



HEALTH RECRUITMENT PARTNERSHIP

ZOOM

8:30 A.M.

November 6, 2023

1. Disclosures of Conflict of Interest
2. Confirmation of Minutes: September 18, 2023
3. Activity Report and Recruitment Projects: Health Recruiter – Pages 2-4
4. New Business
 - a) Report - Proposed 2024 St. Thomas-Elgin County Health Recruitment Partnership Operating Budget Pages 5-8
 - b) Report - 2023 St. Thomas-Elgin County Health Recruitment Partnership Medical Student Scholarship Program Pages 9-14
 - c) Report by Mayor Couckuyt on Meeting of the Town of Aylmer and Minister of Health at AMO Page 15
5. Unfinished Business
 - Feedback from Physicians Involved in the Health Recruitment Program
6. Closed Session

A resolution to close the meeting will be presented to deal with a personal matter about an identifiable individual and a matter of financial or labour relations information, supplied in confidence to the municipality which if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons or organization.
7. Open Session
8. Next Meeting
9. Adjournment

St. Thomas-Elgin Recruitment Committee
Update Report
September/October 2023

Activities:

- 1) I had the pleasure of speaking with Brandon Clark who is now doing a specialty in Internal Medicine (I.M.) He will complete his I.M training in 2025 and then he plans to enroll in a Respiriology specialty for 2 more years completing this in 2027. I wished him all the best with his ongoing studies. It appears that it will be sometime before we see Brandon back in Elgin County. Brandon asked me to provide some information for his sister who is looking to do some volunteer work in a health-related field. I sent him info and 4 contacts that would be able to help her with volunteer work.
- 2) The suggested changes have been drafted to the Scholarship program and support from the HRP is being requested at our next meeting on Nov. 6th. The details of these changes will be presented as an agenda item at this meeting.
- 3) I attended the McMaster recruitment fair in Kitchener Waterloo on Sept 26th. I met with a total of 15 residents. Most of them are in their first year and are still considering their options. Several 2nd year residents were interested in doing locum coverage when they are finished and have been added to a list to be contacted when coverage is requested. I'm following up with 3 Residents that expressed an interest in joining an existing FHO, a CHC or becoming part of a Palliative care team. Ongoing communication will take place in the hopes they will find what practice opportunity they are looking for.
- 4) Several months ago, the HRP committee was approached about a "Community Engagement Opportunity" by a representative who built homes with a proposal to provide a discount to new physicians recruited through the HRP program who might be looking to build a new home or clinic in St. Thomas or Elgin County. Although the HRP was interested in finding additional incentive funds for new physicians and hearing more details about their program it was necessary to make sure that all contractors were given the same opportunity. The HRP suggested that Angela DeVries a member of the HRP committee and the Executive officer of the St Thomas & Elgin Home Builders' Association reach out to their members of the Association with an overview of the HRP's existing incentive fund and request if they would be interested in offering a proposal which could be offered to new physicians as a recruitment incentive. Angela engaged in conversation with interested parties. A total of 12 members of the Home Builders' Association were contacted. Four (4) members have expressed an interest and Angela and I have had conversations with them.

All 4 of the contractors are interested in providing a "Discount to Build". They are working on designing a document to summarize their offers so it can be provided to the physicians early in the recruitment discussions. The criteria for qualifying for this incentive will be the same as the HRP's terms.

- Available to a "New" physician starting a practice or taking over a" Retiring "physician practice.
- Incentives can commence as soon as a contract or letter of intent is signed with HRP.
- Incentives can be initiated anytime during the physician's return of service commitment (over the 4 years).

The Home Builders' Association will be reviewing these proposals and will advise the HRP if they are comfortable with the finalized documents before recommending that we proceed with this program. The time required by each contractor to prepare the document and the assistance required varies for each contractor. We are working on how to assist them with this task and a time frame for completion. We have requested proposals by Nov. 20th with the intent to place on the Dec. 6th agenda of the HRP.

