



# Medical Staff Association

Surrey Memorial Hospital &  
Jim Pattison Outpatient Care and Surgery Centre

## Application for Engagement Project Funding 2024-2025

Engagement project funding of up to \$10,000 per project is available for Surrey Memorial Hospital and JPOCSC Medical Staff Association (MSA). Projects must contribute to at least one of the MSA's three strategic goals and meet Facility Engagement Memorandum of Understanding Objectives.

### SMH & JPOCSC Strategic Goals:

1. Revive and renew the SMH MSA organization & enhance MSA membership engagement.
2. Adapt and meet the needs of medical staff through engagement, wellness, education, and professional growth.
3. Support medical staff initiatives that demonstrate collaboration with the FHA, sustainability, and return-on-investment.

### MOU Objectives:

1. To improve communication and relationships among the medical staff so that their views are more effectively represented.
2. To prioritize issues that significantly affect physicians and patient care.
3. To support medical staff contributions to the development and achievement of health authority plans and initiatives that directly affect physicians.
4. To have meaningful interactions between the medical staff and health authority leaders, including physicians in formal HA medical leadership roles.

The application process has been streamlined and the funding is allocated on an ongoing basis. Decisions are made approximately three weeks after submissions are received.

All projects must be completed by **March 31, 2025**.

Please include the following information in your proposal:

- 1) Project Title
- 2) Project Leads
- 3) Project Description: (max 250 words)
  - a. Justification and Methods
  - b. Include who will be involved in this project: MSA members, disciplines, sites, leadership



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#### 4) Project Impact:

a. What beneficial outcomes do you anticipate?

b. How will you measure success?

5) How does this project align with MSA strategic goals?

6) Identify which of the following MOU objectives are most relevant to the activity.

7) How does this project meet a Fraser Health objective?

8) Project Timelines

9) Detailed Project Budget - A project builder template is provided as a resource.

#### **Please read the following before submitting your proposal:**

Please read the [SSC Facility Engagement Funding Guidelines](#) before submitting your application.

#### **Funding**

Funding available: up to \$10,000 for a period of 12 months.

Contemplating a larger scale project over \$10,000? We may be able to accommodate you.

Please contact [engagement@smhmsa.ca](mailto:engagement@smhmsa.ca).

Aligning with the provincial [Facility Engagement Funding Principles](#), funding can be used for the following:

- Physicians' time to work on the project and participate in project activities (planning, implementation, and evaluation).
- Non-physician medical staff time outside their working time (paid the standard sessional rate as decided by Doctors of BC).
- Preparatory and actual meeting time.
- Identifying stakeholders.
- Hiring expertise where required (i.e., data analysis, administrative assistance, etc.).
- Catering costs (for conferences only).

#### **The funding cannot be used for the following:**

- Compensation of clinicians, health authority employees or contractors in the delivery of direct and indirect patient care.



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- Gift cards, i.e., DoorDash.
- Meals for meetings (unless holding a conference).
- Paying physicians' sessionals and expenses for required CME-accredited clinical training.
- Purchase of clinical equipment and/or other capital items.
- Meeting attendance that is presently required as part of maintaining privileges.
- Transportation or parking (except for expenses incurred by the project's patient and family representatives).
- Physician [research projects](#) that are typically funded by research grants.
- Physicians in formal health authority leadership roles can only submit claims for Facility Engagement activities if they are not already being paid for that work under their alternative **payment arrangement, health authority contract, or by another party.**

## Evaluation Plan

Indicate how you will assess whether the activity's objectives are being met. How will deliverables be monitored? How and when will data (e.g., indicators) be collected and analyzed? [FE Evaluation Resource Guide](#)

Submit completed applications to [engagement@smhmsa.ca](mailto:engagement@smhmsa.ca).