Society of Rural Physicians of Canada

Guide to Arranging Rural Electives in Canada for Medical Students

Updated December 2011 by:

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Tips in Organizing Rural Electives in Canada

1. Apply early to avoid disappointment. Give yourself 4-6 months especially for out of province electives. (Newfoundland requires 8-12 months)

2. Don’t let cost be a deterrent. Your home university often have travel bursaries and many rural communities will subsidize your accommodations/meals. Explore all your options!

3. If cost is an issue electives with your home province can save a substantial amount of money and many more stipends are available.

4. Ensure your TB testing and CPR is up to date. In addition, verify your Hep B immunity status. In addition, some schools may ask you for your stats regarding other immunizations or titres (including HIV).

5. Minimum elective time is 2 weeks at most schools.

6. Certain times are often unavailable for elective students so consider this in your planning process (each school has a different time that is restricted).

7. Electives would only be available for those who are in their clerkship years (ie. 3rd or 4th year medical students).

8. Although we tried to make this elective catalogue recent and thorough, there will be rural electives which we have missed. If you become aware of any rural electives not included in this catalogue, please email the SRPC Student Committee Chair (sam.hetz@mail.utoronto.ca), so we can update the catalogue accordingly.
British Columbia

University of British Columbia – General Information:

- It can be quite difficult to arrange an elective in BC. It is possible to apply up to 9 months in advance for electives offered through UBC and it is a good idea to get your application in as early as possible.
- If you are in your third or fourth year of medical school, you must set up your elective through UBC for medical licensure. If you are doing a pre-clerkship elective than you can find a preceptor independently and apply directly to the College of Physicians and Surgeons of BC directly.

Website Information:

http://www.med.ubc.ca/education/md_ugrad/clerkship_electives.htm
- Provides information on communities available, deadlines, how to apply and how to develop a self directed elective
- Due to UBC students also being on rotation, there is limited capacity between March 5th and April 27th, 2012. Students are encouraged to ask for alternative dates for more elective selection.

Contact Information:

Visiting Student Electives Coordinator
UBC Faculty Medicine
Dean's Office Undergraduate Education Office
The Gordon and Leslie Diamond Health Care Centre
2775 Laurel St. Vancouver, BC V5Z 1M9
T: 604-875-4111 x 61579 or 604-875-4500
F: 604-875-5611
elective@exchange.ubc.ca

** Visit the below website for instructions on how to format email inquiries**
http://www.med.ubc.ca/education/md_ugrad/clerkship_electives/visiting_student_electives_contact_info.htm

Financial Assistance:

- Accommodation & meals – In many rural communities these may be covered by the hospital; based on availability (first come, first served)
- Students from BC can apply for rural medical elective funding through the REAP - Rural Education Action Plan (Third Year and Fourth Year Undergraduate Rural Participation Programs)
Alberta

Clerkship electives for visiting students must be organized through either the University of Alberta or the University of Calgary

**University of Alberta:**

Provides rural electives in Alberta, Yukon and Northwest Territories. Also provides an elective in traditional healing practices, the health belief model and ways for the provision of Aboriginal Health and Wellness.

For information on hospitals and physicians in Alberta who are approved for teaching rural medicine, students may contact the Office of Rural and Regional Health at the University of Alberta.

Students should send elective applications to the University of Alberta Undergraduate Medical Education Office. Applications must be submitted at least 8 weeks prior to the elective start date.

For rural medicine electives, students must find and arrange the elective with their own preceptor and supply the name to the UME.

**Website Information:**

**Visiting Student Electives website:**
http://ume.med.ualberta.ca/CurrentMDStudents/VisitingStudentElectives/Canadian/Pages/default.aspx

**Rural and Regional Health website:**
http://www.ruralandregionalhealth.med.ualberta.ca/

This website provides information on:
Recent announcements regarding electives;
Elective requirements, including prerequisite courses, stage of medical education, academic standing;
Elective policies;
Electives catalogue for visiting students including information on family medicine electives in the Yukon, in Inuvik, NWT and in Rural Family Practice; and
Application procedures.

