

MEMORANDUM OF AGREEMENT
PHYSICIAN ADMINISTRATIVE BURDENS

BETWEEN:

**HIS MAJESTY THE KING IN RIGHT OF THE PROVINCE OF BRITISH
COLUMBIA, as represented by the Ministry of Health**

(the "Ministry")

AND:

**FRASER HEALTH AUTHORITY, INTERIOR HEALTH AUTHORITY,
VANCOUVER ISLAND HEALTH AUTHORITY, VANCOUVER
COASTAL HEALTH AUTHORITY, NORTHERN HEALTH
AUTHORITY and PROVINCIAL HEALTH SERVICES AUTHORITY**

(individually a "Health Authority" and
collectively the "Health Authorities")

AND:

ASSOCIATION OF DOCTORS OF BC

(the "Doctors of BC")

(individually a "party" and collectively the "parties")

PHYSICIAN ADMINISTRATIVE BURDENS

The Ministry, Doctors of BC, and the Health Authorities are committed to working together to review current physician administrative requirements in an effort to reduce administrative burden and maximize physician resources to support public policy health objectives, including supporting access and quality of care.

It is the mutual interest and desire of the parties to establish a collaborative working group structure to identify physician burdens, review, problem-solve, and develop recommendations to reduce or eliminate physician administrative burdens.

Administrative Burdens Working Group

The Administrative Burdens Working Group (“ABWG”) is established with three representatives of Doctors of BC and three representatives of the Ministry/Health Authorities. Each party will ensure that at least one of its three representatives is a senior staff member.

A Terms of Reference will be developed and maintained by the ABWG following the execution of the 2022 Physician Master Agreement. Decisions of the ABWG are by consensus. The ABWG reports to the Physicians Services Committee. The BC Patient Safety and Quality Council will provide secretariat and project team support for the ABWG. This support will include stakeholder engagement, analysis of identified burdens and working with the parties to assess the feasibility and impact of recommendations, among other functions necessary for the work of the ABWG. Unless otherwise agreed by the majority of representatives of the ABWG, the ABWG will meet once per calendar month.

Scope of Work

Focus will be on the most significant burdens that the Ministry of Health, Health Authorities, Doctors of BC, and physicians are able to influence. The scope of the subject areas to be addressed are limited to burdens that are created by, or within the control of the Ministry of Health, Health Authorities, Doctors of BC, and physicians. Generally, requirements around the creation of a patient record are out of scope. No recommended change will reduce quality of care for patients.

Phased Approach

The parties intend a phased approach to this work to allow the parties to assess progress and renew their commitment to continue their collaborative work. The collaboration will begin with a one-year pilot phase. The first meeting of the ABWG will occur within 60 days of the execution of the 2022 Physician Master Agreement.

Pilot Phase

The objectives during the one-year pilot phase are as follows:

1. To analyze the specified forms/processes that create physician administrative burdens and identify alternatives that will achieve the intended purpose with reduced physician burden.
2. To develop joint recommendations from the parties to the organization(s) or individuals that have control of the form or process.
3. To present the joint recommendations to the Ministry of Health (Leadership Council) and the Doctors of BC Board of Directors for endorsement or feedback.
4. To develop shared expertise and capacity for future application.

The ABWG will complete a review of the following specified forms/processes listed below during the one-year pilot phase:

1. Special Authority Forms.
2. Consider whether Health Authorities may take on the responsibility to contact patients, provide the necessary information and finalize their appointments for services in Health Authority managed programs where physicians currently manage these processes. As part of this review, the ABWG will prioritize the following Health Authority programs:
 - Fraser Health Imaging (across all sites);
 - BC Women's Hospital Ambulatory Clinic Referrals, Diagnostic Imaging;
 - St. Paul's Hospital Echo Lab and Imaging; and
 - Lions Gate Hospital Imaging.
3. BC Cancer forms and processes. The ABWG will identify specific forms and processes for this review.

The ABWG will be guided by the following work processes during the one-year pilot phase:

1. The ABWG will request source representative(s) with the appropriate authority/expertise/influence to participate directly in problem-solving.
2. The ABWG may create sub-groups to guide, investigate and make recommendations to the ABWG on the specified forms/processes, or on topics directed by the ABWG.
3. The ABWG will review and problem-solve each of the specified forms/processes by:
 - Conducting a collaborative review within one year;
 - Providing an opportunity for all parties to raise interests and concerns;

- Identifying the purpose for the form or process, and the extent to which it supports quality patient care;
 - Identifying alternative options to achieve the intended purpose; and
 - Developing an assessment of required cost/effort of improvement.
4. The ABWG will endeavour to develop recommendations to reduce or eliminate the physician burden by consensus.
 5. The parties agree to provide relevant and available information and data necessary to effect the objectives of the Memorandum of Agreement.
 6. Where the source is undertaking process improvement efforts that may relate to the same forms/processes, then the work of the ABWG will be intended as a complement to those efforts, and that the ABWG will not ask that those efforts be discontinued.
 7. The ABWG will seek feedback and endorsement from Leadership Council and the Board of Directors of Doctors of BC.
 8. Once a recommendation is endorsed:
 - a. if the source of the form/process is the Ministry of Health or a Health Authority, the Ministry will communicate non-binding recommendations to the source;
 - b. if the source of the form/process is physicians, the Ministry and the Doctors of BC will jointly communicate non-binding recommendations to the source.

Evaluation/Continued Collaboration

Following the completion of the pilot phase, and the review of each of the specified forms/processes outlined above, the parties will evaluate the collaboration with the view to continue, or update the objectives and process. Any changes will be upon mutual agreement of the parties. The evaluation will occur after the first year, and annually, as needed, after that.

Funding

- Effective April 1, 2022: \$400,000 per year.
- Effective April 1, 2023: \$700,000 per year.

Through the Physician Services Committee, additional funding may be allocated from Joint Clinical Committee funds. Costs related to secretariat support, ABWG sub-groups and physician expenses for participating in the ABWG are paid out of this Memorandum of Agreement.

Resolution of Disagreements

If any of the parties has a concern respecting this Memorandum of Agreement, the parties directly impacted (e.g. Doctors of BC and a Health Authority) will meet to attempt to resolve the issues. If they cannot resolve the issues, the CEO of the Doctors of BC, the Deputy Minister of Health and/or the Health Authority CEOs will meet to attempt to resolve the issues. Failing resolution, there are no further steps under the Memorandum to address such concerns.

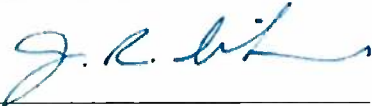
Termination

This Memorandum of Agreement shall terminate effective March 31, 2025, if either party provides notice, by no later than January 31, 2025, to terminate it. If no such notice is provided, it will have the same term as, and will terminate concurrent with any termination of the 2022 Physician Master Agreement.

Dated this 1st day of April, 2022



Dr. Ramneek Dosanjh
President
Doctors of BC



Jim Aikman
Interim Chief Executive Officer
Doctors of BC



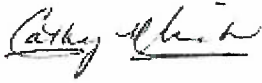
Mark Armitage
Assistant Deputy Minister
Ministry of Health



Dr. Victoria Lee
President and CEO
Fraser Health Authority



Kathy MacNeil
President and CEO
Vancouver Island Health Authority



Cathy Ulrich
President and CEO
Northern Health Authority



Susan Brown
President and CEO
Interior Health Authority



Dr. David Byres
President and CEO
Provincial Health Services Authority



Vivian Eliopoulos
President and CEO
Vancouver Coastal Health Authority