

SGFP Resource Sharing Guidelines for Chair's Letter Submissions

To ensure timely and relevant updates for Ontario's family physicians, SGFP welcomes submissions for inclusion in the Chair's Letter. Please review the following guidelines before submitting your item.

Submission Limits

- A maximum of two items per newsletter will be accepted.
- Submissions are considered on a first come, first served basis.
- To maintain brevity, the number of resources included may be limited.

Required Information

Each submission must include:

- **Headline:** Clear, concise, and descriptive.
- **Description:** Maximum of 100 words.
- **Link:** Provide a contact email, webpage, or PDF for further details.

Selection Criteria

Submissions will be evaluated based on the following:

1. **Relevance:** Does the item impact a broad group of family doctors in Ontario?
2. **Timeliness:** Is it a recent update, an upcoming event, or a deadline-driven item?
3. **Originality:** Is this information not already covered in the Chair's Letter or Tariff Talk?

Please send this submission to: ChairLetterSGFP@outlook.com

Additional Information

- The Chair's Letter is typically distributed every two weeks, usually on Fridays.
- To be considered for inclusion, submissions must be received at least 5 business days in advance of the distribution date.