

Regulations and Procedures

Complete Title:

Regulations and Procedures For Appointment of Clinical Scholars in the Faculty of Health Sciences

Approved by:

MDSM Council

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Responsible Executive:

Dean and Vice-President (Faculty of Health Sciences)

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FHS Faculty Relations

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POLICY

Appointment as a Clinical Scholar provides individuals with an extra period for specialized post certification training. Clinical Scholars are expected to undertake formal research training at the graduate level or additional specialized training in clinical procedures; normally through participation in a recognized fellowship program.

These appointments are expected to be self-sustaining with no financial impact to the Academic Department. The clinical revenues accruing in the scholar's name for the period of the appointment and other funding sources (i.e. fellowship/research awards) must be sufficient to cover total costs of the appointment. These clinical revenues should be new revenue, which would not otherwise be realized by current full-time faculty members.

A number of Clinical Scholars have successfully obtained full-time faculty appointments. Clinical Scholars who obtain a faculty appointment may request early review for CAWAR and promotion to Associate Professor and should discuss this with their Department Chair.

BASIC REGULATIONS

- 1) Clinical Scholars must:
 - a) Be a Canadian citizen or have obtained Permanent Resident status.
 - b) Have successfully completed the requirements for Royal College /College of Family Physicians certification, or equivalent;
 - c) Hold an independent practice license with appropriate scope from the College of Physicians and Surgeons of Ontario (CPSO), and have an OHIP provider number and malpractice insurance from the CMPA.
 - d) Obtain medical staff membership and privileges at Hamilton Health Sciences and/or St. Joseph's Healthcare Hamilton¹. Normally, Clinical Scholars may admit patients only under the

¹ Clinical Scholar reference in HHS By-Laws (March 2007): "Clinical Scholars" means Physicians who wish an additional period of specialized post-residency training involving clinical care and academic pursuits. Appointment to the hospital medical staff will be granted in conjunction with an appropriate Faculty of Health Sciences appointment. When credentialed, they are usually privileged under the LOCUM [Clinical Scholar] staff category in the Hospital.

care of a designated hospital staff member. However, admitting privileges can be granted to scholars on the recommendation of the Chief of Hospital Department. The Clinical Scholar must apply separately for medical staff membership and privileges at the relevant hospital(s) either Hamilton Health Sciences or St. Joseph's Healthcare Hamilton in addition to completion of the appointment package for the University appointment. At least two months is required for hospital approval of this application.

- 2) Clinical Scholars who are undertaking further training in *an area of focused competence* under a defined curriculum as approved by the appropriate Postgraduate Education program must also separately register with the Postgraduate Medical office as a Clinical Fellow so that he/she can receive a certificate of completion of training.
- 3) Clinical Scholars are eligible to enroll in the AHSC AFP alternate funding plan as a participating physician.

Appointment & Reappointment Process

- 1) All requests for appointment/reappointment must be submitted by April 15th for review and approval at the May meeting of MDSM Council.
- 2) Appointments are for one academic year beginning July 1st and can be renewed for a subsequent academic year. Renewals for a third year are unusual and require further review and approval by the Dean. Appointment for a fourth year will not be permitted.
- 3) Appointment with offset start dates will end on June 30th.

Remuneration/Benefits

- 1) Remuneration provided is comprised of a base salary and a draw on professional earnings or ceiling payment. The total remuneration of the Clinical Scholar is determined by the academic Department in accordance with the clinical practice plan and must follow the criteria below:
 - a) The total remuneration of the Clinical Scholar must exceed the amount set by PARO for the final year of residency training and is expected to be below the starting salary of an Assistant Professor in the same specialty/subspecialty.
 - b) A Salaries and Earnings Schedule is completed for each Scholar to establish the required OHIP earnings and subsequent ceiling payment. Eligibility for additional incentive payments and/or guaranteed ceiling payments irrespective of clinical earnings are at the discretion of the Department.
 - c) The minimum base salary is \$10,000 per annum and is normally funded through the Clinical Practice Plan. In many cases, the salary is recovered from the AHSC Alternative Funding Plan. If the candidate receives an external research fellowship or similar, the base salary will be adjusted to include that amount and the ceiling will be reduced to maintain the negotiated total remuneration.
 - d) Normally, there is an income progression if the Clinical Scholar is reappointed for a second (or third) year.
- 2) In selected disciplines (Pathology, Oncology, Pediatrics), the clinical activities of the scholar may be funded from a non-OHIP source such as an alternate funding plan or HRLMP. For these appointments, the appropriate adjustments will be made to the Salaries and Earnings Schedule to recognize the source of clinical earnings.

- 3) Clinical Scholars with appointments of less than one academic year will not be eligible for university benefits. The University restricts benefit eligibility to appointments of one year in duration or longer. Fringe benefits are usually funded from the Clinical Practice Plan. These benefits include major medical, life insurance, salary continuation and long-term disability. Participation in the dental care plan and/or the voluntary Personal Accident Insurance Plan is optional. Premiums are paid by the Clinical Scholar. Clinical Scholars are entitled to four (4) weeks' vacation annually. This entitlement will be prorated for those appointed for less than one full year and is to be taken during the term of the appointment at a time mutually convenient to the Scholar and the University Department.
- 4) A professional development allowance of \$1,000 per year is normally provided for travel, professional books or memberships. This is funded by the clinical earnings of the clinical scholar.
- 5) The scholar will be a member of Regional Medical Associates (RMA) and will participate in the Allowed Business Expense (ABE) of RMA in the form of parking expenses at sites of clinical responsibility, paging services, annual licensing costs with the CPSO, RCPC or CFPC membership fees², and the CMPA. Initial registration fees with the Ontario and Royal College are not covered; only the annual dues.
- 6) The cost of the ABE package is recovered from the clinical earnings of the Clinical Scholar.
- 7) Secretarial needs of the scholar must be met from within the existing clerical/secretarial complement at the appointee's base institution, or the scholar must agree to generate the clinical revenues required to hire additional secretarial time.

² Note: initial registration fees are not covered