
Local Guidelines and Application Process - NFRE

Last approved:	NOAMA Board	May 23, 2023
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1. Background

The Northern Ontario Academic Medicine Association (NOAMA) Board, with the support of the Physician Clinical Teachers' Association (PCTA) and the NOSM University, has developed a NOAMA Faculty Rank Enhancement process to ensure all promoted NOSM Faculty members are aware of and have the opportunity to apply for the faculty rank enhancement through the NOAMA AFP.

2. Purpose

The purpose of this document is to outline the communication process to PCTA members who have received a NOSM promotion to Professor or Associate Professor.

3. Principles

The process will be steered by the following principles:

- a) Fairness;
- b) Equality;
- c) Transparency;

4. Procedures - Annually

- a) The NFRE amount and formula will be approved through the NOAMA budget process.
- b) NOAMA Administration will distribute the NFRE application package to all PCTA members who have obtained the rank of Professor or Associate Professor. Further, NOAMA will distribute a LEG membership list (including Faculty Rank) and the application package to all LEG Leads & Administrators. Note: The NOAMA Database will be used for this process.
- c) NOAMA will have a webpage on their website that is updated with all the application materials that will be continually updated throughout the application process.
- d) NOAMA Administration will collect and review all the applications received prior to the deadline. The applications will be cross-referenced to the database to ensure accuracy and enable a supported distribution to LEGs and non-LEG members.
- e) Confirmation of the funding will be distributed to each LEG and member.

- f) NOAMA will establish a working group to review the applications and make a recommendation to the NOAMA Board. The working group will consider appointees from:
 - a. PCTA
 - b. NOSM U Faculty Affairs

5. Objectives

The above process is intended to ensure all PCTA members who received the NOSM Faculty Rank of Professor or Associate Professor receive the application package.

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Version	Date	Comments
1.0	2022 01 25	Original
2.0	2023 05 23	Addition of working group