



Standard of Practice Continuing Disclosure Requirements & Notice of Changes for Member Matters

Initial Approval: January 1, 2019

Effective Date: January 1, 2019

Standards of Practice of Medicine set out the requirements related to specific aspects for the quality of the practice of medicine. Standards of Practice of Medicine provide more detailed information than contained in the *Regulated Health Professions Act*, Regulations, and Bylaws. All members must comply with Standards of Practice of Medicine, per section 86 of the *Regulated Health Professions Act*.

This Standard of Practice of Medicine is made under the authority of section 82 of the *Regulated Health Professions Act* and section 15 of the CPSM Standards of Practice Regulation.

1. Disclosure of Changes or New Information

- 1.1. If for any reason the information provided by a Member on his or her application for registration or a certificate of practice or the renewal of a certificate of practice, including the information required pursuant to the CPSM General Regulation sections 3.2(1) and 4.4(1) becomes inaccurate or incomplete, each Member shall advise CPSM in writing of any change or new information within 15 days of the date of the change or occurrence subject to section 79 below.
- 1.2. Notwithstanding the requirements above, in section 78, a Member charged with an offence under a federal statute must immediately give written notice to the Registrar of the offence with which the member has been charged.

2. Change in Practice Location(s) and Contact Information

- 2.1. Each Member shall notify CPSM of any change in that Member's practice location, other practice locations or contact information. The notification should be provided to CPSM before the Member changes his/her principal practice location, other practice locations or contact information, but must be provided to CPSM no later than 15 days after the date of the change.

3. Notice of Matters in other Jurisdictions

3.1. A Member who is registered or licensed to practise medicine or another profession in a jurisdiction other than Manitoba must, immediately, give written notice to the Registrar of any of the following actions by a regulatory authority other than CPSM:

- 3.1.1. a review of the Member's conduct, competence, or capacity or fitness to practise, whether arising from a complaint or otherwise;
- 3.1.2. an investigation or other proceeding in relation to the Member's conduct, competence, or capacity or fitness to practise;
- 3.1.3. a finding of professional misconduct, conduct unbecoming, incompetence, or an incapacity or lack of fitness to practise; or
- 3.1.4. a suspension of, restriction on, or revocation of licensure, registration, permit or any other authority to practise.

4. Termination of Practice

4.1. Each Member must notify CPSM in writing of his/her termination of practice. The notice should be provided to CPSM before the Member's termination of practice, but must be provided to CPSM no later than 15 days after the date of termination of practice. The notice must contain the following information:

- 4.1.1. the date of termination of practice;
- 4.1.2. the Member's current address; and
- 4.1.3. the name, address and telephone number of any custodian of the Member's medical records.