

# First Five Years Community of Practice

**Feb 12, 2025**

## Speakers:

Dr. Stephanie Godard

Dr. Mike Taglione

Dr. Durgaa Rajendran

## Moderators:

Dr. Ryan Banach

Dr. Eleanor Colledge



## *Establishing Healthy Practice Habits & Planning for Parental Leave*



Family & Community Medicine  
UNIVERSITY OF TORONTO

# Land Acknowledgement

We wish to acknowledge this land on which the University of Toronto operates. For thousands of years, it has been the traditional land of the Huron-Wendat, the Seneca, and the Mississaugas of the Credit. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land.

## About the First Five Years Community of Practice

- Designed for you!
- Free, fun and full of answers
- Sessions are highly practical
- Tap into the expertise of both speakers and colleagues
- Tonight's snack pairing: Apples and peanut butter
- Fully Accredited for 1.5 Mainpro credits per session



### Moderators:

- **Dr. Eleanor Colledge**, CPD Program Director, University of Toronto and Family Physician, South East Toronto Family Health Team, Toronto, ON
- **Dr. Ryan Banach**, Family Medicine Early Career Supports Lead, Office of Health System Partnership, University of Toronto and Lead Physician, Norfinch FHO, Toronto, ON

# *First Five Years Community of Practice*

## **Disclosure of Financial Support**

Nothing to disclose.

## **Potential for conflict(s) of interest:**

N/A

## **Mitigating Potential Bias**

- The Scientific Planning Committee has full control over the choice of topics/speakers.
- Content has been developed according to the standards and expectations of the Mainpro+ certification program.
- The program content was reviewed by a three-member national/scientific planning committee.



## **Dr. Stephanie Godard – Panelist**

Family Physician, South East Toronto Family Health Team



## **Dr. Mike Taglione – Panelist**

Family Physician, North York General Hospital



## **Dr. Durgaa Rajendran – Panelist**

Family Physician, Vivo Family Medicine

# Speaker Disclosure

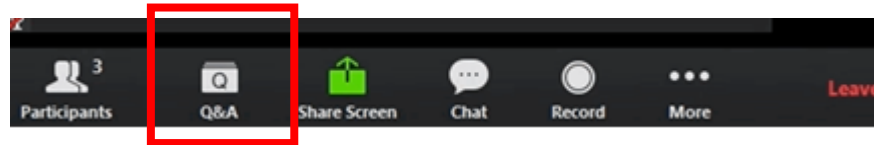
- Name: **Dr. Stephanie Godard**
- Relationships with financial sponsors:
  - Grants/Research Support: N/A
  - Speakers Bureau/Honoraria: N/A
  - Others: N/A
  
- Name: **Dr. Mike Taglione**
- Relationships with financial sponsors:
  - Grants/Research Support: N/A
  - Speakers Bureau/Honoraria: OCFP (Mainpro reviewer), Department of Family and Community Medicine & North York General Hospital (QI Program Director)
  - Others: N/A
  
- Name: **Dr. Durgaa Rajendran**
- Relationships with financial sponsors:
  - Grants/Research Support: N/A
  - Speakers Bureau/Honoraria: N/A
  - Others: N/A

# Speaker Disclosure

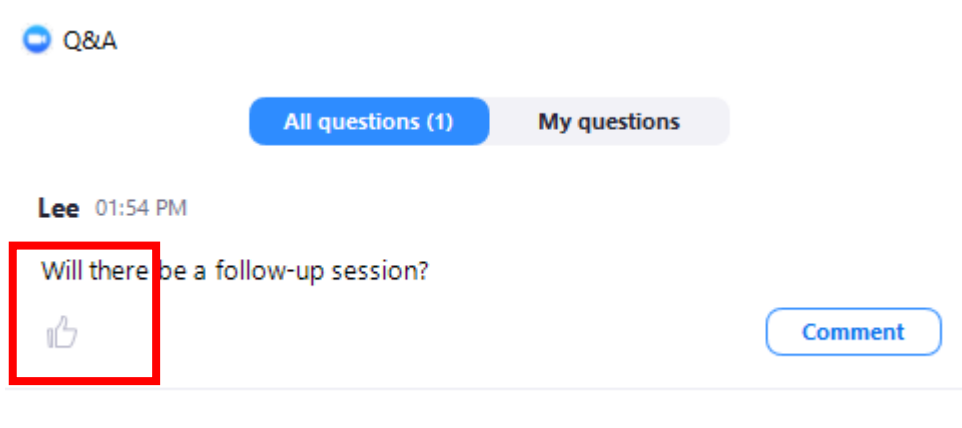
- Faculty Name: **Dr. Ryan Banach**
- Relationships with financial sponsors:
  - Grants/Research Support: N/A
  - Speakers Bureau/Honoraria: OMA – Speaker for Billing and Practice Management
  - Others: DFCM OHSP – Salary, SGFP Tariff Committee
  
