

FPSC Provincial Mentorship Program

Mentor Package

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Provincial Mentorship Program – Mentor Package Summary

FPSC's **Provincial Mentorship Program** enables new or experienced family physicians expanding their scope of practice to access peer mentorship and networking opportunities in **Long-Term Care (LTC)**, **Inpatient Care**, **Pregnancy and Newborn Care (PNC)**, and **Longitudinal Family Practice**. The program supports family physicians to access mentorship at individual, local and provincial levels.

	Longitudinal FPs and Locums		Long-Term Care	Inpatient Care	Pregnancy and Newborn Care	+ MC4BC Expanded clinical skills training
Individual	Longitudinal Practice: 5 hours	Longitudinal Locum: 2 hours	5 hours	5 hours	5 hours	
Local			LTC networking & HA collaboration	IPC networking & HA collaboration	PNC networking & HA collaboration	
Provincial	Longitudinal-specific virtual learning sessions		LTC-specific virtual learning sessions	IPC-specific virtual learning sessions	PNC-specific virtual learning sessions/CoP	

Compensation

The FPSC Provincial Mentorship Program provides up to **5 hours of 1:1 mentorship** for both mentee and mentor compensated at the hourly JCC sessional rate (up to 2 hours for mentees in the locum stream) for each program stream. Mentors should submit their hours at completion of supporting each mentee or on a quarterly basis (whichever comes first).

Eligibility Criteria for Mentors

- Registered and fully licensed family physician with the College of Physicians and Surgeons of British Columbia in good standing
- Have a minimum of 5 years of active clinical experience in the relevant setting(s)
- Be a member with a Division of Family Practice
- Knowledge in the clinical practice stream, local systems, workflows, and interdisciplinary care models
- Commit to defined mentorship hours (up to 5 hours for each mentee; up to 2 hours for each mentee in the longitudinal locum stream). Mentors are asked to participate for one-year. Mentors determine when and how many mentees they are able to support.
- Foster a safe learning culture
- Hospital privileges are required if providing inpatient care in hospital (*Inpatient Care stream only*)
- May require hospital privileges if providing full maternity care in hospital (*Pregnancy & Newborn Care stream only*)

Participation in the program entails a commitment to the following:

- [Doctors of BC Member Code of Conduct](#)
- [CPSBC Conflict of Interest Practice Standard](#)
- [Equity, Diversity, and Inclusion](#)
- [Truth and Reconciliation](#)

Training and Physician Resources

- Cultural Safety Resources, including listings on the [JCC Collaborate on Health in BC](#) page.
- [Physician Health Program](#)
- UBC CPD [learning activities](#)
- UBC Faculty of Medicine: Faculty Development: [A Day in the Life of a Preceptor](#)
- BC Centre for Palliative Care Extension for Community Healthcare Outcomes ([ECHO](#)) [sessions](#)

Other Mentorship and Orientation Programs

Additional mentorship opportunities are offered through FPSC, SSC, and UBC CPD. These are listed and linked below.

- [Maternity Care for BC \(MC4BC\)](#)
- [Practice Support Program \(PSP\) Peer Mentor Network](#)
- [UBC Rural CPD's Coaching and Mentoring Program \(CAMP\)](#)
- [UBC CPD's Personal Learning Plans](#)
- [Provincial Physician Coaching Program](#)

