

Criteria and Application Request Form to Establish a New Member Interest Group

Purpose

The Member Interest Groups Section (MIGS) is designed to support the dedication of the College of Family Physicians of Canada (CFPC) to provide a professional home for family physicians across diverse clinical and non-clinical interests, settings, and practice types.

Established by family physicians for family physicians, member interest groups link members with similar practice interests to share information, make connections, and develop and access practice supports and educational material.

- Member interest groups help inform and assist advocacy efforts of the CFPC
- Each member interest group is led by a chair and vice-chair, and is supported by the CFPC's Associate Director (Programs and Practice Support), MIGS Physician Advisor, MIGS Manager, MIGS Assistant Manager, MIGS Engagement Coordinator, MIGS Coordinator, and CFPC resources and funding
- The MIGS Council provides leadership and strategic direction for the Section

The application form allows CFPC members to identify emerging topics or gaps in family medicine practice and request both financial and non-financial support from

the College. The form will be reviewed by CFPC staff and the MIGS Council to determine appropriateness, relevancy, and feasibility of the request.

Criteria to establish a new member interest group

Clinical or non-clinical subject

Criteria to establish a new member interest group are based on four aspects to ensure member interest group validity, efficiency, and viability.

- Must be national/pan-Canadian in scope; the application must be endorsed by at least five family physicians in different provinces/territories to demonstrate national interest
- There is evidence of a knowledge/practice gap for family physicians (survey, literature, etc.)
- Creation of a member interest group in this area can be expected to improve patient care
- This MIG does not duplicate other available resources of practice support that are applicable nationally

Alignment with the MIGS goals

- Supports the MIGS pillars:
 - Practice support
 - Education and training
 - Policy and advocacy
 - Thought leadership
- Supports the Patients' Medical Home model (<https://patientsmedicalhome.ca>) of continuing comprehensive care

New member interest group applicants understand the following expectations:

- Member interest group projects must be initiated and led by the member interest group chair, vice-chair, and members, with ongoing support from MIGS staff
- The member interest group must have at least one active project that is completed during the term of their chair/vice-chair (three-year plan)
- The impact of the group's project must be evaluated
- The group should be active on MiGroups, and its members encouraged to post relevant content regularly
- The group has a responsibility to focus on ongoing recruitment of new members
- The group should demonstrate diversity of membership that represents national interest related to practice, at the time of application for the new group
- The group should perform a self-evaluation within the term of their chair/vice-chair and reflect on the feedback collected (e.g., develop an action plan)



Application Request to Establish a New Member Interest Group

Applicant information

Name

Phone number

Title and affiliated organization

CFPC Member ID

Email

1. Propose the name/topic for the new member interest group and describe the need for this member interest group.

2. Which family physicians support this application? You must have endorsement from at least five family physicians in different provinces/territories to demonstrate national interest. Please list their name, title, affiliated organization, and contact information (email).

3. Describe how this member interest group will support family physicians in Canada (i.e., practice gaps, knowledge gaps, etc.), and its benefit for Canadian communities (e.g., earlier diagnosis, better care, etc.)

4. Describe the needs assessment undertaken to establish that a member interest group is required in this area. Please cite the source for this data (e.g., survey, literature, association data, etc.).

5. Are the physicians practising in this area located across Canada?

6. Please provide concrete examples of the work you would like to pursue with the member interest group (e.g., clinical practice tools or resources, guidelines, guidance papers, advocacy, policy work).

7. Are there any existing physician organization(s) that address the needs of physicians who hold this interest? If yes, please provide the name of the organization(s) and describe how this member interest group will provide added benefit for family physicians and their patients.

8. How will this member interest group support the Patients' Medical Home (<https://patientsmedicalhome.ca/vision/physicians>) concept?

Please email the completed application to **migs@cfpc.ca**
with email subject: **Application to establish a new MIG**.
A receipt confirmation email will be sent in response.

Thank you for your interest and participation in improving family medicine.