

## **FAQ for Residents**

### **Why should Residents participate in the Restricted Registration Program?**

- Gain valuable experience in a variety of practice settings
- Build confidence to ease the transition to practice
- Earn extra income

### **Are Residents from all programs in participating schools eligible to participate in the RR Program?**

No. Participation in the Program is voluntary for the Faculties of Medicine and the individual postgraduate programs within the schools. Programs may join the RR Program at the discretion of the Program Director and Residency Training Committee. For a list of current participating programs, please visit the RR website at [www.restrictedregistrationontario.ca](http://www.restrictedregistrationontario.ca)

### **Who is eligible and what are the criteria?**

Residents actively engaged in an accredited residency training program at an Ontario School of Medicine are eligible to take part in the RR Program.

Criteria 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 you must have successfully completed and passed 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. Each program has developed further criteria.

Please refer to the relevant documents for your university and program. All Programs and Postgraduate Deans reserve the right to refuse eligibility if a Resident is not performing at the required standards in their program.

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.

## **What are the Resident's responsibilities?**

The Resident is responsible for finding his/her own RR opportunity. Healthcare sites have the opportunity to post positions on the Restricted Registration Website. Residents may also find opportunities through past academic experiences (approaching a former Supervisor).

Once an opportunity has been found and an offer has been made by the healthcare site, the resident is responsible for completing the online academic application on the website accurately and agree to the undertakings listed on the application 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)
- agree to provide information and data for the purposes of tracking and evaluating the Restricted Registration Program.
- give the College of Physicians and Surgeons (CPSO) consent to share with the PGME office the type and nature of the license issued to the resident

After all the relevant participants (Physician Supervisor of the employment activities, Program Director, and the Post Graduate Medical Education Dean at the relevant School) have approved, the academic application, it will be forwarded to the CPSO by the RR Program Office. Concurrently, the resident completes the CPSO Application and submits it directly to the College along with the Registration fee.

Once all documentation is received, the application will be reviewed by the CPSO Registration Committee. The CPSO will advise the applicant, the Supervising Physician and the Restricted Registration Program Office of the Committee's decision.

## **What are possible repercussions for failing to meet one or more of my responsibilities listed above?**

Failure to comply with the terms of the agreement 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 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 and the Post Graduate Medical Education (PGME) Dean'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. Should the Resident fail to maintain academic standing, the Program Director will notify the Resident 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.

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 Sites/Supervisor's responsibilities?**

- recruit potential Resident applicants for a position
- be satisfied 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 Program application indicating:
  - the service type and location of the activities,
  - the potential duties of the Resident,
  - the name of the supervising physician,
  - that the employer will abide by the PAIRO/CAHO Collective Agreement
  - that the Resident's activities will be restricted to the scope of services and sites listed on the registration issued by the CPSO,
  - that they will 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
  - agree to provide information and data as required by the RR Program for the purposes of tracking and evaluation

## **What are the steps for getting a Restricted Registration Certificate?**

- ensure that you meet all of the RR Program eligibility requirements
- ensure that your residency training program is an RR Program participant
- obtain an offer and confirm a Supervising Physician at the healthcare facility you plan to work at
- discuss your intent to obtain an RR certificate with your Program Director to confirm their support
- visit [www.rrapp.ca](http://www.rrapp.ca) and initiate an online academic application (you will need to know your completed rotations, and the name and email address of your Supervising Physician)
- complete the CPSO Application that will be emailed to you once you initiate an academic application

- submit the notarized CPSO Application along with your registration fee to the College
- ensure that your Supervising Physician completes and submits the CPSO Supervisor Undertaking Form
- contact the CMPA and request that your coverage be changed to TOW Code I4
- the CPSO Registration Committee will review your application once all documentation is received at their next meeting
- the CPSO will advise you once your application is approved – do not schedule or work shifts until your certificate has been granted

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

Residents are required to log the RR hours they have worked in the online Shift Tracker on the RR Portal. Also, 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 this 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 the Supervising Physician will be billing for services provided by Residents with an RR certificate, they will need to observe the requirements in the OHIP fee schedule guide.

### **What if I want to apply for another site and service within the same academic year?**

If you currently have a Certificate of Restricted Registration for this academic year, and you would like to apply for an additional practice location or service type, please note these guidelines: 1) Create a new online academic application on the [RR portal](#).

2) Download the form, "[Application to Modify Existing Registration Committee Terms and Conditions](#)" from the CPSO website.

3) Complete the form and submit it directly to the CPSO.

3) Once the CPSO receives the completed documentation, your request will be reviewed at the next Registration Committee meeting.