December 6, 2022

**PERSONAL & CONFIDENTIAL**

Dr. General Surgeon

«Address2\_Line1»

«Address2\_Line2»

«Address2\_Line3»

«Address2\_City», «Address2\_Province» «Address2\_Postal\_Code»

Dear Doctor «Last\_Name»:

Thank you for participating in the Quality Improvement Program of the College of Physicians and Surgeons of Manitoba (CPSM). Upon receipt of your Physician Questionnaire form, you were selected for a category 2 review. As you know, the information that you submitted has been reviewed, and an off-site chart review was performed. Please find attached a report of the review.

**The report of the reviewer indicated:** the quality of care provided meets the expected standard.

**It identified the following as strengths of your practice:** overall good records, management, and follow up.

**It identified the following as area(s) for improvement:** consider review of recommendations for pre-op DVT prophylaxis.

The suggestions of areas for improvement are items that you will want to consider incorporating into your action plan going forward.

**The next step in the program is to have a conversation with a CPSM advisor to discuss your report.** This meeting can be conducted over the telephone, at your convenience. The meeting generally will last 30 minutes. Please contact the Quality Improvement Program at [quality@cpsm.mb.ca](mailto:quality@cpsm.mb.ca) or by phone at 204-774-4344 by **<<date>>** to arrange a time.

As professionals, physicians recognize the importance of lifelong learning. We know that the world of medicine is rapidly evolving, and that practices also evolve over time. One of our professional responsibilities is to adapt to the changes in the world around us, and to tailor our ongoing learning to the changing needs of our practices to best be able to look after our patients, and to be able to serve society. At CPSM, we hope that this experience will stimulate you to do a regular review of your practice, and to continue to plan for learning that will respond to those needs that you identify.

As part of this step, we ask that you develop an Action Plan. Please find a form attached to help guide this process. If you have developed a learning plan related to another activity, such as a quality improvement initiative, you can choose to share this information with us.

You may choose to complete the Action Plan before or after the call/meeting. If you submit it before, the CPSM advisor will discuss your plan with you during your call/meeting. If you do not submit it beforehand, the advisor can discuss possible areas of activity to assist you. You will be required to submit it before your participation in the program will be complete.

Once you have had your call/meeting, the CPSM advisor will report back, and you will receive a final report summarizing your participation in the program.

If you have any questions in the meantime, please do not hesitate to be in touch. CPSM appreciates your ongoing cooperation and involvement.

Yours sincerely,

**COLLEGE OF PHYSICIANS &**

**SURGEONS OF MANITOBA**

**Per:**



MARILYN SINGER, MD, CCFP

Consultant for Quality Improvement

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