- Faculty Name: **Dr. Eleanor Colledge**
- Relationships with financial sponsors:
  - Grants/Research Support: N/A
  - Speakers Bureau/Honoraria: Ontario College of Family Physicians
  - Others: The Foundation for Medical Practice Education (McMaster University)

# How to Participate

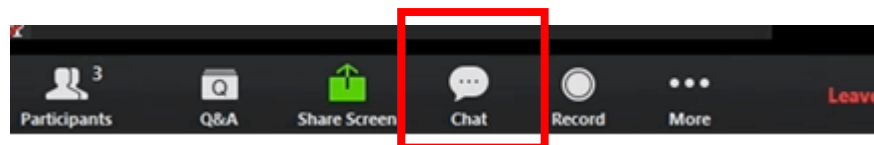
- All questions should be asked using the Q&A function at the bottom of your screen.



- Press the thumbs up button to upvote another guest's questions. Upvote a question if you want to ask a similar question or want to see a guest's question go to the top and catch the panels attention.



- Please use the chat box for networking purposes only.





# Parental Leave Logistical Planning

## Finding a locum

- Word of mouth / connect with academic teaching site
- Facebook locum page
- Cherry Health
- HFO
- DFCM locum job board: <https://dfcm.utoronto.ca/locum-opportunities>

## Payment plan

- RA vs half day rate vs “monthly salary”
- For PPLBP: pay your overhead to locum to pay out if in FHO

## Timing parental leave

# Financial Planning

- Saving for leave
  - Ex. to cover tax instalments, RRSP contribution, professional dues, some expenses, etc
- Emergency/buffer cash
  - Flexible investment (HISA/TFSA/GIC, etc) vs LOC vs other
- Pregnancy and Parental Leave Benefit Program (PPLBP)
  - \$1300/wk x 17wk
  - Consider collecting in lower-earning calendar year
- Tax instalment reduction
  - work with accountant to calculate projected income & instalments
- Professional dues reduction
  - CMPA code change (admin code = 20); OMA & CFPC provide fee reductions (call them)
- Insurance
  - Consider adjusting your disability, critical illness & life insurance
- RESP (once born)
- Will (once born)

# Pregnancy and Parental Leave Benefit Program (PPLBP)

- Is a benefit that gives eligible Ontario physicians up to **17 weeks** of pregnancy or parental leave
- Up to a maximum of \$1,300.00 per week.

Info available at: <https://www.ontario.ca/page/pregnancy-and-parental-leave-ontario-physicians>

# Eligibility

To apply for PPLBP you must:

- reside in Ontario
- be licensed to practice medicine in Ontario by the CPSO **at least 26 weeks** before the start date of your pregnancy or parental leave *or* completed residency in Ontario within the same 26 week period
- earn less than \$2,600.00 per week in gross eligible income during the leave
  - This includes PPLBP benefit

You **cannot apply** for this benefit if you:

- are still in residency
- are receiving similar benefits from another province (for example, Manitoba or Quebec)
- receive EI or other workplace pregnancy or parental benefits that are equal to or more than what you would receive from PPLBP
- are receiving similar pregnancy or parental leave benefits under another ministry agreement

# Eligibility – Benefit Calculation

- Weekly benefit = 75% of your average gross weekly **eligible income** in the 12 months prior to your chosen start date.
- Maximum gross benefit amount is \$1,300.00/week.
  - To receive the max, your 12-month eligible income **must be \$90,133.00 or greater.**
- If you have been licensed by CPSO for fewer than 12 months in Ontario, your benefit will be calculated based on the number of weeks you have been licensed prior to the leave, including residency.
- **Eligible income** = earnings for providing **OHIP-covered clinical services in Ontario**. If you received payment for services not covered under OHIP, these payments cannot be used for calculation purposes (ie. WSIB, insurance forms, third party billings)

# Taking the Leave

## **Start Dates**

Birth mothers

- Up to 5 weeks before delivery date (or earlier with note)

Birth fathers, non-birth mothers, and parents expecting a child via surrogacy

- As of child's birth date

Adoptive parents

- Adoption placement date

## **Consecutive or Non-Consecutive**

- Taken week by week Sunday to Saturday
- Minimum of two weeks at a time
- Need to complete full leave within 12 months

# Impacts on the Benefit Payments

You may earn up to \$1,300.00 per week in gross eligible earnings before your benefit payment is reduced.

- Example #1: Dr. A works during week three of her leave and earns \$1,000. There is no change to her benefit.
- Example #2: Dr. B works during week 15 of her leave and earns \$1,400. Her benefit is reduced by \$100 for that week of leave.

