

Facility Engagement Funding: What's Covered? What's Not?

Category	Allowed	Not Allowed	Facility Engagement Funding Application Required
Advertising	a) Physician Recruitment ads (see 'Recruitment' section below).	a) Any other type of advertising is not permitted.	Yes. Click or tap HERE for the Facility Engagement application form.
Capital Projects	a) Capital projects or renovations as approved by MSA Working Group with a view given to co-development and cost-sharing.	a) Capital projects or renovations where funding responsibility rests elsewhere, i.e., HA. b) Cannot purchase equipment, tools and/or pay for renovation costs that are prohibited within the FE funding guidelines (i.e., clinical equipment, fitness equipment/structures).	Yes. Click or tap HERE for the Facility Engagement application form.
Clinical equipment	a) Not allowed	a) Purchase of equipment or tools that involves direct or indirect patient care, or patient information/data.	Not applicable.
Clinical services	a) Not allowed	a) Compensation of clinicians, health authority employees or contractors in the delivery of direct and indirect patient care. b) Covering the overhead costs associated with the delivery of clinical services in the facility or community. c) Compensation for scheduling or tools that facilitate the scheduling of physicians within a facility.	Not applicable.
Compensation for meeting attendance	a) With approval from the MSA Working Group, MSA members' participation at meetings, or a portion thereof, with MSA members and/or health authority partners.	a) Quality assurance investigations, activities associated with members' practice reviews, or standard department/division or facility quality assurance activities (e.g.,	No. Contact Admin@KelownaPhysiciansSociety.ca with details.

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Compensation for meeting attendance (cont'd)	<ul style="list-style-type: none"> b) Strategic planning component of a departmental meeting. c) MSA members' attendance at Medical Advisory Committee meetings at the health authority wide, regional and local levels. d) One time SSC EHR Funding Guideline 	<ul style="list-style-type: none"> morbidity and mortality rounds, case reviews). b) Attendance at department/ division meetings or MSA meetings as required by the medical staff rules. c) Quality assurance committees associated or reporting to the Medical Advisory Committee at any level. d) Meetings as part of contract deliverables with the health authority, and health authority operational leaders. e) Purchase of non-cash gifts (e.g., prizes) for meeting attendees who are receiving sessional payment. 	
Continuing Professional Development / Training	<ul style="list-style-type: none"> a) Reimbursement of the CME accreditation fee, i.e., College of Family Physicians. b) Up to 3 hours for preparation by the presenter(s). c) Physician time to meet as a committee to review/approve topics for the event. d) Associated expenses (meals up to \$40/person including gratuities, etc., and A/V costs) for CPD events/activities that involve required active participation (i.e., interactive discussions with peers and trainer, breakout groups, independent tasks required by trainer). 	<ul style="list-style-type: none"> a) CPD <u>directly related</u> to patient care: <ul style="list-style-type: none"> - No funding for sessionals and associated expenses for CPD events/activities required for privileges or licensing. 	No. Contact Admin@KelownaPhysiciansSociety.ca with details.

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Continuing Professional Development / Training (cont'd)	<ul style="list-style-type: none"> e) Expenses for CPD events/activities that involve passive participation (i.e., receiving information only; no expectation of participants to discuss or participate). f) CME credits can be claimed simultaneously for both active and passive participation in CPD events /activities that are NOT directly related to patient care. g) Directly related to <u>patient care</u>: Associated expenses for group-based CPD events/activities not required for privileges or licensing (pending approval). h) Click or tap HERE to review <i>Guideline 005 – Rounds, Departmental Meetings and CPD Events</i> or contact Admin@KelownaPhysiciansSociety.ca. 		
Donations	<ul style="list-style-type: none"> a) Not applicable. 	<ul style="list-style-type: none"> a) Donations to any entity including charities, non-profits, or political parties 	Not applicable.
Electronic Health Record (EHR) Training	<ul style="list-style-type: none"> a) Not applicable 	<ul style="list-style-type: none"> a) Cannot be used for physicians' time spent in formal EHR training, or other training that is essential for implementing EHR's (i.e., dictation). 	Not applicable.
Facility Engagement Projects	<ul style="list-style-type: none"> a) Sessionals will be paid to physicians and allied health providers for work on Facility Engagement projects. b) Up to 3 hours of retroactive time for Project Lead's preparation of the application. 	<ul style="list-style-type: none"> a) Payment of sessionals will not be approved until application form is approved by MSA Working Group. b) New FE Funding requests cannot be more than \$10,000. 	Yes. Click or tap HERE for the Facility Engagement application form.

