

2023

CVDFP Annual Report



CVDFP ANNUAL GENERAL MEETING

Wednesday, September 27th | 6 pm

Procedural matters:

- Adoption of agenda
- Approval of previous minutes (*June 28/23 General Meeting*)

AGM Business

- Audit report
- Appointment of Auditor (ordinary resolution - 50% majority)
- Board of Directors election

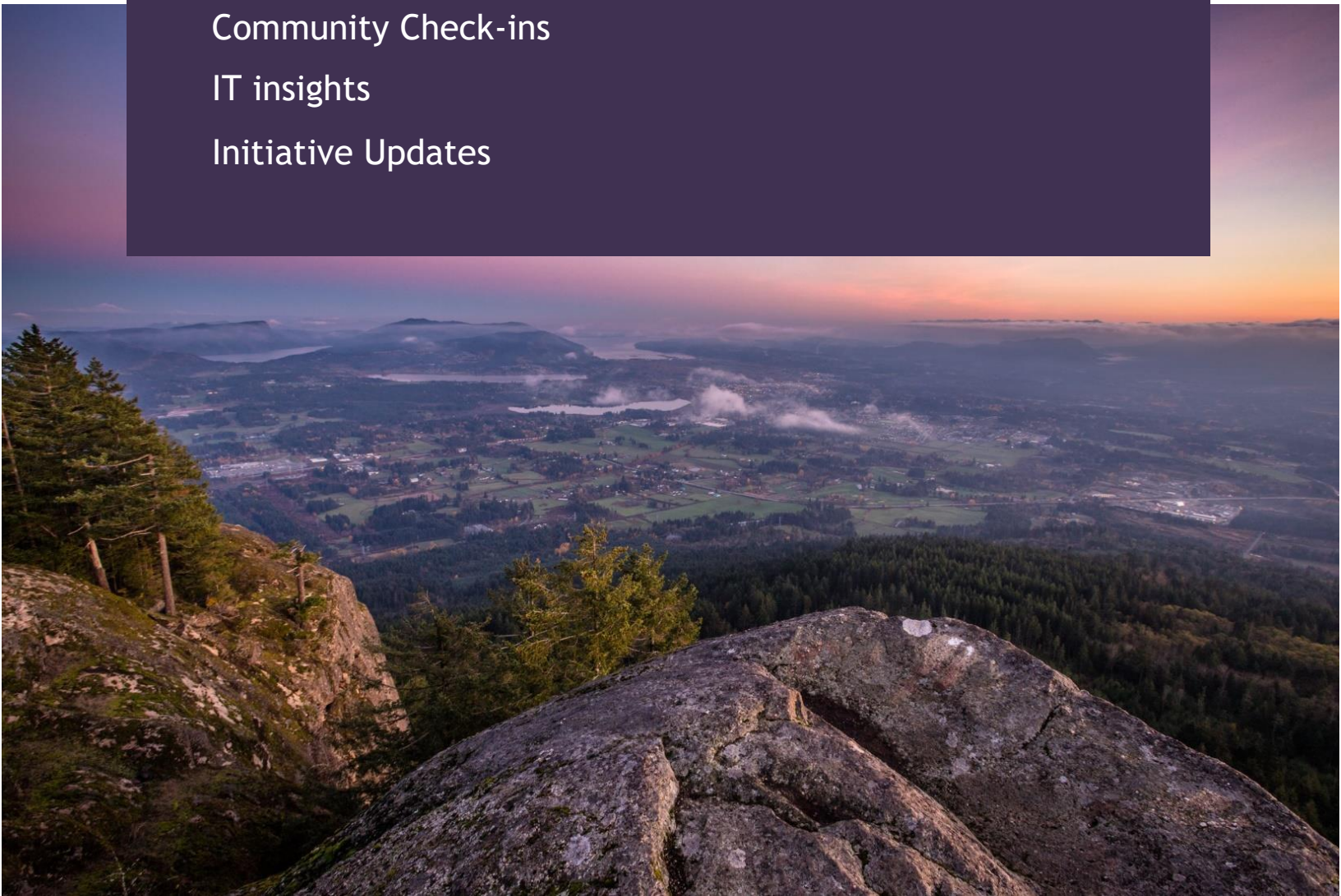
Treasurer's report: Q1 financials

Presentations: Mental Health Resources

Community Check-ins

IT insights

Initiative Updates



CHAIR'S REPORT

Dr. Bryan Bass

Dear Membership:

As we come to the end of a hot dry summer and see the impacts of climate change around the world, particularly in our forest fires in Canada, it seems like every system is under significant stress. Within healthcare, the manpower crisis is becoming more and more evident as we see the closures of emergency rooms and the increase in the unattached population. It gives one some hope that the negotiated longitudinal family practice remuneration through the Ministry of Health and Doctors of BC will level the playing field and help attract new physicians to longitudinal family practice. This enhanced remuneration, as well as continuing to build support for patient medical homes, will hopefully help stabilize family medicine, although it is apparent that the demand will likely outpace the available resources. It is important that we continue to advocate, not just for our membership but for our community and patients.



