

# Information for Physician Extenders and Program Directors

---

**Please read this document in its entirety.**

The Physician Extender practice permit is valid only while the holder is actively enrolled full-time in a postgraduate training program at the University of Alberta or the University of Calgary, and is subject to the payment of annual fees. A Physician Extender practice permit allows residents and fellows to work under supervision in high acuity areas in facilities located within the Edmonton or Calgary zones of Alberta Health Services.

**Physician Extender registration will be terminated when the postgraduate training program is completed, or if the registrant withdraws or is suspended from the training program, or if Program Director support is withdrawn.**

## A. Physician Extender Eligibility

Physician Extender registration is available **ONLY** to residents and fellows actively enrolled in a postgraduate training program at the University of Alberta or the University of Calgary and who:

- have successfully completed a minimum of 18 months of related postgraduate training,
- have obtained the Licentiate of the Medical Council of Canada (LMCC), and
- have the support of their current program director to work as a physician extender.

When notified by the Postgraduate Medical Education (PGME) office that the registrant has completed or withdrawn from training, has transferred to a different training program, or training has been suspended, the College will terminate the Physician Extender registration.

Physician Extender registration may be reactivated when a resident or fellow returns to training following a period of suspension or if transferred to a different training program by submitting an email request with a new completed Program Director Support for a Physician Extender form.

## B. CPSA Expectations

1. There must be clear relevance between the physician extender medical services to be provided and the discipline for which the physician extender is in training.
2. A reasonable maximum time to be committed to physician extender shifts within any defined period must be negotiated and approved in writing between the employer, trainee and training program director.
3. Program director approval must be dependent on the continued satisfactory academic performance of the candidate. The program director may intervene any time there is indication the physician extender is having a problem academically.
4. Demands must not be imposed on fellow trainees to facilitate the physician extender's additional clinical activities.
5. The physician extender commitment must not interfere in any way or at any time with the required normal clinical and educational responsibilities of the resident or fellow.
6. The after-hours coverage as part of the educational experience, taken together with shifts as a physician extender, must not breach the PARA agreement.
7. There must be appropriate review of the physician extender activities at least semi-annually by the employer and the program director.

C. Insurance

Liability coverage as a postgraduate trainee may not be adequate for a physician extender. Physician extenders must have professional liability coverage of at least \$10 million per occurrence through one of the following:

- appropriate category of membership in the Canadian Medical Protective Association,
- a policy of professional liability insurance issued by a company licensed to carry on business in the province of Alberta, or
- equivalent liability coverage through the employer.

This coverage must be obtained **before** work starts as a physician extender.

D. Fees and Start Date

Physician Extenders have to pay an **initial registration fee** and an **annual renewal fee**. Please note fees are not pro-rated. The annual renewal cycle for Physician Extenders is aligned with the training year (July 1 – June 30) and involves completion of a Registration Information Form (RIF) and fee payment by June 30. To save money, candidates may wish to consider registering on or just after July 1 rather than paying the full annual fee to start in May or June, and another full fee for the following year due June 30.

If the College is notified of a change to a resident or fellow's training program or status that results in termination of their Physician Extender registration, no portion of the annual fee will be refunded.

E. Application Package Requirements

- Completed [Physician Extender Application form](#)
- Completed [Program Director Support for a Physician Extender form](#)
- Completed and witnessed [Registration Understanding and Acknowledgment](#)
- Copy of LMCC certification (wallet card or wall certificate)
- Completed [Credit Card Payment Form](#) authorizing payment of **\$1,180 Cdn** (\$200 registration fee plus \$980 annual fee). *Please note: This fee is assessed per calendar year and no portion will be reimbursed if Physician Extender registration expires prior to December 31.*

**ALL completed documents should be scanned and attached to ONE email and sent to [registration@cpsa.ab.ca](mailto:registration@cpsa.ab.ca). This email must be received by the College at least 30 days before Physician Extender registration is required. Please note:**

- **Incomplete packages will not be processed.**
- **There is no guarantee a practice permit will be issued.**

**Questions? Email [registration@cpsa.ab.ca](mailto:registration@cpsa.ab.ca)**