

**Ministry of Health  
and Long-Term Care**

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**MEMORANDUM TO:** Chairs, Boards of Health  
Medical Officers of Health

**RE:** Medical Officer of Health in Training Bursary Program

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I am pleased to inform you about recent changes to the Medical Officer of Health (MOH) in Training Bursary Program (MOH Bursary Program). The program's goal is to increase MOH and Associate MOH capacity in local public health units by providing Acting MOHs and Physician-Consultants with financial support to pursue additional public health qualifications, as necessary. Established in 2003, the MOH Bursary Program was designed to increase the number of qualified MOHs and Associate MOHs in the province.

The ministry has enhanced the funding and revised the funding parameters for the MOH Bursary Program to reflect the 2007 cost-share formula, increases in tuition costs, and its relationship to the Physician Re-entry Program's new funding stream for physicians pursuing Masters in Public Health (MPH) or equivalent education. These changes are also intended to clarify eligibility, reporting and reimbursement mechanisms, and update return-of-service (ROS) provisions.

To be eligible for the MOH Bursary Program, a physician must be employed by a local board of health (e.g. Acting MOH, Physician-Consultant), have a *Certificate of Registration for Independent Practice* with the College of Physician and Surgeons of Ontario (CPSO), be in good standing with the CPSO, be willing to complete a MPH program or equivalent program, on a part-time basis, that meets the requirements for qualification as a MOH or Associate MOH under the *Health Protection and Promotion Act*, be supported by letters of reference from the boards of health who employ them and sign a ROS Agreement committing them to return service in the sponsoring health unit upon completion of their education.

Boards of health that wish funding from the ministry's MOH Bursary Program to support their Acting MOHs or Physician-Consultants in obtaining their MOH qualifications, must fill in the MOH Bursary Program Request Form (attached) outlining the physician's proposed academic plan and service commitment and receive ministry approval.

As physicians in the MOH Bursary Program would be employed by boards of health and continue to have a significant role with the health unit as they pursue their part-time studies, it is expected that their salaries will be covered as part of a board of health's operating budget. As you are aware, funding for this budget is currently cost-shared by the province and municipality 75:25.

The ministry will contribute funding for travel and tuition up to \$50,000 or the ministry will pay 75% of the combined cost, *whichever is less*, over the period of time necessary to complete the Masters

program. Requests for exceptions may be submitted to the Chief Medical Officer of Health (CMOH) for approval on a case-by-case basis.

The template ROS Agreement has been updated to include an Addendum and provisions for a pro-rated return of service for part-time post-graduate studies that aligns with other ministry ROS contracts and requires that Bursary Physicians commit to a period of one (1) day ROS for every two (2) paid study days taken. We have also attached guidelines and questions and answers for your information.

We anticipate that these changes to the MOH Bursary Program will support local boards of health in strengthening their medical leadership. If you have any questions about the MOH Bursary Program please contact Sheila Rennie, Senior Policy Analyst, Public Health Standards Branch, at 416-314-1739: [Sheila.Rennie@ontario.ca](mailto:Sheila.Rennie@ontario.ca).

Yours truly,

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Ruth Hawkins  
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c: Monika Turner, Director, Public Health Standards Branch, Public Health Division  
Dawne Kamino, Director, Controllership & Resources Management Branch, Public Health Division