

## **Locum Program Guidelines**

Effective July 24<sup>th</sup>, 2023

### **Physician Eligibility**

- Locum physicians are required to be licensed by the College of Physicians and Surgeons of Nova Scotia and privileged by a health authority.

### **Coverage Guidelines**

- For family physicians and specialists, the locum program will fund coverage for: Scheduled leave of physician for vacation, CME, parental, or unplanned leave due to illness.
- Specialist services covered: general internal medicine, general surgery, orthopedic surgery, anaesthesia, obstetrics/gynecology, psychiatry, pediatrics, radiology, pathology and urology.
- For daily/hourly paid physicians such as (Hospitalists, Emergency Departments, Psychiatry, CHIP, PMC, etc.). These physicians may be able to claim the travel elements of the locum program and not the daily income guarantees.
- A full locum day is defined as providing a minimum of 7.5 hours of clinical coverage, a half locum day is defined as minimum of 3.75 hours of clinical coverage.

The Locum Program is available:

- To provide coverage for vacancies but only if they are actively being recruited for by a health authority.
- For a maximum coverage period of 30 days per fiscal year, per physician.

The Locum Program is not available:

- For providing service coverage at your regular work sites.
- For providing service coverage in a regional hospital where physician groups have an approved facility on-call rotation of 5 or more physicians.
- To C/AFP Departments, although individual AFP Physicians may be eligible for work outside of the C/AFP Department with their Department Head approval.

## Services to be provided

### Family Physicians

- Family practice coverage (may include inpatient and nursing home if part of FP normal practice).

### Royal College Specialists

- Specialist hospital coverage including on-call.
- Office coverage where indicated, as requested on application form.

## Payment Rates

### Daily Rates

- The minimum daily income guarantee for a locum Physician is:
  - \$1,200 for FP's providing full day coverage; \$600 for half day coverage.
  - \$1,600 for Specialists providing full day coverage; \$800 for half day coverage.

### Shadow Billing Above Daily Rates

- If shadow billings for Insured Medical Services are higher than the applicable minimum daily rate on a given day, including for Insured Medical Services delivered after hours, the locum physician will receive the amount of shadow billings greater than the applicable minimum daily rate.

### Travel

- If required to travel for the locum assignment, travel will be reimbursed as follows:
  - Kilometrage from the Physician's residence or regular work site (whichever is closer to the required non-regular work site) to the required locum work site, and return, at the then-prevailing Nova Scotia Government kilometrage rate (unless NSH has provided a rental car for physician's use).  
Note: Kilometrage is only paid for travel within the Atlantic provinces.
  - Per diem of \$100 per day for full day coverage; \$50 for half day coverage.
  - Accommodations at 100% to a maximum of \$300 per night, receipts of which must be provided to be eligible for reimbursement.
  - Airfare to and from Nova Scotia, where required, 100% covered at regular economy fare up to a maximum of \$1,500, receipts must be provided for reimbursement.
  - Travel time at \$100 per hour up to a maximum of 10 hours return (5 hours each way) per week.
  - No travel time or expenses are payable for travel that is less than one hour total travel time roundtrip.

## Licensing Fees

- For Atlantic Registry physicians the CPSNS Atlantic Registry license fee is reimbursed.
- For locum physicians outside the Atlantic Registry, the CPSNS locum license fee is reimbursed.

## Facility On Call

- Facility On Call Rotas may be claimed through the applicable Facility On Call fee code. Locum physicians are not entitled to receive payment for any services while on call unless the total daily shadow billings exceed the minimum daily income guarantee.

## Additional Payment

- The host physician is eligible for \$250 per day for the duration of the locum if covering for leaves.