On the governance side of things, the Division has run with a 5-person board with Carole Williams stepping up last fall to co-chair with Bryan Bass, accompanied by other members Meghan Chabot, Emily Steeves and Len Roy (treasurer). I personally would like to thank all present and past board members for their ongoing guidance and commitment over the last year. We once again will be losing board members this term and we do need people to step up to take their turns and help maintain that community perspective.

Thankfully, for the most part our staffing has been stable with Jennifer Berg as Director of Finance, with yet again another very successful audit with KPMG, and we would like to thank Len Roy for once again serving as treasurer. Carla Bortoletto remains Director of Strategic Priorities, shouldering a lot of the provincial and island-wide engagements as well as coordinating our PCN activities.

2022-23 BOARD OF DIRECTORS

Bryan Bass, Chair
Len Roy, Treasurer
Meghan Chabot
Emily Steeves
Carole Williams

Tiffany Littman, Director of Operations, remains at the helm of all things administrative, with particularly heavy loads this last year around the inpatient care strategies and resuming the long-term care duties as Erin Kilcommons stepped down from her administrative duties. Tiffany continues to keep our operations manual current. Joanne Ellison has joined with bookkeeping support and John Schneider, past treasurer and former CVDFP accounting assistant, continues to support us as a member of the finance committee.

2022-23 ADVISORY COMMITTEE

As mentioned last year, there is a huge amount of work that is done within the Division with all of its projects, running of programs, new initiatives and coordinating with our partners, and we owe our staff a big thanks for all that they do. I remain in awe at the dedication and attention to detail that I see amongst our staff and truly feel blessed by their passion and professionalism. Our executive team, made up of the board co-chairs and three staff directors, meets on a bi-weekly basis.

Within our advisory structure, we have members who put in an incredible amount of time and effort representing the Division. We have had Jim Broere step down from the PCN steering committee; Jim was a key member of the team in the formative stages of the PCN. Lesley Hartford has recently stepped forward to help coordinate some of our social/education events.

To update our key initiatives:

LONG TERM CARE - Duncan LTC providers have agreed to continue with the after-hours call schedule following a 1-year trial period, which I think speaks to its success. I would once again like to thank Tiffany for taking up the administrative duties. Due to excess funds accumulating, we have increased the quarterly proactive visit fee from \$48.68 per patient to \$60, with the amount to be reassessed annual as part of the budgeting process. We sponsored an open house at the Hamlets on June 22, with the assistance of The Hamlets medical coordinator Lauren Jackson and the Hamlets staff.

INPATIENT CARE - As a Division, supporting inpatient care has remained a priority over the past year, with a tremendous amount of time spent by the inpatient care steering group and CVDFP inpatient care lead, Tom Rimmer, as they worked to stabilize and sustain inpatient care. More recently, our Division has received \$400,000 to further support inpatient care and this, as you are aware, is going to be used as a one-time grant for those doing the work while we await a new funding model from the Family Practice Services Committee. CVDFP also continues to dispense the inpatient care bridge funding which supports our weekend call stipend, among other incentives.

- Graham Blackburn, CDH Redevelopment
- Jim Broere, PCN
- Zaan Davies, CDMS liaison
- Ryan Gallagher, Pathways
- Bruce Hobson, IT
- Maki Ikemura, Diversity, Inclusiveness and Cultural Awareness
- Tom Rimmer, Inpatient Care
- Donna Wachowich, Maternity Clinic co-lead
- Maggie Watt, Maternity Clinic co-lead



PRIMARY CARE NETWORK - The Division continues to support our patient medical homes through the PCN with Carla Bortoletto and Bryan Bass, and now Carole Williams sitting on the PCN steering committee along with our Island Health and indigenous partners. Over the last year, we have seen our social work team grow to now also include the Cowichan Maternity Clinic as well as expanding to include a relief pool for backfilling. We have supported integration of the PCN pharmacists into primary care with co-location in 4 primary care clinics. We continue to

support the integration of nurse practitioners into our clinics and as well have helped transition five family practitioners into New-To-Practice contracts. More recently, from learnings through the Family Practice Sustainability work group, we have contracted Hive Business Solutions to support longitudinal family practices in Cowichan with business/strategic planning. We continue to work closely with our indigenous partners through the PCN, including local Metis peoples. We were pleased to announce this year the hiring of Kelsey Kozoriz as PCN Medical Director, whose value is already apparent in working towards a Cowichan UPCC.

