

Department of Family Medicine

Policy Name:	Family Medicine Resident Scholarly Project (FMRSP) Reclassification
Approved By:	Resident Program Committee (RPC)
Date Last reviewed:	September 7, 2023
Contact Department:	P/G Program Manager dfmpgmanager@uottawa.ca

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.