor when action is required or requested.

RESPONSIBILITIES OF THE SPECIAL LICENSE DOCTOR

The special licensed doctors will accept the requirement for supervision and make their best effort to ensure a proper standard of care is provided to patients by:

- 1) Abiding by policies and guidelines of the Yukon Medical Council;
- 2) Notifying the patient, substitute decision-maker or family that they are a special licensed doctor during the period of supervision;
- 3) Openly communicate with the supervisor about patient care;
- 4) Communicating with the supervisor:
 - a) When there is a significant change in a patient's condition;
 - b) When a patient is admitted to hospital;
 - c) Prior to the patient's discharge from hospital; and
 - d) In any emergency situation.



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- 5) Ensuring that the supervisor is aware of the special licensed doctor's experience and competence;
- 6) Documenting findings and management plans and discussing these with the supervisor; and
- 7) Accepting direction from the supervising doctor on the practice of medicine in the Yukon.

PROFESSIONAL RELATIONSHIPS

The supervisor and the special licensed doctor will:

- 1) Maintain an ethical approach to the care of patients;
- 2) Maintain a professional supervisor/special licensed doctor relationship at all times, which includes:
 - a) Not exploiting the power differential that is inherent in the relationship;
 - b) Not becoming involved in situations involving conflict of interest; and
 - c) Not intimidating or harassing one another emotionally, physically, or sexually.

ETHICAL DUTY TO REPORT

The supervisor will inform the Council if they observe a special licensed doctor exhibit behaviour that would suggest incompetence or incapacity that could compromise the special licensed doctor's ability to care for patients.

SUPERVISORY REPORTING

Supervisors will be required to periodically prepare a supervisory report for submission to the Yukon Medical Council. The supervisory report will include the supervisor's assessment of the special license doctor's competencies, behaviors and fitness in the following areas:

- 1) PROFESSIONAL COMPETENCY
 - a) Internal Medicine;
 - b) Surgery;



- c) Paediatrics;
- d) Psychiatry;
- e) Obstetrics;
- f) Gynaecology;
- g) Preparation of Clinical Notes and Documents;
- h) Referrals to Specialists; and
- i) Overall Assessment: Ability to appropriately apply knowledge and skills (take into consideration the relevant impacts of the various competency components).

2) BEHAVIOUR AND FITNESS

- a) Physician displays adequate and appropriate behaviour towards patients;
- b) Physician displays adequate and appropriate behaviour towards staff;
- c) Physician displays adequate and appropriate behaviour towards colleagues;
- d) Physician's understanding of the Medical Council of Canada's Code of Ethics;
- e) English language skills: Clarity of communication (clearly articulated; understood by staff, patients, colleagues and supervisor; appropriate use of language); and
- f) Fitness including any condition (drug abuse, alcohol abuse, physical disease, psychiatric disease or other stressors) that impairs the special license doctor's performance and ability to practice.

SUPERVISORY METHODS

The supervising doctor will provide supervision of the special license doctor's clinical competence, knowledge and attitude through any of the following methods:

- 1) Ongoing dialogue about patient care;
- 2) External chart audit;
- 3) On-site review;
- 4) Review of referral letters and other medical communications;
- 5) Direct participation in patient care if appropriate; and/or



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- 6) Any other reasonable method a supervising doctor may deem necessary to assess the special licensed doctor's clinical competence, knowledge and attitude.

ACCESS TO SUPERVISING DOCTOR

A supervising doctor would normally be available at the same facility as the special license doctor for the purposes of supervision. If the supervising doctor is not routinely available at the same location as the special license doctor, arrangements must be made in advance to the satisfaction of the Yukon Medical Council for the supervising doctor and the special licensed doctor to be in regular contact with each other.

If a supervising doctor is not going to be in the same community as the special license doctor for a period in excess of 72 hours, arrangements must be made in advance of the supervisor's absence for another fully licensed doctor to provide for the supervision of the special licensed doctor during the supervisor's absence. The supervising doctor will inform the Yukon Medical Council of any absence from the community in excess of 72 hours and submit for Council's consideration the arrangements they have made for the supervision of the special license doctor during their absence.

If alternate arrangements cannot be made for supervision during the period of the supervising doctor's absence, the special licensed doctor must cease the practice of medicine until the supervising doctor returns to the community.