

# CFPC Board of Directors Highlights

## April 2021

This document connects the Board's work to the Strategic Plan's\* three focused goals and where it relates to the College's ongoing work.

### Goal 1 Advancing Family Medicine

#### Preparing family physicians for practice: Procedure Skills

The Board approved a new list of Procedure Skills in Family Medicine. These procedures were identified through an extensive consultation process that reflected the variety of settings in which family physicians practice. University family medicine programs can consider and plan for teaching and assessing these procedure skills as part of the scope and expectations of residency training. The new procedures list complements the previously approved Residency Training Profile and will be available in detail in May. The time frame for adopting these training expectations is intended to occur over time.

#### Certifying family physicians: Examinations

The Board is committed to continuing to offer opportunities during the pandemic for qualified candidates to take our Certification Examination in Family Medicine and our Examination of Added Competence in Emergency Medicine. Upholding the robustness of our standards as well as ensuring candidate, examiner, and staff safety are our top priorities. We want to thank CFPC staff and members of the Board of Examinations and Certification and its sub-committees for

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\* College of Family Physicians of Canada. *Refreshed CFPC Strategic Plan 2017–2022*. Mississauga, ON: College of Family Physicians of Canada; 2021. Available from: <https://www.cfpc.ca/CFPC/media/PDF/CFPCStratPlan-Rev2021-ENG-Web-Mar-8-21.pdf>.

continuing to adapt to our dynamic environment with new delivery and technological processes. We want to thank residents, exam candidates, university family medicine program directors, and department chairs for their ongoing commitment to valid assessments during challenging times. We recognize that examination experiences are stressful and this has been increased during the pandemic. As an educational organization, we are gathering the learnings from the past year and will use them to improve our processes.

## **Keeping family physicians up to date: Participation standards of Mainpro+<sup>®</sup> and certification maintenance**

The Board held a strategic discussion regarding the mandate of the Mainpro+ Standards Working Group (MSWG). This newly established group is chaired by Dr. José François. It has been established at the five-year mark of Mainpro+ and in response to the changing continuing professional development (CPD) environment. The MSWG will review and make recommendations for possible changes to the participation standards of Mainpro+ and whether the maintenance of certification by the CFPC should include elements beyond CPD participation. This work will reflect on the needs of Mainpro+ participants, national and international CPD standards for physicians, expectations of other stakeholders such as—but not limited to—medical regulatory authorities, Chapters, and the public. A final report of recommendations will be submitted to the National Committee on Continuing Professional Development for consideration in spring 2022, followed by submission to the CFPC Board.

## **Goal 2 One Unified Voice**

### **Supporting family physicians to meet community need: Racialized communities**

Our Foundation for Advancing Family Medicine (FAFM) developed a new \$10,000 grant with the financial support of Scotiabank-MD Financial. The Racialized Communities Leadership Grant in Family Medicine will be available to all CFPC members who identify as members of a racialized community, in support of a project or initiative that will directly benefit racialized communities. This grant will be offered as part of the 2021 Honours and Awards roster. For more information about the application process go to the FAFM website at <https://fafm.cfpc.ca/h-a/project-development-support-programs/>.

## Goal 3

# Transforming the CFPC

### Evolving how the CFPC works

In response to the pandemic, CFPC staff are working fully remotely. Discussions are under way regarding how we might function post-pandemic. This is about more than working from home but thinking about how the CFPC uses its space, how we minimize our environmental footprint, how we allow for face-to-face interaction for staff and CFPC members when needed, etc.

## Everyday Ongoing CFPC Work

### Strategic Plan: Monitoring progress

The Board, the CEO, and the Executive Directors have been focusing on the execution and monitoring of the refreshed strategic plan. The Board will be engaged in each of the 20 priority actions to provide strategic consultation and direction. The CEO and Executive Directors are responsible for executing these actions. The Board will monitor overall progress on the 20 actions three times per year.

Work on targets and metrics to evaluate each action in the strategic plan is under way.

### FMF 2021

The Board approved the Family Medicine Forum (FMF) Committee's recommendation to host FMF Virtual 2021. With the ongoing global pandemic and the success of FMF Virtual 2020, it's full speed ahead to plan another amazing FMF for 2021!

### Chapter Bylaw: Prince Edward Island

The Board approved proposed amendments to the Prince Edward Island College of Family Physicians (PEICFP) bylaw. The PEICFP will present the amendments to its members for consideration.

## Finances

The Board approved several recommendations from the Finance and Audit Committee including:

- Accepting the nine-month financial and investment reports to the end of February 2021
- Recommending to CFPC members that member fees will not change and will be held at the current levels for the year July 2022 to June 2023 (effective July 1, 2022). The member fees have not increased since June 1, 2017. Member approval will be sought at the November 11, 2021, Annual Meeting of Members.
- Updating policies based on annual reviews:
  - Reserve Policy – combining the Certificates of Added Competence (CAC) Learning Resources Reserve and the Continuing Professional Development (CPD) Program Development Reserve to enhance their usability
  - Reserve Allocations – transferring the net operating surplus of \$353,855 from 2019–2020 to specific reserves and rebalancing reserves in compliance with the Reserve Policy
  - Honoraria for Subject Matter Experts Policy – clarifying that the deliverables provided by subject matter experts are for programs/projects that are funded outside of general membership fees; updating the appendix to the policy to reflect updated annual honoraria for exam question writers/committee members
  - Other financial policies – adopting housekeeping revisions where appropriate
  - Employee pension-related policies – approving with no changes at this time
- Approving an update to the Finance and Audit Committee terms of reference to include responsibility for making recommendations and/or reporting to the Board regarding scope and status updates for College-wide information technology initiatives that have a cumulative amount of \$1million or greater.

## History and Humanities in Family Medicine Committee

We want to thank all CFPC members and staff who have contributed to the History and Humanities in Family Medicine Committee. History and humanities in family medicine remain important and continue to evolve. After several discussions about this evolution and the most meaningful mandate for the committee, it was recommended to the Board that the work in history and humanities continue through other means and that the History and Humanities in Family Medicine Committee be sunset.

The CFPC's Information Management Specialist, Cheri Nickel, has been capturing historical CFPC events with input from the Committee and will continue this work. The Committee members

have adjudicated awards and reviewed the humanities abstract submissions for FMF. These roles will continue to be filled by CFPC members. There are other activities related to humanities and narrative in family medicine occurring at the CFPC and these will be shared annually with the Board by staff.

The Board approved sunsetting the History and Humanities in Family Medicine Committee, effective April 2021.

## **Board Director ends term early**

It is with regret that we advise you that Dr. Alan Katz has resigned from the CFPC Board of Directors effective May 7, 2021.

We were privileged to have Alan serve for two and a half years as a Director-at-Large. We benefited from his expertise, knowledge, and familiarity with the CFPC as he'd held multiple roles with the College, including chair of the Section of Researchers and member of the CFPC Board as Section chair from 2012 to 2015. Alan asked great questions and challenged our thinking. We thank him for all that he has contributed, and we look forward to continuing to work with him on other College initiatives.

CFPC members elected Alan in November 2018 to serve on the Board for a three-year term.

After great consideration, Alan decided to resign for personal reasons. He has worked diligently to juggle his Board position with numerous other professional roles and responsibilities. While we will miss Alan's insightful contributions to the Board, we respect his decision.

Alan's term was to expire November 11, 2021, at the Annual Meeting of Members. This anticipated vacancy is part of the 2021 election process that is well under way. The Nominating Committee and Board will decide whether to appoint a new Director as soon as possible to fill the unexpired six months of Alan's term or to continue with the election process as is.

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