

<b>Physician Recruitment, Retention and Medical Education Financial Incentive Guideline</b>
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Process:

The programs listed in Schedule 1 – Port Colborne Incentive Programs are eligible for funding from the City. The programs are reviewed from time-to-time as part of Council's budgetary process and are used as a guideline for all funding requests based on the competitive nature of the market.

Council recognizes the need to recruit physicians to Port Colborne and the competitive nature of the market. In order to provide a responsive environment to time sensitive requests, Council delegates the authority to negotiate and execute agreements with family physicians for incentives up to and including \$75,000 to the Chief Administrative Officer. The Chief Administrative Officer will work in concert with the Niagara Region's Physician Recruitment and Retention Coordinator.

A potential recruit who meets the criteria will submit in writing a request for financial incentive support to the City's Chief Administrative Officer.

If the funding request is related to the purchase of equipment, the equipment must be new, and proof of equipment purchased must be provided to substantiate the grant funding request. A practice or recruit may only request funding to a lifetime maximum of \$75,000. Purchase of new equipment must be directly related to the ongoing recruitment efforts and retention of providers.

Program funding requests up to \$75,000 may be approved by the CAO without Council approval. All program requests must be made in writing to the Community Health Care Services Coordinator.

The Chief Administrative Officer (or designate) will review the request and, if eligible, enter into an agreement with the provider. The Chief Administrative Officer shall submit an annual report to Council outlining approved funding requests during the calendar year, denied funding requests during the calendar year, and the status of relevant Physician Recruitment Reserves held by the City, if any.

Requests that exceed \$75,000 must be approved by City Council. In the event of a request in excess of \$75,000, the Chief Administrative Officer shall submit a report to Council outlining the funding request and details reflecting the budgetary impacts. If approved by Council, an agreement will be signed by all parties and a by-law created. If the request is not approved by Council, staff will be authorized to correspond in writing the decision made by Council. If the recruit wishes to review the decision, the request to provide further information must be made in writing to the Chief Administrative Officer. Each agreement will have conditions and return of service attached as appropriate for

each recruit. These conditions and return of service will be analyzed annually by staff with an update given to council on accountability to the binding agreements.

Available revenue streams are important to note as some of the costs of the Medical Education and Physician Recruitment program can be offset by revenue. This will be updated annually, as it does impact the program.

Schedule 1 – Port Colborne Incentive Programs

Program Description	Criteria	Upset Limit	Other comments
<b>Physician Recruitment</b>	5 years return of service within the City of Port Colborne  <b>Eligibility limited to physicians who are starting or taking over a practice in a patient enrollment (CCM, FHG, FUO) or CHC model.</b>	Up to \$75,000 in total	Dependent upon model of practice; eligible costs include relocation expenses, medical equipment, office furnishings, EMR, computer equipment.
<b>Physician Retention</b>	Locum coverage: a locum physician is a physician that is providing temporary coverage in the event of illness or retirement.	\$5,000 per calendar year; not to exceed 50% of the daily cost of a Locum	Locum coverage is a critical component of succession planning. It is not meant for vacation coverage.
	Equipment Replacement	Varies – must be Council approved	Does not include renovation costs or costs borne by lease holder or property owner
<b>Education</b>	Partnership programming (funded learners)	Maximum of \$2,000 for each visiting physician or medical student	i.e. Rural Medicine Week, Student Assistance Program, clerkships
	Mental Health	\$20,000 per year	Partnership with Fort Erie (Pathstone Mental Health)
	Memory Clinic	\$3,000 per year	Partnership with Town of Fort Erie
<b>Revenue</b>	Rural Ontario Medical Program (ROMP) Funded learners	Up to \$2,000 for 5 learners for Rural Medicine week	