**Contact Information:**

**Office of Rural & Regional Health**
Faculty of Medicine and Dentistry
2-76 Zeidler Leducor
University of Alberta
Edmonton, Alberta T6G 2X8
Email: Rural&RegionalHealth@med.ualberta.ca
Telephone: 1-866-492-0678
Fax: 780-248-1163

University of Alberta Undergraduate Medical Education Office:
Administrator Clinical Education, Visiting Student Electives 1-002 Katz Group Centre for Pharmacy and Health Research Edmonton, AB T6G 2E1

Contact for Clinical Education:
Megan Hurley
Administrator, Clinical Education 1-002 Katz Group Centre for Pharmacy and Health Research Edmonton, Alberta T6G 2E1
Email: VisitingElectives@med.ualberta.ca Telephone: 780-492-1514

University of Calgary:

To do a rural elective in southern Alberta, first find a preceptor. Visit the rural electives website (see below) or contact ruralmed@ucalgary.ca for some ideas
Once you have approval from a preceptor, send the following information to the rural med coordinator at ruralmed@ucalgary.ca: your name, university, elective dates (start-end), location, preceptor, specialty, and preceptor email/phone #.
The rural med coordinator will forward this information to the Clerkship Director for approval. When approved, you will be notified by email and the appropriate paperwork will be sent to you by the U of C Visiting Electives office
You will need to complete this paperwork and send it back to the Visiting Electives office - this paperwork must be submitted at least 8 weeks before the start of your elective, therefore you must start the entire process much earlier
Funding for rural electives is only available for students training in Alberta
To organize an urban elective through the University of Calgary you must contact the specific program you are interested in. The website for the Medical Electives Catalogue can be found below.

Website Information:

Rural Electives Website:
http://www.ucalgary.ca/ruralmedicine/rural-electives
Includes links to help find rural preceptors
A great place to start your planning

Visiting Rural Electives Website:
http://www.ucalgary.ca/ruralmedicine/visting-rural/regional-alberta-electives

Visiting Student Electives website:
http://www.ucalgary.ca/ruralmedicine/visting-rural/regional-alberta-electives

**Medical Elective Catalogue:**

**Contact Information:**

**Contact for Rural Electives:**
ruralmed@ucalgary.ca
*contact for information about rural preceptors

**Contact for Visiting Electives:**
Visiting Electives Assistant, University of Calgary
Faculty of Medicine, Undergraduate Medical Education
HSC - G701, 3330 Hospital Drive NW, Calgary, AB T2N 4N1
Email: visiting.elective@ucalgary.ca

**Financial Assistance:**
**Rural Physician Action Plan (RPAP) – Independent of Universities of Alberta and Calgary**
An independent, not-for-profit organization funded by Alberta Health and Wellness.
Provides information on funding, including scholarships, bursaries and reimbursement of expenses, available for rural electives in Alberta.
Provides information and advice on planning rural electives, in specialized and family medicine, as well as core family medicine rotations in rural Alberta.
**RPAP Summer Externship Program** – work with a rural physician over the summer (4-12 weeks) and complete a health related research project - Provides students with a $1000 grant and your accommodations/travel/meal costs will also be covered (however you will have to arrange it on your own)
NOTE: this program is NOT designed to give you medical elective credit
http://www.rpap.ab.ca/medical_students/summer_externship_program.html

**Website:**
http://www.rpap.ab.ca/medical_students/home.html

**Contact Information:**
Rosemary Burness
Medical Students’ Initiatives Coordinator for Rural Physician Action Plan (RPAP)
Suite 334, #14 – 900 Village Lane
Okotoks, Alberta T1S 1Z6
Phone: 403-995-2136
Fax: 403-938-4142
Email: rosemary.burness@rpap.ab.ca.
Saskatchewan

University of Saskatoon – General Information:

- No electives students will be accepted from January 1 to April 30 inclusive each year unless unusual circumstances prevail.
- Applications for elective must be received no later than six months prior to the time of the proposed elective (unless otherwise noted).

Website Information:
Provides guidelines for visiting students and the application that must be completed for clerkship electives through the University of Saskatoon

It is possible to specifically request a family medicine elective in a rural location

Contact Information:

Clinical Clerkship Elective Program
College of Medicine
Room 2.8.01
St. Paul’s Hospital
Saskatoon, SK  S7M 0Z9
Email: janine.corbett@saskatoonhealthregion.ca  (for Canadian Applicants ONLY)

Financial Assistance:

- All costs are the students’ responsibility – there may be assistance in accommodation arrangement. More information can be found by following the website provided at that top of the page and clicking on “Canadian Electives Guidelines”

Manitoba

Website Information:

http://umanitoba.ca/faculties/medicine/education/undergraduate/electives.html
- List and links of electives offered by various departments
- Provides guidelines, application form and immunization forms
- Student is responsible for all costs associated with their elective

Contact Information:

Yvette Slobodzian
Electives Administrator
Faculty of Medicine, University of Manitoba
Ontario

Website and Contact Information:

- Ontario is served by multiple organizations divided by region.

