

Graduating Resident Process 2021

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Manager, Independent Practice Registration

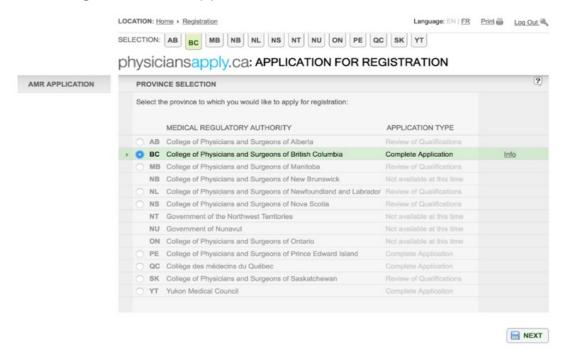
Important notes

- We are aware that some of you have been impacted by cancelled exams due to the COVID pandemic (e.g. not being able to write the QE Part II).
 - o In these cases we will be able to issue you a provisional license w/o all the restrictions normally associated with a provisional license (e.g. ok to do locums, will not be under sponsorship and supervision).
 - Yes, you will eventually have to take the QE Part II (as soon as a sitting is available to you)
- For a July 1 start date pls apply after April 1 but before May 3.
 - Submit all documentation before June 17 (w/exception of completion letter).
 - If you'll be practising in a BC hospital that requires a CPC, CPC won't be issued until July 7.
 - If you don't need your license until after July 1, pls apply within 3 months of anticipated start date.
- No licenses issued before July 1

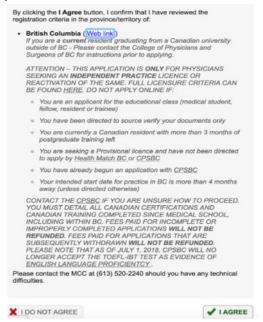
Applying for registration

- Step 1: Initial application via Medical Council of Canada
 - Submit Application for Medical Registration in Canada through physiciansapply.ca
 - Again, please submit after April 1 but before May 3 for a July 1 start date
- Step 2: Email from file manager w/list of outstanding documents
 - File manager will likely ask you to complete Part II of your physiciansapply.ca application form. Please do this right away.
 - Additional documentation required provided to applicant
- Step 3: Send file manager your outstanding documentation
 - Application tracking system activated for applicant

- Log on to your account on <u>physiciansapply.ca</u>
- Click applications for medical registration
- The following screen will appear. Click BC and then NEXT:



The following screen will appear. Read and click AGREE.



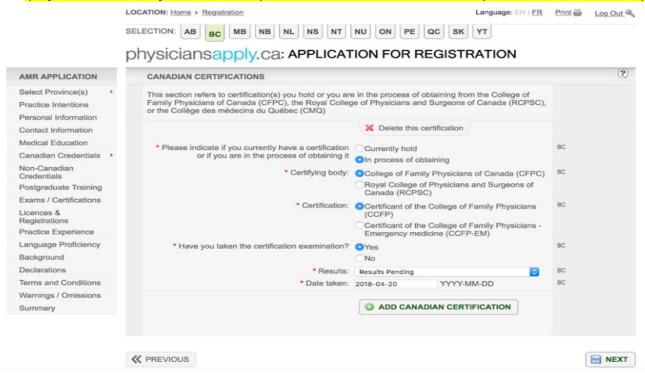
 Note: Any time you return to your application, you will have to click BC and agree to this statement again

• On the left hand-side you will see "AMR APPLICATON" with the following subcategories (see below). The FAQ/step-by-step document sent to you earlier walks you through each subcategory – in this presentation we'll review some areas that receive the most questions.

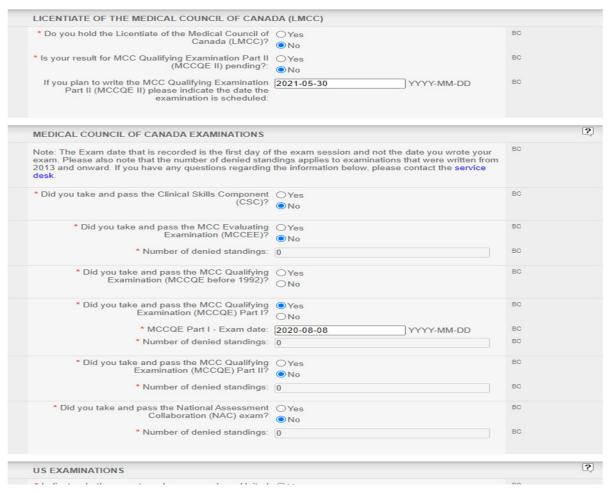


- Practice intentions:
 - o Intended scope of practice: Select intended scope of practice
 - Practice intent: Select components of intended professional activity, select long-term;
 indicate intended start date; write a little blurb about your practice intentions
 - Intended practice location: Complete this to the best of your ability; keep it general if you don't have specifics organized yet
- Personal information
- Contact information
 - Business address and phone as this will be publishable, if you're not sure where you will be working you can provide a PO box, otherwise your personal address will be published
- Medical education

• Canadian credentials – the following screen will appear. For those of you that are completing the CCFP/RCPSC in the Spring of your graduating year, it will look something like this (If you've already taken and passed the CCFP/RCPSC please indicate this).

