



# Rural Ontario Medical Program

Discover what the  
Rural Ontario Medical Program  
can do for you!

## ROMP Program Overview

Thank you for your interest in being a part of the Rural Ontario Medical Program (ROMP). The following information provides a very brief overview of the steps, requirements and expectations for Learners and Preceptors becoming involved in the program.

### Placement Procedures

1. ROMP facilitates medical placements for Pre-Clerks (1<sup>st</sup> and 2<sup>nd</sup> year medical students), Clerks (2<sup>nd</sup> and 3<sup>rd</sup> year medical students) and Residents (post-graduates), collectively referred to as Learners
2. Learners apply to ROMP for both core and elective rotations for durations of 1 month or longer, indicating their rotation preference, duration and top three community placement choices
3. ROMP maintains a database of Preceptors (Doctors and Allied Health Care Professionals) who are interested in being a preceptor to medical students and residents for both funded and unfunded rotations. To be added to this list please see “Becoming a ROMP Preceptor” below.
4. ROMP contacts preceptors in the community of the Learner’s choice by fax to confirm availability for the specified rotation time
5. ROMP secures hospital privileges for the student during the designated rotation time. This requires both the Preceptor and the hospital CEO to sign their approval of the rotation
6. ROMP will notify the learner once there is a confirmed preceptor. The Learner will then contact the Preceptor directly to arrange their first day and discuss their rotation schedule
7. ROMP will supply an orientation package to help get the Learner set up
8. If your hospital has an Education Coordinator, they will help to get the Learner established in your community
9. ROMP will work with the Learner and/or the Education Coordinator to facilitate accommodation and/or travel arrangements

10. Once the rotation is complete the Learner is to fill out an online evaluation for the ROMP program and submit their expenses. ROMP will then reimburse the student for prearranged expenses and will send the stipend to the preceptor (for funded rotations only)

### **Becoming a ROMP Preceptor**

1. Anyone in the health care profession is encouraged to become a preceptor
2. To become a preceptor, contact ROMP to obtain a preceptor application and information package or apply online at [www.romponline.com](http://www.romponline.com)
3. Appointments for teaching residents require CCFP or Royal College certification. ROMP teaching appointments will be made through McMaster University and will allow preceptors to teach residents from all five Ontario medical schools. An existing faculty appointment does not exclude any practitioner from affiliation with ROMP
4. If you have a hospital affiliation at a hospital that is already a part of ROMP, simply fill in the application including sending in your CV so that we can add you to our list of preceptors
5. If you do not have hospital affiliation or if the hospital you are affiliated with is not currently a part of ROMP it is still easy to become a part of the program. The first step is to contact our office to obtain a community application to join the program. Following completion of this form there will be a teleconference with the designated community contact person (either the preceptor or other designated individual) and then a site visit
6. Once we have all your information on file and confirmed you may start receiving faxed requests from us for various rotations. You have the option to accept, decline or partially accept these requests by faxing back your availability (a simple few check-marks is all we need – no lengthy form to complete)
7. We recommend that each preceptor not take on more than one resident or more than one student at one time, unless there will be several approved preceptors overseeing these individuals. However, having a resident and a student at the same time can provide beneficial teaching opportunities to the resident

This is just a very brief overview on becoming a preceptor. For more detailed information, please do not hesitate to contact our office. We look forward to having you join the team!