



## PHYSICIAN APPLICATION CHECKLIST

### CHECKLIST; PLEASE ENSURE THE FOLLOWING DOCUMENTS ARE INCLUDED

- Completed physician application checklist
- Completed and signed HRDC Health Care Foreign Worker Application form
- Completed MOHLTC Physician Information form
- A copy of the physician's College of Physicians and Surgeons of Ontario (CPSO) certificate of registration or a letter from the CPSO to the physician confirming eligibility for registration

### DOCUMENTATION OF RECRUITMENT EFFORTS FOR A CANADIAN CANDIDATE

Complete Option #1 or Option #2. Any additional recruitment documents should be kept by the hospital.

#### #1 Position with Academic Health Science Centre with an Academic Cross Appointment with University

Provide documentation of 2 of the following recruitment tools from within the last two years:

- Letter from the employer to Canadian academic department chairs/heads
- University Affairs magazine website
- Specialty journal or website
- National newspaper
- Hospital website
- University website

#### #2 Position with Community Hospital without an Academic Cross Appointment with a University

Choose one of the following

- the vacancy for the specialty is identified on the current MOHLTC List of Area's Designated as Underserved
- Recruitment of Canadians and Permanent Residents

Provide documentation of 1 of the following recruitment tools from within the last two years:

- Specialty journal or website
- National newspaper
- Hospital website
- PAIRO website
- CDO website
- Recruitment fair

### COMPLETED APPLICATION

Applications will be processed once all of the required documents listed above have been received by HRDC.

Submit the completed application package to:

Foreign Worker Programs-Operation

P.O. Box 6500, Toronto L.C.D. Downsview A

Toronto, Ontario M3M 3K4

Fax: 416-954-3107

Toll Free Fax: 1-866-720-6094