## Capitation Models

- If in a FHO/FHN/FHT, you may deduct locum coverage payments from capitation payments.
- “Overhead expenses cannot be deducted from the on-going capitation payments. **Only payments made directly to a locum for providing coverage for clinical services can be deducted using capitation earnings.**”

# The Application

## Part 1 – Application Info

- General info, application type, eligibility verification, income declaration

## Part 2 – Income Verification (if needed)

- Ex. If you locum, work for CHC
- May need to do multiple if you have worked many places within 1 year

## Part 3 - Declaration of Earned Income

- Submitted monthly before the 28<sup>th</sup> of each month to declare weekly income
- This where you list any income you made and locum deductions



# What it Looked Like for Me

- Daughter #2's EDC was May 28, 2023
- In advance of this, got all of my paperwork done in advance
  - Included getting PPLBP Form 2s signed by 3 different locum contracts
- Claire was born Monday May 29, 2023
- I emailed my Forms 1, 2, 2, 2, 3, and Claire's birth certificate on Friday June 9, 2023 to [pplbp@ontario.ca](mailto:pplbp@ontario.ca)
- Response received Monday June 12 indicating approval (with one small fix on form 1 needed)
- First week of benefits as of Sunday June 4 – Saturday June 10

# What it Looked Like for Me

- I split my weeks into two chunks
  - 10 weeks up front  
(June 4 – Aug 12)
  - 7 weeks over the winter  
(Dec 3 – Jan 20)

# Healthy Practice Management

Dr. Ryan Banach MD CCFP FCFP

Family Medicine Early Career Supports Lead, Office of Health System Partnership, Department of Family and Community Medicine

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Dr. Eleanor Colledge MD CCFP FCFP

CPD Program Director, DFCM

[eleanor.colledge@utoronto.ca](mailto:eleanor.colledge@utoronto.ca)



# Vacations should not be stressful

- Book off the day before vacation to do last minute packing AND “emergency” office tasks that cannot wait
- Book off first day back to give yourself time to catchup on paperwork/messages and recover from jet lag
- Ensure you have your next vacation booked so you have something to look forward to



# It is ok to say NO

- You can say no to patient requests, or at the very least set expectations that they will not be done right away
- If you are not compensated for committee work, or just don't have time, say no!
- You are replaceable to your patients, not to your family and friends – say no to squeezing in that extra patient, especially if it makes you late/miss that soccer game or school play



# Protect your time.....

- Build protected time for your inbox. Consider booking off 30 minutes in the morning, or 1 hour at lunch JUST for inbox.
- If a patient needs forms, book time in your schedule to do it. Avoid doing it after hours or on the weekend
- Train staff to send you messages about non-urgent issues instead of asking you then and there



# Things to Consider

Building YOUR practice

Scheduling

Managing Patient Expectations

Healthy Habits

# BUILD FROM DAY 1

**Practice  
size**

**No shows,  
lates**

**Non-OHIP  
services**

**Staff  
Communication**

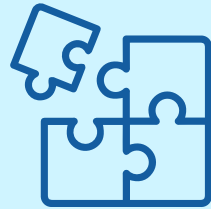
**Patient  
Communication**

**Schedule**





# YOUR SCHEDULE



## May change over time

Length of day  
Number of days  
Start/stop times (9:15)



## Consider how you work best

Priorities  
Values  
eg. timeliness, add-  
ons, access



## Paperwork

Build in time  
Be kind to your future  
self  
**\*\*NEXT CoP\*\***



# MANAGING PATIENTS

## Set expectations from day 1

Ask about/acknowledge former practice

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## Appointment timing

You are in charge!

Cooperative interrupting\*

\*The Other Human in the Room Podcast

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## Hand on the doorknob

Acknowledging where you are at



# LIFELONG HABIT BUILDING

## Time away from work

Inbox coverage, Ryan's tips

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## Priorities for time

Interests in/outside of work

Delegate

Phones/social media

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## Decision matrix

Reflection tool

# *The Creating Space Decision Matrix*

<b>QUIT/PAUSE</b>	<b>BARE MINIMUM</b>
<b>DELEGATE</b>	<b>PROTECT</b>



Thank you!

Questions?



# Upcoming session

Our next First Five Years Community of Practice session:

***Mar 5, 2025 from 7:00-8:30pm***

*Locuming 101 and Efficient Medical Form Management*

Contact us: [dfcm.quality@utoronto.ca](mailto:dfcm.quality@utoronto.ca)

The First Five Years Community of Practice is a one-credit-per-hour Group Learning program that has been certified for up to a total of 13.5 Mainpro+ credits.



# Evaluation

Please take a moment to complete the evaluation:



*We will also email the link to you directly.*