



DFCM PROFESSIONAL DEVELOPMENT PLAN

Please complete this form in FULL. It must be signed and dated by both the Appointee and the Family Physician-In-Chief, DFCM Program Director, or FD Lead

Candidate name:		Rank:	
Hospital:		Unit:	
Do you hold a hospital appt?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Date of appt (if applicable):	
Chief:		FD Lead:	

APPLICATION TYPE:

Clinical MD
 Status Only (non MD)
 Junior Promotion

FOR CLINICAL MD APPLICANTS & JUNIOR PROMOTIONS ONLY:

Percentage of professional time spent in academic work including teaching in the course of clinical care:

Clinical Adjunct (<20%)
 Clinical Part-Time (20-79%)
 Clinical Full Time (>80%)

CAREER DEVELOPMENT GOALS:

Clinical:

Academic:

ACTIVITIES TO ACHIEVE GOALS:

SUPPORT FOR ACHIEVING GOALS:

PROFESSIONAL DEVELOPMENT – Are you interested in FD support for the following?

- Research:** if interested, would you allow the DFCM to contact you regarding our research program?
- Research mentorship:** please email dfcm.research@utoronto.ca
- Teaching** → connect with your FD Lead
- Creative Professional Activity (CPA)** → connect with your FD Lead
- Education Scholarship** → email dfcm.edscholarship@utoronto.ca
- Leadership or career development** → connect with your FD Lead
- Mentorship:** Can be formal or informal. Are you interested in a mentor at this time? If so, please contact dfcm.mentorship@utoronto.ca
- Quality Improvement** → connect with your QI Director, <https://dfcm.utoronto.ca/meet-qi-team>
- Clinical support** → connect with your Site Chief
- HPE support** → email hpe.familymed@utoronto.ca

Signature of Appointee: _____

Date: _____

Signature of Chief, Director or FD Lead: _____

Date: _____

FAQs

What is a Professional Development Plan (PDP)? What is it used for?

A Professional Development Plan (PDP) is a one-page form designed to facilitate discussion between the Site Chief or Program Director and the faculty member. It is used to delineate clinical duties and expectations, career development goals, and potential supports to achieve the stated goals.

The PD plan should be reviewed and revised periodically (1-3 years) and can be updated at the discretion of the chief *and* faculty member. It is a mandatory component for all new faculty appointments and applications for promotions in the DFCM.

Faculty Development Opportunities, Activities, and Resources

As a faculty member in the DFCM, you have access to many faculty development opportunities. Please visit our [website](#) for more information:

A) Teaching and Education

- [Teaching at DFCM](#)
- [BASICS](#)
- [Centre for Faculty Development \(CFD\)](#)
- [Academic Fellowship & Graduate Studies](#)
- [Office of Education Scholarship; Essence Course](#)
- [Quality Improvement program; QI Courses: <https://dfcm.utoronto.ca/qi-courses>](#)
- [Faculty Wellness](#)
- [Virtual Care Modules](#)

B) HPE (Health Professional Educator) Support

- [HPE website and community of practice](#); email for more information: hpe.familymed@utoronto.ca

C) Mentorship: [Need a mentor? Be a mentor!](#)

- Mentorship is available for all career stages.

D) Promotions

- [Junior Promotions](#): For questions, contact Sarah Letovsky at dfcm.facultyappt@utoronto.ca
- [Senior Promotions](#)

E) DFCM Awards: [Program awards, DFCM awards of excellence and external awards](#)

- Many awards accept self-nominations. Please consider applying to this year's award cycle.

F) [Grants and Funding Opportunities](#)

G) [Resources and Benefits for Faculty](#)

H) Leadership and Administration

- [Leadership Masterclass](#)
- [Leadership BASICS](#)
- [NEAL](#)
- [CAME Canadian Leadership Institute for Medical Education \(CLIME\)](#)
- [CMA Physician Leadership institute \(PLI\)](#)