

Group Practice Review (GPR) *What to Expect*

A step-by-step guide to GPR, with estimated time commitment:

- 1. Designate a physician as the primary contact for your clinic's GPR**
The designated physician must be a practising physician at your clinic.
- 2. Complete a [Pre-Visit Questionnaire](#) (15 minutes online)**
The questionnaire should be completed by the designated physician on behalf of the clinic. Please respond within 10 days if possible.
- 3. Request your Clinic Panel Report from the [Health Quality Council of Alberta \(HQCA\)](#) (10 minutes)**
To request the report, the designated physician at your clinic will be provided a link to HQCA. Upon receipt of the report, please send a copy to the CPSA so that your assigned GPR Facilitator can prepare for the meeting with the clinic physicians. Please ensure you request the Clinic Panel Report, not personal reports.
- 4. Schedule your virtual or onsite Standards of Practice (SOP) review and facilitation meeting**
Once we receive your completed pre-visit questionnaire, we will contact the designated physician to schedule a time/date for your clinic's SOP review and follow-up meeting with a CPSA Physician Facilitator. We will also advise what documentation to have ready for your SOP review.
- 5. Participate in the SOP review (2½-3 hours)**
A CPSA SOP nurse reviewer will meet with the Clinic Manager for 2½ hours and the designated physician for 30 minutes. [SOP What to Expect](#) and [SOP Questions](#)
- 6. Review and reflect on your GPR report (30 minutes)**
Every physician in the clinic will receive a copy of the GPR report. Please review the report and HQCA Clinic Panel Report, reflect on improvement opportunities and begin to develop an Action Plan, as much as you are able.
- 7. Attend the facilitation meeting (90 minutes)**
All clinic physicians are required to participate in the follow-up meeting with a trained CPSA Physician Facilitator. If applicable, the clinic's business owner(s) and clinic manager/supervisor should also attend, as they may have a direct impact on the quality of patient care and processes at the clinic.

The facilitator will discuss your GPR report and HQCA Clinic Panel Report, assist you in developing your Action Plan, and provide support and resources to address any challenges or obstacles you have identified.

8. Review facilitation report (30 minutes)

Every participating physician at your clinic will receive a copy of the facilitation report.

9. Give us your feedback (15 minutes)

We want to make sure the GPR process provides the best possible value for participants. Please share your clinic's experience by having the designated physician complete the Program Evaluation Questionnaire online on behalf of the group.

10. Apply for CPD credits (30 minutes)

After completing your GPR, all participating family physicians are eligible to apply for up to 13.5 CPD credits from the Mainpro+ program of the College of Family Physicians of Canada. Specialists may receive MOC credits under the Assessment Activities through the Royal College of Physicians and Surgeons of Canada

11. Complete the six-month follow-up questionnaire (15 minutes)

We will contact the designated physician six months after your clinic's participation to update progress on the opportunities identified in your GPR report.