Procedures for the admission and supervision of fellows

The admission of a fellow by a faculty of medicine at a Québec university must also follow the procedure established by the Collège des médecins du Québec. Fellowship programs in Québec’s faculties of medicine must follow the Collège’s accreditation standards, as do residency programs.

Consequently, a fellow must:

- First complete the procedure for admission to a faculty of medicine which includes approval by the director of the residency or fellowship program and the associate dean of postgraduate medical education in accordance with the faculty’s selection criteria.
- Hold a valid training card issued by the Collège once he has received a letter of eligibility from the Collège. The letter of eligibility will be issued once the faculty has informed the Collège of the fellow’s admission, the fellow has completed the application form for review of a file as a fellow through the Collège’s online services, and the documents the fellow submitted to physiciansapply.ca have the verification status “Passed”.
- Be able to refer to the general and specific objectives related to the competencies to be developed in each of the CanMEDS roles during his fellowship.
- Be supervised based on his level of autonomy and competencies to be developed.
- Be provided with sufficient resources to support his learning, without compromising the exposure or professional development of other trainees in the service or department.
- Be given regular formal and formative evaluations to inform and guide him in the management of his learning throughout his training.
- Comply with the following regulations:
  - Code of ethics of physicians;
  - Regulation respecting professional activities that may be engaged in by persons other than physicians;
  - Regulation respecting the procedures for supervising persons performing a period of professional training in medicine;
  - Regulation respecting records, places of practice and cessation of practice by a physician;
  - Regulation respecting the standards relating to prescriptions made by a physician.
- Refer to the guide Role and responsibilities of the learner and the supervisor.
- Comply with faculty and training site regulations.
- Have professional liability insurance at all times.

Furthermore, the Collège invites fellows to read the documentation concerning the legal, ethical and organizational aspects of medical practice in Québec (ALDO-Québec) at the beginning of their fellowship or participate in the ALDO-Québec educational activity during their fellowship.