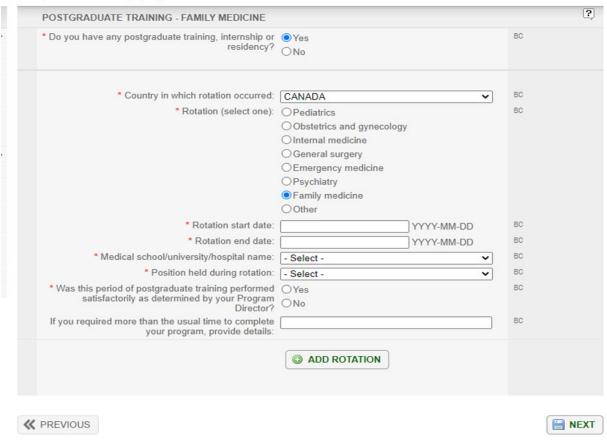


- Non-Canadian credentials
- Exams/Certifications The following screen will appear. Indicate when you will be writing your QE II (unless
 you already have it). If you have done the LMCC this should auto-populate.



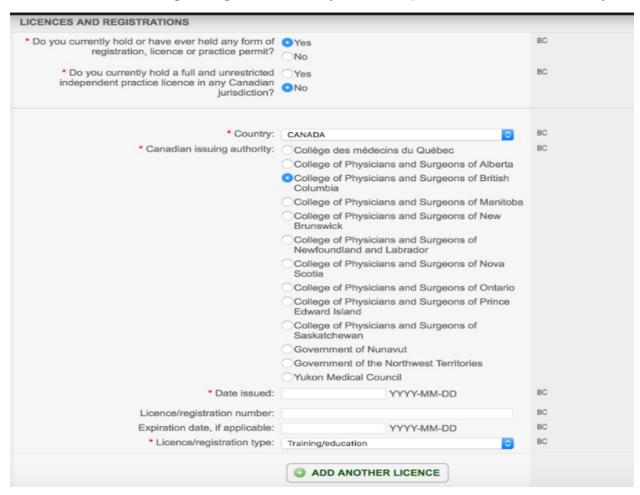
Postgraduate Training

physiciansapply.ca: APPLICATION FOR REGISTRATION

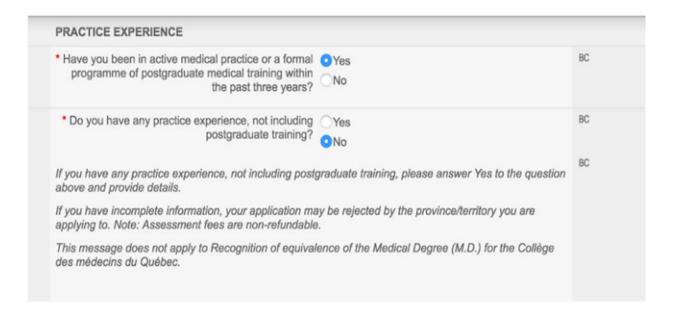


- Postgraduate Training
- Say YES, Canada and indicate your specialty (e.g. Pediatrics, FM, etc).
- Rotation start date = July 1 of R1 (start of residency)
- Rotation end date = June 30 of R2 (end of residency) unless you took longer to complete
- Medical school/university/hospital name = UBC DEPT
- Position held = Resident
- Say YES to the next question
- Provide details if your residency was extended in any way
- *DO NOT LIST EACH INDIVIDUAL ROTATION. You simply enter the start and end date of your program*

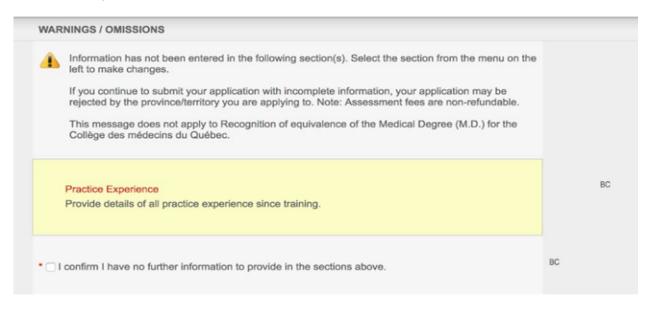
 Licences and Registration – say YES to the initial question and the following screen will appear. Date issued = beginning of residency. Date expired = end of residency.



Practice experience



- Warning/omissions
- This is the page that will flag incomplete sections of your application. The Practice Experience section may be flagged as an "incomplete section" even if you have completed it (as below). As long as you have no more information to provide and you have clicked the box at the bottom, the application can still be submitted and accepted.



Required documentation – your file manager will send you a list of required documents

- One thing most of you will need to do ASAP is to complete part II of the physiciansapply application (background questions)
- You can also work on gathering some documents now BUT DO NOT SEND until you get the email from your file manager:
 - Curriculum vitae
 - Two pieces of valid, notarized ID
- Think of three potential referees who have supervised you

"REAL" Provisional registration

- Required if unsuccessful on certification or licensing examinations
- Additional requirements:
 - Approval by the Registration Committee
 - Sponsorship
 - Supervision
- Practice requirements (locums must be 3 months or longer)

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Thank you

- Questions?
- www.cpsbc.ca
- registration@cpsbc.ca

