

# Best Practices for the Recruitment and Retention of Physicians in Correctional Facilities: Checklist

## **Introduction**

### **College of Family Physicians Prison Health Program Committee**

The objective of the College of Family Physicians of Canada (CFPC) Prison Health Program Committee is to represent the interests of all members of the College of Family Physicians of Canada who provide care to incarcerated men, women, and youth and their families and communities, including those for whom this is part of their broad scope of family practice and those with a special interest or focused practice. For further information, please contact the CFPC Prison Health Program Committee: [prisonhealth@cfpc.ca](mailto:prisonhealth@cfpc.ca).

### **Background**

Managers and clinicians in correctional institutions as well as senior health care administrators among correctional authorities have identified recruitment and retention of physicians as pressing issues.

### **Objective**

These best practices to recruit and retain physicians in prison health were developed by the Prison Health Program Committee for use as an inventory tool to identify areas for growth and ways to improve the correctional health care setting.

## Recruitment and Retention Best Practices

<b>Recruitment Best Practices</b>	
<b>Develop institutional relationships</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Develop a presentation to use for recruitment in residency programs and medical schools</li> <li><input type="checkbox"/> Have a Family Medicine Forum information booth/presentation</li> <li><input type="checkbox"/> Provide opportunities for resident rotations and medical electives</li> <li><input type="checkbox"/> Use pre existing physicians as recruitment resource</li> <li><input type="checkbox"/> Create relationships with other health care institutions to be aware of emerging trends and new best practices</li> <li><input type="checkbox"/> Invite community based physicians such as consulting physicians involved in patients' care, family physicians who work in the community, etc., to tour facilities</li> </ul>
<b>Identify and promote benefits of work setting</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Multidisciplinary team approach</li> <li><input type="checkbox"/> Remuneration, including reduced overhead costs</li> <li><input type="checkbox"/> Hours of work - being able to work part-time gives physicians the freedom to practice in other interest areas</li> </ul>
<b>Inform interested physicians</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Have available practice information on compensation, contracts, policies, etc.</li> <li><input type="checkbox"/> Provide locum opportunities</li> <li><input type="checkbox"/> Offer site visits - provide itinerary, transportation, and accommodation</li> <li><input type="checkbox"/> Discuss security risks and identify security measures</li> <li><input type="checkbox"/> Offer a trial period to allow physicians to identify if the practice is the right fit</li> </ul>

## Retention Best Practices

<b>Facilitate relationships</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Provide new employees with an orientation manual</li> <li><input type="checkbox"/> Introduce newly recruited physicians to established health care staff and institutional managers to foster common goals</li> <li><input type="checkbox"/> Invite institutional staff and outside speakers to host seminars on topics that focus on correctional health</li> <li><input type="checkbox"/> Institute meetings between physicians in different facilities via teleconference or Skype for networking, improving case management, debriefing challenging clinical scenarios or errors, etc.</li> <li><input type="checkbox"/> Institute a long term mentoring system where the medical director and other colleagues are available for clinical consultation and support after adverse events or complaints</li> <li><input type="checkbox"/> Involve physicians in decision making processes to do with health policy and practice guidelines</li> </ul>
<b>Foster professional development</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Provide in house workshops for health staff eg, how to manage behavioural issues, setting limits, crisis intervention</li> <li><input type="checkbox"/> Provide safety training and orientation to safety protocols</li> <li><input type="checkbox"/> Support opportunities for continuing medical education (in person or online) and provide funding</li> <li><input type="checkbox"/> Encourage physicians to join and participate in the CFPC Prison Health Program Committee</li> <li><input type="checkbox"/> Foster clinical educator and research opportunities for physicians</li> </ul>
<b>Identify areas for improvement</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Carry out an annual physician satisfaction survey or have in person meetings to identify physicians' concerns and suggestions for improvement</li> <li><input type="checkbox"/> Conduct exit interviews to understand why a physician is leaving the practice and what aspect(s), if changed, would prevent their departure</li> </ul>
<b>Physician appreciation and recognition</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Showcase physicians' work in local newspapers or community radio to reach a broader audience and possibly spark interest in the work among other professionals</li> <li><input type="checkbox"/> Send thank you cards and other personal notes, low cost investments that go a long way to acknowledging individuals' work</li> <li><input type="checkbox"/> Start a physician appreciation day/week or other recognition ceremony or award</li> <li><input type="checkbox"/> Send newsletters/ eblasts introducing new physicians to the practice and the community</li> <li><input type="checkbox"/> Arrange for higher remuneration/bigger bonuses</li> </ul>
<b>Maintain high standard of care</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Circulate information on emerging health issues or best practices</li> <li><input type="checkbox"/> Develop tools to facilitate and optimize care, eg, a methadone maintenance treatment plan that provides a level of protection from overprescribing/ medication errors</li> </ul>

## Contact

To provide feedback or discuss the development and implementation of any these strategies, please contact the [Prison Health Program Committee](#).

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