



# Procedure for Obtaining Independent Clinical Practice Privileges

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| <b>Procedure:</b>        | Procedure for Obtaining Independent Clinical Practice Privileges |
| <b>Policy reference:</b> | Moonlighting and Independent Clinical Practice                   |
| <b>Contact:</b>          | Clerical Assistant, PGME Office<br>306-966-5557                  |
| <b>Last update:</b>      | June 2026                                                        |

## 1. PURPOSE

To arrange the process of obtaining Independent Clinical Practice privileges in accordance with the policy and the collective agreement.

## 2. INTRODUCTION

If applying to work at more than one location, the Resident requires a practice plan for each location.

## 3. SCOPE

Resident must have the College of Family Physicians of Canada (CFPC)/the Royal College of Physicians and Surgeons of Canada (RCPSC) certification, and hold a regular license with the College of Physicians and Surgeons of Saskatchewan (CPSS) to request Independent Clinical Practice privileges.

## 4. DEFINITIONS

**Independent Clinical Practice** refers to extracurricular medical activities that are characterized by the following features:

- 1) May be measured in terms of shifts or blocks of time;
- 2) No direct supervision;
- 3) The Resident functions as an MRP substitute or equivalent, even if only on a temporary basis;
- 4) The responsibilities undertaken in the context of the Independent Clinical Practice activity would require a regular practice license (not educational license);

Examples: Medi-Clinic shifts, Relief Programs where the Resident replaces the usual physician.

## 5. RESPONSIBILITIES

Residents are responsible for obtaining full set of documents and approvals, within the set deadlines.

## 6. SPECIFIC PROCEDURE



## **1) To get the approval**

- a) The Resident first discusses all Independent Clinical Practice plans with the Program Director.
- b) The Resident contacts CMPA and ensures their type of work code coverage is appropriate for the proposed Independent Clinical Practice work, and requests the confirmation of the change.
- c) The Program Director approves (on the Independent Clinical Practice Application Form) and submits the Resident's Independent Clinical Practice Plan to the Postgraduate Medical Education Office for approval.
- d) Submissions must be done within the following timelines:
  - i) New Application:  
Must be received a minimum of 2 weeks prior to requested start date (October 31).
  - ii) Renewal Application:  
Submission deadline for renewal is no later than September 15
- e) The submission should include the following:
  - i) Signed Independent Clinical Practice Application Form and Practice Plan
  - ii) Proof of LMCC
  - iii) Proof of appropriate CMPA work code
  - iv) Copy of CFPC/RCPSC certification
  - v) Copy of regular CPSS license.

## **2) After the approval**

- a) Once Postgraduate Medical Education Office approval is granted, the Resident is responsible for contacting the following agencies:
  - i) CMPA to report the CPSS license number assigned for Independent Clinical Practice purposes. Failure to report the CPSS license number to CMPA may result in the loss of appropriate protection or legal counsel by CMPA.
  - ii) Appropriate Health Authority to apply for privileges, if required.
- b) The Resident is responsible for ensuring that the Postgraduate Medical Education Office receives reports of Independent Clinical Practice activities on a monthly basis.

## **7. FORMS AND TEMPLATES**

Independent Clinical Practice Application Form and Practice Plan

## **8. REFERENCES**

Moonlighting and Independent Clinical Practice Policy

RDoS Collective Agreement (Agreement between University of Saskatchewan and The Resident Doctors of Saskatchewan for the period January 1, 2015 to December 31, 2017)

CPSS Regulatory Bylaws

## **9. CHANGE HISTORY**

November 2018

June 2026