



## Royal College of Physicians and Surgeons of Canada Policy on Academic Certification

### Purpose

The RCPSC Academic Certification program is intended to assist Canadian faculties of medicine and universities in the recruitment and retention of specialists as full-time clinical faculty at the rank of **full or associate professor**, when recruitment of qualified Royal College of Physicians and Surgeons (the Royal College) Certificants has been unsuccessful. The program is particularly aimed at facilitating the recruitment of clinician scientists and clinical educators. This program, first introduced in 1967, has been amended from time to time to take into account changes in the Canadian academic scene.

### Principles

1. The program maintains the high standards of Royal College specialty certification.
2. Academic Certification is granted in specialties and subspecialties recognized by the Royal College.
3. Academic Certification confers eligibility for the Royal College examinations in the specialty/subspecialty concerned, in accordance with the examination eligibility conditions stated in the *Policies and Procedures for Certification and Fellowship*. Success in these examinations leads to full Certification regardless of academic appointment. The Attestation of Academic Certification remains in effect for Academic Certificants who are unsuccessful at the Royal College certification examination, provided that there are no significant changes in the Academic Certificant's status or condition of academic appointment.
4. Academic Certification will be considered for eligible applicants who have demonstrated a commitment to continuing professional development.
5. Academic Certification will not be considered for those who have previously failed the Royal College examinations in the specialty/subspecialty concerned.

### Program Conditions

1. Academic Certification remains in effect only for as long as the Certificant maintains a full-time academic appointment and the same specialty/subspecialty practice, at the same medical school and its affiliated institutions, and maintains Royal College Fellowship.
2. If an Academic Certificant moves to another Canadian medical school, Academic Certification may be transferred at the request of the dean of medicine of that school provided that all the criteria for Academic Certification are met.
3. Academic Certification will lapse if it is not accepted within two years of having been granted by the Royal College, unless the sponsoring dean requests an extension of a specified time.

4. Academic Certification comes into effect on the date such certification is granted by the Education Committee, or on the date upon which the candidate takes up the faculty position, whichever is later.
5. Attestation of Academic Certification will indicate the Royal College specialty and, as appropriate, the subspecialty for which Academic Certification has been granted (e.g., Neurosurgery; Internal Medicine/Cardiology, Pediatrics/Cardiology).

## Eligibility Criteria

The Education Committee in consultation with the Office of Education, will consider an application for Academic Certification for a full-time medical faculty member under the following conditions:

1. The application for consideration of academic certification is submitted and supported by the Dean of the Faculty of Medicine to which the candidate is being recruited.
2. At the time of application, the candidate:
  - (a) is an academic physician;
  - (b) holds the rank of associate professor or higher;
  - (c) has been at least 5 years in a full time academic position; and
  - (d) holds a **full time academic faculty position** (i.e., engaged primarily in academic duties) for at least five years.
3. Applications for candidates recruited at the rank of assistant professor may be considered for Academic Certification, provided that the candidate satisfies all conditions and criteria stated in the Policy on Academic Certification and:
  - (a) has been promoted to the rank of associate professor;
  - (b) effective March 1, 2003, has registered in and is compliant with the requirements of the Royal College Continuing Professional Development program (i.e., minimum 40 hours per year, and 400 credits during the program's five-year cycle, as defined in the Royal College "Information Guide for Participants of the Continuing Professional Development Program").

## Process

### 1a) For Those Recruited from outside Canada at Associate Professor level or higher

The application **must** include:

- a) A request from the Dean of the recruiting faculty of medicine with:
  - a description of the candidate's planned position(s) within the faculty and the teaching hospitals, as attested to by letter(s) of employment / contract;
  - confirmation that the candidate fulfills the faculty's criteria for the rank to which the candidate is being appointed;
- b) An up to date curriculum vitae providing a detailed description of specialty/subspecialty training, past and current clinical activities in the specialty concerned, and a full listing of publications, awards, grants, etc.;
- c) Authenticated copies of degrees, diplomas and certificates;
- d) Attestation(s) of academic appointment from the applicant's originating (foreign) institution(s) describing the type of appointment;
- e) A supporting letter from the department head of the recruiting faculty;
- f) The non-refundable application fee.

## 1b) For Those Promoted within Canada to Associate Professor Level or higher

The application **must** include:

- a) A request from the Dean of the recruiting faculty of medicine with:
    - a description of the candidate's position(s) within the faculty and the teaching hospitals, as attested to by letter(s) of employment / contract;
    - confirmation that the candidate fulfills the faculty's criteria for the rank to which the candidate is being appointed;
  - b) An up to date curriculum vitae providing a detailed description of specialty/subspecialty training, past and current clinical activities in the specialty concerned, and a full listing of publications, awards, grants, etc.;
  - c) Confirmation that the candidate has been enrolled in the Royal College Continuing Professional Development program;
  - d) Authenticated copies of degrees, diplomas and certificates;
  - e) Attestation(s) of academic appointment from the applicant's originating institution(s) describing the type of appointment;
  - f) A supporting letter from the department head of the recruiting faculty;
  - g) The non-refundable application fee.
2. The Office of Education reviews applications to ensure that all criteria and application requirements have been fulfilled.
  3. Completed applications are presented to the Education Committee, the decision-making authority for Academic Certification, with a recommendation from the Director of Education.
  4. An Academic Certificant must apply for Royal College Fellowship (membership) and sign the Royal College Fellowship declaration. The Royal College Fellowship will remain in effect only as long as the Certificant maintains the full-time academic and hospital posts to which he/she was appointed, maintains a license to practice, pays the annual Fellowship dues and complies with the conditions of the Maintenance of Certification program.
  5. The sponsoring dean is responsible for informing the Royal College of any significant change in the Academic Certificant's employment status or conditions of appointment. Failure to notify the Royal College of such changes may require re-application for Academic Certification.
  6. If the sponsoring dean wishes to appeal the Education Committee decision, the dean may direct a letter to the President of the College requesting a final review. The President of the College will conduct an initial review of the decision. If the President of the College deems that there are tenable grounds to reconsider the decision, a review panel of three persons drawn from the Executive Committee will be appointed to act on behalf of the Council of the College. The panel will base its decision on the information available at the time of the application. Changes or improvements in the candidate's eligibility status cannot be considered in the review. The review panel may uphold the decision of the Education Committee or may modify the decision of the Committee. The decision of the review panel is final.

Approved by the Education Committee, February 29, 2008  
Operational Amendment by the Office of Education, November 16, 2006  
Editorial Revisions by the Office of Education, November 17, 2005  
Approved by Council, September 9/10, 2003 (Resolution No. 2003-062)  
(Supersedes December 2000, February 2002, and September 2003 versions)