



## Physician Services Agreement – Change Request Form

The Implementation Management Team (IMT) is a first-of-its-kind initiative in Canada. This team, which includes Health PEI, the Medical Society of PEI, and Department of Health and Wellness ensures robust support and effective processes are in place for all physician groups. Physicians can bring problems and proposed solutions to this group and all three parties collaboratively manage the delivery of the PSA.

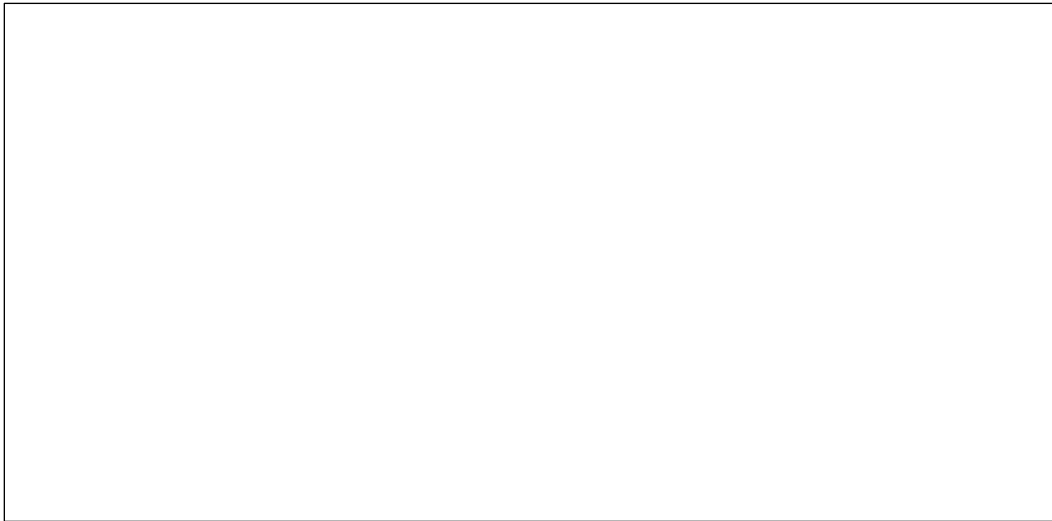
Should physicians want IMT to consider making a change to the Physician Services Agreement based on new information, an urgent system need, or the introduction of a new service delivery model, they can submit a Change Request, although it should be noted that this is not an opportunity to re-negotiate issues that were previously discussed at the negotiations table.

To support a streamlined review process, the following information is **required** for IMT to consider a request.

Item
<p><b>Issue Identification:</b> What is the situation and background context? How will this change:</p> <ul style="list-style-type: none"><li>• Improve patient access</li><li>• Respond to an emerging need or problem that requires health system’s attention</li><li>• Support process optimization or efficiency in operations</li><li>• Improve work culture physicians and staff (i.e. reduce burn out, reduce administrative burden, improve collaboration)</li></ul> <div style="border: 1px solid black; height: 200px; width: 100%;"></div>

**Connection to other parts of the system:**

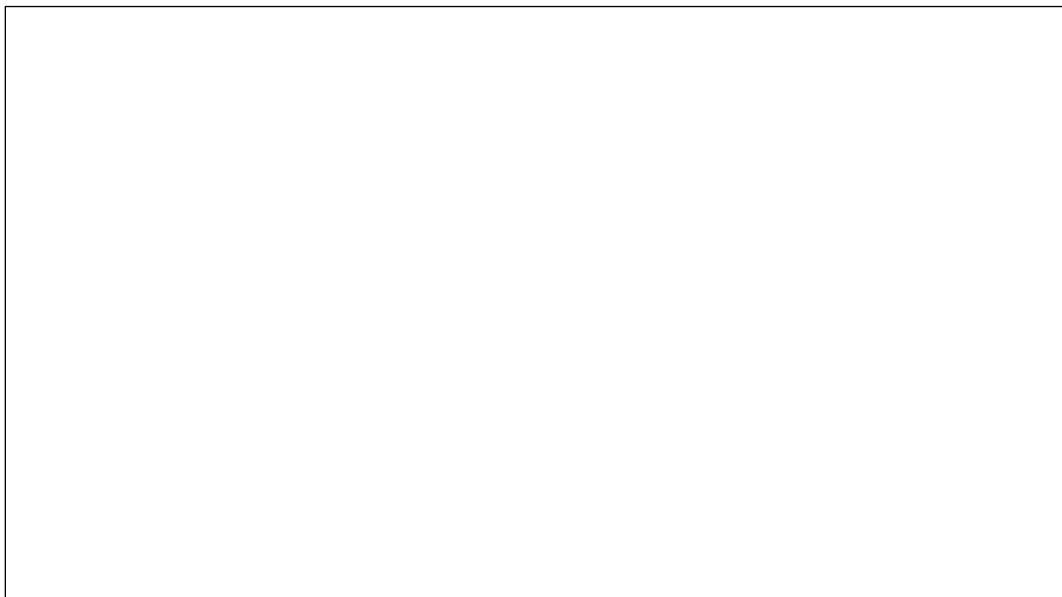
- Does this require other operational support (access to other providers, operating rooms, equipment)?
- Have you discussed this with your colleagues and Department Head/Medical Director? Are they supportive?
- Are there other physicians within a specific group/specialty that will benefit or be negatively impacted?



**Best Practices:**

Are there existing best practices that can help guide this decision?

Is there a precedent in other parts of the country that can help guide the decision?



**Missing Information:**

Is there any new or missing information IMT did not have access to at the negotiations table?

**Solutions:**

What are you seeking from IMT? Be specific. The requested change and if there is a PSA change, where in the PSA the change is required and recommended wording.

**Alternative Solutions:**

Have you sought alternative solutions?

**Cost:**

Provide best attempt to cost out and list assumptions to support a costing validation exercise – such as frequency in which service will be provided and resources required to support change.

**Time Sensitivity:**

Are there factors that make this issue urgent or time sensitive?  
What are the implications if the issue is not addressed as recommended?

Submitter's Name	
Email Address	
Phone Number	

Please email your form to [IMT@ihis.org](mailto:IMT@ihis.org).

