

Checklist of things to do before starting practice

NOTE: Times listed below are approximate and each resident should confirm his/her own schedule of needs.

PGY1 (Quebec residents only)

- ☐ September
 - Familiarize yourself with the PREM system in Quebec by reading the FRMQ document: 10 steps for getting a PREM <http://www.fmrq.qc.ca/en/pem-prem-en-mf/prem-10-steps> and <http://www.fmrq.qc.ca/files/documents/9f/13/fmrq-prem-ang-vf.pdf>
 - Familiarize yourself with the map of the 18 REGIONS where you might be interested in applying for a PREM <http://www.fmrq.qc.ca/en/pem-prem-en-mf/list-rls-region>
- ☐ October
 - Between October 15 and November 15, submit your compliance notice application form to the DRMGs that interest you. <http://www.ramq.gouv.qc.ca/SiteCollectionDocuments/professionnels/formulaires/4181.pdf>
NOTE: you may need letters of reference, support, etc.)
 - Quebec Career Day (FMRQ) www.journeecarrierequebec.ca
- ☐ February
 - Begin to explore specific clinical practice opportunities.
 - Familiarize yourself with the "55%" rule.
- ☐ May
 - May 3- Symposium on PREMs, Centre Mont-Royal
<http://www.fmrq.qc.ca/en/pem-prem-en-mf/PREM-related-events>
- ☐ June
 - Begin visiting clinics

PGY2

- ☐ July to November
 - Reserve 10 days for interviews, clinic visits/ CaRMS/ +1 programs (max of 5 days off; rotation would include these extra days off)

Quebec checklist adapted from material by Dr. Steven Safar, Family Medicine resident at McGill 2018

Adapted from material prepared by Dr. Guy R. Blais and members of the Department of Family Medicine at University of Alberta

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- ☐ October
 - Pre-register for MCCQE Part II in the spring. You can add your name to their notification list (<https://goo.gl/q3Tiww>) to get updates on when and how to apply.
- ☐ December and January
 - Apply to CFPC exams (http://www.cfpc.ca/Dates_Fees_Deadlines/)
- ☐ February
 - Get your tax information together (See Tax Tips - Get your tax information together (See Tax Tips - <https://mdm.ca/features/md-helping-you-stay-on-top-of-tax-season>))
- ☐ End of March
 - Start applying for hospital/nursing home/remote lab/DI and other facilities privileges. This requires significant documentation. If you are doing locums, ask your provincial resident association if a generic application is accepted throughout your province (<http://residentdoctors.ca/> or <http://www.fmrq.qc.ca/>). If you are setting up a new practice, contact the chief of GP/FP of the hospital.
- ☐ April
 - Register with your provincial or territorial College of Physicians and Surgeons (<http://fmrac.ca/members/>)
 - Apply to your provincial or territorial medical College of Physicians and Surgeons for your practice license (<http://fmrac.ca/members/>)
 - Write your CFPC exam (http://www.cfpc.ca/Dates_Fees_Deadlines/)
- ☐ End of April/Beginning of May
 - Set up your professional advisory team (lawyer, accountant, financial planner, insurance professional) (<https://joulecma.ca/sites/default/files/2018-10/checklist-starting-as-a-professional.pdf>)
 - Write your MCCQE Part II exam, if not done yet (<http://mcc.ca/examinations/mccqe-part-ii/>)
- ☐ May
 - Apply for MC CQE part II if writing in the fall. (<http://mcc.ca/examinations/mccqe-part-ii/>)

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- ☐ July
 - ***Make sure you have appropriate health and medical insurance (disability, etc.) and that there is NO GAP in your coverage between residency and starting practice!! ***
 - Obtain a family physician for yourself and build wellness into your routine.
- ☐ August and after - **Welcome to the world of the practicing physician!**

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