



COLLEGE OF
PHYSICIANS & SURGEONS
OF NOVA SCOTIA

PRACTISING MEDICINE IN NOVA SCOTIA:

A PHYSICIAN CHECKLIST



Purpose of the Checklist

A physician practising medicine in Nova Scotia must ensure that they fulfill all mandatory medical regulatory requirements. This document provides a checklist along with a concise summary of such requirements.

About the College

Through the Nova Scotia *Medical Act*, the provincial government designated the College of Physicians and Surgeons of Nova Scotia (the College) as the self-regulating body for physicians in Nova Scotia.

The College serves the public by regulating the province's medical profession in accordance with the Nova Scotia *Medical Act* and its regulations.

Checklist

✓	Medical Licence to Practise	✓	Continuing Professional Development
✓	Medical Corporate Permit	✓	College Standards and Guidelines
✓	Service Provider Billing Number	✓	Medical Council of Canada
✓	Medical Identification Number	✓	Maritime Resident Doctors
✓	Medical Liability Insurance	✓	Prescribing Controlled Substances
✓	Doctors Nova Scotia	✓	Statutory Reporting Requirements
✓	Professional Support Program	✓	Canadian Medical Association Code of Ethics

Medical Licence to Practise

Physicians practising medicine in Nova Scotia must apply for a licence to practise medicine from the College of Physicians and Surgeons of Nova Scotia. There are several types of licences issued by the College. To apply for a licence, please review the information for applicants for medical licence registration on the College website.

Physicians must apply to the College annually to renew their licence to practise. You can renew and pay for your medical licence online during the month of November.

Please review information at:

[The College of Physicians and Surgeons of Nova Scotia: Registration and Renewal](#)

Medical Corporate Permit

If you practise medicine under a corporation, a corporate permit is legally required and obtained from the College. To set up a medical practice corporation, you must contact the Registry of Joint Stock Companies. More information on setting up a medical corporation permit can be found on the College website.

If you are listed as the Medical Director of such a corporation you are responsible for renewing the corporate permit annually with the College. You can renew and pay for your corporate permit online.

Please review information at:

[The College of Physicians and Surgeons of Nova Scotia: Medical Corporation Permit](#)

Service Provider Billing Number

Physicians practicing medicine in Nova Scotia generally require a service provider billing number. For information on billing numbers please contact MSI directly by e mail msiproviders@medavie.ca or phone 902-496-7011; (toll free) 1-866-553-0585.

Please review information at:

[Nova Scotia Medical Services Insurance: Physician Registration](#)

Medical Identification Number

The Medical Identification Number for Canada (MINC) is a nationally recognized, unique lifetime identification number assigned to those entering Canadian medical education or medical practice. Physicians registered with the College or applying for registration require a MINC number. The College is the authorized organization through which physicians in Nova Scotia can obtain their MINC#.

Please review information at:

[Medical Identification Number for Canada](#)

Medical Liability Insurance

All physicians obtain medical liability insurance and provide documented evidence of liability protection in order to receive and renew a medical licence. The Canadian Medical Protective Association (CMPA) provides medico-legal protection to physicians licensed to practise medicine in Canada.

Please review information at:

[Canadian Medical Protective Association: Medico-Legal Handbook for Physicians in Canada](#)
[Doctors Nova Scotia: Personal and Professional Insurance](#)

Doctors Nova Scotia

Physicians licensed to practise medicine in Nova Scotia are required to be a member of Doctors Nova Scotia in accordance with the provincial Doctors Nova Scotia Act.

Please review information at:

[Doctors Nova Scotia Membership Criteria and Benefits](#)
[Doctors Nova Scotia: Starting Up Your Practice Online Learning Modules](#)

Professional Support Program

The Professional Support Program (PSP) offers confidential help to physicians whether they are personal or professional, financial or psychological, psychiatric or addiction.

The PSP supports and assists members in effectively coping with stress-related issues like anxiety and depression so they can achieve greater personal satisfaction, higher productivity, and improved patient outcomes. All inquires to the PSP are confidential and will be responded to within 2 business days.

Please review information at:

[Doctors Nova Scotia Professional Support Program](#)

Continuing Professional Development (CPD)

The College recognizes that continuing professional development (CPD) plays a key role in ongoing practice improvement for physicians.

The Nova Scotia *Medical Act* mandates that all licensed physicians participate in a program of continuing professional development through the College of Family Physicians of Canada's (CFPC) MAINPRO Program or the Royal College of Physicians and Surgeons of Canada's (RSPSC) Maintenance of Competence (MOC) Program.

The College monitors mandatory physician enrollment and compliance in the MAINPRO and MOC CPD programs.

Please review information at:

[The College of Family Physicians of Canada Maintenance of Proficiency Program \(MAINPRO\)](#)

[The Royal College of Physicians and Surgeons of Canada Maintenance of Certification Program \(MOC\)](#)

College Standards and Guidelines

The College has developed a fairly comprehensive catalogue of professional standards and guidelines intended to act as a resource for physicians when facing ethical or professional situations. The catalogue sets out the standards by which the conduct of physicians will be measured.

Please review information at:

[College of Physicians and Surgeons of Nova Scotia: Standards and Guidelines](#)

[Canadian Medical Association Code of Ethics](#)

Medical Council of Canada (MCC)

The MCC grants a qualification in medicine known as the Licentiate of the Medical Council of Canada (LMCC). To obtain a full and unrestricted licence to practice medicine in Nova Scotia, you must be a licentiate of MCC.

The LMCC is not a licence to practise medicine, the authority to issue such is reserved to the medical regulatory authorities. The LMCC is a part of the Canadian Standard, the set of requirements for awarding a full licence. Upon receiving their LMCC, candidates are also enrolled in the Canadian Medical Register.

Please review information at:

[The Medical Council of Canada](#)

Maritime Resident Doctors (MRD)

Maritime Resident Doctors (MRD) consists of resident physicians registered at Dalhousie University and training in hospitals and health care centres throughout Nova Scotia, New Brunswick and Prince Edward Island. Not all residents must register with the Association; there are some exceptions.

Please review information at:

[Maritime Resident Doctors](#)

Prescribing Controlled Substances

Approved prescription pads are necessary for all physicians when prescribing controlled substances. In order to obtain these pads a physician must register with the Nova Scotia Prescription Monitoring Program (NSPMP). The Prescription Monitoring Act and Regulations established the NSPMP to promote the appropriate use of monitored drugs in Nova Scotia and to reduce the abuse or misuse of monitored drugs in the province.

Please review information at:

[Nova Scotia Prescription Monitoring Program](#)
[The College of Physicians and Surgeons of Nova Scotia: Policy Regarding Review of Monitored Drug History Before Prescribing](#)

Statutory Reporting Requirements

The practice of medicine is governed by the Medical Act and its regulations. Physicians must also be aware of provincial statutes which affect the practice of medicine. Some of these statutes contain mandatory reporting requirements or protection from action based on your reporting.

Physicians are aware of the duty of confidentiality to patients. However, many are uncertain as to when the duty of confidentiality can be overridden by a statutory duty to report information in the public interest. Some laws require physicians to report medical information to public officials that would otherwise be considered confidential. For example, there are a number of notifiable diseases and conditions that physicians are required to report.

Please review information at:

[Canadian Medical Protective Association: Medico-Legal Handbook for Physicians in Canada](#)
[Nova Scotia Department of Health and Wellness: Communicable Disease Prevention and Control - Information for Professionals](#)

Canadian Medical Association Code of Ethics

This Code has been prepared by the Canadian Medical Association as an ethical guide for Canadian physicians, including residents, and medical students. Its focus is the core activities of medicine and is based on the fundamental principles and values of medical ethics, especially compassion, beneficence, non-maleficence, respect for persons, justice and accountability. The Canadian Medical Association Code of Ethics provides a common ethical framework for Canadian physicians.

Please review information at:

[Canadian Medical Association Code of Ethics](#)