

Guideline for Visiting Professor / Visiting Specialist Privileges at C&W

Recap by Dr. E. J. Phillips, Deputy Registrar of CPSBC on April 6, 2006

A visiting specialist / professor who wishes to provide a preceptorship to medical staff in the organization, **or** a specialist / professor / physician who wishes to acquire a short term learning experience in British Columbia **must apply for temporary licensure through the College of Physicians & Surgeons of B.C.**

1. Requests for temporary licensure must be initiated by the medical staff member, who submits a sponsorship letter to the College. The request should include:
 - a) the professor's / specialist's CV
 - b) dates and the site(s) where the training will take place
 - c) name of the physician(s) who will be supervising the incoming professor / specialist
2. Upon review of the above, a letter confirming that the CPSBC will provide such licensure, an application, criminal record search authorization form, and an 'identification' form are mailed to the sponsoring / supervising physician.
3. To complete the registration process, the visiting professor / specialist will be required to provide the College with the following documents:
 - Completed application.
 - Completed authorization for Criminal Record Check with \$20 CAD payment to the Minister of Finance by certified cheque or money order.
 - A photocopy of his/her original medical diploma and specialty certification.
 - A photocopy of the main page of his/her passport.
 - A Certificate of Standing from his/her current licensing authority.
 - A \$100 CAD licensing fee will be required (if the training will be longer than 4 weeks – under 4 weeks is no charge).

If the visiting professor / specialist is invited as an eminent personality in his/her field to assist in a clinical atmosphere or provide education to medical staff which involves patients (i.e. rounds, procedures, etc.), then in order to facilitate the registration process, the College is willing to have the sponsoring medical staff member cite the identification based on the passport of the visiting professor/specialist. The sponsoring medical staff member then returns the identification form to the College, who in turn faxes the temporary license.

If the visiting professor/specialist/physician is here to further their own education, they need to go to the College to obtain their temporary license, and are not cited by the medical staff member.

A temporary license is a **MUST** and the policy of the College cannot be overruled.

There may be extenuating circumstances on a case-by-case basis, and clarification may be obtained through the Medical Staff Office via Judy Darby @ jdarby@cw.bc.ca (604-875-2888) or Deb Cannon @ dcannon@cw.bc.ca (604-875-2779).