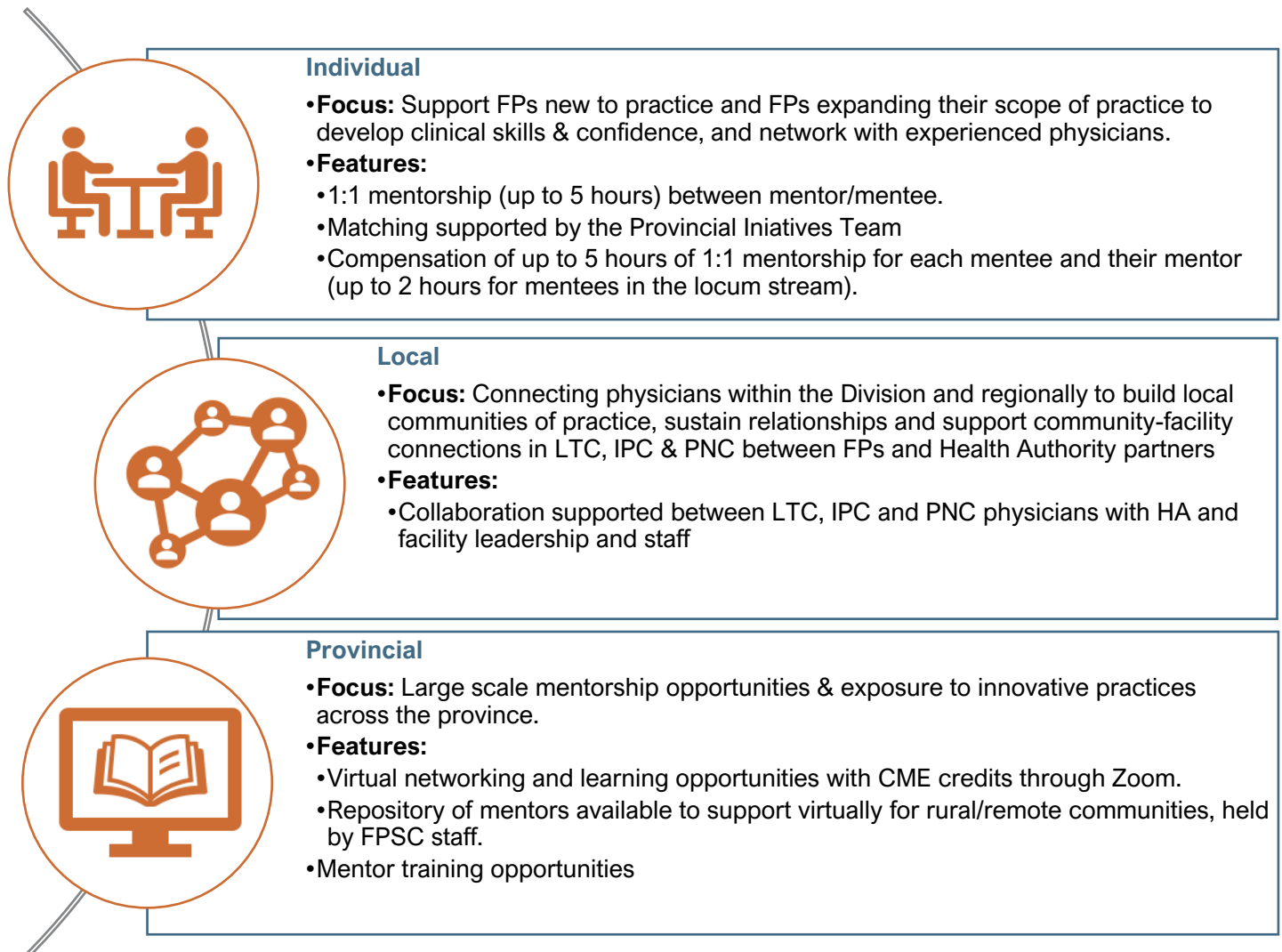
Who We Are

The Family Practice Services Committee (FPSC) works on behalf of doctors to strengthen full-service family practice and patient care in BC. It is one of four joint collaborative committees that represent a partnership of the government of BC and Doctors of BC.

FPSC Provincial Mentorship Program

FPSC's Provincial Mentorship Program is designed to provide mentorship to family physicians at the individual, local and provincial level. It builds on existing mentorship initiatives in the province and aims to expand and spread mentorship opportunities provincially.

The purpose of the program is to provide support for family physicians to access mentorship and networking opportunities in long-term care, inpatient care, pregnancy and newborn care (PNC), and longitudinal family practice. It is one strategy to support the wider goal of recruitment and retention of family physicians in longitudinal family practice and facility-based care in BC.



What is a Mentor and what do they do?

A mentor is a supportive, experienced advisor who guides mentee(s) in achieving clinical and/or career goals. A mentor can meet virtually or in-person to provide expertise and guidance tailored to the mentee. This could include, but is not limited to, the following:

- sharing their experience and knowledge in the practice stream
- connecting mentee(s) with other colleagues
- orienting mentee(s) to a practice area or facility
- helping mentees navigate new workplaces and ways of working
- sharing learning resources,
- acting as a confidante.

