

NSHA Physician Recruitment and Retention Advisory Committee

TERMS OF REFERENCE

MANDATE

To provide advice to the Executive Leadership Team on innovative strategies for the recruitment and retention of physicians, both Family Physicians and Specialists. Specifically, to outline programs and processes necessary to enhance recruitment and retention of physicians in Nova Scotia.

FUNCTIONS / DELIVERABLES

RECRUITMENT

- review current recruitment strategies, including existing NSHA/DHW incentives, that are available currently
- Examine, where possible, the return on investment(ROI) of current strategies
- Undertake a national scan of physician recruitment initiatives in Canada, noting amount of uptake and /or success of such initiatives
- Understand the Nova Scotia recruitment challenges in the current context and note areas/specialties of specific concern
- Determine whether remuneration of physicians is a significant factor in recruitment
- Determine the factors that influence where physicians ultimately practice
- Make recommendations regarding the effectiveness of current strategies
- Propose innovative strategies/partnerships that may enhance physician recruitment
- Review current marketing plan and make any additional recommendations for enhancement
- Recommend partnerships that will support community involvement in recruitment

RETENTION

- Identify the retention rate for Primary Care and Specialty Care in Nova Scotia
- Understand the Nova Scotia retention challenge relative to specific specialities
- Identify retention strategies nationally
- Identify partnerships/strategies that may assist in retention
- Review programs which identify spousal support and mentorship

SUCCESSION

- Outline current options for succession
- Identify any national strategies that are effective in succession planning in academic and community-based physicians
- Review Nova Scotia data for succession

SUPPORT

- NSHA VP Medicine office

MEMBERSHIP

Participants

1. Co-Chairs: Vice President Medicine and Chief of Public Engagement and Communications
2. Doctors Nova Scotia representatives
3. College of Physicians and Surgeons of Nova Scotia representative
4. Two Central Zone Clinical Department Head representatives
5. Three Rural Clinical Department Head representatives
6. Zone Medical Executive Director representative
7. Dalhousie Medical School representative
8. Maritime Resident Doctors representative
9. Nova Scotia Municipality representative
10. Public member representative
11. DHW representative
12. Nova Scotia College of Family Physicians representative
13. Health Care Foundations representative
14. Nova Scotia College of Family Physicians
15. NSHA recruitment representative

Membership Responsibilities

1. Chairs
 - a. Facilitate the work of the Physician Recruitment and Retention Advisory Committee
 - b. Ensure appropriate communication, consultation and follow-up on issues being addressed by the Physician Recruitment and Retention Advisory Committee
 - c. Arrange meetings of the Physician Recruitment and Retention Advisory Committee and appropriate documentation.
 - d. Regularly report to the ELT on work progression.
2. Members
 - a. Participate in Physician Recruitment and Retention Advisory Committee meetings.
 - b. Provide expert opinion on the subject matter as required.
 - c. Provide other support as mutually agreed.

REPORTING RELATIONSHIP

The Physician Recruitment and Retention Advisory Committee will report administratively to ELT

MEETING FREQUENCY AND RECORDING

The Physician Recruitment and Retention Advisory Committee will meet monthly. The Chairs will maintain and distribute meeting minutes to the committee.

Sub-groups of the parent committee may be formed to further delve into specific recruitment, retention or succession issues and will report back to the full committee.

DECISION MAKING PROCESS

The advice to ELT will be determined by consensus. The financial implications of any recommendation are outside the scope of this working group.

DRAFT