



## CFPC Fellowship Designation (FCFP): Information for nominators

The Fellowship nomination platform (peer nominations and self-nominations) can be accessed [here](#) during the nomination period, which is the first business day in January to March 31<sup>st</sup> each year. Please log in using your CFPC member account details and select “**Submit a Peer Nomination.**”

If you wish to nominate someone and you are **not** a CFPC member, please access the nomination system [here](#).

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### Eligibility Criteria for CFPC Fellowship

To be eligible for Fellowship nomination, the nominee:

- Must be an active CFPC member in good standing
- Must have held the Certification in the College of Family Physicians (CCFP) for a minimum of 10 years prior to the Fellowship nomination
- Must demonstrate a commitment to at least four of the seven [CanMEDS-FM](#) roles (Leader, Collaborator, Communicator, Health Advocate, Scholar, Family Medicine Expert, Professional)
- Must demonstrate contributions to, or through, family medicine by upholding the [Four Principles of Family Medicine](#), namely:
  - The family physician is a skilled clinician
  - Family medicine is a community-based discipline
  - The family physician is a resource to a defined practice population
  - The patient-physician relationship is central to the role of the family physician

Before nominating a CFPC member for Fellowship, please confirm that they are eligible for nomination by contacting the Fellowship Team at [fellowship@cfpc.ca](mailto:fellowship@cfpc.ca)

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### Eligible Nominators and Restrictions

Each nomination requires a statement from two nominators supporting the nominee in achieving Fellowship. At least one nominator must be a member of the CFPC in good standing.

To confirm whether a member is eligible to act as a member nominator for a Fellowship nomination, please confirm they are listed on the [CFPC Member list](#). Patients and family members are **not** eligible nominators. Student and resident members are not eligible to serve as the CFPC member nominator but may provide the second supporting nomination letter.

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## Nominator Statement—Details and Guidelines

CFPC Fellows (holders of the FCFP designation) must demonstrate a commitment to the [Four Principles of Family Medicine](#) through significant contributions to their practice, their local health system, their community, and their colleagues and/or profession. Such contributions distinguish Fellows through outstanding accomplishment around:

- Clinical expertise
- Serving as a community resource
- Serving as a resource to a defined group of patients
- Building and nurturing the relationships in practice

A successful nomination describes a nominee's attributes and accomplishments in sufficient detail to allow reviewers to understand how the nominee demonstrates the four principles of family medicine in their practice. Examples of information that you could detail for each of these four principles include:

- 1. The family physician is a skilled clinician.**
  - Do colleagues seek out the nominee for help with difficult cases?
  - Have they been involved in teaching or research?
  - Have they been part of initiatives that advance the discipline of family medicine?
- 2. Family medicine is a community-based discipline.**
  - Is the nominee actively engaged in their community?
  - Have they taken a leadership role in initiatives that benefit the community?
  - Would any gaps in meeting community needs appear if the nominee were not there?
- 3. The family physician is a resource to a defined practice population.**
  - What practice innovations have benefitted the nominee's patients?
  - How does the nominee demonstrate commitment to their practice?
- 4. The patient–physician relationship is central to the role of the family physician.**
  - What connections has the nominee built or maintained with patients? With co-workers? Within the community? Within a local health system? Within the profession?

Highlighting the nominee's most significant contributions in each of the four areas will help reviewers understand why the nominee should be granted Fellowship in the College. Nominator statements should not exceed 500 words.