

Starting Practice in Ontario Checklist

Mandatory Exams

- \$\$ Register for LMCC – Up until June 2021, the Medical Council of Canada (MCC) awarded individuals who had successfully completed MCCQE Parts 1 & 2 with the Licentiate of the Medical Council of Canada. However, since 2021 the Medical Council of Canada will award the LMCC to individuals who meet specified criteria, in absence of MCCQE Part 2. Refer to the LMCC and your residency program for requirements.
- \$\$ Register and complete CPFC Certificate of Family Medicine exams - you must have completed 18 months of residency prior to writing. There are two sittings (fall and spring), and you must apply 3-5 months in advance.

Mandatory Professional Applications (start 2-3 months prior to practice)

- \$\$ Apply for CPSO independent license – this cannot be fully processed until CFPC exam is
- resulted.
Apply for Ontario Health Insurance Plan (OHIP) billing number - required for you to get paid by the Ministry of Health. CPSO registration must be completed first, which means you sometimes
- cannot bill the first few months of practice.
- \$\$ Apply/update CMPA coverage. Also, sign up for the Medical Liability Protection Reimbursement Program to receive partial reimbursement of the fees.
- \$\$ Apply/update OMA membership.
- \$\$ Apply/update CFPC membership – required to keep track of CME via MainPro+ credits (remember to submit up to 40 credits from residency).

Optional Professional Items

- *Apply for WSIB account – you must submit all workplace injury invoices through WSIB TELUS platform.
- *Apply for ONE ID and E-Consult – allows access to virtual platform to obtain quick consult from specialists across the province.
- \$\$ Specialty memberships (i.e. CMA, SRPC).
- \$\$ Join your local medical societies and Local Education Groups (LEG).
- Join CPFC First Five Years in Practice Facebook groups for Ontario and Canada – share clinical and practice management questions and answers with other early career physicians.

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Other Items Depending on Type of Practice

- \$\$ Apply for Family Medicine Enhanced Skills Programs through CaRMS (i.e. Emergency medicine, palliative care, addictions) – applications are typically due in the summer, interviews are in the fall and match day is in December.
- Apply for hospital privileges – start applying 1-3 months prior to practice. Requirements are hospital-specific (most hospitals require 2-3 references).
- \$\$ Determine how you plan to bill (billing software [i.e. Dr. Bill, MD Billing] vs billing agent).
- *Set up Go Secure account for billing - to designate a person or a platform to bill on your behalf.
- *Register for 24/7 Health Number/Version Code Release – this is needed to rectify billings for patients with damaged or expired health cards.
- *Register for Connecting Ontario – allows you to see some imaging, labs and prescriptions from other hospitals.

Build your personal and profession advisory teams

- \$\$ Accountant – for guidance on taxes, incorporation, etc. Watch for discounts that may be available to you as a resident when submitting taxes.
- \$\$ Insurance broker (life, disability, health insurance) – watch for discounts that may only be available in your first few months of practice.
- \$\$ Legal advisors – for incorporation, starting a practice, etc.