



March 7, 2024

Mr. Doug Abbott
Board Chair
Algoma Nurse Practitioner-Led Clinic
443 Northern Avenue
Sault Ste. Marie, Ontario P6B 4J3

RE: 2023/24 – 2024/25 NURSE PRACTITIONER-LED CLINIC (NPLC) INTERIM LETTER AGREEMENT

Dear Doug:

Thank you for your leadership in supporting the delivery of primary care services in Ontario. The Ministry of Health (the “Ministry”) previously entered into a funding agreement with Algoma Nurse Practitioner-Led Clinic (the “Recipient”). Effective April 1, 2023, the Ministry transferred its oversight of this agreement (including all of its associated amendments) (collectively referred to as the “Original Agreement”) to Ontario Health (“OH”) in accordance with the objectives set out in the *Connecting Care Act*, 2019.

At this time, we are pleased to provide you with the 2023/24 - 2024/25 NPLC Interim Letter Agreement (the “Interim Letter Agreement”) effective April 1, 2023, to March 31, 2025, to amend certain terms of the Original Agreement as described below. Please note that all capitalized terms used but not defined in the Interim Letter Agreement shall have the meaning ascribed to them in the Original Agreement.

Operational Increases for 2023/24 and 2024/25

OH is pleased to inform you of one-time operational increases intended to stabilize existing operations for 2023/24 and 2024/25. Approved funding is described in Schedule “A”.

Accordingly, OH and the Recipient (hereafter collectively referred to as “the Parties”) mutually acknowledge, understand and agree to the following:

1. The Original Agreement, including all amendments to date, are in full force and effect.
2. Schedule “A” of the Original Agreement is deleted in its entirety and replaced with the revised Schedule “A” attached to this Interim Letter Agreement.
3. Funds for 2023/24 are described in Schedule “A”- 2023/24 and Funds for 2024/25 are described in Schedule “A”- 2024/25.
4. The Recipient will also report on the spending of any additional Funds allocated via this Interim Letter Agreement to OH. Details will be reviewed by OH and the Recipient will return all unspent Funds to OH in accordance with the year-end settlement process.

Mr. Doug Abbott
March 7, 2024
Page 2

5. The performance and reporting requirements of the Original Agreement and this Interim Letter Agreement may be amended by OH, acting reasonably, from time to time and upon written notice to the Recipient. Where possible, OH will notify the Recipient in advance of implementation and any additional performance and/or reporting requirements will be added as a schedule to this Interim Letter Agreement.

NEXT STEPS:

- Please indicate your acceptance of the terms and conditions in this Interim Letter Agreement by signing in the space below the signature line, and returning an executed copy to HealthSystem.Agreements@ontariohealth.ca **within 1 week upon receipt of this letter.**
- If you have any questions about this letter, please contact Wei Cao, Manager, Performance and Accountability, Ontario Health at (437) 703-3267 or by email, at Wei.Cao@ontariohealth.ca.
- If you have any questions about NPLC operations, please contact Hillary Deyne, Lead, System Strategy, Planning, Design and Implementation at Ontario Health by email, at Hillary.Deyne@ontariohealth.ca.

We look forward to continuing to work with you and other healthcare partners in support of primary care services in Ontario.

Sincerely,



Elham Roushani
Chief Financial Officer
Ontario Health




Brian Ktytor
Chief Regional Officer, North East and North West
Ontario Health

Mr. Doug Abbott
March 7, 2024
Page 3

By signing below, I acknowledge that I have read, understand and agree to the terms and conditions stated in this letter.

ALGOMA NURSE PRACTITIONER-LED CLINIC

By: 
Name: Theresa L Scott
Title: Board Chair
Date: Mar 14, 2024

I have the authority to bind the organization.

SCHEDULE "A"
2023/24 FUNDING

A. Introduction

The Recipient shall participate in the Program(s) for which Funds have been allocated, as specified in this Schedule "A".