- 5) In last month's report we made the HRP aware of the recent formulation of the Southern Ontario Physician Recruitment Alliance (SOPRA). The formulation of this group is to focus on a collaborative international physician recruitment program. The Elgin OHT joined other Ontario Health West OHT's in applying for funding to the "Model of Care Innovation Fund". To date we have not received feedback on this request, however SOPRA had a delegation available to attend several recruitment events in Ireland and the US this fall. SOPRA prepared a budget for what it would cost for us to have representation at the numerous international recruitment events taking place until the end of 2023. Our cost to participate was \$ 500.00 which provided us a designation on the map, contact information for our Recruiter and a profile of our community and its opportunities. The delegation which attended the event in Dublin reported it to be a great success and I have started to receive emails from students asking for more details on practice opportunities. Since we are not sure when or if the application for support for funding will be approved Sandra has included coverage for our participation in this alliance in our 2024 budget request.
- 6) We continued in Sept and October to provide tours for the 3 physicians looking to purchase land with a building they could renovate for a new clinic in Elgin County. Unfortunately, they have not found the perfect location within their budget at this time, however they wish to continue the search.
- 7) Invited by Dr. Black, the Academic Director for Elgin-Middlesex I attended the Annual Schulich Distributed Education retreat in Owen Sound on Sept 26th. One of the many topics we discussed was the future of Distributed Education in Elgin County. I was pleased to be asked to provide input and support for the benefit of the Elgin Academy. The speakers covered topics such as Continuing Professional Development and Learner Wellness. It was a wonderful day providing an opportunity to meet and network with numerous Schulich representatives. I learned something new, met some new friends and enhanced my understanding of rural regional medical education. Many thanks for inviting me.
- 8) In September I sent introductory emails to 5 residents doing placements at STEGH and in October I reached out to 2 local medical students and set up meeting dates with them for early November.
- 9) This month I contacted the lead physicians for the Elgin FHO, Talbot FHO and Elmwood Family Health Team. I met with Dr. Scott to clarify some issues and provide an update on some outstanding topics since the committee was not meeting in October. Dr. Richter provided an update on the Elgin FHO and Dr. Tenbergen advised that the Talbot FHO was not going to be increasing the number of physicians in their FHO at this time.

- 10) Councilor McCauley put me in contact with a new local business operator. We met for coffee and had a good conversation about the role of our committee, the challenges we are facing like other communities with recruiting physicians and shared information about the Ministry guidelines for the various models of practice. It was a great opportunity to provide a new community member with the accomplishments, challenges, and future opportunities that the HRP will be addressing. It was also a learning opportunity for me to hear about the challenges and opportunities experienced by an individual from another community and in the health care field. We will stay in touch, and we will share contacts which could assist us both to build our networking circles.
- 11) At our previous committee meeting we discussed “What are new Physicians or New Grads Looking for.” It was suggested the Recruiter prepare a list which would be helpful for the committee members. The list which I have attached is divided into two categories. What they are looking for in a “practice” and what they are looking for in a “community.”
- 12) We have received a summary of the evaluations from the 11 first year medical students we hosted for Discovery Week which took place May 29th -June 1st, 2023. The summary will be sent out as soon as Schulich provides some clarification on a couple of questions.

Submitted by: Cheryl Fish- Health Recruiter

November 6, 2023

Report to: Health Recruitment Partnership Committee

Subject: Proposed 2024 St. Thomas- Elgin County Health Recruitment Partnership Operating Budget

Recommendation:

THAT: The report on the Proposed 2024 Elgin St. Thomas Health Recruitment Partnership (HRP) Operating Budget be received for information; and,

THAT: Approval in principle be granted by the HRP for the proposed 2024 HRP operating budget, subject to review and approval by Elgin County and the City of St. Thomas; and,

THAT: The approved in principle budget proposal be forwarded to both the County and City budget processes for full approval.

Report:

The proposed Operating Budget for the period January 1, 2024 to December 31, 2024 for the Health Recruitment Partnership is presented for review, discussion and as appropriate, approval in principle.

Overview of Proposed Expenditures for 2024:

The total budget submission proposed for the 2024 HRP initiative is \$194,200. The chart below provides an itemized list of proposed expenditures and descriptions for each. 2003 approved budget amounts are included for comparison.

Historically, the HRP expenditures have been apportioned on a 60/ 40 County City allocation based on population. The apportionment has been updated to reflect more current Census data and now more accurately reflects current populations - 54.7 % County and 45.3% City.

Budget Initiative	Description/ Detail	Proposed Funding	Justification
Rural Medical Discovery Week	Medical Discovery Week - hosted by Community, HRP, STEGH, STEBHA and other organizations to showcase community	1,500 2023: 1,250	<ul style="list-style-type: none"> - Approximately 15- 20 medical student participants from Schulich - Recruiter leads planning and development of agenda for week - Funds to be used to cover costs of weeks activities including gift

	to medical school students -May 2024		bags, some meals and program opportunities.
Scholarship Funding	Discovery Health Camp - hosted by Schulich and STEGH in the Elgin Community to provide information and opportunities to high school students -Summer 2024	1,600 2023: 0	<ul style="list-style-type: none"> - Scholarships for up to 5 secondary school students to participant in Schulich School of Medicine's Discovery Health Camp at approximately \$300 per student - Scholarship application Process to be implemented by HRP Recruiter with support of HRP, City and County
	Medical Student Scholarship -sponsored by the HRP to provide \$1000 scholarships to eligible medical school students from the Elgin Community - December 2024	10,000 2023: 5,000	<ul style="list-style-type: none"> - Scholarships for up to 10 medical school students to support tuition and other costs for one year - Scholarship application process to be implemented by HRP recruiter with support of HRP, City and County
	Home for the Holidays Event	2,000 2023: 600	<ul style="list-style-type: none"> - Celebration event for Medical Student Scholarship recipients - To be held during December holiday season (when students are potentially home from school) - Recruiter leads planning and implementation of event with support of HRP
Health Recruitment Partnership Marketing	Marketing of HRP initiatives	2,000 2023: 1,000 1,500 2023: 1,250	<ul style="list-style-type: none"> - Funding to support marketing of program across the community and outside of the community - Opportunity for advertisement, participation in recruitment events - Attendance at recruitment and related conferences
HRP Partnership Opportunities	Support to Southern Ontario Physician Recruitment Alliance (SOPRA)	5,000 2023: 0	<ul style="list-style-type: none"> - Commitment to support the newly formed SOPRA for broader collaborative recruitment activities including international recruitment

			<ul style="list-style-type: none"> - SOPRA is seeking grant funding to support activities; if not successful, may look to partners including Elgin St. Thomas to support initiative. Estimated funding request of \$5000
Recruiter Consulting Fees	Consultant Fees	36,000 2023: 32,000	<ul style="list-style-type: none"> - Fees to be paid to Consultant - \$39 per hour; maximum 900 hours per year (approximately 20 hours per week which is an increase of 10 hours over current)
Recruiter Expenses	Consultant Expenditures Phone and Internet Allocation Travel	600 2000 2023: 1,250	<ul style="list-style-type: none"> - \$50 per month for phone and internet - Travel for mileage and other related costs
Incentive Grant Funding	Incentive Grants to Physicians	132,000 2023: 99,000	<ul style="list-style-type: none"> - Provides up to 4 grants @ \$33,000 - Also provides opportunity to increase grant amount, and/ or provide to nurse practitioners, which will be reviewed as part of program review to be conducted during 2024
Total		\$194,200	<p>Elgin County - \$106,227 (54.7%)</p> <p>St. Thomas - \$ 87,973 (45.3%)</p>

Analysis of Budget request:

The 2024 HRP budget, as proposed, represents an increase of \$48,850 (approximately 34%) over the 2023 approved budget. This increase relates, primarily, to recommended increases in incentive grant funding, an increase in scholarship and camp funding, a proposed commitment to supporting international recruitment (may be needed if other grant funding is not acquired) and an increase to service hours for the contracted recruiter. For reference, with respect to 2023 expenditures to date, spending is on track consistent with budget in all areas with the exception of Incentives to physicians (which have not yet been needed or spent).