Who can be a mentor? Eligibility criteria

- Registered and fully licensed family physician with the College of Physicians and Surgeons of British Columbia in good standing
- Have a minimum of 5 years of active clinical experience in the relevant setting(s)
- Be a member with a Division of Family Practice
- Knowledge in the clinical practice stream, local systems, workflows, and interdisciplinary care models
- Commit to defined mentorship hours (up to 5 hours for each mentee; up to 2 hours for each mentee in the longitudinal locum stream).
- Foster a safe learning culture
- Hospital privileges are required if providing inpatient care in hospital (*Inpatient Care stream only*)
- May require hospital privileges if providing full maternity care in hospital (*Pregnancy & Newborn Care stream only*)

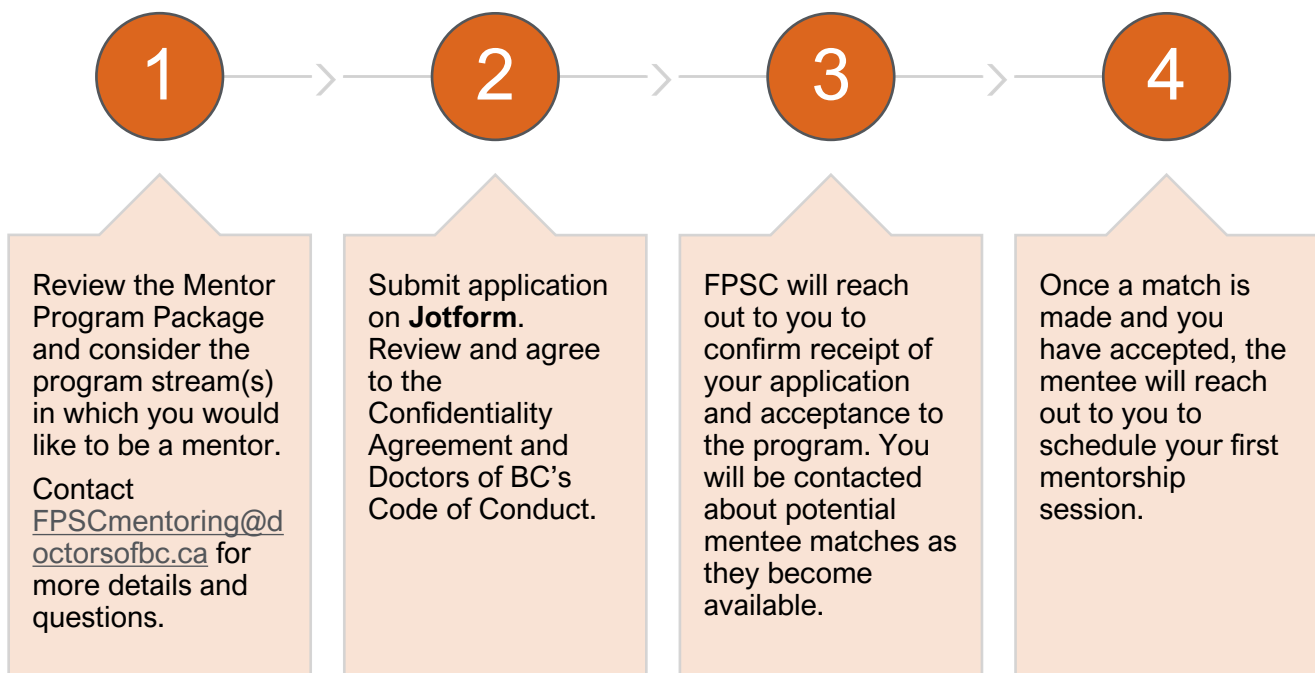
Stream-specific eligibility criteria for Mentors

IPC mentor	LTC mentor	PNC mentor	Longitudinal Family Practice/Locum mentor
• Actively working in inpatient care • Have active hospital privileges	• Actively working in long-term care • Participate in the Long-term Care Initiative	• Have a PNC practice • Have active hospital privileges	• Actively working in longitudinal family practice • Participate in a Primary Care Network (if available)

Benefits of Being a Mentor

- Improved networking in practice area.
- Improved job satisfaction and engagement.
- Improved access to support, growth, learning, skill development, and networking opportunities.
- Increased sense of purpose.
- Improved leadership and teaching skills.
- Established FP support system.
- Enhanced knowledge transfer practices.
- Succession planning opportunities.

