



Credit for Previous Training Policy

Preamble

The McGill University Faculty of Medicine and Health Sciences, School of Medicine, Postgraduate Medical Education (PGME) Policy on Credit for Previous Postgraduate Medical Training is based on the following principles:

1. College of Family Physicians of Canada (CFPC)

<https://www.cfpc.ca/en/education-professional-development/examinations-and-certification/certification-examination-in-family-medicine/eligibility-and-application>

"It is possible for individuals who enter training programs other than family medicine to obtain credit for some portion of this training towards their family medicine residency eligibility. These individuals should approach the family medicine postgraduate director of the program they wish to enter for an evaluation of their training.

Following the evaluation, and if the program deems it appropriate to provide credit for previous training, it is the responsibility of the postgraduate director of the receiving residency training program in family medicine to apply to the College of Family Physicians of Canada (CFPC) Board of Examinations and Certification on behalf of the trainee, to seek approval for a shortened family medicine residency no less than 18 months. (NB: no less than academic 18 periods)

The application to the Board of Examinations and Certification will be dealt with on the basis of individual consideration and should include the outcome of the evaluation of previous training, an outline of the proposed curriculum and an explanation of how the proposed curriculum will address learning needs of the individual trainee."

NB: At McGill, Family Medicine programs, no more than 3 months can be credited

2. Royal College of Physicians and Surgeons of Canada (RCPSC): *Policies for Certification in a Competence by Design Model of Residency Training* (October 2022) and *Policies and Procedures for Certification and Fellowship* (October 2023)

Applicants seeking credit towards examination eligibility for training in a postgraduate medical education system outside of accredited Royal College/ACGME approved programs should refer to Section VII "International Training" of the Policies and Procedures for Certification and Fellowship for additional information regarding the application process. (1.4.1)

The candidate must complete all training requirements, including demonstration of competence in the required Entrustable Professional Activities (EPAs) prescribed by the discipline, as evidenced by the attestation of the applicant's Postgraduate Dean and Residency Program Director, in consultation with a Competence Committee. (2.1.2)

Eligibility for the examinations leading to Royal College certification requires satisfactory completion of all requirements of postgraduate medical education as defined in the specialty specific objectives of training, specialty training requirements and/or required training experiences, in a program that is recognized and approved by the Royal College. (2.3)

3. Royal College of Physicians and Surgeons of Canada (RCPSC): Competence by Design Technical Guide 4: Transfers

With resident consent, the PD / Associate Dean PGME of the outgoing program releases a summary of the resident's learning experiences, performance and achievements to the PD of the receiving program.

The CC of the receiving program reviews the residents' previous training and may request additional evidence, including a practical assessment of competence (such as direct observation or simulation).



The CC of the receiving program maps the residents past educational experiences and progress to the receiving program's curriculum plan and makes a recommendation regarding the stage of training at which the resident will enter the program, and which curricular milestones (EPAs and/or other educational requirements) can be credited.

The decision to grant credit for previous training is separate from the decision to grant a waiver of training: credit recognizes accredited training already completed elsewhere and counts it toward specific program requirements, while a waiver forgives a portion of the required training duration under the *PGME Waiver of Training Policy*. The two decisions are governed by different criteria.

Eligibility

1. Credit for previous training may be considered for residents who have completed previous postgraduate medical residency training in a program accredited by CanRAC or who are transferring from a CanRAC-accredited residency training program.
2. A resident must fulfill all their (receiving)program's training requirements to complete their residency training.
3. Credit for previous training is not to be granted for the sole purpose of ensuring cohort-aligned program completion.
4. A resident must be in good academic standing at the time that the credit for training is requested. Satisfactory academic standing is an eligibility requirement.
5. While some flexibility is important, it would be reasonable to consider that training experiences beyond approximately 3–4 years may be too remote to reliably reflect a trainee's current competence. That said, this should not be applied as a strict cutoff, and programs should retain the ability to assess relevance on a case-by-case basis, taking into account the nature of the experience and the trainee's ongoing development and length of current training.

Process

1. The resident must submit a request for credit for their previous PGME training to the program director. The resident will need to sign a release of information so that the program can access their academic record from their former program/University. Applications without complete academic files will not be considered.
2. The PD and Competence Committee must:
 - a. Review the request and make a recommendation to the RPC
 - i. The review must include review of assessments in past postgraduate medical training
 - ii. The review must include a comprehensive assessment of training, confirmation of stage of training, and, if needed, a personalized learning plan for the remainder of training
 - iii. The Competence Committee Chair must complete the training equivalency form. They must justify their decisions to credit prior training and the number of periods for which they feel credit is warranted (see Appendix 1)
 - b. Complete the McGill PGME Credit for Previous PGME Training application form
 - c. Submit the Credit for Previous PGME Training application to the PGME office (pgrecords.med@mcgill.ca) within the appropriate timeline.
 - d. In reviewing requests under this policy, the Competence Committee applies the equity, anti-racism, and bias-mitigation obligations set out in its Terms of Reference.
3. Timeline of application for credit for previous PGME Training



- a. The completed application for credit for previous PGME Training must be received by the McGill Postgraduate Medical Education office (pgrecords.med@mcgill.ca)
 - i. For Family Medicine: between the end of PGY1 and P2 of PGY2 of their Family Medicine residency training. A maximum of 3 periods of past training may be credited.
 - ii. For Royal College programs: before the start of the Core of Discipline stage of Competence by Design training, or within the first 6 periods after transfer
- b. Applications submitted after the specified timelines will not be considered, except under exceptional circumstances approved by the Associate Dean, PGME
4. The final non-appealable decision as to whether a resident will receive credit for previous PGME training will be made by the Associate Dean, PGME.
5. If approved, the PGME-approved credit for previous training must then be transmitted by the PD to the CFPC or the RC Credentials office, as appropriate.
6. Once a resident has received credit for prior training, it cannot be revoked.
7. Standard Promotions Guidelines apply to all residents who are failing to progress as expected. PGME may withhold approval of credit of training if a resident is not progressing as expected in their training.

Continuous Quality Improvement

1. Every two years, PGME will audit 5 requests for credit of previous training and will assess:
 - a. The application form
 - b. The evidence of previous training
 - c. The program competence committee's minutes recording the deliberation and decision around the recommendation to credit previous training
2. The report of the audit will be submitted by the Associate Dean, PGME and discussed at the PGME Advisory Committee:
 - d. Modification and review of the current policy
 - e. Curricular development for Program directors and Program administrators.

History: Since onsite accreditation visit 2019
 Reviewed at Advisory Committee: 2026-02-18
 Approved at Advisory Committee: 2026-04-08
 Faculty Postgraduate Education Committee approval: 2026-04-22
 Next scheduled review by the Faculty Postgraduate Education Committee: 2028

Central PGME policies take precedence over all program-specific policies.

See Appendix 1 below: PGME Training Equivalency Form



APPENDIX 1
PGME Training Equivalency Form

Name of Program:

Name of Resident:

Program resident is transferring from:

University resident is transferring from:

Time (dates) spent in training in prior program:

Rotation or Training Experience at prior program	Rotation or Training experience at McGill program	Evidence that residents performed at a level that fulfills goals and objectives of current program	Credit granted (YES/NO)
<i>Example: Family medicine elective in nephrology in period 1 of PGY 1</i>	<i>Internal medicine elective in nephrology TTD</i>	<i>While resident did not complete EPAs, the ITER comments demonstrate that they were at the level expected of a TTD resident as they were able to identify emergency situations and take histories and physical exams in routine patients</i>	YES