



*College of
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REGISTRAR
KAREN SHAW, M.D.

Application to provide services OUTSIDE of your current scope of practice to patients during the COVID-19 Pandemic in a COMMUNITY-BASED setting

This application pertains to delivering services considered outside of what would be considered the usual scope of practice for your discipline, training and experience, in a community-based setting. These may include virtual and/or in-person delivery of health care services.

Content:

1. Scope of Practice expansion explained
2. General expectations of physicians for the scope of practice expansion
3. The CPSS expectations of physicians for virtual care
4. Recommendations from the Saskatchewan Information and Privacy Commissioner for telehealth apps.
5. The CPSS expectations for in-person care (or a combination of virtual and in-person care)
6. Team-based Care and Collaboration
7. Application Process
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1. Scope of Practice expansion explained:

During the COVID-19, at the discretion of the Registrar of the CPSS, the provision in [bylaw 2.3](#) that every licence is subject to the limitation that the licensee must only practise in the areas of medicine in which the licensee is appropriately educated and appropriately experienced and our [Regulatory Bylaw 4.1 Returning to Practice in Saskatchewan after an absence or disability, inactive practise, or change in scope of practice](#) will be applied under [Regulatory Bylaw 2.18, Emergency Licensure](#).

If the expansion is approved, please be aware that this expanded scope of practice will only be in effect until the pandemic is declared to be over. When the Registrar decides that the emergency declaration is ended, the bylaws in their current form will be in force.

2. General expectations of physicians for the scope of practice expansion:

Physicians are held accountable to uphold professionalism, trust and the protection of patient safety by restricting their practice to areas in which they are both educated and experienced, and have the necessary skills and knowledge to deliver safe and competent care.

The CPSS's expectation of physicians in managing COVID-19 related concerns include:

- Familiarizing yourself with the Coronavirus disease, by reviewing trusted sources like [Up-To-Date](#), the [World Health Organization](#), and The [Centers for Disease Control and Prevention](#), and
- Familiarizing yourself with the guidance for managing this disease by being aware of the information for managing COVID-19 patients on the [Saskatchewan Government of Health](#) and the [Saskatchewan Health Authority](#) Websites.

The [College of Physicians and Surgeons of Saskatchewan](#) and the [Saskatchewan Medical Association](#) websites also contains resources to assist you in managing COVID-19 patients.

You will be expected to stay abreast of the developments around the COVID-19 pandemic by following the practice updates from the CPSS and the SMA, as well as the SHA informational e-mail in order to follow guideline based care in its most current form.

3. If you will be delivering virtual care, the CPSS expectations of physicians during a pandemic are:

1. That all physicians licenced by the CPSS to provide care in Saskatchewan are permitted to deliver virtual care to patients in Saskatchewan within their scopes of practice,
2. The CPSS does not specify which method/application is used to deliver virtual care during a pandemic,
3. That physicians still have to take reasonable steps to ensure that Personal Health Information (PHI) is protected to the best of their ability,
4. That physicians develop an internal policy regarding the method of delivery of virtual care pertaining to the protection of PHI,
5. That physicians strive to ensure that the methods they use to deliver virtual care is consistent with HIPA to the best of their ability,
6. That the patient be informed that the virtual method of communication may not guarantee the integrity of protecting the PHI, and that in some cases this method of care delivery may not be optimal, and that the patient is given the option to opt-out of the virtual care interaction,
7. That complete documentation be kept of the interaction consistent with the [CPSS Regulatory Bylaw 23.1](#)
8. That all tests ordered will be ordered, managed, and followed up by the ordering physician in accordance to the [CPSS Standards for Primary Care](#):

1) *Ensure that any practice location in which they work has appropriate systems in place to review and, if appropriate, provide follow-up care in response to any investigations ordered by the physician. When possible, the results of such investigations should be reviewed by the physician who has ordered the investigations and, when not possible, investigations results will be reviewed by a qualified medical colleague;*

2) *Ensure that any practice location in which they work has appropriate systems in place to review and, if appropriate, provide follow-up care in response to consultant's reports requested by the physician. When possible, consultant's reports should be reviewed by the physician who requested the consultation and, when not possible, such reports will be reviewed by a qualified medical colleague*

The CPSS [Policy on the Practice of Telemedicine](#) establishes expectations for physicians providing care and advice through telemedicine.

To the extent reasonably possible, a physician should practise to the same standards as when there is no emergency, in keeping with the College's [CPSS Standards for Primary Care](#)

CMPA advice on the delivery of virtual care during the pandemic: [COVID-19 Hub](#) for advice, support and medical-legal information.

The Saskatchewan Medical Association (SMA) offers the following to prepare physicians for the delivery of virtual care: Virtual Care – [Quick Start Guide](#).

4. Recommendations from the Saskatchewan Information and Privacy Commissioner for telehealth apps:

As health professionals and patients are approached to use such apps, they should be asking questions before agreeing to do so.

Health professionals should ask:

- Does the organization offering the app (service provider) reside in Saskatchewan?
- What personal health information is collected and stored by the app (service provider) and for how long?
- Where geographically is the information stored?
- Who is in custody and control of the stored information?
- Can I get a copy of the stored information any time I ask?
- Is the personal health information shared with any other company or individual?
- What safeguards are in place to protect that information?
- Can I see the contract I would have to sign to use the service?
- Have you done a privacy impact assessment and could I have a copy?
- Have you had a security assessment done by an independent third party and if so can I see a copy?

