



Temporary Staff Programs

Preamble

The Department of Midwifery at BC Women's Hospital (BCWH) and Providence Health Care St. Paul's Hospital (SPH) welcomes eligible midwives to apply for temporary privileges under the following four programs, and as outlined below: Locum Tenens Program, Caseload Assistance Program, New Graduate Program and Rural Support Program. All applications will be fairly considered; total number of temporary staff participating in each program at any given time is at the discretion of the Department Head / Assistant Department Head. First-time applicants must submit completed applications, including all supporting documents, a minimum of six weeks prior to the requested start date.

Requirements and Restrictions for Temporary Staff

Temporary staff must be registered and in good standing with the College of Midwives of BC, be a member of the Midwives Association of BC, and be current in certifications required for medical staff privileging. They must also subsequently reapply to update their credentials with BCWH Medical Affairs every 12 months, and provide updated documentation, as requested by SPH Medical Affairs. Temporary staff are also required to submit birth rosters to the department on a monthly basis for the months they are working in the department.

Midwives who have been granted Temporary and/or Locum Tenens privileges for 24 months, or 24 near-consecutive months, are not permitted to reapply for temporary appointments within the Department of Midwifery for a minimum of one year, as mandated by BCWH Risk Management. However, any eligible midwife may apply on the posting of vacant permanent medical staff privileges at any time.

The following orientation requirements are mandatory for all temporary staff new to the department:

Prior to start date:

- Identification of a mentor and creation of a mentorship plan;
- Review of and compliance with the CMBC's New Registrant Policy/Registrant's Handbook, if applicable;
- Interview with the Department Head or Assistant Head to review the department's Orientation Manual, the mentorship plan, and the roles, policies and expectations of the department;
- Site orientation of the new department member by the mentor(s) to each hospital the new midwife is working in, i.e. BCWH and/or SPH, using the department's *Orientation Checklist*.

Within 30 days of start date:

- Completion of a 4-hour RN orientation shift at each hospital where the new midwife will hold privileges;
- Attendance by a mentor(s) at the new midwife's first hospital birth in each hospital where the new midwife will hold privileges.

Please refer to the *Mentoring and Orientation Policy* for timelines and additional details.

1. Locum Tenens Program

Locums are valuable to the Department of Midwifery, as from time to time Active and Provisional Active staff require practice coverage during vacation or approved leaves of absence such as a medical, maternity or parental leave. According to the Medical Staff Bylaws at both BCWH and SPH, locums are granted Locum Tenens privileges for a specified period of time (not to exceed 12 months continuously) for the purpose of replacing a member of Active or Provisional Active staff during an absence. Further departmental restrictions on Locum Tenens staff are as follows:

For Locums:

- Locums may provide caseload coverage for midwives on an approved medical, maternity, or parental leave for up to 12 months;
- Locums may provide caseload coverage for a midwife on vacation or short term leave for up to four (4) months per 12-month period;
- Midwives wishing to provide ongoing locum coverage within the Department of Midwifery for more than four (4) months per 12-month period (outside coverage of an approved medical or maternity leave) are not considered locums and must apply for privileges under the Caseload Assistance Program.

For Hiring Midwives:

- A locum replaces the hiring midwife, therefore the hiring midwife cannot work in the hospital at the same time as her locum;
- Requests for locum coverage where there is no existing caseload will not be granted;
- Requests made by one individual or a practice team for repetitive, short periods of coverage by the same locum, thereby implying an additional practice partner, will not be granted, but an application to the Caseload Assistance Program (see below) will be considered for this type of caseload coverage request(s);
- Any requests for more than a total of four (4) months locum coverage (beyond an approved medical or maternity/parental leave of absence) will require a meeting with the Department Head/Assistant Head to review the circumstances necessitating the request;
- Extended locum coverage is considered extraordinary and is granted at the discretion of the Department Head/Assistant Head.