Over the last year, the HRP has discussed the necessity to increase opportunities for recruitment and retention of medical practitioners by increasing recruiting services and exploring collaborative opportunities with other communities. The proposed budget, if approved, creates an opportunity to provide additional and much needed supports and services to address the significant shortage of physicians in the community. Subject to HRP approval, this budget estimate will be forwarded to both the County and City 2024 annual operating budget processes.

Respectfully submitted,



Sandra Datars Bere
City Manager

November 6, 2023

Report to: Health Recruitment Partnership Committee

Subject: 2023 St. Thomas- Elgin County Health Recruitment Partnership Medical Student Scholarship Program

Recommendation:

- That:** The report on the Medical Student Scholarship Program sponsored by the St. Thomas Elgin Health Recruitment Partnership (HRP) be received for information; and,
- That:** Approval be granted by the HRP to launch the 2023 scholarship application program; and,
- That:** The eligibility criteria for applicants be amended to include Elgin County / St. Thomas students who are enrolled in and attending medical schools both in and outside of Canada, that are accredited with the Medical Council of Canada through the College of Family Physicians of Canada (CFPC); and,
- That:** Up to ten (10) scholarships of \$1,000 each be identified for eligible students at a proposed total cost of \$10,000.

Report:

In recent years, the Health Recruitment Partnership (HRP) has sponsored a scholarship program for medical school students from the Elgin County and St. Thomas community. The program has been successful in providing support for local medical students, enhanced the profile of the Health Recruitment partnership and increased knowledge about family medicine and related medical practice opportunities in the Elgin and St. Thomas community.

As a result, it is recommended that the 2023 HRP Medical Student Scholarship Program be implemented. A copy of the proposed 2023 scholarship program information and application form is appended to this report (with proposed changes to the 2022 application in red font).

Proposed Changes to Program:

There are two changes recommended to be implemented for the 2023 Program:

1. Extend eligibility to students enrolled in medical school programs outside of Canada

Historically, eligibility for the scholarship has been limited to applicants enrolled in medical school programs located in Canada. However, some local students have secured spots in medical school

programs outside of Canada. At the present time, it is estimated that there are approximately 6 local students attending medical schools in Ireland, USA, Australia, U.K, and the Caribbean. Expanding the scholarship program criteria to include enrollment at schools outside of Canada will increase the number of local students that can benefit from the scholarship program, creating fairness for all and hopefully, interest from more in returning to practice locally.

Since not all Medical School degrees entitle the graduate to practice in Canada, based on discussions with both the Ministry of Health and other health recruiters, it is suggested that the scholarship program applicant eligibility criteria be modified to include those "attending a Medical School accredited with the Medical Council of Canada through the College of Family Physicians of Canada (CFPC)". This proposed change has been highlighted in red in the revised application form.

2. Expand number of available scholarships from 5 to (up to) 10

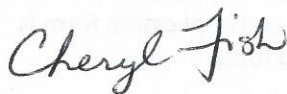
It is recommended that for this year, the HRP support up to 10 scholarships in the amount of \$1,000 each for eligible students, for a maximum of \$10,000. With the proposed expanded applicant eligibility, it is likely that there will be an increased number of applicants for the program. Although the approved 2023 HRP budget did not contemplate additional scholarships (over 5), there is some flexibility / surplus in the current budget that would adequately cover the increase in scholarships, if awarded.

Application Process, Review and Recommendations for Scholarships:

With HRP approval, the Scholarship Program application process will be initiated with a due date of November 27, 2023. Applications received will be evaluated, with recommendations for funding being made to the HRP at its December HRP meeting. Sufficient funding is available within the HRP program budget to cover scholarship costs. A scholarship award event will be held during the holiday season (tentatively planned for 29 December 2023) when it is expected that recipients may be available to receive their awards in person from the HRP.

HRP support is being sought to support implementation of the 2023 HRP scholarship program.

