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## The Atlantic Provinces Medical Peer Review



### Referral to the Licensing Authorities

Policy #: 201

Approved by Board of Directors:

November 21, 1998

Amended:

June 26, 1999; June 4, 2003, June 9, 2017

Policy: **The Atlantic Provinces Medical Peer Review Program shall, where circumstances warrant, and by formal motion of the APMPR Board of Directors, refer a physician to the appropriate licensing authority as a complaint.**

Guidelines:

**.1 Referral to the Licensing Authority shall be made when:**

- a) a physician refuses to be assessed, or to allow an assessor to complete an assessment, or
- b) a physician refuses, without an acceptable reason, to meet with the Assessment Review Committee when requested, or
- c) in the opinion of the Assessment Review Committee, or the APMPR Board of Directors, a physician may be guilty of professional misconduct or may be incapacitated or unfit to practice

## Referral to the Licensing Authorities

Policy #: 201 ( continued )

- .2 Referral to the Licensing Authority may be made when a physician has:**
- a) been assessed more than once, and**
  - b) failed to make any improvement in specified areas of concern, and after meeting with the Assessment Review Committee has failed to make any improvement in the specified areas of concern or refused to make the improvements required.**
- .3 When the Assessment Review Committee determines that a potential referral should be considered by the Board, the physician concerned shall be notified in writing, and offered the opportunity to provide the Board with written input prior to a decision on referral being made.**
- .4 As required by the *Medical Acts* in each of the four Atlantic Provinces, information provided to the licensing authorities in a referral matter shall contain only that which is necessary to identify the nature of the complaint.**
- Such information may include an expressed concern that the physician may be:**
- a) incapacitated, or**
  - b) unfit to practice, or**
  - c) guilty of professional misconduct.**
- The physician concerned shall be provided with a copy of the referral letter.**
- .5 In emergency circumstances, where public risk is deemed by the Board to be a factor, the Board may, by unanimous consent, meet by telephone conference, and may waive the provisions of Guideline .3 above.**