Steps to Becoming a Mentor



Program Commitments

Time Commitment



Mentors are asked to participate in the program for a minimum of **one-year**. A match with a mentee will only occur after the FPSC team has confirmed your capacity and interest in supporting that mentee. The 1:1 relationship will begin at a date mutually determined by the mentor and mentee. Mentor/mentee pairings may choose to complete their 1:1 meetings when works best for them, ideally within one-year. Mentors and mentees are encouraged to participate in virtual learning sessions and local networking and HA collaboration, including when 1:1 meetings have concluded. The 1:1 mentorship relationship will begin at a date mutually determined by the mentor and mentee. Mentor and mentee pairings will determine the structure, number and frequency of their own meetings.

Confidentiality



Mentors and mentees should maintain confidentiality regarding any personal or sensitive information shared during their participation in the mentorship program. By agreeing to participate in the FPSC Provincial Mentorship Program, you agree that any information shared with you while supporting your mentee(s) will be kept confidential. The Confidentiality Agreement must be reviewed and agreed to when submitting an application to the Provincial Mentorship Program.

If there are any concerns related to confidentiality, please bring them forward to FPSCmentoring@doctorsofbc.ca. If required, concerns related to confidentiality within mentoring relationships may be escalated to the Physician Lead of the relevant program stream.

Mentor Responsibilities



The responsibilities outlined will support the relationship with your mentee, and consistency of program opportunities across the province.

Responsibility	Description
Applying to the Program	
Confidentiality and Code of Conduct	Review and agree to the Confidentiality Agreement and Doctors of BC Code of Conduct. These are linked and provided at the conclusion of the application.
ISAR & EDI	Review Doctors of BC's commitments to <u>Truth and Reconciliation</u> and <u>Equity, Diversity, and Inclusion</u> . These commitments are critical to promoting equity and inclusivity in the BC health care system.
Beginning of the Program	

Mentor Program Package	Review this Mentor Program Package. Any questions about the program can be directed to fpscmentoring@doctorsofbc.ca .
Cultural Safety and Humility	As a mentor, you could be supporting a physician new to Canada, new to the province of British Columbia and/or new to our medical system. Incorporating cultural safety and humility into mentoring relationships should be considered.
Optional Resources	If interested, review the resources listed in the Training Resources section of this package for mentors.
First Meeting with Your Mentee	
Rapport Building	Get to know your mentee during your first session (or few sessions). Use the Meeting Guides for discussion prompts.
Expectations	Discuss with your mentee what your mutual expectations are regarding when to meet, how often, and what your discussions should focus on. Reiterate your role in providing guidance and support to your mentee.
Meetings	The structure and frequency of meetings between mentors and mentees is determined by each pairing. Mentors and mentees determine their own meeting cadence within the course of 1 year. Meetings can take place in person, over the phone, or on a videoconferencing platform.
Mentee Goals	Review the goals prepared by your mentee. Discuss how these goals support their clinical and career goals, and how you as their mentor can support them.
During the Program	
Feedback	Provide feedback to your mentee as a way to facilitate personal and professional growth. Share with your mentee about your experience working in your area of practice.
Networking (local)	Consider participating in networking opportunities hosted by your local Division of Family Practice. Please contact your Division via email to inquire about these opportunities.
Virtual Session Participation (provincial)	Consider attending one of the provincial virtual sessions, if the topic is of interest to you. Information about upcoming virtual sessions will be sent via email.
Evaluation	
Feedback Survey	Complete a survey to help evaluate the effectiveness of the FPSC Provincial Mentorship Program, including your suggestions for improvements. De-identified, aggregate participant information may be used for program improvement purposes. To support evaluation of the program, billing data may be anonymously reviewed, to understand retention in areas of practice.

