



GENERAL INFORMATION

APPLICANT LAST NAME		APPLICANT FIRST NAME		APPLICANT MIDDLE NAME
ADDRESS (INCLUDE POSTAL CODE)				
PHONE (INCLUDE AREA CODE)	FAX (INCLUDE AREA CODE)	EMAIL ADDRESS		
PROGRAM ☐ ADVANCED SKILLS ☐ FIRST YEAR PRACTICE ENHANCEMENT ☐ URBAN SKILLS ENHANCEMENT ☐ RURAL LOCUM SERVICE UPGRADE				
REQUESTED TRAINING AREA(S) (E.G. EMERGENCY, GERIATRICS)				
REQUESTED AMOUNT OF TRAINING TIME (IN WEEKS)	REQUESTED START DATE	CPS LICENSE #	CMPA #	
PREFERRED TRAINING LOCATION/PRECEPTOR (IF APPLICABLE)		WILL YOU HAVE FUNDING FOR THIS TRAINING FROM ANY OTHER SOURCE? ☐ YES ☐ NO (IF YES, YOU MUST DECLARE ALL OTHER FUNDING ON YOUR CLAIM FORM)		

PERSONAL STATEMENT & EDUCATIONAL OBJECTIVES

Please outline why you are interested in this program and what you wish to accomplish

ATTACHMENTS AND SIGNATURE

Please attach to this application:

- Current CV
- Letter from local Hospital Chief of Staff confirming you have been practicing in a RSA community for 9 months of the past year
- Letter from local Hospital Chief of Staff confirming a need for the above training in your community
- Letter in support of training from the Regional Medical Director of the Health Authority

I certify that the information recorded herein is complete and accurate to the best of my knowledge. I recognize that any misrepresentation or omission on my part may cause me to be disqualified from continuing in a training program, if accepted on the basis of this information. I am aware of no reason why this application would not be eligible for consideration.

Signature

Date

Please return this application and supporting documents to:

REAP Programs Coordinator
UBC Department of Family Medicine
Suite 300, 5950 University Boulevard
Vancouver BC V6T 1Z3

Fax: 604.822.6950
Phone: 604.827.4188
Email: reap@familymed.ubc.ca

ADVANCED SKILLS AND TRAINEESHIP PROGRAM GUIDELINES

ELIGIBILITY AND REQUIREMENTS

Advanced Skills Program

This program makes funding available to physicians living and practicing in the communities covered by the Subsidiary Agreement for Physicians in Rural Practice (RSA). Physicians applying for this program must be practicing in an RSA community for a minimum of 9 months per year. Funds are allocated on a first-come first-serve basis.

Funding is available for 1 – 60 days of training.

First Year Practice Enhancement (FYPEP)

Physicians who are in their first year of full-time rural practice in the communities covered by the Subsidiary Agreement for Physicians in Rural Practice (RSA) are eligible for the First Year Practice Enhancement Program (FYPEP). Funds are allocated on a first-come first-serve basis.

Eligible physicians are entitled to 5 days of advanced skill training for every 1 month of service in their first year of practice (to a maximum of 45 days per year).

A physician, who qualifies for FYPEP and moves to another community covered by the RSA within their first year of practice, will remain eligible for FYPEP. A physician who qualifies for FYPEP and moves to another community not covered by the RSA within their first year of practice, will be paid a prorated amount depending on their length of practice in the RSA covered community.

Physicians are eligible based on meeting full-time requirements. Full-time is defined as practicing in a RSA defined BC community for at least nine months of their first year of practice and earn \$50,000 in medical income during that period. Entitlements are available to physicians once their eligibility requirements are met.

A locum physician is not eligible for funding under the FYPEP.

Urban Skills Enhancement Program (USEP)

This program makes funding available to physicians not living and practicing in rural communities, for the purpose of enhancing education so that a physician can qualify as a rural locum. The program will reimburse a physician for the ATLS course fee upon successful completion or provide a weekly stipend for up to one month of training in a postgraduate training site.

Urban physicians who take advantage of the USEP must agree to provide rural locum services to an RSA community for a minimum of 4 weeks within 4 months of completing training.

Rural Locum Service Upgrade

This program makes funding available to members of the Rural Locum Service. Eligible physicians are entitled to 10 days of advanced skill training for each 3 months of service (to a maximum of 30 days per year).

CLAIMING YOUR BURSARY AND EXPENSES

Claims may only be made after attendance at a course with an approved Claim Form. Claim Forms can be found at www.bcma.org or through the contact provided at the bottom of the application form. Receipts for purchases, registration, canceled cheques, proof of attendance and other documentation showing dates and location must be submitted with the claim (photocopies are recommended, as receipts are not returned).

Funding for this program from all other sources (other than the FYPEP or USEP program) must be declared on your claim form.

Please note that a receipt for tuition is not sufficient for the purposes of this claim. You must have a **Certificate of Attendance** from the course or conference in order to complete your claim.

STIPEND/TRAVEL AND ACCOMMODATION

The Advanced Skills and Traineeship Program will provide a stipend of \$3,400 per week that may be applied to cover income loss, overhead, and tuition. You will be responsible to pay your primary preceptor \$450/weekly from your own bursary. Travel and accommodation reimbursement is based on a cost recovery basis. Travel costs will be reimbursed up to \$2,000. Accommodation costs are covered up to \$1,000 per week. For accommodations with family/friends, a maximum of \$75/day may be claimed. Details of accommodations must be provided on the claim form.

Transportation costs will be reimbursed at the rate of 49¢ per km to a maximum not exceeding economy airfare plus necessary ground transportation. Receipts are required for airfare and all ground transportation. Local mileage is not reimbursed (within 25 kilometers).

The only exception is the USEP: if the ATLS course is taken, only the course fee will be reimbursed.

INCOME TAX

Any payments from the Advanced Skills and Traineeship Program are considered to be a taxable benefit and as such, a T4A will be issued. Social insurance numbers are required for this purpose. Note that you may claim educational costs as an expense on your income tax return. If so requested on the application form, payment can be made to a corporation and no T4A will be issued.

RESOURCES

You may login to our website www.bcma.org or contact us directly for more information 604.638.2820 or 604.827.4188.