

Peer Assessment Committee College of Physicians and Surgeons of New Brunswick



Peer Assessment Committee Referral to the Licensing Authority

Policy #: Approved by PAC: 16/02/2024 Scheduled Review: 2027

Policy: The Peer Assessment Committee (PAC) shall, where circumstances warrant, and by formal motion of the Committee, refer a physician to the College of Physicians and Surgeons of New Brunswick or Prince Edward Island as a complaint.

Guidelines:

- .1 Referral to the Licensing Authority shall be made when:
 - a) a physician refuses to be assessed, or to allow an assessor to complete an assessment, or
 - b) a physician refuses, without an acceptable reason, to meet with the Assessment Review Committee (ARC) when requested, or
 - c) in the opinion of the PAC, a physician may be guilty of professional misconduct or may be incapacitated or unfit to practice.
- .2 Referral to the Licensing Authority may be made when a physician has been assessed more than once, and failed to make any improvement in specified areas of concern, and after meeting with an Assessment Review Committee has failed to make any improvement in the specified areas of concern or refused to make the improvements required.
- .3 When an Assessment Review Committee determines that a potential referral should be considered by the PAC, the physician concerned shall be notified in writing, and offered the opportunity to provide the PAC with written input prior to a decision on referral being made.
- .4 As required by the *Medical Acts* of NB and PEI, information provided to the licensing authority in a referral shall contain only that which is necessary to identify the nature of the complaint. Such information may include an expressed concern that the physician may be:
 - a) incapacitated, or
 - b) unfit to practice, or
 - c) guilty of professional misconduct.

The physician concerned shall be provided with a copy of the referral letter.

Peer Assessment Committee
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- .5 In emergency circumstances, where public risk is deemed by the Peer Assessment Committee to be a factor, the Committee may, by unanimous consent, meet by telephone conference, and may waive the provisions of Guideline .3 above.