

---

THE COLLEGE OF  
FAMILY PHYSICIANS  
OF CANADA



LE COLLÈGE DES  
MÉDECINS DE FAMILLE  
DU CANADA

---

# CFPC Board of Directors Decisions/Directions and Impacts

SEPTEMBER 28 – 29, 2017

---

## GOAL 1: SET STANDARDS TO DEVELOP AND SUSTAIN SKILLED FAMILY PHYSICIANS

### *Family Medicine Professional Profile*

The Family Medicine (FM) Professional Profile aims to develop and promote a definition of the capabilities and commitments of family physicians within the health care system. The FM Professional Profile captures the collective professional activities of family physicians, highlighting the services for which they take leadership and are the only or main medical care providers. Furthermore, the FM Professional Profile will guide the national standards for family medicine training, certification, and ongoing professional development.

#### **FAMILY MEDICINE PROFESSIONAL PROFILE**

**THAT** the Board support the direction of the Family Medicine Professional Profile, as reviewed September 28, 2017;

**FURTHER THAT** Annual Forum participants have the opportunity to preview the Family Medicine Professional Profile;

**FURTHER THAT** the final Profile guide CFPC's work and influence our advocacy.

## GOAL 2: MEET THE EVOLVING HEALTH CARE NEEDS OF OUR COMMUNITIES

### *Certificates of Added Competence (CACs)*

The CFPC will conduct a formal analysis of Certificates of Added Competence (CACs) over the next 18 to 24 months. This review period allows for the further analysis and development of CACs to best support the delivery of comprehensive, continuous care. During this time, the College will put a hold on considering new CAC domains; however, this review period will not affect ongoing or new applications for CACs in the domains of care the College has already approved. A communication regarding the review period will be shared with all CFPC members.

#### **CERTIFICATES OF ADDED COMPETENCE IN ADDITIONAL DOMAINS OF CARE**

**THAT** the Board approve a communication outlining our current position related to establishing new Certificates of Added Competence in additional domains of care.

### *Supporting improved opioid prescribing*

The CFPC has submitted a proposal to Health Canada in response to its call for proposals to support the [Substance Use and Addictions Program](#). To support education for improved opioid prescribing, the CFPC is developing “A Proposal for Continuing Professional Development (CPD) Programming for Physicians: Effective, Safe and Compassionate Management of Pain in Canadian Communities.”

The CFPC will proceed with the project if successful in receiving the Health Canada grant.

#### **OPIOID PRESCRIBING PROPOSAL**

**THAT** the CFPC Board give permission to submit ‘A Proposal for Continuing Professional Development (CPD) Programming for Physicians: Effective, Safe, and Compassionate Management of Pain in Canadian Communities’ to Health Canada on behalf of the Pan-Canadian Collaborative on Education for Improved Opioid Prescribing.

**FURTHER THAT** the CFPC participate in this project, if the grant is approved.

## GOAL 3: PROMOTE THE VALUE OF PATIENT CARE PROVIDED BY FAMILY PHYSICIANS

### *Practice Improvement Initiative (Pii)*

The Practice Improvement Initiative (Pii) is an initiative of the CFPC that aims to improve frontline care by using quality improvement (QI) data and research, with an overall goal of improving care and services provided by family physicians and the teams they work with.

Pii will help disseminate the QI tools and programs developed by departments of family medicine and by provincial health quality councils (HQCs). Pii will collaborate with health care partners to address the gaps in provincial programs and will work on adopting, adapting, and where necessary, create programs and toolkits. Given the complex nature of primary care, local realities and opportunities must be respected.

#### **PRACTICE IMPROVEMENT INITIATIVE**

**THAT** the Board approve Phases 1 (October 2017 to May 2018) and 2 (June 2018 to May 2019) of the Practice Improvement Initiative.

### *Education Evaluation and Research Unit*

The CFPC will establish a new Education Evaluation and Research Unit. The unit will focus on evaluating CFPC's education and practice support programs such as the Triple C Curriculum program, examination results from the Certification Examination in Family Medicine and Examination of Added Competence in Emergency Medicine, the Mainpro+® and CERT+ platforms, as well as the Membership database. The establishment of an Education Evaluation and Research Unit will build infrastructure and increase capacity for program evaluation, internal data analyses, and research collaboration.

