

THE COLLEGE OF  
FAMILY PHYSICIANS  
OF CANADA



LE COLLÈGE DES  
MÉDECINS DE FAMILLE  
DU CANADA

# CFPC Board of Directors Decisions/Directions and Impacts

APRIL 8–9, 2016

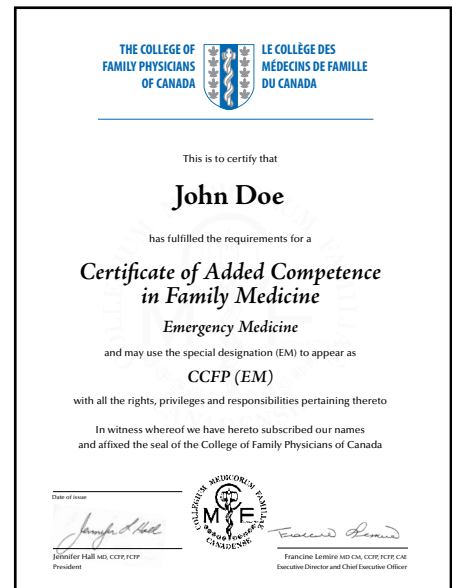
# STRATEGIC THEME 1: PRODUCING FAMILY DOCTORS WHO MEET SOCIETAL NEEDS THROUGH A COMMITMENT TO CONTINUING COMPREHENSIVE CARE

## Certificates of Added Competence (CAC)

Validating the achievement and maintenance of specific competencies relevant to family medicine strengthens the capacity of CFPC members to provide enhanced care. CACs will be awarded for the first time this fall, and it is important for members to understand what they signify. Certification in the College of Family Physicians (CCFP) is different from a certificate of added competence (CAC). The CCFP is the prime designation. Individuals holding a CCFP and a CAC can be invaluable peer and community resources in the particular area of care of the CAC. What needs to be maintained related to a CAC, and what special designation may be lost if it is not maintained, will be clearly messaged.

**MOTION: THAT the Board approves the following wording be used for certificates when a CAC is achieved:**

(name)  
*has fulfilled the requirements for a*  
Certificate of Added Competence  
*in Family Medicine*  
*Emergency Medicine*  
*and may use the special designation (XX) to appear as*  
CCFP (XX)  
*with all the rights, privileges and responsibilities pertaining thereto ...*



## National standards for accreditation

The Accreditation Committee is responsible for setting standards for residency training in family medicine, which the CFPC accredits in the 17 medical schools across Canada. The involvement of residents in this process is important and is in the process of being enhanced.

**MOTION: THAT the Board approves the amended terms of reference for the Accreditation Committee effective April 2016. The amendments add an additional voting member, a resident from the Fédération des médecins résidents du Québec (FMRQ) and an additional observer from the Resident Doctors of Canada. This will result in two representatives from each of these organizations on the Committee, one in a voting position and one as an observer.**

## STRATEGIC THEME 4: PROVIDING THE ORGANIZATIONAL CAPACITY TO MEET OUR STRATEGIC GOALS AND OBJECTIVES

### *Electronic voting for CFPC Board Members*

Traditionally, the voting in of new members of the CFPC Board of Directors has happened at the Annual Meeting of Members (AMM). In an effort to better engage our members, and to support a democratic voting process, the Nominating Committee is initiating a new electronic voting process. This new process will make participation more accessible, allow for greater ease of involvement, and reach more of our membership base. Members will be able to do all the following electronically, independent of their ability to attend the AMM: review the recommendations from the Nominating Committee; identify that they or another member needs to be added to the final list of nominees\*; review comparable attributes of all the nominees; and vote.

**MOTION: THAT the Board approves introducing an electronically based process in 2016 that will permit all CFPC members to have the opportunity to:**

- **Review the recommendations from the Nominating Committee for Board of Directors vacancies**
- **Provide feedback and identify any additional members they feel should be considered for vacancies on the Board of Directors; these individuals will submit the same information requested during the application process by a defined deadline**
- **Vote to fill vacancies on the Board of Directors**
- **Receive the results of the vote in person and by email from the AMM**

### *Financial reports*

**MOTION: THAT financial statements and the expense and revenue variance reports for the 6 months ended November 30, 2015, be accepted.**

---

\*In place of “nominations from the floor” at the AMM, members will have the opportunity to identify by a specified deadline whether they wish to be included in the final list of nominees and provide appropriate information for their fellow members to consider.

## STRATEGIC THEME 4: PROVIDING THE ORGANIZATIONAL CAPACITY TO MEET OUR STRATEGIC GOALS AND OBJECTIVES

### *Family Medicine Forum Committee (FMFC)*

The FMFC terms of reference have been amended to reflect a change in term for the FMFC chair, from a 1-year term to a 3-year term. Terms for students and residents have also been amended.

**MOTION:** THAT the Board approves the revised FMFC terms of reference, changing the term of the chair from 1 year to 3 years, renewable once, and changing the terms of students and residents to 1 year, renewable twice.

### *Publicizing Board decisions*

Decisions made by the CFPC Board will be made public. All CFPC members will have timely access to the final decisions made by the Board on a quarterly basis.