The PCN Attachment Clinic (CareBridge Clinic) continues to work towards secondary attachment, developing patient profiles to ease the burden of transitioning their care to a longitudinal clinic. Referrals to the clinic are still through the Health Connect Registry, which is now being rolled out provincially. We continue to work with our partners to develop a “made-in-Duncan” UPCC for after-hours weekend care as well as longitudinal care during the day.



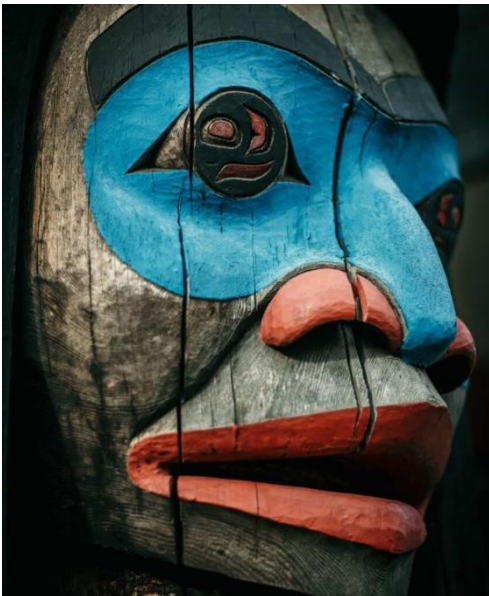
One of the more significant initiatives this year was engaging a project manager, Sheri Fielding, to support a short-term Family Practice Sustainability Working Group, led by the early work of Mark Sanders, Zoe Pullan, Patricia Seymour and Kelsey Kozoriz, joined by working group members Katherine Bell, Celeste Just and Erin Carruthers. Project outcomes included a comprehensive [Family Practice Sustainability report](#), which was circulated to the membership for consideration and potential application within their own clinics. Several members of this working group moved on to form an independent society – the Cowichan Valley Primary Care Society (CVPCS) - and are currently pursuing other models of care and collaborative opportunities within the valley.

The activities and outcomes of the Family Practice Sustainability Working Group also provided a reflective opportunity for the Division and ultimately lead CVDFP to engage Hive Business Solutions to help equitably

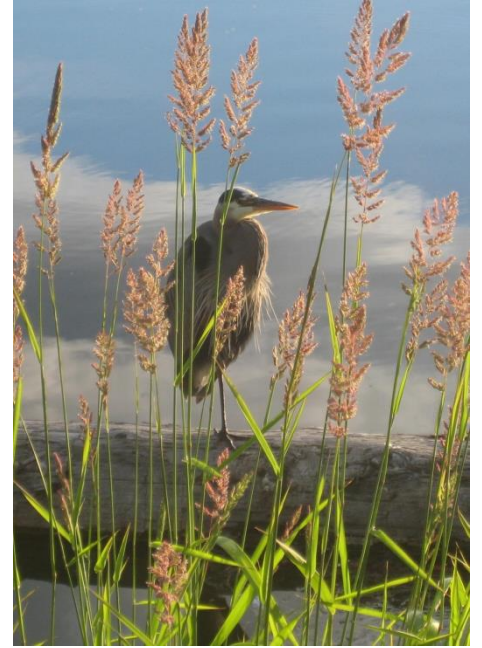
advance member efforts in building sustainable primary care. Hive is being made available to each established family practice clinic in Cowichan, and will provide individualized and confidential services, funded through the Division. This work is ongoing and we hope will help clinics to solidify and potentially improve their business practices to support long-term sustainability.

Other priorities for the year have been in supporting educational programs and we once again ran the Oncology Day on October 22, 2022, organized a cohort to attend the compassionate leadership course held in Squamish on May 10-12, hosted a dermatology update by Dr. Kenny, facilitated updates in both cervical screening program and community resources at our general meetings, and supported engagement through the Sept 13 ‘meet & greet’ with some of the newer specialists in

Cowichan. We continue to support the Indigenous San’yas program for both clinic staff and Division members, and were involved in helping out with the Metis cultural event last year.



The Division continues to support your interests at both regional and provincial tables. Considerable recruitment efforts are underway on an island-wide basis including a dedicated website – islanddocs.com, conference attendance and, more recently, a “red carpet rollout” program which CVDFP has expanded locally to support Cowichan clinics directly in hosting interested parties coming to check out Cowichan. Island Health is in the process of expanding their recruitment team and we look forward to continued collaborations with our health authority colleagues. The Division has also been taking part in a Return of Service time-limited task force over the summer months that is developing recommendations for improvements to the program.



