University of Alberta

Faculty of Medicine and Dentistry

Policy on Clinical Fellowships

Office of Accountability:	**Faculty of Medicine & Dentistry**
Office of Administrative Responsibility:	**Postgraduate Medical Education**
Approver:	**Faculty Learning Committee (FLC)**
Scope:	**All Clinical / Research Fellows**

Overview

Clinical fellowships are clinical training programs offered to post-MD trainees that are not creditable towards fulfilling certification eligibility requirements of the Royal College of Physicians and Surgeons of Canada (RCPSC) or of the College of Family Physicians of Canada (CFPC). Examples of post-MD trainees classified as Fellows are:

1. Any trainee who has completed Canadian specialty/subspecialty training requirements and is pursuing clinical training or research within his/her specialty field beyond the requirements for certification.
2. Any trainee who may be ineligible for Canadian certification because previous training is not creditable by the RCPSC or CFPC.
3. Any trainee registered for the purpose of obtaining specific experience in a specialty/subspecialty that is not currently recognized by the RCPSC or not offered as an accredited program at the University of Alberta

Fellows registered with the University of Alberta's Office of Postgraduate Medical Education (PGME) are required to pay program fees (currently $945 annually) and must meet the University's English language skills requirements. Fellows must obtain Postgraduate registration with the College of Physicians and Surgeons of Alberta (CPSA) and a valid Work Permit for those who are not Canadian citizens or Permanent Residents. Membership with the Canadian Medical Protective Association (CMPA) is mandatory. Fees are the responsibility of the program, fellow, or sponsor.

The CSPA's primary source verification of an applicant's documentation can take up to four months; the entire application process can last up to five months. Documentation of funding from the sponsor(s) is required prior to resident registration. A specific educational supervisor is identified at the time of registration and the approval of the relevant Department Chair/Divisional Director is documented.

Objectives of Training and Evaluation

The educational content of individual fellowships is not assessed by any arms-length process. Although defined educational objectives are requested from each Fellow's educational supervisor, these are not consistently provided. Many supervisors do not

provide the PGME office with summary evaluations although these are requested prior to issuing a certificate of completion of training to the Fellow.

Funding

Clinical fellowships are funded from a variety of sources.

Visa trainees registered as Fellow are often supported by sponsoring agencies with established training agreements with the University. The agencies provide “tuition” payments to the University, as governed by the established agreements. Some Visa Fellows from developing countries are provided training without “tuition” charges.

Some fellowship programs have identified specific internal funds to support their Fellows or have secured external funding, such as Alberta Health Services (AHS).

Some fellowships are “self-funded.” Individual trainees are eligible for CPSA registration that permits billing for the services provided by the Fellows. Funds collected are pooled by the supervising department to provide salary support for the trainees. Some Fellows have unrestricted CPSA licensure and are able to supplement fellowship salary with clinical earnings.

Although there is no defined salary scale for Fellows, the current resident salary scales, as outlined in the PARA Agreement, have been suggested to supervisors as a benchmark. Standard AHS benefits apply to Fellows, as paid through AHS. Fellows who are without funding have the option to sign up for benefits, such as the University Health Insurance Plan.

Documented approval by the Departmental Chair and/or Divisional Director was implemented in 2002 to ensure administrative review of training capacity and adequacy of funding.

To date, Alberta Health & Wellness has not funded fellowship training.

Polled supervisors and Chairs have favored continuing flexible and creative approaches to fellowship funding as outlined.

Policy Revisions

1. The current process for registration of Fellows outlined above will continue.

2. Effective October 15, 2008, provision of documentation of training goals and objectives to the PGME Office by the fellowship supervisor is a mandatory requirement prior to the finalization of registration.

3. Current flexible and creative approaches to funding fellowships will continue.

4. Effective October 15, 2008, documentation of annual evaluation of fellowship trainees must be forwarded to the PGME Office before continued registration will be finalized.

5. Effective October 15, 2008, certificates of completion of fellowship training will issued by the PGME Office only on receipt of documentation of formal annual summary evaluations of the trainee and of the evaluation in confidence by the trainee of the fellowship experience.

6. Effective November 1, 2011, membership with the Canadian Medical Protective Association is mandatory and fees are the responsibility of the program, fellow, or sponsor.

7. February 2012, reformatted to new template, clarified benefits language, CPSA registration – revised Courtesy to Postgraduate register.

Version 1
Approved DEC September 26, 2008
Approved Dept Chairs October 01, 2008
Approved PGEC November 14, 2011
Approved FLC

Version 2
Approved PGEC – March 5, 2012
Approved FLC -