Purpose:
The purpose of this policy is to describe the protocol to be followed for the reclassification of an FMRSP project from research to scholarly or from scholarly to research.

Policy:
With the approval of their FMRSP Supervisor, PGY1 and PGY2 residents can request a reclassification of their FMRSP project from scholarly to research, or vice versa, by following the procedure outlined below.

Procedure:
• Submit a written request to fmrspdfm@uottawa.ca providing the name of the FMRSP project supervisor, the name of any other resident-partner on the project (all of whom must be copied on the e-mail request), the current and desired classification of the project, and a clear description in the change in scope, methodology, analysis that warrants a reclassification.

• The Academic Research Advisor will review the request and make a reclassification recommendation to the PGME or FMRSP Director for final approval.

• The final decision will be communicated to the resident(s) and supervisor within 15 days of submission.