5. If you will be delivering in-person care (or a combination of virtual and in-person care):

Physicians are expected to act in the best interests of their patients by ensuring that they have acquired the necessary training, skills and knowledge prior to planning to introduce and submitting a scope of practice change request to the College of Physicians and Surgeons of Saskatchewan. You are reminded to limit your treatment to aspects of care in which you are competent to do so. The expectations are:

1. That all physicians will have/acquire the skill, knowledge and training to be delivering the care,
2. That the care provided will be based on the most current guidelines, which may be amended and updated in a very short time frame, as communicated by the [Saskatchewan Government of Health](#) and the [Saskatchewan Health Authority](#),

3. That care be delivered guided by the College's [Code of Conduct](#) and [Code of Ethics](#), and that all [Standards, Policies and Guidelines](#) and [Regulatory Bylaws](#) still remain in force during the Pandemic,
4. That you will limit your care delivery to what you are known and familiar with, and not hesitate to consult with colleagues or allied healthcare providers should you need advice or assistance,
5. That you will follow the guidelines for [Personal Protection Equipment](#) use, adhere to guidelines for [testing, Screening and Medical Directives](#), and follow [Infection Prevention and Control](#) guidelines,
6. That complete documentation be kept of the interaction consistent with the [CPSS Regulatory Bylaw 23.1](#)
7. That all tests ordered will be ordered, managed, and followed up by the ordering physician in accordance to the [CPSS Standards for Primary Care](#):
 1. *Ensure that any practice location in which they work has appropriate systems in place to review and, if appropriate, provide follow-up care in response to any investigations ordered by the physician. When possible, the results of such investigations should be reviewed by the physician who has ordered the investigations and, when not possible, investigations results will be reviewed by a qualified medical colleague;*
 2. *Ensure that any practice location in which they work has appropriate systems in place to review and, if appropriate, provide follow-up care in response to consultant's reports requested by the physician. When possible, consultant's reports should be reviewed by the physician who requested the consultation and, when not possible, such reports will be reviewed by a qualified medical colleague*

To the extent reasonably possible, a physician should practise to the same standards as when there is no emergency, in keeping with the College's [CPSS Standards for Primary Care](#)

CMPA advice on the delivery of care during the pandemic: [COVID-19 Hub](#) for advice, support and medical-legal information.

CME resources courses are available online, for example through the CME department of the [University of Saskatchewan](#) and the [University of Calgary](#).

6. Team-based Care and Collaboration:

We wish to remind you that, during a Pandemic response, Team based care and collaborations between physicians and allied healthcare providers is essential. The [CPSS Code of Ethics](#) state:

42. Contribute, where appropriate, to the development of a more cohesive and integrated health system through inter-professional collaboration and, when possible, collaborative models of care.

Take care to cultivate and utilize a professional and collaborative working relationship with the [Pharmacists](#), [Nursing Staff](#), SHA staff, respiratory and [lab technicians](#),

[physiotherapists](#), X-ray technicians and [sonographers](#) amongst other care providers involved in patient management.

Stay in contact with your [SHA Area Chief of Staff \(ACOS\)](#) and coordinate efforts to maximize resources.


7. Application Process:

This process requires that you fill out and sign this the COVID-19 Emergency Scope of Practice application form and e-mail it to CPSSreg@cps.sk.ca.

Once we have received the completed COVID-19 Emergency Scope of Practice application form, an expedited process is in place to review this and inform you of the decision.

We wish to convey our appreciation for making yourself available during this pandemic to provide patient care.

Sincerely,



Dr. Werner Oberholzer

Deputy Registrar | Werner.oberholzer@cps.sk.ca | CPSS direct line: 1 306 667 4648



Application for an Emergency Scope of Practice Expansion related to service delivery during the COVID-19 Pandemic in the Community (Excluding Saskatchewan Health Authority facilities)

The purpose of this form is to provide a concise summary of the changes you are planning to make.

In some situations additional information may be required at a later date. If the expansion is approved, please be aware that this expanded scope of practice will only be in effect during the pandemic. When the Registrar decides that the emergency declaration has ended, the bylaws in their current form will be in force.

Last name:

First name:

Current address:

Phone number and email address:

What is your current scope of Practice?	
What is your requested scope change?	
Will you be providing the service via telemedicine?	
If by telemedicine, at home or in a practice location(s)?	
Will you be providing this service in-person?	
If in-person, in which practice location(s)?	
What is your training in COVID-19 patient management?	
When did you last practice in this area and how long?	
Do you have CMPA coverage in place?	
Do you also practise in a SHA facility?	
Do you have privileges in a SHA facility?	
What recordkeeping method will you use (EMR/paper)?	
Will you function in a collaborative group practice?	
Are you reading the CPSS/ SHA/SMA alert e-mails?	

Please provide a more detailed description of the job-site, team integration and support services available where you will be delivering this service:

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Please give a short description of how you updated your knowledge and skill in relation to the management of COVID-19 patients, and how you intend to stay current with the rapidly changing recommendations for the operational aspect of the COVID-19 management of patients:

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- I certify that the information provided on this application is correct and complete to the best of my knowledge, and that I have read and understood the scope of practice expansion letter from the College.

- I undertake to adhere to the expectations required for training, as well as the management of patients to be able to provide these services in adherence to the College of Physicians and Surgeons of Saskatchewan [Code of Conduct](#), [Code of Ethics](#), [Standards, Policies and Guidelines](#) and [Regulatory Bylaws](#).

Signature:	
Date:	

Please e-mail completed form to: cpsreg@cps.sk.ca