Respectfully submitted,



Cheryl Fish
HRP Recruiter



Sandra Datars Bere
City Manager



November 2023

St. Thomas-Elgin County Health Recruitment Partnership Scholarship

Scholarship Purpose

The scholarship awards \$1,000 per year for up to 10 individuals who are enrolled in a **Medical school accredited with the Medical Council of Canada through the College of Family Physicians of Canada (CFPC)** with emphasis placed on the pursuit of a career as a physician in family medicine.

Eligibility

To be eligible for a scholarship, applicants must:

- Be a resident of the County of Elgin or the City of St. Thomas;
- Be enrolled in an **accredited medical school with the Medical Council of Canada through the College of Family Physicians of Canada (CFPC)**
- Agree to have his or her name and photograph publicized.

Supporting Documentation

Applicants must provide the following documentation to be considered;

- Completed application form (available on the City of St. Thomas and County of Elgin websites);
- Resume outlining past employment and/or extra-curricular activities, with a focus on community involvement;
- Proof of enrollment in a Medical School **Accredited with the Medical Council of Canada through the College of Family Physicians of Canada (CFPC)**
- Written statement explaining how your roots in Elgin County, or the City of St. Thomas continue to be important, as you pursue a career in medicine (approximately 250 words)



Application Deadline

Applications are to be submitted by 4:30 p.m. on **November 27, 2023**.

Selection Procedure

- Applications will be reviewed by the St. Thomas-Elgin Health Recruitment Partnership Committee.
- The decision of the Committee is final and reasons for the selections are strictly confidential.
- The Committee reserves the right not to award scholarships in any given year.
- Direct family members of the Health Recruitment Partnership and St. Thomas and Elgin County Councils are ineligible to apply.

Payment

The scholarship will be paid directly to the recipient upon the City of St. Thomas receiving a receipt stating tuition has been paid. Successful applicants are eligible to receive awards annually during their enrollment in medical school to a maximum of 5 years. Applicants must apply for the award annually.



St. Thomas-Elgin County Health Recruitment Partnership Scholarship Application Form

Applicant Name: _____

Mailing Address: _____

Phone Number: _____

E-mail Address: _____

Current Post Secondary Program and Future Career Plans:

List of Supporting Documentation (please attach to application form)

- Resume
- Proof of acceptance or enrolment at an **Accredited medical school with the Medical Council of Canada through the College of Family Physicians of Canada (CFPC)**
- Statement explaining your roots within Elgin County or the City of St. Thomas
- My home address in Elgin County or the City of St. Thomas is:

Applications are to be submitted by 4:30 p.m., **November 27 2023** to:

City Clerks Office
City of St. Thomas
545 Talbot Street
P.O. Box 520
St. Thomas, ON N5P 3V7

Phone: 519 631-1680 ext. 4125
Fax: 519 633-9019
E-mail: jhindley@stthomas.ca

I hereby authorize the St. Thomas-Elgin County Health Recruitment Partnership to publicize my name and photograph should I be the successful applicant. Furthermore, I signify that the information included with this application is correct.

Signature: _____

Date: _____

The Town of Aylmer met with the Minister of Health, Sylvia Jones, at AMO in August. We had a lively discussion about health concerns and the Minister said she would take our concerns further. Consequently, we met with four people from the Nursing and Professional Practices of the Ministry on October 30.

Our discussion ranged over many high level topics but I feel that we made an impact on the needs of this area. The Director of the Division, Mr. David Lamb, asked about our current and past efforts at recruitment and the various agencies which we are working with.

I did stress the need for additional NPs especially in the Bayham area since our local Family Health Team is providing an NP there which impacts our service in Aylmer. The EEFHT has applied through an EOI for two additional NPs during last summer and we expect to hear shortly after Nov. 15

The contact person at the Ministry who asked for the information is:

Noshi Merali | Scheduler & Administrative Support to David Lamb, Director

Capacity and Health Workforce Planning Branch | Nursing and Professional Practice Division
| Ministry of Health

56 Wellesley Street West, Toronto ON M5S 2S3 | Email: noshi.merali@ontario.ca | Tel: 416-917-4703

Jack Couckuyt