

POLICY

Department of Family Medicine Postgraduate Program

Continuing Professional Development

In addition to vacation, residents are eligible for leave with pay for education purposes (to attend conferences, seminars, etc.). This shall not be deducted from vacation entitlement and shall be requested in writing to the Site Director via the Site Administrator.

Our Department's policy regarding Continuing Professional Development (CPD) is as follows:

- a) That each resident be allowed five days for CPD activities in each year; the appropriate Site Director and rotation supervisor must be consulted; adequate notice must be given; service requirements will not supersede resident's education.
- b) That the Department would like to promote that each Family Medicine resident take both an ATLS and an ALARM course during their residency. To support this, the Department will reimburse each resident for the registration cost of an ATLS and ALARM course based on submission of receipts. That reimbursement will only take place after attendance to any course that original receipts and a copy of completion certificate are submitted to the Site Administrator.
- c) A PGY2 who has not claimed reimbursement for ATLS may claim reimbursement for CPD expenses up to \$500.00 in their PGY2 year. CPD must be accredited by the College of Family Physicians of Canada or a reciprocal organization. If a resident takes an ATLS course at any time during their residency, they are not eligible for the additional \$500.
- d) The registration cost of one ACLS Refresher will be reimbursed upon submission of receipts.
- e) CPD time cannot be carried forward from a PGY1 to a PGY2 year.