

## How to Identify a Physician Organization A Checklist

A physician organization is defined by the Royal College of Physicians and Surgeons of Canada and the College of Family Physicians of Canada as a not-for-profit group of health professionals with a formal governance structure, accountable to and serving, among others, its physician members through:

- continuing professional development,
- provision of health care, and/or
- research

*The physician organization is accountable to and serving, among others, its physician members through a governance structure that enables the membership to vote on strategic directions and initiatives of the organization as a whole.*

Examples of physician organizations:

- faculties of medicine
- hospital departments or divisions
- medical societies, associations and academies
- physician research organizations
- health authorities not linked to government agencies
- Canadian provincial/territorial medical regulatory authorities (MRAs)

This definition excludes:

- pharmaceutical companies and their advisory groups;
- medical and surgical supply companies;
- medical device companies;
- communication companies; and,
- other for-profit organizations and ventures/activities.

Examples of other groups that are not considered physician organizations:

- disease-oriented patient advocacy organizations
- government departments or agencies (e.g. Health Canada, Public Health Agency of Canada)
- medical education or communications (MEC) companies
- for-profit online educators, publishing companies or simulation companies
- small groups of physicians working together to develop educational programming

### Physician Organization

If you are able to check each criterion, the organization meets the definition of a physician organization.

**Name of Organization:**

- ☐ The organization is not-for-profit.  
*Refer to the Canadian government website for federal corporations.*
- ☐ The organization has a governance structure such as a Board of Directors.  
*Refer to the "About Us" section on their website.*
- ☐ The organization has a membership comprised of individual specialist physicians?  
*Refer to the "Membership" section on their website.*
  - ☐ Membership goes beyond receiving a newsletter.
  - ☐ There is a membership that is not solely comprised of the Board of Directors.
  - ☐ There is defined criteria on who is eligible to be a member.
  - ☐ There are defined expectations of members such as payment of dues.
- ☐ The organization is accountable to a membership comprised of individual physicians  
*Refer to their website to determine if they have an annual general meeting for their membership.*
  - ☐ The membership can vote at regularly scheduled meetings, such as annual general meetings, regarding strategic direction of the organization as a whole.

Notes:

Checklist completed by:

Role with SPC:

Date: