



MINISTERIAL DIRECTIVE

Locum Tenens Contract **MD 2024-03**

1. Directive

This Ministerial Directive requires that all Health and Social Services Authorities use the Locum Tenens Contract (March 8, 2024) when physicians who are Locum Practitioners are required to provide medical services beginning April 1, 2024.

This Directive also requires that all Health and Social Services Authorities pay Locum Practitioners based on the rates set out in the 2024-25 Locum Tenens Contract Fee Schedule (December 14, 2023) for services beginning April 1, 2024.

2. Background

Since 2001, the Minister of Health and Social Services has ensured that Health and Social Services Authorities have implemented standardized physician contracts and rates.

Health and Social Services Authorities rely on *locum tenens* physicians to provide medical services when permanent physicians are not available.

Ministerial Directive 2023-02 – AMENDED Locum Tenens Contract signed on February 24, 2023, and Ministerial Directive 2023-03 – Remote Locum Tenens Contract signed on March 13, 2023, remain in effect until their expiry on March 31, 2024, for services contracted to March 31, 2024.

Ministerial Directive 2023-06 Locum Tenens Contract signed on December 20, 2023 is rescinded.

3. Purpose

This Ministerial Directive requires that all Health and Social Services Authorities use the standardized Locum Tenens Contract (March 8, 2024) when physicians who are Locum Practitioners are required to provide medical services beginning April 1, 2024.



This Directive also requires that all Health and Social Services Authorities pay Locum Practitioners based on the 2024-25 Locum Tenens Contract Fee Schedule (December 14, 2023) for services beginning April 1, 2024.

Consistent application of the standardized Locum Tenens Contract is essential to ensure stable and predictable physician resources across the Northwest Territories and throughout the Health and Social Services System.

4. Definitions

Health & Social Services Authorities means the Territorial Health and Social Services Authority established under section 5(1), a Board of Management established under section 10(1) or referred to in subsection 10.2 or 10.3 of the *Hospital Insurance and Health and Social Services Administration Act*, or an organization, agency or firm contracted by the Minister pursuant to section 17 of the *Hospital Insurance and Health and Social Services Administration Act*.

Locum Practitioner means the medical practitioner who enters into this Agreement with the Authority to provide Medical Services; or in the case of a medical professional corporation, the medical practitioner who provides the Medical Services to the Authority on behalf of the medical professional corporation and who is in all ways jointly and severally liable with the medical professional corporation to perform the duties imposed on a Locum Practitioner by the Locum Tenens Contract;

Medical Services means services the Locum Practitioner is qualified to provide, including:

- a) Administrative services (including the completion of records required in paragraph 5.3 of the Locum Tenens Contract); and
- b) Additional services or duties specified in Schedule 1 of the Contract.

5. Exceptions

The only exceptions to the Locum Tenens Contract are:

- a) In the event of a declared health emergency, such as a pandemic, Locum Practitioners can be scheduled to work hours in excess of their regular shift.



- b) Where Locum Practitioners are scheduled to work more than their regular daily hours, they will be compensated for every additional hour at the hourly rate established in the Locum Tenens Contract Fee Schedule (December 14, 2023).
- c) Locum Practitioners may be scheduled to work full days or partial days. Compensation for partial days will be paid at the hourly rate set out in the Locum Tenens Contract Fee Schedule (December 14, 2023).

No other exceptions to the terms and conditions can be made to the Locum Tenens Contract, nor exceptions to payments provided under the Locum Tenens Contract Fee Schedule (December 14, 2023), unless approved by the Minister.

Health and Social Service Authorities may submit a request in writing to the Deputy Minister of Health and Social Services for consideration of an exception to the Locum Tenens Contract.

The Minister may, upon recommendation of the Deputy Minister, approve an exception to the Locum Tenens Contract.

The Authority shall reflect the approved exception in the contract of the Locum Practitioner.

6. **Amendment**

The Minister may amend this Directive from time to time.

7. **Effective Date**

This Directive comes into effect on date of signing.

8. **Expiry**

This Directive expires on March 31, 2025.

<original signed by>
Les Semmler
Minister of Health and Social Services

March 14, 2024
Date