

## FREQUENTLY ASKED QUESTIONS FOR PHYSICIANS

### INTERESTED IN LOCUM OPPORTUNITIES IN THE NORTHWEST TERRITORIES

#### Who should I contact if I'm interested in locum work in the Northwest Territories (NWT)?

- As a first point of contact, please reach out to us at [PracticeNWT@gov.nt.ca](mailto:PracticeNWT@gov.nt.ca).

#### What are your current physician needs in the NWT?

- During COVID-19, the Northwest Territories is looking for:
  - Physicians who are willing to come in person to work as locums (priority areas: FP-EM's, internists, Family Physicians, FP-OB, FP-anesthesia, GP-surgery)
  - Virtual care by Specialists to whom Northwest Territories practitioners have referred patients for in-person assessments, in an effort to reduce unnecessary travel and face-to-face visits. These physicians are not locums; for more details on this unique arrangement, please see: <https://www.nthssa.ca/en/alberta-doctors-nwt-covid-19-response>
  - Virtual care by Family Physicians and our regular Visiting Specialists who already have a relationship with the NWT and understand cultural safety and context, to enable our regular locums who cannot travel to the NWT to provide virtual care from a distance.
- For more information on permanent physician jobs, please visit our [Physician Jobs](#) page.

#### Am I still able to work in the NWT?

##### **Yes: NWT is not restricting travel at this time if:**

- You are designated by the Area Medical Director as performing an essential service; AND
- You do not have cough, fever or shortness of breath
- However, anyone travelling to the NWT who is deemed essential and asymptomatic needs to:
  - Wear a surgical mask at all times and in all areas of your workplace.
  - Self-isolate on days when not required at your workplace
  - Fill out a [self-isolation plan](#) using the HSS online tool, ensure you identify as an essential worker when filling the form.
  - For time not at work, follow [self-isolation guidance](#).

##### **NO: Do not travel to the NWT if:**

- You are symptomatic with fever or respiratory symptoms on the day of, or within 72 hours of scheduled travel to the NWT, please do not travel and contact the Office of

Medical Affairs and Credentialing (OMAC) immediately through [Holly\\_rein@gov.nt.ca](mailto:Holly_rein@gov.nt.ca) or by phone at (867)-444-3638.

## How do I proceed with physician licensure and privileging in the NWT?

- The NWT Chief Public Health Officer has enabled emergency temporary physician licensure in the NWT.
- Emergency licensing will not be a guarantee of employment, but will expedite the ability of the NWT Health and Social Services System (HSS System) to fill locum physician needs when needed.
- Physician applicants will need to contact the [Office of the Registrar, Professional Licensing](#) where they will be required to submit the following information by fax (867-873-0484), in person (5015-49th Street, 7th floor, Yellowknife NT), or by email ([Professional\\_Licensing@gov.nt.ca](mailto:Professional_Licensing@gov.nt.ca)):
  - A copy of valid government issued photo ID (i.e. driver's licence or passport)
  - Completion of Emergency-Disaster Physician Licensure Application Form
  - Provide a signed consent to obtain a Certificate of Professional Conduct (CPC) from the CPSA *Note: Emergency arrangements have been made with the CPSA to act on verbal confirmation of CPCs.*
- There is no cost for emergency registration.
- Upon receipt of the required application material outlined above, the Office of the Registrar will obtain a verbal CPC from the relevant Canadian jurisdiction where the applicant currently holds registration and determine if an emergency licence can be issued.
- A streamlined process has been created for temporary 90 day privileges under the Exceptional Circumstance clause of the NTHSSA Medical and Professional Staff Bylaws. Please contact [NWTpriv@gov.nt.ca](mailto:NWTpriv@gov.nt.ca) for an application form.

## Do I have to pay for my own travel costs?

- Provided expenses have been approved in writing in advance of travel and are supported by proof of original receipts where issued, the Authority shall reimburse Locum Practitioners for:
  - Travel expenses from the Locum Practitioner's place of residence to the community in the Northwest Territories specified by the Authority.
  - Travel expenses involved in returning to the Locum Practitioner's place of residence from the location the Locum Practitioner concluded the Service Period.
  - Hotel accommodations.