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<thead>
<tr>
<th>Program</th>
<th>Affiliation</th>
<th>Websites</th>
<th>Contact</th>
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<tbody>
<tr>
<td>Northern Ontario Electives</td>
<td>Northern Ontario School of Medicine (NOSM)</td>
<td><a href="http://www.normed.ca/electives/">http://www.normed.ca/electives/</a></td>
<td><a href="mailto:shanna.leclair@normed.ca">shanna.leclair@normed.ca</a> (NOSM medical students) <a href="mailto:elise.rheaume@normed.ca">elise.rheaume@normed.ca</a> (Ontario medical students) <a href="mailto:marie.prpic@nosm.ca">marie.prpic@nosm.ca</a> (Other medical students)</td>
</tr>
<tr>
<td>Southwestern Ontario Education Network (SWOMEN)</td>
<td>University of Western Ontario</td>
<td><a href="http://www.schulich.uwo.ca/swomen/visitingstudentelectives">http://www.schulich.uwo.ca/swomen/visitingstudentelectives</a></td>
<td><a href="mailto:mary.peterson@schulich.uwo.ca">mary.peterson@schulich.uwo.ca</a> (Rural Regional Placement Coordinator)</td>
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<tr>
<td>Rural Ontario Medical Program (ROMP)</td>
<td>University of Toronto/ McMaster University</td>
<td><a href="http://www.romponline.com/medical/medical.cfm">http://www.romponline.com/medical/medical.cfm</a></td>
<td><a href="mailto:romp@romponline.com">romp@romponline.com</a></td>
</tr>
<tr>
<td>Eastern Regional Medical Education Program (ERMEP)</td>
<td>University of Ottawa Ottawa/ Queen’s University</td>
<td><a href="http://www.ermep.com">www.ermep.com</a></td>
<td><a href="mailto:jennifershuttleworth@ermep.com">jennifershuttleworth@ermep.com</a></td>
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**Financial Assistance:**

- Accommodation and travel are often covered by the respective programs for Ontario Students.
- There may be some assistance for out-of-province clerks on rotations of 4 weeks or longer.

**Quebec**

**Website Information:**


- Provides application guidelines, fees and links to application forms

**Contact Information:**

Mary Cecere  
Visiting Student Electives Coordinator  
McGill University, Faculty of Medicine,  
McIntyre Medical Sciences Building, 6th floor
3655 Promenade Sir William Osler
Montreal, QC H3G 1Y6
Fax:(514) 398-3595
Phone:(514) 398-5390
Email: electives.med@mcgill.ca
Newfoundland and Labrador

Website Information:

http://www.med.mun.ca/Medicine/Students.aspx

http://www.med.mun.ca/UGradME/Clerkship-Electives/Visiting-Students.aspx

• Provides information and application guidelines regarding undergraduate and graduate opportunities, programs, electives, immunization, and accommodations

Contact Information:

Applications must be sent to:
Electives Coordinator, Undergraduate Medical Education, Faculty of Medicine, Memorial University of Newfoundland, Room 2743, Health Sciences Centre, St. John's, NL A1B 3V6 CANADA
Telephone 709-777-6669 Fax 709-777-8379

ugme.electives-visiting@med.mun.ca

NOTE: Information and applications for Charles S. Curtis Memorial Hospital, St. Anthony, must be addressed to:

Student Elective Coordinator
Grenfell Regional Health Services, St. Anthony, NL A0K 4S0
Telephone 709-454-0268
Fax 709-454-0393
E-mail: Denise.Pilgrim@lghealth.ca

Financial Assistance:

• Accommodation may be covered outside of St. John’s, all other costs are students’ responsibility
New Brunswick

Website Information:

http://undergraduate.medicine.dal.ca/electives.htm

- The Faculty of Medicine at Dalhousie University serves all the Maritime Provinces, Nova Scotia, New Brunswick, and Prince Edward Island, such that you must submit your application through Dalhousie University to set up electives in these areas.

Contact Information:

New Brunswick – Moncton

Martine McKay
Medical Education Office
South-East Health Care Corporation
Moncton, NB E1C 6Z8
Phone: (506) 860-2331
Fax: (506) 857-5660
martine.mckay@horizonNB.ca
www.serha.ca

New Brunswick – Saint John

Heather Haggerty
Medical Education New Brunswick
3DS, Atlantic Health Sciences Corporation
Saint John, NB E2L 4L2
Phone: (506) 648-7476
Fax: (506) 648-6833
heather.haggerty@horizonNB.ca
www.ahsc.health.nb.ca

Fredericton

Debby Cougle
Family Medicine Teaching Unit
Dr. Everett Chalmers Regional Hospital
Fredericton, NB E3B 5N5
Phone: (506) 452-5705
Fax: (506) 452-5710
debby.cougle@rvh.nb.ca
www.rivervalleyhealth.nb.ca

Dalhousie Contact:
Undergraduate Medical Education
Clinical Research Centre
Room C-125, 5849 University Avenue
Dalhousie University
PO BOX 15000
Halifax, NS B3H 4R2
Financial Assistance:

- Accommodation may be provided in more rural communities (rooms available in hospitals); Varies by location
Nova Scotia

http://undergraduate.medicine.dal.ca/electives.htm

- The Faculty of Medicine at Dalhousie University serves all the Maritime Provinces, Nova Scotia, New Brunswick, and Prince Edward Island, such that you must submit your application through Dalhousie University to set up electives in these areas.

