



# The Municipal Corporation of the Town of Fort Erie

## By-law 25-2024

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### Being a By-law to Adopt Physician Recruitment, Retention and Medical Education Financial Incentive Policy and Repeal By-law 123-2019

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**Whereas** the Town of Fort Erie is considered an underserved area for Physicians; and

**Whereas** Council established the Community Health Care Services Committee to develop strategies to ensure health care services are maintained and enhanced within the Town of Fort Erie; and

**Whereas** in order to attract and retain Physicians, it is essential to provide incentive funding to remain competitive; and

**Whereas** By-law 123-2019 to Adopt the Physician Recruitment, Retention and Medical Education Financial Incentive Guideline was passed on August 26, 2019 and requires updates; and

**Whereas** Council considered and approved Report CAO-01-01-2024 at the February 12, 2024 Council-in-Committee meeting; and

**Whereas** it is deemed desirable to adopt the Physician Recruitment, Retention and Medical Education Financial Incentive Policy and repeal By-law 123-2019;

**Now therefore** the Municipal Council of The Corporation of the Town of Fort Erie enacts as follows:

1. **That** the Physician Recruitment, Retention and Medical Education Financial Incentive Policy attached to and form part of this by-law as Schedule A is adopted and approved.
2. **That** By-law 123-2019 is repealed.
3. **That** the Clerk of the Town is authorized to affect any minor modifications, corrections or omissions, solely of an administrative, numerical, grammatical, semantical or descriptive nature to this by-law or its schedules after the passage of this by-law.

**Read a first, second and third time and finally passed this 26th day of February 2024.**

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Mayor

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Clerk

# Physician Recruitment, Retention and Medical Education Incentive Policy



The Corporation of the Town of Fort Erie

## 1. Definitions

- a) **CAO** means the Chief Administrative Officer of The Corporation of the Town of Fort Erie (the “Corporation”) or designate.
- b) **Coordinator, Health Care Services** means the person or designate who develops and coordinates health care resources with physician, community organizations and associations, reporting to the CAO.
- c) **Education** means family medicine learners, either students or residents.
- d) **Medical Equipment** means medical tools, instruments and technology necessary for the provision of healthcare services in a Family Medicine Practice, and includes, but is not limited to, exam tables, Ear, Nose, Throat (“ENT”) equipment, medical carts, and laptops for Electronic Medical records.
- e) **Locum** means a temporary substitute or replacement physician or medical professional hired to fulfill the duties of an absent regular physician.
- f) **Physician Recruitment** means the effort of promoting and attracting family practice opportunities and hiring qualified physicians to practice within the Town of Fort Erie.
- g) **Physician Retention** means strategies and incentives aimed at retaining our base of family physicians practicing within the community for an extended period.

## 2. Purpose

- a) This Policy's purpose is to:
  - i) Establish guidelines for the process of retaining and attracting qualified physicians to practice in the Town of Fort Erie by providing competitive incentives; and
  - ii) Delegate authority to the CAO to prepare, approve and enter into agreements up to \$10,000 in accordance with this Policy.

## 3. Process

- a) Applications
  - i) Applicants applying for funding shall submit a written request to the Coordinator, Health Care Services. The application must provide detailed information, including the amount and intended purpose of the funding requested, and a clear indication that the location of services will be located within the Town of Fort Erie.
  - ii) Funding eligibility is determined based on the programs listed in Table 1. These programs are reviewed annually as part of Council's budgetary process and are used as a guideline for all funding applications based on the market's competitive nature.
  
- b) Physician Recruitment and Funding Agreements
  - i) For each agreement, specific conditions and return of service requirements will be established based on individual physician needs including a clause that physicians agree to be introduced to Niagara

#### Schedule A – By-law 25-2024

Health Medical Affairs personnel for consideration and mutual agreement to provide Urgent Care after-hours services. Physicians who provide three (3) Urgent Care shifts per month will be eligible for a reduction of return of service, not to exceed one year. Staff will analyze these conditions and return of service annually with updates given to Council to ensure accountability to the binding agreements, as necessary.

#### ii) Equipment Funding Agreements:

- a. Equipment must either directly benefit health services in Fort Erie or be transferable to a future health services facility within the Town of Fort Erie.
- b. Equipment must be new, and physicians must provide proof of purchase to substantiate the grant funding application.
- c. Ownership of the equipment should be clearly outlined in the application (physician-owned or clinic-owned), as well as a commitment to ensure the equipment will continue to serve the Fort Erie community.
- d. One time funding requests for medical equipment are subject to a lifetime maximum of \$25,000 for a new physician or expansion of an existing practice.
- e. Purchase of new equipment must be directly related to the ongoing recruitment efforts and retention of healthcare providers.
- f. The Community Health Care Services Committee will review and assess all equipment applications to ensure alignment with established criteria and goals.

#### 4. Delegated Authority

- a) Authority to prepare, approve and execute funding agreements under \$10,000 for physician recruitment, retention, equipment and education is delegated to the CAO subject to the programs in Table 1.
- b) Staff shall bring a report to a Closed Session regarding details of a physician agreement for approval before execution.

Schedule A – By-law 25-2024

Program Description	Criteria	Upset Limit	Other comments
<b>Physician Recruitment</b>	5 years return of service within the Town of Fort Erie. If granted privileges to work urgent care shifts, the physician will be eligible for a reduction of return of service, not to exceed one year. Eligibility limited to rostering model of practice.	\$75,000 for a full-time family physician (3.5 days/week). Anything less than full-time will be pro-rated.	Dependent upon model of practice; includes relocation/ moving expenses and all other costs associated with setting up a practice.
<b>Medical Equipment</b>	Medical equipment for a family medicine physician must be new and receipts must be submitted. Medical equipment must remain in Fort Erie and be part of any new health services facility. The physician or family practice maintains ownership of the equipment. If the medical equipment funding request is for a nurse practitioner led clinic, the medical equipment funding of \$25,000 would be pro-rated to the number of patients falling under his/her care.	Lifetime maximum of \$25,000  All requests for new medical equipment will be vetted through the Community Health Care Services Committee	Eligible medical equipment such as examination tables, ENT equipment, etc. related to family medicine practise.
<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
<b>Programs</b>	Mental Health	\$20,000 per year	Reviewed annually. Partnership with Port Colborne (Pathstone Mental Health)

Schedule A – By-law 25-2024

	Memory Clinic	\$6,000 per year	Reviewed annually Partnership with City of Port Colborne
	Outreach Health Services	\$4,500 start-up costs; \$6,750 per year starting in 2024	Reviewed annually (REACH Niagara)
	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.