#### **EDUCATION EVALUATION AND RESEARCH UNIT**

**THAT** the Board approve the establishment of an Education Evaluation and Research Unit for the Academic Family Medicine and Professional Development and Practice Support Divisions.

### *Electronic medical records (EMRs) data extraction*

The CFPC advocates for policies and practices to reduce barriers and support the extraction of data from electronic medical records (EMRs) for the purposes of research, quality improvement and improved patient care.

#### **EMRs AND DATA EXTRACTION**

**THAT** the Board approve advocacy work pertaining to data extraction policies and practices, beginning with communication with a specific electronic medical record (EMR) software company.

## *A joint position statement on concussions*

The CFPC, in collaboration with the Canadian Academy of Sport and Exercise Medicine, approved a joint position statement: “The Role of Family Physicians and Physicians with Added Competencies in Sport and Exercise Medicine in a Public Health Approach to Concussions.”

Concussions are a public health issue and it is important that physicians are knowledgeable about the most current concussion recommendations. A copy of the position statement is available on the [CFPC website](#).

### **CONCUSSION POSITION STATEMENT**

**THAT** the Board approve a joint CFPC-Canadian Academy of Sport and Exercise Medicine position statement regarding concussions: *Joint Position Statement – The Role of Family Physicians and Physicians with Added Competencies in Sport and Exercise Medicine in a Public Health Approach to Concussions*, effective August 2017.

## ENTERPRISE FUNCTIONS: STRENGTHENING COLLEGE-WIDE FUNCTIONS NECESSARY FOR ORGANIZATIONAL HEALTH

### *Advocacy efforts related to the proposed small business tax changes*

In August, the CFPC sent a second letter to the federal Minister of Finance supporting our Canadian Medical Association colleagues' position on proposed changes to small business taxes. The letter offered comments pertaining to the potential negative consequences with regard to the broader issues of physician compensation and patient access to care. A copy of the letter is available on the [CFPC website](#). CFPC representatives have since met with officials with the Minister's office. A follow-up letter is also available on the [CFPC website](#).

#### **LETTER TO MINISTER OF FINANCE RE. SMALL BUSINESS TAX PROPOSAL**

**THAT** the Board approve an August 2017 letter to the Federal Minister of Finance, that supports our Canadian Medical Association colleagues on the matter of small business taxes that will affect group medical structures.

### *Business plan and financial structure for certification and assessment related activities*

In an effort to achieve financial sustainability and revenue neutrality, all aspects of services related to the CFPC's Certification and Assessment programs have been carefully reviewed. Detailed work was done to consider the different fees, relative to the value of the related services/programs for members. A cost-neutral approach and financial structure to support the activities in Certification and Assessment will be phased in incrementally.

#### **FINANCIAL STRUCTURE FOR CERTIFICATION AND ASSESSMENT CLUSTER**

**THAT** the Board approve a new financial structure for the cluster of activities that fall within 'Certification and Assessment,' such that this cluster of activities be revenue neutral.

### *Committee and Section Chair roles*

All members approved by the Board as Committee or Section Chairs have confirmed they wish to accept the position. All retiring Chairs will be acknowledged at the November 9th, 2017, Annual Meeting of Members, in Montreal.

#### New Appointments:

Dr. Ed Kucharski	Chair, Family Practice Cancer Care Program Committee
Dr. Ian Casson	Chair, Developmental Disabilities Program Committee
Dr. Fiona Kouyoumdjian	Chair, Prison Health Program Committee
Dr. Sarah de Leeuw	Co-chair, History and Humanities in Family Medicine Committee
Dr. Ritika Goel	Chair, Social Accountability Working Group

Dr. Curtis Handford Chair, Editorial Advisory Board, Canadian Family Physician

Chair renewals or extensions:

Dr. Keith Wycliffe-Jones Chair, Residency Accreditation Committee  
Dr. Brian Geller Chair, Enhanced Skills Surgery Program Committee  
Dr. John Foote Chair, Emergency Medicine Program Committee  
Dr. Benjamin Schiff Chair, Hospital Medicine Program Committee  
Dr. Frank Martino Chair, Section of Communities of Practice in Family Medicine  
Dr. Michael Rondilla Chair, Self-Learning™ Committee  
Dr. Jeanette Boyd Chair, Honours and Awards Committee  
Dr. Pierre Frémont Chair, Sport and Exercise Medicine Program Committee  
Dr. Joyce Zazulak Co-chair History and Humanities in Family Medicine Committee

## *The CFPC's by-law amendments*

The proposed by-law amendments will be circulated to all members for their review at least 21 days prior to the November 9th, 2017, Annual Meeting of Members (as required by the Canada Not for Profit Act). The by-law amendments will be voted on November 9th, 2017.