2. Caseload Assistance Program

Midwives who provide continuous, full-time, and high volume primary care may benefit from having ongoing assistance with caseload and call coverage. The Caseload Assistance Program (CAP) is a new program that, as of May 2015, replaces the former use of long-term locums, and which is intended to provide members of the Department of Midwifery with access to call coverage in a way that supports professional development, flexible and sustainable practice, and continuity, as per the CMBC Midwifery Model of Care.

Under the CAP, any group of three or more midwives on Provisional or Active medical staff at BCWH and/or SPH may select and hire a Caseload Assistance Midwife (CAM); both the hiring midwives and the CAM are considered part of the CAP. Together they complete and submit a CAP application/agreement form, to be reviewed and approved by the Head or Assistant Head of the Department of Midwifery. The CAM may then apply for 12 months of Temporary privileges, to a maximum of two consecutive 12-month appointments (a break of a minimum of seven [7] days is required between each 12-month appointment). During the CAM's appointment to temporary staff, the CAM will cover call primarily for those midwives named on the CAP agreement; however, the CAM is permitted to provide hospital-based care for any midwifery clients. This means the CAM may also cover call for midwives not named on their CAP agreement if opportunities arise.

Pre-planning and cooperation is essential to the success of this program. Both hiring midwives and CAMs must sign a CAP agreement outlining the following for each 12-month period:

Each hiring midwife will:

- Arrange for the CAM to cover all caseload and vacation requirements;
- Agree to not request additional Locum Tenens privileges during participation in CAP, barring extenuating circumstances;
- Not book more than 60 clients per year.

Each CAM will:

- Enter into caseload coverage agreements with enough hiring midwives to ensure full time work for the majority of a 12-month period;
- Agree to not carry a personal caseload;
- Agree to annual re-credentialing and quality oversight, as per Medical Staff Bylaws/Rules;
- Provide caseload coverage to other departmental midwives not named on their CAP agreements as requested and able.

The CAP may also apply to situations where a member of active staff unexpectedly resigns leaving remaining caseload. Should that midwife's practice partners be unable to cover the resigned midwife's remaining caseload, up to six (6) months of Temporary privileges may be granted to a CAM to assist the team in winding down the remaining caseload.

Given that one of the objectives of the CAP is to reduce administrative workload, the expectation is that, upon signing an agreement, all parties commit to a minimum of one year, i.e. the CAM's first 12-month period of Temporary privileges. Should extenuating circumstances arise and one of the signatories must withdraw from the agreement, it is the responsibility of all parties to identify a replacement signatory to the agreement.

3. New Graduate Placement Program

The New Graduate Placement Program (NGP) offers 12 months of Temporary privileges to a limited number of midwives annually in their first year of practice following graduation from a Canadian midwifery education program, or Canadian bridging program, in order to consolidate skills and access mentorship from midwives working in the Department of Midwifery. Midwives accepting a new graduate into their practice are allowed to build caseload for the new graduate for the 12-month period of the new graduate's placement, but are also responsible for reducing that caseload accordingly by the end of the new graduate 12-month placement.

Postings for available positions under the NGP will be issued in December each year. If the number of applicants to the program exceeds the number of available placements in a given year, a lottery will be held for fairness.

Annual placements will commence July 1st, and end on June 30th of the following year, and privileges will be granted to match those held by the mentor practice team, i.e. at BCWH and/or SPH.

4. Rural Support Program

Midwives who work in rural or remote locations in BC may be required to leave their practices/communities periodically in order to attend births in a higher volume setting. This may be for the purposes of meeting regulatory requirements, i.e. increased numbers, to upgrade their OB skills or to meet remedial objectives. Under the Rural Support Program, these midwives may apply for Temporary privileges in the Department of Midwifery at BCWH and/or SPH for a defined period of time in order to attend deliveries while working with Vancouver-based practices. Rural midwives may apply for up to eight (8) weeks of Temporary privileges at BCWH and/or SPH per 12-month period. The minimum amount of time per privileges application is one (1) week.

Application Process

Contact the Administrative Coordinator of the Department of Midwifery at agrant@cw.bc.ca for more information or to apply for privileges under any of these temporary staff programs at BCWH and/or SPH.