

# POLICIES

## Department of Family Medicine Postgraduate Program

POLICY NAME	Dated	Next Review	Notes
Assignment of Educational Experiences	Oct. 2016	Oct. 2018	
Changeover	Oct. 2016	Oct. 2018	
Community Rotation Guidelines for Residents at Rotation Based Sites	Oct. 2017	Oct. 2019	
Continuing Professional Development (CPD)	Oct. 2016	Oct. 2018	
DalMedix (Terms of Use Agreement)	Oct. 2016	Oct. 2018	
<b>ELECTIVES:</b> Process For non-LCME/CACMS For External Canadian Medical Graduates Request for Global Health (International)	Oct. 2016 Sept. 2017 Sept 2016 June 2018	Oct. 2018 Sept. 2019 Sept 2018 June 2020	Formally called Electives at Dal for IMG's
Extenuating Circumstances	Oct. 2016	Oct. 2018	Maritimes changed to 'Atlantic Provinces'
Externally Funded Residents	Mar. 2013		Cannot be considered for Core Fam. Medicine
Faculty Members Providing Medical Care to Residents	Mar. 2018	Mar. 2020	
Home Visits	Feb. 2018	Feb. 2020	Formally called "House Calls"
Minimal Attendance on Clinical Learning Experience	Sept 2016	Sept 2018	Formally called "Minimal Attendance on Rotation"
Minimum Call (on Call)	Feb 2018	Feb 2020	Formally called "On Call"
<b>MOONLIGHTING:</b> Family Medicine Enhanced Skills	Mar. 2018 Sept. 2018	Mar. 2020 Sept. 2020	Added Enhanced Skills Moonlighting as these Residents have CCFP and can do 'moonlighting' but NOT Fam Med Residents
Neonatal Resuscitation Program (NRP)	Sept. 2016	Sept. 2018	
Non-Resident requesting Academic Experience	May 2008	Feb 2011	
Resident File – End of Program	TB Created 2018	Sept. 2020	A policy is being created
Resident Request to Complete Core CLE away from Home Site	Sept. 2016	Sept. 2018	
Resident Supervision	Sept. 2016	Sept. 2018	
Rotation Schedule Change Request	Feb. 2018	Feb. 2020	
Support for Site Resident Delegate to attend FMF (Family Medicine Forum)	June 2016	June 2018	
Time Off for Examinations (LMCC & CFPC)	Oct. 2017	Oct. 2019	Formally called 'time off for exam preparation'
<b>TRANSFERS:</b> Application for Transfer Credit CLE – from <i>Other Canadian</i> FM Program Credit CLE – from <i>Royal College</i> Program	June 2018 June 2018 June 2018	June 2020 June 2020 June 2020	
Waiver of Training following LOA	Mar 2018	Mar 2020	Deactivated as of July 2015 Formally called "Forgiving Rotations" Dept of FM will not accept requests for waivers of training

**NOTES:**

\*Sifter Req sent August 2018 for all Policies to be updated to the Family Medicine Website page under Resident Resources. The files that were uploaded as HTML are being changed to PDF. All policies to be reviewed every two years.

**The following policies have been removed or deactivated:**

Choosing Community Guidelines Policy; has been amalgamated with the Community Rotation Guidelines.

Continuity of Care Policy – removed as it was a 7 page 'Guideline' not a 'policy'

Intellectual Honesty/Plagiarism – removed as the PGME policy on Professionalism covers this

Guidelines on Hand-Held IT Devices – removed as it falls under PGME policy on Professionalism

Resident Leave Policy – removed as vacations leaves, educational leaves, parental leave etc are within the resident contract (MarDOC)

Permission to Commute – removed; the document that was under this policy was a form to be completed.

Any Policy that had reference to PARI-MP was edited to read MarDOC.

Any Policy that had RTC (Residency Training Committee) was edited to read RPC (Residency Program Committee)

Created: 2017

Updated: October 2018

:IK