**MOTION:** THAT the Board approves the policy regarding publicizing Board decisions.

### *Research and Education Foundation Board of Directors*

The appointment of a non-voting member to the REF Board.

**MOTION:** THAT the position of Honorary Secretary Treasurer made vacant by the resignation of Mr. Robert Zed be filled by Director, Dr Jeanette Boyd.

**FURTHER THAT** Mr. Robert Zed be invited to act as a voluntary, non-voting member of the REF Board and its Governance Restructuring Implementation Transition Team (GRITT).

**FURTHER THAT** the REF Board, for the transition period of 2 years ending at the AMM in November 2017, be permitted to proceed with one member less than the minimum required by our existing bylaws (seven voting members, rather than a minimum of eight).

## STRATEGIC THEME 5: BECOMING THE PROFESSIONAL ORGANIZATION THAT ASSISTS MEMBERS IN THEIR EVERYDAY PRACTICE

### *Centre for Effective Practice (CEP)*

A collaboration of the CFPC and the CEP will pursue designated professional development practice tools at the national level. The memorandum of understanding will guide any future initiatives between the CFPC and CEP, for which a separate agreement will be developed for individual initiatives. Members should experience enhanced access to, knowledge of, and usability of everyday practice tools.

**MOTION:** THAT the Board approves a memorandum of understanding between the CFPC and the Centre for Effective Practice, permitting joint exploration of partnership opportunities to develop programs, tools, and resources related to practice support for family physicians in Canada.

## STRATEGIC THEME 6: SEIZING ALL OPPORTUNITIES TO BUILD CAPACITY IN FAMILY MEDICINE RESEARCH

### *Leadership in primary care research*

The CFPC has taken a leadership role in applying to the Canadian Institutes of Health Research to establish and operate a National Coordinating Office (NCO) for the pan-Canadian Strategy for Patient-Oriented Research (SPOR) Network in Primary and Integrated Health Care Innovations. The NCO seeks to improve the health of Canadians and lower the cost of health care by facilitating the creation, validation, and scale-up of research innovations that strengthen primary and integrated care in Canada. The CFPC will contribute \$40,000 a year for 5 years plus \$25,000 in-kind per year for 5 years, should the application be successful in the competition. The in-kind support will largely be through the CFPC's support of a "Research Community of Practice" web-based platform to bring together researchers in primary and integrated health care research. Forty-two other organizations, including CFPC Chapters and university departments of family medicine, have agreed to engage in and contribute to the initiative. News about the success of the CFPC's application will be shared with members in June.

**MOTION: THAT the Board approves the CFPC's application to the Canadian Institutes of Health Research to lead the National Coordinating Office (NCO) for the SPOR Network in Primary and Integrated Health Care Innovations.**

## STRATEGIC THEME 7: INFLUENCING THE HEALTH POLICY ENVIRONMENT TO PROMOTE HIGH-QUALITY CARE IN FAMILY PRACTICE

### *Patient's Medical Home (PMH)*

The CFPC's Health Policy and Government Relations department, alongside its PMH steering committee, will revise and update the primary position paper for the PMH. Updates and changes will include: evidence-based updates with recent publications, lessons learned from implementation efforts from across Canada, and consolidation and promotion of the existing set of tools (targeted guides, stories, web presence, and assessment tool). Furthermore, efforts will be made to engage stakeholder organizations and allied health professionals. As with the 2011 edition of the PMH paper, a variety of stakeholders, including CFPC members, will be consulted in updating the PMH paper and refining recommendations.

**MOTION: THAT the Health Policy and Government Relations department work with the PMH Steering Committee to revise and release an updated version of the primary position paper on the PMH.**

### *Collaborating with sister health care organizations to advance the Patient's Medical Home (PMH)*

Stronger advocacy and greater involvement on the part of sister organizations will help increase the CFPC's effectiveness in advancing the PMH model of care. Nurses are a crucial part of the comprehensive, collaborative care provided in PMH-like practices, and as such the CFPC will engage with the Canadian Nurses Association (CNA) and the Canadian Family Practice Nurses Association (CFPNA) in this effort. Currently, a member of the CNA participates on the PMH Steering Committee as an observer only.

**MOTION: THAT a representative from the Canadian Nurses Association and a representative from the Canadian Family Practice Nurses Association be included in the membership of the CFPC's Patient's Medical Home Steering Committee.**

**FURTHER THAT the terms of reference of the Patient's Medical Home Steering Committee be updated to reflect the addition of representatives from the CNA and the CFPNA.**

Please feel free to contact us at [JenniferHall2@cfpc.ca](mailto:JenniferHall2@cfpc.ca) or [flemire@cfpc.ca](mailto:flemire@cfpc.ca), or contact Sarah Scott, Director of Governance and Strategic Planning, at [sscott@cfpc.ca](mailto:sscott@cfpc.ca) if you have any questions.

Jennifer Hall, MD, CCFP, FCFP  
President and Chair of the April 2016 Board meeting

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

**THE COLLEGE OF  
FAMILY PHYSICIANS  
OF CANADA**



**LE COLLÈGE DES  
MÉDECINS DE FAMILLE  
DU CANADA**