



Eligibility Criteria for a Certificate of Added Competence (CAC) in Care of the Elderly (COE)

[CAC through the added competence verification \(ACV\) route](#)

[CAC through residency route](#)

CAC through the added competence verification (ACV) route

The following list summarizes practice and professional development activities that justify an individual's status as a leader in family medicine in Canada in the domain of Care of Elderly. This application route is intended for physicians who are actively practising and maintaining competence in the domain of care.

1. Membership

The applicant must be a member in good standing with the College of Family Physicians of Canada at the time of the application, holding either the Certification in the College of Family Physicians of Canada (CCFP) or Member of the College of Family Physicians of Canada (MCFP) designation.

Applicants who are currently practicing outside of Canada are required to be CCFP.

2. Licensure

The applicant must have a licence to practise family medicine independently without restriction in a province or territory of Canada or in another country, as evidenced by a certificate of good standing from the current licensing authority.

Applicants are required to provide verification of registration or licensure for each medical regulatory authority in which they hold a certificate of registration or licence authorizing independent practice.

Applicants who have moved to a different province or abroad in the 12 months prior to the application date are required to provide the Certificate of Standing from the last province in which they practised.

3. Years in practice

A minimum of five years in practice with three consecutive years of substantial clinical work in the domain of care immediately prior to the date of application.

*A minimum expectation for application is to be in active family medicine practice for a minimum of **five** years, with **three** consecutive years of substantial clinical work in the domain of care immediately prior to the date of application. If you do not fully meet this requirement and you feel that you have achieved the required level of competence in the domain, it is incumbent upon you to demonstrate the achieved level of competence in a shorter time frame, as defined by [Priority Topics and Key Features in Care of the Elderly](#), through the online application. The peer review committee will make the final recommendation decision according to the offered evidence of achievement of competency and dedicated contribution within the CAC domain of care, provided in your application file. If you decide to apply and your application is not successful, please note that the application fee applied upon submission of the online application covers the cost of the review, and is, therefore, **non-refundable**.*

4. Evidence of Acquisition of Skill

Evidence of skill acquisition, including the competencies as defined by [Priority Topics and Key Features in Care of the Elderly](#).

Skill acquisition through a focused educational onsite experience validated by a recognized academic institution/university preferred. Including but not limited to:

- Courses and training programs
- Apprenticeships
- Completion of certification exams by external organization

5. Evidence of current clinical practice in the area of the CAC

Current scope of practice in the domain of care showing evidence of skills as defined by the priority topics and key features for the assessment of competence in the domain of care.

Mandatory supporting documentation to include:

- CV
- 5 referee letters
 - Must provide evidence that the candidate is a special resource in the domain of care
 - Must have two letters showing contribution to the practice of comprehensive care either within own practice, in community or in the context of [Patient's Medical Home](#)
- Proof of time spent in practice in the domain of care

6. Evidence of continuous professional development in the domain of care

Applicants must have maintained their continuing professional development (CPD) status with Mainpro+® activities or equivalent for at least **five years**.

Applicants must show evidence of a minimum of 50 credits, or if credits not reported then reasonable evidence of hours spent in CPD related activities in the domain of care over the last three years prior to the application.

** If you do not fully meet some of the requirements and would like to further discuss your eligibility to apply, please feel free to contact us at cac@cfpc.ca*

CAC through residency route

1. Membership

The applicant must be a member in good standing with the College of Family Physicians of Canada at the time of the application, holding the Certification in the College of Family Physicians of Canada (CCFP) designation.

2. Postgraduate training in the domain of care

Successful completion of an accredited enhanced skills residency program at a Canadian university, in 2017-2018, as confirmed by the program.

3. Formal invitation from the College of Family Physicians of Canada to apply for a CAC in the domain of care.

Upon receipt of a Confirmation of Completion of Training from the program, all eligible candidates will be directly contacted and offered an opportunity to apply for a CAC. CFPC is in direct communication with universities and candidates are not required to personally request the Confirmation of Completion of Training from the program.