Code of Conduct



During your participation in the FPSC Provincial Mentorship Program, you are expected to adhere to the [Doctors of BC Code of Conduct](#), which sets out the standard of conduct for all members of Doctors of BC when carrying out work on behalf of the Association. Please review this document prior to beginning the FPSC Provincial Mentorship Program.

Conflict of Interest



Mentors and mentees are expected to adhere to the College of Physicians and Surgeons of British Columbia's [Conflict of Interest Practice Standard](#).

Compensation



The FPSC Provincial Mentorship Program provides up to 5 hours of 1:1 mentorship for both mentee and mentor compensated at the hourly JCC sessional rate (up to 2 hours for mentees in the locum stream) for each program stream. Mentors should submit their hours [here](#) at completion of supporting each mentee or on a quarterly basis, whichever comes first. If a mentee requires additional hours to support their mentorship, please contact fpscmentoring@doctorsofbc.ca.

Mentorship Resources and Templates

Meeting Guides

Below are potential topics when meeting with your mentee:

Check-in and Updates	• Get to know each other. • Brief personal/professional updates since last session. • Quick review of any action items from the previous session.
Progress Review	• Discuss progress on goals set in previous sessions. • Share practice or personal successes experienced since the last session. • Reflect on practice-related lessons learned or insights gained.
Challenges and Opportunities	• Present any new practice-related challenges or opportunities you're facing. • Brainstorm potential solutions or approaches.

Skill Development	• Identify a specific practice-related skill you'd like to improve. • Discuss strategies for developing this skill. • Set concrete actions for skill enhancement.
Scope of Practice	• Explore any new clinical aspirations or interests. • Discuss potential clinical leadership opportunities. • Seek guidance on long-term practice planning. • <i>(For Inpatient Care and Long-Term Care streams):</i> Orientation and sharing workflow at the facility when meeting with patients.
Action Items	• Summarize key takeaways from the session. • Set clear, achievable goals for the next session. • Agree on any specific tasks or actions for both mentee and mentor.
Next Session	• Confirm date and time for the next session, ensuring no conflicts have arisen. • Briefly outline topics to be covered in the next session.

Please find below some examples of discussion questions and suggestions for guiding meetings between mentors and mentees.

Tips:

- Providing details about your personal information is not required.
- Where appropriate, mentors can provide guidance on managing work responsibilities during challenging times.

Suggested Discussion Items for the First Mentoring Meeting	
Getting to Know Each Other	• What motivated you to become a mentee? • Can you share a bit about your journey to becoming a physician and how you got to where you are today? • What is your preferred communication style?
Mentoring Expectations	• What do you hope to gain from our mentoring relationship? • What are your expectations of me as a mentor? • How can I best prepare for our sessions to make them productive?
Mentorship Goals	• What are your learning goals for your participation in this program? • What skills or areas of development are you focused on at this stage in your career? • Is there anything else you'd like to know about me to help guide our mentoring sessions?

Training and Physician Resources

Cultural Safety Resources	- Doctors of BC's commitment to Truth & Reconciliation Truth and Reconciliation Resources (Joint Collaborative Committees) - San'yas Indigenous-Specific Anti-Racism Training – BC Health Course - College of Physicians and Surgeons of British Columbia—Indigenous Cultural Safety, Cultural Humility and Anti-racism learning resources - Ministry of Health—In Plain Sight: Addressing Indigenous-specific Racism and Discrimination in BC Health Care - Please visit your Divisions of Family Practice website for cultural safety resources (if applicable).
Physician Health Program (PHP)	- If you would like to access short-term counselling, system navigation, community referrals, or peer support, please reach out to the Physician Health Program at info@physicianhealth.com or 604-398-4300. - To access the 24/7 confidential helpline to access in-the-moment counselling, please call 1 800-663-6729.
UBC CPD	Learning Activities (filter by topic, format, location, cost) Online Courses
UBC Faculty of Medicine: Faculty Development	Teaching Skills Program: A Day in the Life of a Preceptor
The College of Family Physicians of Canada (CFPC) Professional Learning Plan (PLP)	- The PLP is a tool that helps plan CPD-related goals for your practice. There are two ways that PLP can be completed: (1) peer-supported pathway, and the (2) self-guided pathway. Both pathways are certified by the CFPC for Mainpro+ credits. - Please visit the CFPC PLP webpage for more information.
BC Centre for Palliative Care	Extension for Community Healthcare Outcomes (ECHO sessions)

Other Mentorship/Orientation Programs

Additional mentorship and coaching programs are offered through the FPSC, the JCCs, and UBC CPD.