Contact information:

Undergraduate Medical Education
Clinical Research Centre
Room C-125, 5849 University Avenue
Dalhousie University
PO BOX 15000
Halifax, NS B3H 4R2

Tel 902-494-1546
Fax 902-494-8884
Email ugme@dal.ca

Lynsay Hardiman
Visiting Electives Coordinator

902.494.3797
electives@dal.ca

Financial Assistance:

- Accommodation may be provided in more rural communities (rooms available in hospitals); Varies by location
Prince Edward Island

Website Information:
http://undergraduate.medicine.dal.ca/electives.htm

- The Faculty of Medicine at Dalhousie University serves all the Maritime Provinces, Nova Scotia, New Brunswick, and Prince Edward Island, such that you must submit your application through Dalhousie University to set up electives in these areas.

Contact Information:
Mary Driscoll
Site Administrator
PEI Family Medicine Residency Program
PO Box 2000, Charlottetown, PE, C1A 7N8
(902) 894.2536
(902) 620.3896
Email: midriscoll@ihis.org

Carrie Barlow
PEI Medical Education Program
Department of Health and Social Services
Charlottetown, PE   C1A 7N8
Phone: (902) 894-2537
Fax: (902) 620-3072
cabarlow@ihis.org

Dr. George Carruthers
Site Director
Email : drgeorgecarruthers@gmail.com

Dalhousie Contact:
Undergraduate Medical Education
Clinical Research Centre
Room C-125, 5849 University Avenue
Dalhousie University
PO BOX 15000
Halifax, NS B3H 4R2
Tel 902-494-1546; Fax 902-494-8884
Email ugeme@dal.ca

Lynsay Hardiman
Visiting Electives Coordinator
902.494.3797
electives@dal.ca
Financial Assistance:

- Accommodations vary by location
Yukon

Website Information:
http://www.yukonmedicalcouncil.ca/physician_resources.html
  - Provides application form to register as a medical student under the Yukon Medical Council

Application Process:
1) Register with the Yukon Medical Council by filling out the application form at http://www.yukonmedicalcouncil.ca/pdfs/medical_student_app_form_fill.pdf.

2) Document requirements:
   a) Legal document that allows student to work in Canada
   b) Letter of authorization from University Dean to undertake an elective
   c) University Insurance application for the elective period

Contact Information:
Fiona Charbonneau, Registrar of Medical Practitioners
Sheila Tarr, Council Coordinator, Yukon Medical Council
Yukon Medical Council
Box 2703 (C-18)
Whitehorse, YT Y1A 2C6
Email: ymc@gov.yk.ca
Telephone: (867) 667-3774
Fax: (867) 393-6483

Instructions after confirming electives:

Once elective is confirmed, contact:
Huy Chau
Coordinator for Medical Student and Resident Electives
Phone: 867-668-4065
huy2121@gmail.com

Financial Assistance:
The Medical Student Assistance Fund can be applied through
http://www.yukondoctors.ca/assets/member-files/medstudent_11apr.pdf
  - Provides up to a max of $300 for travel, accommodations and meals
  - Must apply within 3 months prior to elective termination
Northwest Territories

Website Information:
Emmett Hall Clerkship Elective:

Application Process:
1). Contact the Department of Health and Social Services at http://www.hlthss.gov.nt.ca/ to arrange for clerkship electives. The department provides students with community information but it is the responsibility of the student to contact preceptors.


3). Students must obtain the Educational Permit for allowance into the NWT clerkship elective program.

Contact Information:
Recruitment Administrator
Corporate Human Resources
Government of the Northwest Territories
YK Center, 5th Floor
P.O. Box 1320
Yellowknife, NT
X1A 2L9
Toll Free: 1-888-591-7884
Phone: (867) 873-7120
Fax: (867) 873-0235
E-mail: students@gov.nt.ca

Registrar, Health Professional Licensing
Department of Health and Social Services
Government of Northwest Territories
8th Floor Centre Square Tower (5022-49 ST)
P.O. Box 1320, Yellowknife, NT X1A 2L9
Telephone: (867) 920-8058

Financial Assistance:

- Emmett Hall Clerkship Elective Bursary offered by the Department of Health and Social Services towards accommodations/travel
Nunavut

Currently there are no electives available for medical students. If anyone becomes aware of any new elective opportunities in Nunavut, please email the SRPC Student Committee Chair at sam.hetz@mail.utoronto.ca