Rural Continuing Medical Education (RCME) Community Program Quick Reference Guide for Eligible Expenses



As rural communities implement into the RCME Community Program, RCME physician leads, RCME local coordinators and rural community engagement partners (e.g. the Divisions of Family Practice) have requested clarification on RCME community program eligible expenses. The guidelines and principles with regard to expenses were set out in July 2019 in the *RCME Community Program Summary and Vision* document.

The following provides a quick reference guide to <u>eligible expenses</u> as outlined in the July 2019 document:

| EXPENSE TYPE | DEFINITIONS |
|----------------------------------|--|
| Accreditation | Accreditation expenses—i.e. application fee |
| Attendee Travel/Accommodation | Travel and accommodation expenses to attend collective CME outside community, when unable/unavailable to bring CME to community—i.e. ACORN, AIME, ALARM, CARE, CASTED, ESCAPE, HOUSE (all), LEAP, etc. |
| | Also includes non-clinical based courses related to leadership development, health/wellness, etc. |
| Catering | Food related expenses for CME activities |
| Coordination | Local/multi community CME coordination by local physicians, allied health providers, and/or local RCME coordinator |
| Equipment | Equipment that enables or enhances community RCME delivery and enables physicians to participate—i.e. simulation equipment (SIM); videoconference licenses such as Zoom; clinic laptop or iPad to participate in virtual education |
| Honorarium/Sessionals | Curriculum development and delivery—i.e. speaker fees, instructor fees, course preparation |
| Meeting Expenses | Textbooks, speaker gifts, supplies for events, etc. |
| RCME Physician Lead | Community physician lead stipend for planning and organizing CME |
| Registration Course Fees | Registration, course, workshop, etc. fees in-person or virtual |
| Speaker Travel and Accommodation | Speaker/facilitator travel and accommodation expenses to deliver collective CME to rural communities |
| Venue/room rental | Venue/room rental needed to deliver CME |

Note: The RCME community program and funding provides an opportunity to

- include interprofessional team members and other community providers in relevant CME activities as determined by the local community of physicians, and
- incorporate all the CaNMEDS roles—professional, communicator, collaborator, scholar, health advocate and leader—within CME activities.

Ineligible Expenses:

RCME Community Program funding cannot be utilized for the following purposes:

- to provide sessionals to physicians for participating in CME (i.e. to attend and learn)
- to support activities involving industry
- to purchase equipment used specifically to enhance patient care (e.g. ultrasound equipment)
- to reimburse course fees on a topic that physicians attend for their **individual** interest/professional development (e.g. CME while travelling/on vacation)

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RCME Community Program vs RCME Individual

Funding made available to **groups** of physicians living and delivering care in RSA communities

Supports events and activities for physicians to learn with their professional colleagues and other health care professionals

Requires involvement of specialists and generalists in decision-making around CME activity (*N/A for communities with no specialists)

RCME Community Program

Supports closer to home CME, collegiality, professional growth, professional care networking and social connectedness

RCCbc - RCME Community Program

The Rural
Continuing Medical
Education (RCME)
benefits provide
funding for medical
education activities
to support the
maintenance of
those medical skills
and credentials
required for rural
practice.

Supports purchase of new technology or upgrades necessary for participation in CME

Funding made available (through direct deposit) to eligible individual rural physicians living and practicing in RSA communities

Supports opportunities to participate in medical education to update an enhance skills and credentials required for rural practice

Supports participation in CME/CPD activities that are of personal interest

Covers overhead expenses while attending medical training

RCCbc - RCME Individual

^{*} Locum physicians may be included in RCME Community Program educational activities, provided that their participation is supported by the community's RCME physician lead who acts as a representative of the community's CPD governance structure.

^{*} Locum physicians are not eligible for RCME Individual funding unless the locum physician resides and practices within eligible RSA communities for a period of at least nine (9) months per year. A locum who does not meet the eligibility criteria for RCME may submit a written application to the Joint Standing Committee on Rural Issues (JSC) for review as an exceptional circumstance.