



Notifications

- **New Users:** New members who have registered for FEMS but are not yet assigned to any engagement activities.
- **Pending Review Claims:** Claims that require review and approval.
- **Payment Problems:** Claims that have not been paid due to an error (e.g., a physician has not yet confirmed their VersaPay bank details). Contact FEMS Support if additional information is required.
- **Unclaimed Funds:** Claims that have not been paid in 30 days from initiation of the payment request. Contact FEMS Support if additional information is required.
- **SEAT Update Required:** SEAT EAs requiring progress updates (if applicable).

Jun 05, 2018

Draft

52Z4E5

\$6.36

Manage Engagement Activities

Create Engagement Activity



Engagement Activities ▾ Lead ▾ Statuses ▾ Physician Society/MSA ▾ Priority ▾ More ▾

ENGAGEMENT ACTIVITIES ▾	PHYSICIAN SOCIETY/MSA ▾	LEAD ▾	STATUS ▾	FUNDS COMMITTED ▾	YTD (ACTUALS) ▾	CUMULATIVE (ACTUALS) ▾	CUMULATIVE ACTUALS % ▾
Pending Approval							
Working Group - Aug Meeting	Medical Staff Association (Test)	Smith TEST, John	Pending Approval	\$100.00	\$0.00	\$0.00	0% <div style="width: 0%; height: 10px; background: linear-gradient(to right, #ccc, #ccc);"></div>
Active							
Weekly Meeting - Test	Medical Staff Association (Test)	Black TEST, Richard	Active	\$500.00	\$0.00	\$0.00	0% <div style="width: 0%; height: 10px; background: linear-gradient(to right, #ccc, #ccc);"></div>
Draft							
Working Group	Medical Staff Association (Test)		Draft	\$500.00	\$0.00	\$0.00	0% <div style="width: 0%; height: 10px; background: linear-gradient(to right, #ccc, #ccc);"></div>

Create Engagement Activity

* Physician Society/MSA

Friends Physician Society

* Facilities

Central Perk x

Is this activity governance based?

Yes

Include this activity in SEAT?

Yes

Share activities with other MSAs in our SEAT database. Choose **YES** if your activity builds engagement and communication with medical staff colleagues and/or your hospital or health authority; contributes to physician wellness, leadership, redevelopment, training and/or technology; and/or seeks to improve patient quality.

* Name of Engagement Activity

Training: COVID-Related Meetings and Activities

* Activity Purpose / Summary

This activity is to cover physicians' time spent planning and communicating about COVID-19 with their colleagues and health authority partners in accordance with FE's funding guidelines. Ultimately, it is important to communicate to your physician colleagues that it is essential they participate in COVID-19 activities regardless if there is funding or not because patient safety is paramount during this crisis.

* Start Date

12-09-2021

End Date

mm-dd-yyyy

* MOU Category

Issues of importance to the medical staff

NOTE: Move the toggle to YES if this activity is governance based. Executives who perform **governance work** will submit claims against this Engagement Activity and receive their payment via cheque or EFT.

SEAT: Move the toggle to YES to include this EA in the SEAT database.

Choose **YES** if your activity builds engagement and communication with medical staff colleagues and/or your hospital or health authority; contributes to physician wellness, leadership, redevelopment, training and/or technology; and/or seeks to improve patient quality.

Step 1: name and description of the engagement activity

Dashboard | **Activities** | Claims | Finance ▾ | Reporting ▾

Dashboard > Manage Engagement Activities > Training: COVID-Related Meetings and Activities > Engagement Activities Admin > Update Budget

Edit Engagement Activity

Engagement Activity | **Budget** | Roles | SEAT

* Commit funds to an Engagement Activity

\$ 10,000

Comments

Next > | Save Draft | < Back | Cancel

Step 2: specify budget

Dashboard

Activities

Claims

Finance ▾

Reporting ▾

Dashboard > Manage Engagement Activities > Create Engagement Activity

Create Engagement Activity

Engagement Activity

Budget

Roles

Step 3: add Roles

Author

Tribiani, Joey

Lead

Add

Participant

Add

Click on **Add** to choose a **Lead** and **Participant(s)**

Next >

Save Draft

< Back

Cancel

Dashboard

Activities

Claims

Finance ▾

Reporting ▾

Dashboard > Manage Engagement Activities > Create Engagement Activity

Success! Participant will be removed from activity.