Maternity Care for BC (MC4BC)	Maternity Care for BC (MC4BC) offers expanded clinical skill training to help family physicians build confidence and improve their skills in providing clinic-based and facility-based pregnancy and newborn care. More information can be found on the MC4BC webpage.
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Practice Support Program (PSP) Peer Mentor Network	Practice Support Program (PSP) offers services for family physicians to optimize their practice, enhance their use of health technology, reduce administrative burden, and more effectively manage their patient panel. The PSP team helps family physicians' practice become more efficient, creating more time for proactive patient care and for adopting the patient medical home attributes. Their services are customized to meet physicians' specific practice needs and to accommodate busy schedules. More information can be found on their website: https://fpscbc.ca/psp. Peer Mentors provide clinical expertise and share more efficient and practical workflows. Information regarding Practice Support Peer Mentors can be found on the handout or through contacting peermentors@doctorsofbc.ca.
UBC Rural CPD's Coaching and Mentoring Program (CAMP)	UBC Rural CPD's Coaching and Mentoring Program (CAMP) is designed to support the diverse needs of physicians, locums, and residents practicing in rural British Columbia. CAMP connects you with experienced peer coaches and mentors to strengthen your clinical and professional skills, build confidence, and foster meaningful connections within rural medical communities. CAMP offers flexible, personalized coaching and mentoring tailored to your goals and practice context. Coaches and mentors can support you virtually, in your community, or at a higher-volume centre—whatever format works best for you. Coachees/Mentees can access up to 35 hours of peer coaching and mentoring, earn CME credits, and work with one or multiple coaches/mentors, depending on their goals. Compensation is provided for coaching and mentoring time at the JCC sessional rate. CAMP is available to: • Fully or provisionally licensed physicians practicing in a rural British Columbia (BC) community as defined by the Rural Practice Subsidiary Agreement (RSA) • Rural BC locum physician • Resident physicians, committed to rural BC practice upon completion of residency For more information, contact camp.rcpd@ubc.ca or visit their webpage.
UBC CPD's Personal Learning Plans	Personal Learning Plans (PLP) is a confidential and non-reporting program where you can meet with a physician advisor and concierge who understand the realities of rural practice to triage your learning needs, co-create a tailored personalized virtual learning plan, and navigate continuing medical education opportunities in BC. No administrative requirement. To participate, physicians must be (one of): • Within initial five years of practice in rural community as defined by the Rural Subsidiary Agreement.

	• A new to practice in Canada physician practicing in a rural community as defined by the Rural Subsidiary Agreement. • A past or current BC-PIP participant in their first five years of practice in British Columbia. • A USA-trained physician in their first five years of practice in British Columbia. More information can be found on the UBC CPD website, or by emailing cpd.learningplans@ubc.ca
Provincial Physician Coaching Program	The Provincial Physician Coaching Program is a peer coaching program designed to connect quality improvement coaches with physicians who are leading QI projects and/or initiatives within the Joint Clinical Committees (JCCs). Peer coaching is a form of learning and development that involves engaging in an equal and noncompetitive relationship. Coaching uses inquiry, encouragement, and accountability to increase self-awareness, motivation, and the capacity to take effective action. In the context of quality improvement (QI), peer coaching becomes a vital tool for continuous development and achieving excellence. Coaches are PQI Level 3 (or equivalent) trained physicians who support the physician project lead (coachee) through regular check-ins and meetings. The collaboration of coaches and coachees ensures that the project is founded on Quality Improvement methodology and is grounded in the Institute for Health Care Improvement's (IHI) model for improvement and the Quintuple Aim. More information can be found on the Provincial Physician Coaching Program webpage.

Acknowledgements

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