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Facility Engagement Projects (cont'd)	<ul style="list-style-type: none"> c) Hire staff to assist with the operationalization of approved projects (up to 50% of overall budget). Independent contractor agreement must be signed. d) Contractor fee must not be higher than \$95 per hour. 		
Indigenous Engagement	<ul style="list-style-type: none"> a) Engagement may include project participation, consultation, cultural work, and/or meeting attendance by elders/ knowledge keepers. ⁽¹⁾ 	Not applicable	Yes. Click or tap HERE for the Facility Engagement application form. Indigenous Engagement would be a component of a standard funding application.
Physician Quality Improvement	<ul style="list-style-type: none"> a) Physician Quality Improvement graduates' time spent training and guiding their MSA colleagues on MSA endorsed quality projects. b) Pay MSA members' time in working with the PQI-funded physicians on their projects at various stages (e.g., design, implementation, evaluation). 	<ul style="list-style-type: none"> a) PQI funding can be obtained through the Physician Quality Improvement Initiative. Contact PQI@InteriorHealth.ca with questions. The PQI initiative works to enhance physician capacity in quality improvement by providing training and hands-on experience. b) Further information can also be found on the SSC website. Click or tap HERE. 	Yes. Click or tap HERE for the Facility Engagement application form.
Physician Research and Quality Projects	<ul style="list-style-type: none"> a) Quality improvement projects that encompass the Institute of Health Improvement Quadruple Aim (i.e., improving patient outcomes, improving patient and provider experience, reducing costs), involve multiple physician groups and/or collaboration 	<ul style="list-style-type: none"> a) FE funds cannot be used for physician research projects which includes research projects aimed at generating new knowledge, testing new practices, theory or intervention or conducting control studies. 	Yes. Click or tap HERE for Facility Engagement application form.
Purchase of real estate or vehicles	<ul style="list-style-type: none"> a) Not applicable. 	<ul style="list-style-type: none"> a) Not applicable. 	Not applicable.

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Recruitment of Physicians	<ul style="list-style-type: none"> a) Up to 15 hours per FTE being recruited. b) Click or tap HERE to view document entitled 'Frequently Asked Questions' or contact Admin@KelownaPhysiciansSociety.ca. 	<ul style="list-style-type: none"> a) Travel and meal/entertainment costs. b) Physician orientation within the hospital. 	Yes. Click or tap HERE for the Facility Engagement application form.
Residents	<ul style="list-style-type: none"> a) Not applicable. 	<ul style="list-style-type: none"> a) According to the Joint Clinical Committee sessional reimbursement guidelines, residents are not entitled to charge sessional fees and are only permitted to do so under extraordinary circumstances. Prior approval for sessional reimbursement must be received by FE leadership. Expenses will be covered as appropriate. 	Not applicable.
Retreats (Departmental & Inter-departmental meetings / strategic planning)	<ul style="list-style-type: none"> a) Up to a maximum of 1 hour of sessional time per attendee per meeting. One retreat per KGHPS fiscal year (April 1 to March 31). b) Meals (up to \$40 per person including taxes, gratuities, service charges). c) Click or tap HERE to review <i>Guideline 001 – Departmental Retreats</i> or contact Admin@KelownaPhysiciansSociety.ca 	<ul style="list-style-type: none"> a) Room rental and A/V costs not funded unless the amount is waived with a minimum food and beverage amount. b) Alcohol not funded. 	No. Contact Admin@KelownaPhysiciansSociety.ca with details.
Rounds & M&Ms	<ul style="list-style-type: none"> a) Meal costs of up to \$20.00 per departmental member per fiscal year. b) Click or tap HERE to review <i>Guideline 005 – Rounds, Departmental Meetings and CPD Events</i> or contact Admin@KelownaPhysiciansSociety.ca 	<ul style="list-style-type: none"> a) Sessional fees will not be paid for attendance at Rounds, M&Ms or regular departmental meetings. b) Planning a retreat? Click or tap HERE to review <i>Guideline 001 – Departmental Retreat</i> for which 	No. Contact Admin@KelownaPhysiciansSociety.ca for more information.