We continue to support your medical practices with the Pathways program led by Ryan Gallagher, and EMR supports offered by IT lead, Bruce Hobson. We continue to support and be grateful for those colleagues who continue to do the maternity care in our area.

As always, I would like to give a shout out to our scholarship committee who once again gave out a \$1000 regional scholarship for a student pursuing a medical career, as well as 4 \$500 bursaries for students heading into healthcare. Congratulations to the 2022-2023 recipients.

It is fabulous to see the blossoming construction of our new hospital as well as the exciting announcement that Cowichan was to become a family practice residency program site. We sincerely appreciate the work done by members on those initiatives.

Once again, as we wind up yet another year, we continue to face significant challenges of manpower and particularly in regard to inpatient care. As I said last year, our strength truly is in our collegiality amongst our membership and maintaining strong partnerships. We need every member to continue to participate in attendance at meetings and constructive dialogue, and stepping up into leadership positions for the Division to continue to be a viable organization.

Dr. Bryan Bass
Board Chair



MEMBER UPDATES



Please join us in giving a warm welcome to the following new arrivals in our Division over the past 12 months:

*Kiran Srai-Cheema, Shawnigan Village Family Practice
Chimdimma Eze, Alderlea Medical Clinic
Stephanie Shea, Chemainus Medical Clinic
Fernando Polanco, Cowichan Maternity Clinic & Locum
Sean Gupton, Part Time Locum
Sabrina Bridges, NP, Chemainus Medical Clinic
Charlotte Wilson, NP, Mill Bay Medical Clinic
Heidi Smith, NP, PCN satellite clinic, Lake Cowichan
Bilal Bagha, ERP Jarad Plato, ERP
Stefan DaSilva, ERP Tung Siu, ERP
Mandana Iraj, ERP Renie Traiforos, ERP
Andrew Juren, ERP Katie Zhu, ERP
Rachel Kroeker, ERP Derek Sargent, ERP
Brenna Hill, FP Resident, Indigenous Program*

Also during the past year, we saw the following members retire from full time family practice:

*Phil Kerswell, Valley Medical Clinic
Lauren Jackson, Alderlea Medical Clinic
Tom Young, Alderlea Medical Clinic*



We wish the best of luck to those members who left our community during the same time period:

*Michael Dillon, South Cowichan Medical Clinic
April Nilsen-Nunn, Duncan Family Practice
Nina Howatt, locum
Thane Smith, locum
Debbie Trerice, locum
Paul Randhawa, ERP*



TREASURER'S REPORT

Dr. Len Roy

On behalf of the Board, I am pleased to present The Cowichan Valley Division of Family Practice Society's audited financial statements for the fiscal year ending March 31, 2023.

KPMG LLP Chartered Professional Accountants have examined the financial statements, comprised of the statement of financial position, statement of operations, changes in fund balances and cash flows. In their opinion, the financial statements present fairly, in all material respects, the financial position of Cowichan Valley Division of Family Practice Society as at March 31, 2023, and its results of operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Statement of Financial Position as at March 31, 2023

- Total cash, and cash equivalents were \$1,257,871 and Investments totalled \$5,758.
- Accounts Receivable at March 31, 2023 of \$8,954 includes \$7,178 for GST rebates, \$1,619 for the CDMS portion of Pathways, and \$157 due from consultants.
- Infrastructure ended the fiscal year with \$94,501 in deferred FPSC contributions that will be carried over into fiscal 2022/2023.
- The balance of funds remaining in deferred included \$653,511 related to the Primary Care Network, \$38,399 for long-term care, and \$25,000 for inpatient care.
- Amounts to be paid back to the Doctors of BC total \$137,039.

Statement of Operations to March 31, 2023

- Infrastructure recognized \$1.3M in revenue against the equivalent operating costs of \$515,508 \$507,232 for in-patient care incentives, \$252,401 for long term care incentives, and \$48,000 for Physician Integration and Recruitment.
- Attachment recognized revenue of \$586,543 against the associated costs relating to the Primary Care Network.
- Interest revenue for fiscal 2022/2023 of \$2,209 was recognized in Attachment, and the Net Asset balance in Infrastructure was \$36,052 with the total net assets of \$40,471.

I would like to thank the board, and general membership for the opportunity to serve as the Division Treasurer. I would also like to thank the Division staff for their continued hard work, support and commitment to the financial management of the Division's resources.

2022/23 STAFF

Jennifer Berg, Director of Finance
Carla Bortoletto, Director of Strategic Priorities
Tiffany Littmann, Director of Operations
Joanne Ellison, Financial Assistant
Paula Dunford, Admin Support

