

FAQ for Program Directors

What is a Restricted Registration?

Restricted Registration refers to the conditions placed on a medical Resident's CPSO registration when he/she is in a postgraduate medical education program leading to certification with the Royal College of Physicians and Surgeons of Canada or the College of Family Physicians of Canada and provides clinical services for remuneration outside of the residency program.

What are the objectives of the Restricted Registration Program for Residents?

There are a number of objectives that have been identified by the various stakeholders involved in the Program. They include:

- Providing Residents additional practice, collaborative and managerial experience and develop RCPSC and CFPC roles;
- Providing physician resources to the Ontario health care system in both academic and community locations to help meet service needs, including on-call and weekends;
- Improving the financial well being of Residents.

Why are only particular Schools and Programs participating?

Participation in the RR Program is voluntary for both Faculties of Medicine and for the various postgraduate programs within each School. Please visit our Participating Programs page for further information. If your Program would like further information on participating in Restricted Registration, please contact the Program Office.

What are the eligibility criteria for a Restricted Registration?

Eligibility is determined by each School and Program based on the Resident's performance to date and program assessment of ability to perform semi-independently. At a minimum a Resident must have successfully completed the MCCQE Parts I and II, 18 months of residency training, be in good academic standing and be actively involved in their residency training program (not on leave). Pool C Residents/Visa Trainees have been precluded from access to Restricted Registration due to arrangements about income tax and personal revenue that have federal legal implication.

Program Directors, in conjunction with their education committees, determine the guidelines specific to the individual postgraduate program. A program gains entry into the RR Program by submitting the required documents, including guidelines specific to the postgraduate program in question, and a copy or link to the program's rotation goals and objectives. Templates of guidelines are available from the Restricted Registration Program office.

Residents wishing to work in Emergency Departments must have successfully completed training in Advanced Trauma Life Support and Advanced Cardiac Life Support. Residents wishing to work in Intensive/Critical Care Units must have successfully completed training in Advanced Cardiac Life Support. Those working in comparable pediatric settings must have completed training in Pediatric Advanced Life Support and in Neonatal Advanced Life Support.

All Programs and Postgraduate Deans reserve the right to refuse eligibility if a Resident is not performing at the required standards in their program.

What are the Resident's responsibilities?

Once a Restricted Registration opportunity has been found and an offer has been made by the healthcare site, the Resident is responsible for completing the RR Program academic application on the website accurately and must sign an agreement to the undertakings listed on the application including, that he/she will:

- abide by the terms and conditions of the PARO/CAHO Collective Agreement (i.e. not work more than the hours/shifts stipulated by the contract)
- have obtained/will obtain the necessary CMPA coverage for Restricted Registration activities (CMPA Code 14 - Residents for Moonlighting)
- restrict activities to the scope of services and sites indicated by the registration
- practice only within the scope of training received to date
- not allow the Restricted Registration activities to interfere with the requirements and responsibilities of his/her training program (including not undertaking activities during residency work hours including on-call periods that are defined by the program)
- agrees to provide information and data for the purposes of tracking and evaluating the Restricted Registration Program.

What are possible repercussions for a Resident failing to meet one or more of the responsibilities listed above?

Failure to comply with the terms of the agreement (abiding by the Collective Agreement, obtaining necessary CMPA coverage, and working within the scope of the Restricted Registration) may constitute unprofessional conduct and may warrant further action by the CPSO under the Act or Rules.

If the Resident does not maintain good academic standing or if the Restricted Registration activities negatively impact on his/her academic and/or clinical obligations in his/her residency program, the Program Director and Postgraduate Dean (or delegate) reserves the right to withdraw their approval for the Restricted Registration, and/or inform the College requesting that the Restricted Registration be terminated.

What are the Program Director's responsibilities?

The Program Director must attest that the information provided by the Resident regarding his/her training and academic standing in the application is correct. Furthermore, the Program Director must ensure that the Resident has fulfilled the eligibility criteria set by the Program for each service type and site. If the Resident fulfills these criteria, the Program Director attests to this fact.

Should the Resident fail to maintain academic standing, the Program Director will notify the RR Program office and the Postgraduate Dean of these concerns and recommend cessation of the registration. This will be effective immediately and there is no appeal of this decision.

What are the Post Graduate Medical Education (PGME) Dean's responsibilities?

The PGME Dean reviews the application and provides approval for the Resident to apply for a Restricted Registration to provide clinical services outside his/her program.

What are the Healthcare Site/Supervisor's responsibilities?

The responsibilities of the healthcare site/supervisor are to:

- recruit potential Resident applicants for a position
- satisfy himself that the Resident's training and experience meets the requirements of the Restricted Registration activities and attest to that fact.
- make a tentative offer to the Resident pending the issuance of a Restricted Registration by the CPSO.

- complete the Supervisor portion of the RR academic application indicating:
 - the service type and location of the activities,
 - the potential duties of the Resident,
 - the name of the supervising physician,
 - attesting that the employer will abide by the PARO/CAHO Collective Agreement
 - attesting that the Resident's activities will be restricted to the scope of services and sites listed on the registration issued by the CPSO,
 - agreeing to inform the CPSO and the Resident's Program Director of any unprofessional conduct or failure to abide by the terms of the Restricted Registration on the part of the Resident, and
 - agreeing to provide information and data as required by the RR Program for the purposes of tracking and evaluation

What are the steps for obtaining a Restricted Registration Certificate?

1. The Resident must find and be offered a contract for work, which is provisional upon receiving a license.
2. The Resident must then complete the academic application form found on the website for the Restricted Registration Program at www.rrapp.ca.
3. The Resident must ensure that she/he complies with the eligibility criteria of both the RR Program and their training program
4. When the Resident has completed his/her section of the application, it will be electronically forwarded in the following order to the potential Supervisor, the Program Director and the PGME Dean for completion.
5. Concurrently, the resident completes the CPSO Application and submits it directly to the College along with the Registration fee.
6. Once all documentation is received, the CPSO will review the application at a scheduled Registration Committee meeting.
7. The Resident and the Supervising Physician will be notified by the CPSO when the application has been approved.

How often and what data and information will I have to provide to the RR Program?

From time to time, program participants are asked to provide feedback through online or telephone surveys. All information that is collected is completely anonymous and data will only be used in the aggregate.

Does the Restricted Registration Program pay Residents for RR activities, or provide funding to healthcare sites where RR activities are taking place?

The Restricted Registration Program funds administration, infrastructure (for example, the online application and the website) and the evaluation of the Program. This funding enables Residents and healthcare sites to participate in the Program. There is no funding for remuneration for a Resident engaged in RR activities. Remuneration for Residents is determined directly between the Resident and the employer. If physicians will be billing for services provided by RR Residents, they will need to observe the requirements in the OHIP fee schedule guide.