- Transportation includes economy class airfare or surface carrier transportation, and taxi or shuttle service between accommodation and airport or other carrier depot; or kilometer rates at current rates paid by the Government of the Northwest Territories to its own employees, to a maximum equivalent of lowest economy airfare available on the day before the Service Period starts.
- Expenses for meals, tips, and other incidentals during travel are not reimbursable by the Authority.

### **Am I paid for my travel time to and from my place of work?**

- For each one-way trip to or from the Locum Practitioner's place of work at the beginning and end of the Service Period, the Authority shall provide compensation to the Locum Practitioner in lieu of time and incidental expenses, regardless of mode of travel, calculated by multiplying the base daily rate payable to the Locum Practitioner by:
  - ½ day for travel within the Northwest Territories (NWT) or between Alberta, Yukon, or Nunavut;
  - 1 day for travel between the NWT and British Columbia and points east to Ontario; or
  - Actual travel time, not to exceed 2 days.
- For greater certainty, where a Locum Practitioner travels between NWT communities to perform work under separate locum contracts, only one travel reimbursement may be claimed for any calendar day and must be for the actual day travelled.

### **Do I have to pay for my own accommodations?**

- The Authority shall provide furnished accommodation for the Locum Practitioner for the Service Period to the standard of a single-person living unit.

### **Do I have to pay for my personal expenses?**

- The Locum Practitioner shall be solely responsible for all living and personal expenses, including meals, sundries, and telecommunications charges for personal use.

### **What documentation is required prior to the start of a locum?**

- Before the service period begins, a Locum Practitioner must provide proof of:
  - License or permit under the Medical Professional Act;
  - Adequate insurance coverage from the Canadian Medical Protective Association; and, if applicable,
  - Any health facility privileges granted by a Board of Management other than the Authority.

### **What if I become ill or need to self-isolate while in the NWT?**

- NTHSSA will ensure you have accommodations, and will stay in contact with you about personal needs. I.e.: food and medications to help with your recovery.
- If you need to self-isolate, and are otherwise healthy, NTHSSA will provide you with resources to work remotely to provide patient care to the residents of the NWT.

### **What happens if I need to be medevac'd?**

- In the hopefully extremely unlikely event that you need to be medevac'd during the pandemic, and there is evidence that you normally have insurance to cover such an event, the NTHSSA will cover this cost.

### **Will I be compensated if I arrive into the NWT and become unwell with symptoms of COVID 19 requiring me to self-isolate?**

- Yes, NTHSSA will ensure locums are compensated at their daily rate of pay for each day they were originally scheduled to work. If you are unable to return home at the end of your locum due to self-isolation or symptoms of COVID 19, NTHSSA will compensate you at the rate of \$1,157.00 for any weekdays (M-F) you are required to remain in the NWT.

### **Can I get FIT Tested in the NWT?**

- Yes, if you have not already been FIT Tested, NTHSSA will arrange a time for to have this completed.

### **Can I order my groceries online?**

- Yes, you can. Click this [link](#) to shop online at Trevor's Independent Grocer, located beside the Stanton Territorial Hospital and Stanton Suites.
- **DO YOU NEED TO REGISTER OR SIGN UP TO PLACE AN ORDER?**
- To place PC Express order you will need to sign up for an account. This helps ensure that we can provide you with a completely customized shopping experience. You can browse [www.yourindependentgrocer.ca](http://www.yourindependentgrocer.ca) without creating an account.
- **IS THERE A MINIMUM ORDER VALUE WHEN YOU PLACE AN ORDER?**
- Our service is available on orders over \$30. If you are unable to place an order, please confirm that you have met the minimum order value.

### **Where can I find up to date information about NWT and COVID-19 planning?**

- All the latest information and resources are available on the COVID-19 Hub: <https://ournthssa.ca/hubs/covid-19-information/>

- Please email [PracticeNWT@gov.nt.ca](mailto:PracticeNWT@gov.nt.ca) if you would like to be added to the locum email distribution list, which is sent out by the Territorial Medical Director with COVID-19 updates every few days.

Interested in physician locum opportunities in the Northwest Territories? Do you have additional questions that you think should be added to this document? Email us at [PracticeNWT@gov.nt.ca](mailto:PracticeNWT@gov.nt.ca).

To log into the ournthssa website, use these credentials:

USERNAME: **guest**

PASSWORD: **bestcare**