Create Engagement Activity

Engagement Activity

Budget

Roles

SEAT

Author

Tribiani, Joey

Lead

Geller, Monica

Add

Cancel

Participant

Geller, Ross

Buffay, Phoebe

Devenish, Tracy

Exec, PS

Geller, Monica

Geller, Ross

PS Admin, PS

Choose from the dropdown menu a **Lead** and **Participant(s)**

Next >

Save Draft

< Back

Cancel

Click **NEXT**

Create Engagement Activity

Engagement Activity

Budget

Roles

SEAT

SEAT Status

Draft

Health Authority

* Medical Area/Specialty

(Which medical area will be most impacted by this activity? Select the best fit from the list. You can select multiple options)

* Activity Type

(Select the best fit from the list for activity type. You may select up to three choices. Please note: Activity type 'physician engagement general or clinical' may be used for midwives and dentists)

- Physician engagement general (e.g. involvement in discussions, decisions, workplace improvements, feedback, priority-setting, building physician community)
- Physician engagement clinical/medical (e.g. collaborative activities and solutions specific to patient care)
- Health authority collaboration (e.g. meetings, planning, projects with HA leadership, admin and/or allied/program staff)
- Regional/ community/ provincial/ partner collaboration or outreach (e.g. physicians at different sites, Divisions of FP)
- Networking (e.g. social and speaking events, opportunities for physician connections)
- Physician wellness (e.g. activities that specifically address burnout, support physician health)

Choose from the dropdown menu the **Medical Area/Specialty**

You may select up to 3 choices

* Was Health Authority Input Received?

— Select A Input —

Is EA Lead Contactable?

No

Share Physician Lead Name? ⓘ

No

Progress and Next Steps ⓘ

Indicate what progress you have made on achieving your objectives and list your next steps.
(minimum 150 characters required)

[Empty text area for Progress and Next Steps]

Results/Impact of Activity ⓘ

If the project/activity is complete, provide a high level summary of the results and how the project/activity impacted engagement. Maximum 1,000 characters.

Updated:

[Empty text area for Results/Impact of Activity]

Save Draft

Submit Activity for Approval

< Back

Cancel

Include any progress, next step and results you have to report.

NOTE: this can remain blank until the EA is approved

NOTE: this must be filled in prior to completing the **SEAT EA**.

Click SUBMIT ACTIVITY FOR APPROVAL

Dashboard > Manage Engagement Activities

Manage Engagement Activities

Create Engagement Activity

Engagement Activities ▾ Lead ▾ Statuses ▾ Physician Society/MSA ▾ Priority ▾ SEAT Status ▾ SEAT ID ▾ More ▾ Clear All Filters

ENGAGEMENT ACTIVITIES	PHYSICIAN SOCIETY/MSA	LEAD	STATUS	FUNDS COMMITTED	YTD (ACTUALS)	CUMULATIVE (ACTUALS)	CUMULATIVE ACTUALS %
Pending Approval							
G Training: COVID-Related Meetings and Activities	Friends Physician Society	Geller, Monica	Pending Approval	\$10,000.00	\$0.00	\$0.00	0% <div style="width: 0%; height: 10px; background: linear-gradient(to right, #ccc, #ccc);"></div>

Showing 1 to 1 of 1 entries (filtered from 82 total entries) | Show 15 entries

[« Previous](#)
1
[Next »](#)

IMPORTANT*: Executives need to pass a **motion** if they want the administrator to approve engagement activities

Dashboard > Manage Engagement Activities > Training: COVID-Related Meetings and Activities

Training: COVID-Related Meetings and Activities

Friends Physician Society

Dashboard | **Activities** | Claims | Finance | Reporting

SEAT

DETAILS

Status	Pending Approval	Facilities	Central Perk
Priority	Normal ↑	MoU Category	Issues of importance to medical staff ⓘ
Starts	Dec 09, 2021		
Last Updated	Dec 09, 2021		

BUDGET TRACKING

Funds Committed	\$10,000.00
Cumulative Actuals	0%
Funds Remaining	100%
	\$10,000.00

ACTIVITY PURPOSE / SUMMARY

This activity is to cover physicians' time spent planning and health authority partners in accordance with FE's f... communicate to your physician colleagues that it is es... there is funding or not because patient safety is paramount during this crisis.

Buttons: Edit Activity | Create a Sub-activity | Attach Files | Delete | **Approve Activity** | Decline Activity

Annotations: A red circle highlights the 'Pending Approval' status. Red arrows point from the 'Approve Activity' and 'Decline Activity' buttons to the summary box below.

The administrator*/executive can:

- **Approve Activity**
- **Decline Activity**

Dashboard > Manage Engagement Activities > Training: COVID-Related Meetings and Activities

Training: COVID-Related Meetings and Activities

Friends Physician Society

Edit Activity

Create a Sub-activity

Submit a Claim

Submit an Expense

Attach Files

Hold Activity

Complete Activity

Details

SEAT

DETAILS

Status

Active

Priority

Normal ↑

Starts

Dec 08, 2021

Last Updated

Dec 08, 2021

Facilities

Central Perk

MoU Category

Issues of importance to

Project No.

1

BUDGET TRACKING

Funds Committed
\$1,000.00

Cumulative Actuals 0%
\$0.00

Funds Remaining 100%
\$1,000.00

ACTIVITY PURPOSE / SUMMARY

This activity is to cover physicians' time spent planning and health authority partners in accordance with FE's full communication to your physician colleagues that it is essential they participate in COVID-19 activities regardless if there is funding or not because patient safety is paramount during this crisis.

The administrator*/executive can:

- **Hold Activity**
- **Complete Activity**