



THE  
COLLEGE  
OF  
PHYSICIANS  
AND  
SURGEONS  
OF  
ONTARIO

**By-law No. 2**

**FEES AND REMUNERATION BY-LAW**

**February 19, 2010**

**THE COLLEGE OF PHYSICIANS AND SURGEONS OF ONTARIO**

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**FEES AND REMUNERATION BY-LAW**

**APPLICATION FEES**

1. A person who submits an application for a certificate of registration or authorization shall pay an application fee. The application fees are as follows:
  - (a) For a certificate of registration authorizing postgraduate education, 10% of the annual fee specified in section 4(a);
  - (b) For a certificate of registration authorizing supervised practice of a short duration, 20% of the annual fee specified in Section 4(a);
  - (c) For an application for reinstatement of a certificate of registration, 60% of the annual fee specified in s. 4(a);
  - (d) For any other certificate of registration, 50% of the annual fee specified in Section 4(a);
  - (e) An additional fee of \$11 to offset the cost of an audit required by provincial legislation and \$15 to offset the cost of a criminal record check will be applied to every application for a certificate of registration; and
  - (f) For a certificate of authorization, \$350.00.
2. Application fees are due at the time the application is submitted. Application fees are not refundable, either in whole or in part.

**ANNUAL FEES**

3. Every holder of a certificate of registration or authorization, other than a holder of a certificate of registration authorizing supervised practice of a short duration or authorizing postgraduate education for an elective appointment, shall pay an annual fee.
4. Annual fees are as follows:
  - (a) \$1410 for holders of a certificate of registration other than a certificate of registration authorizing postgraduate education and other than a certificate of registration authorizing supervised practice of a short duration;
  - (b) For a holder of a certificate of registration authorizing postgraduate education, 20% of the annual fee set out in s.4(a); and
  - (c) For a holder of a certificate of authorization, \$125 each year.

5. In addition to the amounts set out in s. 4, any outstanding balance owing to the College in respect of any decision made by a committee, and any fees payable under this by-law will be added to and included in the annual fees.

6. The due dates for the payment of annual fees are as follows:

- (a) Where the College is issuing a certificate of registration or authorization, before the College issues the certificate;
- (b) Where the College is renewing a certificate of registration, other than a certificate of registration authorizing postgraduate education, on June 1 of each year;
- (c) Where the College is renewing a certificate of registration authorizing postgraduate education, before the expiry of the previous certificate; and
- (d) Where the College is renewing a certificate of authorization, on the anniversary of the certificate's date of issue.

#### **COMMITTEE AND PROGRAM FEES**

7. The College may charge a member or health profession corporation a fee in connection with decisions or activities that the College or a College committee are required or authorized to make or do with respect to a member or health profession corporation. Such fees may include an administrative component relating to the decision or activity.

8. Committee and program fees include, but are not limited to, the following:

- (a) Costs of the hearing or other items ordered by the Discipline Committee;
- (b) For assessment and evaluation through the Quality Assurance Committee:
  - (i) \$1,400 for a peer assessment or re-assessment; and
  - (ii) \$3,700 for a physician review program, whether an initial evaluation or a re-evaluation;
- (c) For physician education and remediation programs:
  - (i) For individual education or remediation programs, the fee charged by the supervisor, monitor, preceptor or trainer, in addition to any administration fee charged by the College;
  - (ii) For programs given by a university or other education institution, the fee charged by the institution;
  - (iii) \$900 for the Physicians' Prescribing Skills course;

- (iv) \$800 for the Physician-Patient Communication and Interviewing Skills course;
  - (v) \$475 for the Medical Record-Keeping for Physicians Course; and
  - (vi) \$1,200 for the Understanding Boundary Issues and Managing the Risks Inherent in the Doctor-patient Relationship course.
- (d) For monitoring, supervision, or assessment pursuant to a decision of the Registration Committee, the fee charged by the monitor, supervisor or assessor in addition to any administration fee charged by the College;
  - (e) For the College's premises inspection program, the costs to the College of completing an inspection as authorized by Regulation 114/94, including but not limited to costs relating to inspectors, the review of premises inspection reports, preparation of written reports, monitoring compliance with conditions, and any administration fee charged by the College;
  - (f) Fees relating to activities, including but not limited to programs and assessments, referred to in undertakings entered into by a member with the College; and
  - (g) Fees relating to orders and directions of College Committees.

