

Preparing for a PRA candidate

Prepare yourself

- ✓ Familiarize yourself with CPSA's assessment process and tools.
- ✓ Schedule time for: candidate orientation, the interim report and final report meetings.
- ✓ Consider changes to patient scheduling to prevent delays.
(e.g., fewer patients earlier in rotation, wave scheduling to improve patient flow.)

Prepare your staff

- ✓ Explain the candidate's role.
- ✓ Emphasize the importance of making the candidate feel welcome and part of your team.
- ✓ Outline candidate expectations and clarify what they are permitted to do.
- ✓ Discuss how the candidate will impact day-to-day activities in the clinic (being on time, scheduling, space, etc.)

Prepare your colleagues

- ✓ Review the assessment process with your colleagues.
- ✓ Identify complementary practice interests that may be beneficial for a candidate's experience.
- ✓ Please advise CPSA prior to assessment if you plan to share duties with a colleague.

Prepare your clinic

- ✓ Prepare an orientation package for the candidate including: community resources for clinic patients, key websites and other helpful information.
- ✓ Examine your clinic to determine the candidate's home base for mail, charts, reports, etc.
- ✓ Designate a separate exam room for the candidate.
- ✓ Ensure the candidate has access to a computer and resource materials.

Prepare your patients

- ✓ Inform your patients you have a candidate in the office and what his/her role is.
- ✓ Ensure you have the patient's consent for the candidate to be involved in his/her care.
- ✓ Ensure you have a system to identify patients who prefer not to see a candidate.
- ✓ Consider using the following language when introducing a candidate to patients:
I/we have Dr. X, a physician candidate working with me/Dr. Z today. The nature of your visit and related findings will all be discussed and reviewed by me/Dr. Z before your visit is concluded. Are you comfortable seeing Dr. X?

To learn more about practice readiness assessments visit:
cpsa.ca/physicians/registration/registration-assessments/

Candidate Orientation Guidelines

- 1. Learn about the candidate and their background.** What are their personal circumstances? Did they leave family, a good position, etc.?
- 2. Review & inquiry with candidate** about previous medical training, independent practice, learning experiences, and known strengths and weaknesses.
Example questions regarding medical/independent practice training:
 - Where did you train in medical school?
 - What was the format of your medical school training? Postgraduate Training?
 - What type of exposure to patients did you have throughout your training? Did you have the opportunity to interact with patients on a regular basis? What type of groups and patients did you typically see in your training – all ages, genders, etc.?
 - What practice of medicine have you previously worked independently?
 - Did you have the opportunity to interact with patients on a regular basis?
 - When was the last time you practiced medicine independently and where?
 - How familiar are you with the Canadian health-care system?
Example questions regarding learning experiences:
 - How would you identify your learning needs and establish learning goals to meet these needs?
 - How has your performance been evaluated in previous learning situations?
 - Why types of feedback are you familiar with?
 - Have you been provided with feedback from direct observation of your patient interactions before?
 - Have you had feedback on history taking, physical examination, etc.?
- 3. Discuss cultural differences** and review how the Canadian health care system works. Emphasize patient-centred care, partnership rather than paternalism, taking sexual history and the use of ethical decision-making and evidence-informed medical skills in practice. Give them an opportunity to describe their personal perspectives.
- 4. Review & inquiry with candidate** about previous medical training, independent practice, learning experiences, and known strengths and weaknesses.
- 5. Introduce them to your practice, your staff and colleagues.** Provide EMR training and identify available community resources. Have the candidate accompany you as an observer for a few days prior to assessment.

To learn more about practice readiness assessments visit:
<https://cpsa.ca/physicians/registration/registration-assessments>

Display the poster on the next page in your clinic & exam rooms

Our clinic is proud to host a Practice Readiness Candidate!

Our clinic's physicians have received special training from the College of Physicians and Surgeons of Alberta to assess practice readiness candidates.

Who are Practice Readiness Candidates?

Practice readiness candidates are physicians who do not meet the full criteria for the CPSA General Register.

Candidates must pass an assessment in order to obtain their licence to practice independently in Alberta.

An assessment includes a period of direct supervision by a trained physician assessor.

Learn more

To learn more about practice readiness assessments, visit:

cpsa.ca/physicians/registration/registration-assessments/

As a practice readiness candidate, I will meet with you and develop a care plan that I will carry out with your regular physician. I am supervised at all times, and your regular physician will remain completely responsible for your care.

If you prefer not to have me in attendance during your visit, please inform our staff.

