



## HEALTH RECRUITMENT PARTNERSHIP

CONFERENCE CALL

8:30 A.M.

OCTOBER 5, 2020

1. Disclosures of Conflict of Interest
2. Confirmation of Minutes : March 9, 2020
3. Activity Report and Recruitment Projects : Cheryl Fish, Health Recruiter
4. New Business
  - A) Funding Request : Dr. Perter Chehade (Dr. Dayus' Practice, Dr. Dayus is retiring)
  - B) Funding Request : Dr. Cory (Dr. Mai's Practice, Dr. Mai is retiring)
  - C) Funding Request : Dr. Samer Chedahe ( Internal Specialist at Hospital)
5. Health Recruiter Contract
6. Unfinished Business
  - a) Consideration of additional Committee members
7. Next Meeting
8. Adjournment

## Health Recruitment Partnership Committee

### Update Report

March – September 2020

#### Activities:

- 1) On March 10<sup>th</sup> I attended an orientation session arranged for Residents doing placements at the St Thomas Elgin General Hospital. I was provided 10 minutes on the agenda to highlight the work of the committee and present the practice opportunities that are available in Elgin. Patty Aldrich implemented this program so all Residents doing a placement at STEGH that month will receive their orientation at the same time. Orientation sessions were scheduled for April, May & June, however with the covid-19 outbreak the program was placed on hold. I'm sure that once the restrictions are lifted the program will resume as Patty has received good feedback. In the meantime she continues to be very helpful by sending me electronically the contact information of the residents attending. I contact them by email explaining that normally I would be presenting to them in person and follow up with a telephone call. It's been working well. I really appreciate Patty's assistance putting me in contact with the Residents while they're here in St Thomas/Elgin County.
- 2) Unfortunately the events that normally take place in April & May were cancelled or postponed. Fortunately I was able to have telephone conversations with 6 physicians in the month of April to share information on the practice opportunities available.
- 3) I'm happy to advise that we have four new physicians in St Thomas/Elgin County. Dr. Alison Wright joined the Elmdale FHO in February and Dr. Peter Chehade will be replacing Dr. Dayus and Dr. Cory Birch will be replacing Dr. Mai starting in Nov. 2020 also Dr. Brianna Alkenbrach has joined the East Elgin Family Health Team in Aylmer to replace Dr. Howe. A virtual orientation session is tentatively scheduled for Oct. 30<sup>th</sup>.
- 4) In May I was approached by two physicians in the United Kingdom who were looking to join a FHO or take over a retiring physicians practice. I reached out to several of our local physicians to see what their future retirement plans might be. Unfortunately the timing did not work.

- 5) Petrusia Hontar approached me for assistance in requesting a physician to participate in a national multi culturalism profile her office was preparing. I reached out to Dr. Collins Egbujuo who was happy to participate.
  
- 6) McMaster University provided recruiters who had attended their recruitment fairs in the past with a list of 1<sup>st</sup> and 2<sup>nd</sup> year residents & their contact information. I sent out 99 emails introducing the practice opportunities that are available now and in the future. So far I have received six responses requesting to set up telephone conversations to discuss in greater detail. These are booked for late October and early November.
  
- 7) The 2020 Scholarship program has been advertised and the application forms have been placed on both the city and counties websites. I reached out to all five 2019 recipients advising them that the program had been kicked off and asking them to share with us how they are managing during these unusual times. Everyone responded with very positive comments. I will compile their responses and have Jon include it when we review their applications.
  
- 8) The family medicine residents retreat (FMRW) for Western University will be taking place on Saturday Oct 31<sup>st</sup>. The format will be held virtually through Zoom. Our sponsorship will allow us to provide educational material and contact information that will be available to all 175 family medicine residents. A 25 minute time slot for a speaking session and a complete list of resident registrants will be available. We are working on putting this material together for this event so if you have a suggestion for a speaker, please advise.

Submitted by:

Cheryl Fish- Health Recruiter

September 10, 2018

**CITY OF ST. THOMAS - COUNTY OF ELGIN - ST. THOMAS ELGIN GENERAL HOSPITAL  
HEALTH RECRUITMENT PARTNERSHIP**

**HEALTH RECRUITER (CONTRACT RESOURCE POSITION)**

**TERM:** APRIL 3, 2018 – APRIL 3, 2020  
**REPORTS TO :** CITY MANAGER, CITY OF ST. THOMAS

**OVERVIEW OF DUTIES / RESPONSIBILITIES**

- a) Develops a standardized recruitment information / resource package that could be provided to possible medical candidates that are interested in looking at our area. Such a package would not only define the St. Thomas / Elgin County area but it would provide resources targeted to the medical community.
- b) Assists with special initiatives such as Medical Discovery Week
- c) Maintains liaison with UWO School of Medicine and Health Force Ontario
- d) Works with and defines the health recruitment needs of the local medical community
- e) Acts as the primary contact / coordinator when a physician wants to tour the area
- f) Provides written updates to and attends the Health Partnership Committee Meetings
- g) Works to establish recruitment partnership activities between the various medical agencies / hospital in the St. Thomas / Elgin County region
- h) Monitors and responds to e-mail activity and is responsible to provide and maintain own cell phone / computer to access information
- i) Recommends opportunities and initiatives that would be beneficial for the Partnership to consider such as
  - i) a medical student scholarship fund
  - ii) establishment of housing for visiting medical practitioners
- j) Meets with the City Manager on a regular basis to review work plan.
- k) Acts in accordance with administrative policies of the City of St. Thomas
- l) Takes general direction from the City Manager including approval to fulfill any requests for health recruitment assistance from any organization other than the Health Partnership
- m) Submits monthly report outlining activities, contacts and upcoming initiatives

**RELATIONSHIP**

It is acknowledged that Cheryl Fish will be acting as an independent contractor in the provision of her services to the Health Partnership providing approximately 10 hours of service per week. Special projects requiring more time will be approved by the City Manager.

Cheryl Fish hereby declares that she will not use the position of Health Recruiter to promote in any manner the activities/business of Grand Medical to any of; a) the Health Partnership partners and, b) all medical practitioners and related agencies within Elgin County, during the term of this contract . Any such breach of this clause would result in the immediate termination of this contract.

**EARLY TERMINATION**

Either party may provide forty-five (45) days written notice to terminate this contract and no further service and or payments shall be owing following the forty-five day notice period.

**INVOICING**

Cheryl Fish will submit invoices for payment on a monthly basis to the City of St. Thomas c/o the CAO/Clerk.

**HOURLY RATE:**

April 3, 2018 : \$26.01  
April 3, 2019 : \$26.53

**MILEAGE RATE:**

.55 cents per kilometer - mileage to be provided in a details summary sheet and submitted with invoice.

**CELL PHONE / INTERNET ACCESS**

A cell phone will be provided to the Health Recruiter through the County of Elgin during the term of this contract, it shall remain the property of the County of Elgin, Cheryl Fish agrees to comply with all County policies relating to the use of the cell phone. The cost of the cell phone will be reimbursed to the County through the Health Partnership budget.

Dated this            day of September 2018

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Wendell Graves, City Manager

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Cheryl Fish