### **BY-LAW AMENDMENTS**

**THAT** the Board approve the proposed by-law amendments for presentation to the Members for approval November 9th, 2017;

**FURTHER THAT** the amendments focus on the inclusion of the electronic Board Director election process, the introduction of a formal audit process for Mainpro+ and minor revisions to keep the by-laws relevant.

## *The Nova Scotia College of Family Physicians' by-law amendments*

The Nova Scotia College of Family Physicians (NSCFP) shared its proposed by-law amendments with its members, and they have subsequently been approved. The amendments alter the composition of the NSCFP Board of Directors to move to a smaller, skills-based board. This aligns with CFPC's recent transition, and that of several of the Chapters.

### **BY-LAW AMENDMENTS – NOVA SCOTIA COLLEGE OF FAMILY PHYSICIANS**

**THAT** the Board approve the proposed amendments to the Nova Scotia College of Family Physicians By-laws.

## *Honours and Awards*

The Honours and Awards Committee has finalized the list of recipients receiving a CFPC award or grant for 2017.

## **2017 HONOURS AND AWARDS RECIPIENTS**

**THAT** a number of members in good standing receive the award indicated at the value indicated, as recommended by the selection committee responsible for the particular award. (approved by consensus by the Honours and Awards Committee August 9, 2017)

- Operationalization: Recipients have already been notified. Many will be acknowledged during FMF 2017 week in Montreal.

## ***2018/19 macro budget and 2018/19 Member and Non-Member Mainpro+ Participant Fees***

The Board has approved the Finance and Audit Committee's financial report. It will be recommended for member approval at the November 9th, 2017, Annual Meeting of Members, that Member fees and Non-Member Mainpro+ Participant fees be held to the rate of inflation, effective June 1st, 2018, reflecting an increase of two per cent.

### **REPORT OF THE FINANCE AND AUDIT COMMITTEE**

**THAT** the Board accept the report from Finance and Audit Committee.

### **2018-19 FEES**

**THAT** the Board approve that the Membership Fees for each class of member and the Non-Member Mainpro+ Participant Fees be increased as of 1 June 2018 by forecasted inflation of 2%.

### **2018-19 MACRO BUDGET**

**THAT** the Board approve the 2018/19 Macro Budget.

## ***External Auditors***

The Board recommends Deloitte LLP be re-appointed as the external auditors for the CFPC and the CFPC Employees' Pension Plan for a period of three fiscal years 2017/18, 2018/19, and 2019/20.

### **EXTERNAL AUDITORS**

**THAT** the Board recommend to members that Deloitte LLP be re-appointed as the external auditors for the College of Family Physicians of Canada (CFPC) and the CFPC Employees' Pension Plan for a period of 3 fiscal years 2017/18, 2018/19 and 2019/20, for a fee not exceeding the amount laid out in the proposal submitted by Deloitte, with an option to further extend for a period of 2 years beyond 2019/20;

**AND FURTHER THAT** members be informed annually of who our auditors are for the relevant fiscal year;

**AND FURTHER THAT** the College staff be requested to explore the option of negotiating a lower fee with Deloitte.



Please contact us at [dwhite@cfpc.ca](mailto:dwhite@cfpc.ca) or [flemire@cfpc.ca](mailto:flemire@cfpc.ca), or Sarah Scott, Director of Governance and Strategic Planning at [sscott@cfpc.ca](mailto:sscott@cfpc.ca), if you have any questions.

David White, MD, CCFP, FCFP  
President and Chair of the September 2017 Board meeting

Francine Lemire, MD CM, CCFP, FCFP, CAE  
Executive Director and Chief Executive Officer