



# The Foundation for Medical Practice Education

## Facilitator Training Information

### What is the Practice Based Small Group (PBSG) Learning Program?

A small group has the potential to change your practice, hold you accountable to new evidence, celebrate your clinical victories, and support you through your professional difficulties. PBSG is a dynamic program designed by and for family physicians to make the highest quality continuing education relevant and enjoyable! In this model, small groups of 4–10 primary care providers meet to discuss their own personal practice gaps in light of the best current evidence. PBSG meetings can occur in person or virtually using an online remote conferencing platform of the group's choice. A trained peer facilitator, educational modules, and practice-based reflection tools promote discussions that result in direct practice change. You share clinical experiences and compare practice-based cases with colleagues.

### Tasks of the Facilitator

1. Facilitate the group process
2. Foster and maintain a climate supportive of learning
3. Help identify practice-related questions and problems
4. Identify and constructively explore conflicts and inconsistencies in content and/or practice
5. Help identify barriers to learning and promote development of strategies to manage these barriers
6. Clarify your role as facilitator rather than teacher or content expert
7. Help the integration of knowledge into practice

### How to Form a New Group

- Groups of 4–10 family physicians form a PBSG learning group in their own community in person or virtually on their chosen platform. Groups meet for an average of 1.5 to 2 hours approximately once a month. Groups can decide where to meet, how often, and for what length of time.
- Groups can take as long as they need to review a module. Modules from past years are also available online and can be chosen by groups to review.
- Once your group has formed, send the registration form (found on our website [fmpe.org](http://fmpe.org)) to The Foundation office. Please note, Mainpro+ credits will only be issued to physicians registered with the PBSG Program.
- The group must be registered and have paid before the facilitator can be trained (minimum of 4 members).

### Facilitator Training Workshop Information

Fill out the form attached to sign up for Facilitator Training. There is a one-time CDN \$150 registration fee for new and replacement facilitators which covers workshop and administrative costs. Once we have received your registration form, we will send you a login and password to make your payment online.

Workshop attendance qualifies participants for 4 Mainpro+ credits.

Workshops are 2 hours and are conducted in a small group format on Zoom in the evening or on a weekend. Contact us to learn about the next available workshop date at 1-800-661-3249 or 905-525-9140 ext. 22219 or by emailing [fmpe@mcmaster.ca](mailto:fmpe@mcmaster.ca).

**PLEASE PRINT**

Name of Facilitator: \_\_\_\_\_  MD  NP  Other

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: (cell) \_\_\_\_\_ (home) \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_ Fee: \$150.00 Cdn

Signature: \_\_\_\_\_ **\*Note: Fees are subject to change without notice.**

Have you previously participated in Residency PBSG Facilitator Training?  Yes  No

Group Start Date: \_\_\_\_\_

**In order to provide you with better service and accurate records, we need the following form to be completed in full. Please PRINT the name, address and phone number of all your group members (minimum of 4), and forward it to our office when registering for a workshop. Please list additional members on a separate sheet.**

Full Name		
Address (please include postal code)		
Telephone: (    )	Fax: (    )	Email
Full Name		
Address (please include postal code)		
Telephone: (    )	Fax: (    )	Email
Full Name		
Address (please include postal code)		
Telephone: (    )	Fax: (    )	Email
Full Name		
Address (please include postal code)		
Telephone: (    )	Fax: (    )	Email
Full Name		
Address (please include postal code)		
Telephone: (    )	Fax: (    )	Email

**Please fill out the registration and email it to us at fmpe@mcmaster.ca. Once we have you set-up on our Members Online area, we will send you a login and password with instructions to make your payment online to complete your registration. Or, if you prefer, you can call Accounts Payable at 1.800.661.3249, Option 3 to make your payment securely.**

**\*CANCELLATION POLICY**

Facilitator trainees who provide notice of cancellation at least 60 business days in advance of the workshop start date may receive a partial credit towards the next scheduled workshop in their area. Non-attendance will incur the full workshop registration fee of \$150. Workshop fee credit (if any) to be determined.