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Rounds & M&Ms (cont'd)		sessionals are paid (up to a maximum of 2 hours). See 'Retreats' above.	
Social Activities	a) Not applicable	a) Social events held by physicians will not be funded.	Not applicable.
Wellness Activities	<p>a) Support activities that address work environment and organizational risks for increasing physician burnout (e.g., reducing administrative burdens on physicians; improving work flows; improving collegiality among and within work groups such as improving teamwork, communication and conflict management).</p> <p>b) Group activities that enhance individual approaches to manage burnout symptoms such as resiliency training can be funded, but sites should consider organizational and work group strategies for reducing risk of burnout as well (e.g., working with health authority partners on reducing paperwork or developing efficient workflows for implementing electronic health records; departmental training on respectful peer-to-peer communication</p>	a) Costs related to fitness or social activities (e.g., gym memberships, gym equipment, fitness classes, ski tickets, golfing fees, yoga sessions)	Yes. Click or tap HERE for the Facility Engagement application form.

Approved: September 2022
 Rev: October 2022, November 2022 and April 2023
 For Review: October 2023

(1) Indigenous Engagement

Engagement may include project participation, consultation, cultural work, and/or meeting attendance by elders/knowledge keepers. The Joint Clinical Committees (JCC) have recommended the following guidelines and rates:

- a) Ask and learn from the local Indigenous community or representative about the typical compensation expected for the request (i.e. drumming or elders attending meeting).
- b) If there are no locally-preferred compensation rates, use the JCC suggested rates for honorariums (see below).
- c) Consider the additional cost burden of participation such as extensive travel to a meeting, parking and meals.
- d) The presentation of small gifts, in addition to the honorarium, may be appropriate in situations of ceremonies and special recognition as tokens of appreciation. Examples include mugs, T-shirts, thank you cards, tea or coffee, etc. depending on the scale of work.
- e) Funding for engagement should not be applied where funding responsibility rests elsewhere i.e., if the representative is receiving a paid salary to attend. This is to avoid overlap and duplication of funding from multiple sources.
- f) Support including expenses (e.g., meals) for accompanying caregivers may be required for the Indigenous Elder or Knowledge Keeper.
- g) Honorariums should be received promptly following the service that was provided, out of respect for the Elder or representative.

Cultural Activities	JCC Recommended Honorarium
Traditional Welcome: Opening/Closing Prayer	\$150 for one person for each event day.
Elder or Indigenous representative meeting participant (Participant may provide services including consultation, knowledge sharing, opening/closing prayer and story-telling)	<p>\$50 for one person per hour.</p> <p>\$200 for one person for half-day meeting. This rate covers all services performed during the meeting.</p> <p>\$400 for one person for full day meeting. This rate covers all services performed during the meeting.</p>
Speakers/Presenters	Rates will vary- refer to individual for rate.
Firekeepers/ Doorkeepers for Ceremony	\$100 per event.
Cultural Services (Such as brushing, smudging, healing sessions, sweat lodge, longhouse ceremony, medicine/wellness workshops)	\$350 per event (5-8 hours).
Individual dancers/singers/drummers (outside of contracted cultural performance groups)	\$150 per person per event day.