**9.** The College may require a member, applicant, or health profession corporation to pay a committee or program fee that is not set out in section 8, in which case the College shall provide the member, applicant or health profession corporation with an invoice setting out the fee.

#### **PENALTY FEES AND INTEREST ON UNPAID FEES**

**10.** A member who fails to pay an annual fee on or before the day on which the fee is due, other than a fee for a certificate of registration authorizing postgraduate education or a fee for a certificate of authorization, shall pay the College, in addition to the annual fee, a penalty fee of 25% of the applicable annual fee set out in s. 4.

**11.** The College may charge interest at a rate of 1.5% per month on any fee, including a penalty fee, that is unpaid as of the applicable due date, and the College shall consider the accrued interest on any unpaid fee as part of the fee itself.

#### **FEES FOR NON-NEGOTIABLE PAYMENT**

**12.** A member shall pay the College a fee of \$50 where a financial institution returns a member's cheque as non-negotiable, or the member's payment by credit card to the College is not accepted by the member's credit card provider.

**FAILURE TO PROVIDE INFORMATION**

**13.** The College may charge a member a fee of \$50 for each notice it sends to the member for his or her failure to provide by the due date or, where there is no due date specified, within 30 days of a College written request in a form approved by the Registrar, any information that the College is required or authorized to request and receive from the member.

**OTHER FEES AND MISCELLANEOUS PROVISIONS**

**14.** The fee for a wall certificate of a member's certificate of registration is \$75.00

**15.** There is a \$25 fee for the College to change the member's name on the public register and to issue new registration documents to reflect the name change.

**16.** There is a \$50 fee for the College to issue a certificate of professional conduct for a member.

**17.** A person who requests the Registrar to do anything that the Registrar is required or authorized to do by statute, regulation or by-law shall pay either:

- (a) The prescribed fee, or
- (b) If there is no prescribed fee, the fee set by the Registrar.

**18.** The obligation of a member or professional corporation to pay a fee continues, despite any failure of the College to provide notice of the fee or provide notice of the fee by a certain date, or despite a failure of the member or professional corporation to receive notice of the fee.

**19.** The fees set out in this by-law are exclusive of any applicable taxes.

**COUNCIL AND COMMITTEE REMUNERATION**

**20.** (1) In this section, "committee" includes a special committee, task force or other similar body established by the council or the executive committee by resolution.

(2) Nothing in this section applies to a person appointed to the council by the Lieutenant Governor in Council or to an employee of the College.

(3) The amount payable to members of the council and a committee is, subject to subsections (4) and (5),

- (a) for attendance at, travel to, and preparation for, meetings to transact College business,

- (i) \$540 per half day for the president,
  - (ii) \$446 per half day for the vice-president, and
  - (iii) \$413 per half day for the other members, and
- (b) for transacting College committee business by telephone or electronic means of which minutes are taken, the corresponding hourly rate (i.e. President, Vice President, Member) for one hour and then the corresponding half hour rate for the half hour or major part thereof after the first hour.
- (4) The amount payable to members of the council and a committee for travel to or from home, or both, is a maximum of three hours per one way trip, and no member shall charge the College for the first hour travelled on each portion of the trip.
- (5) The amount payable to members of the council and a committee for preparation for a meeting is the amount payable under clause (4)(3)(a), but in each month the first three hours of preparation for each of the first two meetings are non-compensable. Preparation Time will be approved by the Chair of the Committee.
- (6) The amount payable to members of the council and a committee in reimbursement of expenses incurred in the conduct of the council's or committee's business is,
- (a) for travel by common carrier the member's actual cost for economy air fare, currently when booking with Air Canada, this is Tango or Tango Plus, transportation to and from the airports, stations or other terminals, or
  - (b) for travel by VIA 1 if the train fare does not exceed the economy air fare or, if travelling the evening before conducting College business, if the cost of the train fare plus the hotel room does not exceed the economy air fare, or
  - (c) for overnight accommodation and related maintenance (including meals) away from home, the actual amount reasonably spent to a maximum of \$300 per day away from home for both accommodation and maintenance.
- (7) No person shall be paid under this section except in accordance with properly submitted vouchers or receipts.