

Sept 8, 2013

V.3

Department of Obstetrics & Gynaecology  
DIVISION OF GENERAL OBSTETRICS AND GYNAECOLOGY

MEMORANDUM OF UNDERSTANDING REGARDING LOCUMS TENENS

The locum will provide coverage for all the clinical duties assumed by the practitioner effective \_\_\_\_\_ until \_\_\_\_\_

Additional duties specific to this locum include: \_\_\_\_\_

- The locum will complete all paperwork including dictations and billing within 7 days of the completion of the locum period.
- The Department strongly suggests that all members consider not providing any clinical services after a night of obstetric call, including elective surgical services.
- An assignment of payment form under MSP will be completed and signed by both parties.
- A statement of the amounts billed and the service dates will be provided to the locum.
- 100% of MOCAP payments will be paid directly to the locum.
- 70% of income derived from MSP billings and private pay patients will be paid to the locum.
- Payment for these services is expected within 30 days of completion of the locum. For long term locums (greater than one month) payments will be made at bi-monthly intervals.
- Additional payments derived from held billings, rejected and resubmitted billings or retroactive payments will be paid to the locum as they are paid by MSP.

Dated this day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Signature of LOCUM

\_\_\_\_\_  
Signature of PRACTITIONER/PAYEE