B. Funding

The Recipient will receive the following Funds for the following Program(s).

Organization Name: Algoma Nurse Practitioner-Led Clinic

NURSE PRACTITIONER-LED CLINIC (NPLC) INTERIM LETTER AGREEMENT		2023/24 Allocated Funding	2023/24 Revised Allocated Funding	Variance
		[A]	[B]	[C]=[B]-[A]
Human Resources				
1. Stipend		Base Funding	Base Funding	
Collaborating Physician (\$10,917/year/FTE NP)		\$43,669	\$43,669	\$0
Nurse Practitioner Lead		\$10,000	\$10,000	\$0
Total Stipends		\$53,669	\$53,669	\$0
2. Interprofessional Health Providers		Base Funding	Base Funding	
Nurse Practitioner	# of FTE 4.00			
Registered Practical Nurse	2.00			
Pharmacist	0.20			
Registered Dietician	0.80			
Social Worker	1.00			
3. Management and Administrative Personnel		Base Funding	Base Funding	
Administrative Lead	# of FTE 1.00			
Receptionist/Clerical Staff	1.00			
Administrative Assistant	1.00			
Total Salaries		\$1,146,153	\$1,146,153	\$0
Total Human Resources (Salaries + Stipends)		\$1,199,822	\$1,199,822	\$0
Operational Overhead		Base Funding	Base Funding	
Equipment, General Overhead, Information Technology, Insurance/Professional Liability, Premises, Service Fees		\$283,962	\$283,962	\$0
Total Operational Overhead		\$283,962	\$283,962	\$0
Adjustment		(\$63,102)	(\$63,102)	\$0
Total Approved Base Funding		\$1,420,682	\$1,420,682	\$0
One-Time Funding				
Operational Increase 2023/24		\$0	\$25,300	\$25,300
Total One-Time Funding		\$0	\$25,300	\$25,300
Total Approved Base and One-Time Funding		\$1,420,682	\$1,445,982	\$25,300

C. Allocation Approach

The Ministry of Health provided approval for operational increases to stabilize existing operations of interprofessional primary teams across Ontario. Funds have been allocated via this Interim Letter Agreement.

D. Settlement Criteria

Any Funds not spent in accordance with the terms of this Agreement must be returned to OH unless otherwise consented to by the OH in writing.

**SCHEDULE "A"
2024/25 FUNDING**

A. Introduction

The Recipient shall participate in the Program(s) for which Funds have been allocated, as specified in this Schedule "A".

B. Funding

The Recipient will receive the following Funds for the following Program(s).

Organization Name: Algoma Nurse Practitioner-Led Clinic

NURSE PRACTITIONER-LED CLINIC (NPLC) INTERIM LETTER AGREEMENT		2024/25 Allocated Funding
		[A]
Human Resources		
1. Stipend		Base Funding
Collaborating Physician (\$10,917/year/FTE NP)		\$43,669
Nurse Practitioner Lead		\$10,000
Total Stipends		\$53,669
2. Interprofessional Health Providers		Base Funding
	# of FTE	
Nurse Practitioner	4.00	
Registered Practical Nurse	2.00	
Pharmacist	0.20	
Registered Dietician	0.80	
Social Worker	1.00	
3. Management and Administrative Personnel		Base Funding
	# of FTE	
Administrative Lead	1.00	
Receptionist/Clerical Staff	1.00	
Administrative Assistant	1.00	
Total Salaries		\$1,146,153
Total Human Resources (Salaries + Stipends)		\$1,199,822
Operational Overhead		
		Base Funding
Equipment, General Overhead, Information Technology, Insurance/Professional Liability, Premises, Service Fees		\$283,962
Total Operational Overhead		\$283,962
Adjustment		(\$63,102)
Total Approved Base Funding		\$1,420,682
One-Time Funding		
Operational Increase 2024/25		\$25,300
Total One-Time Funding		\$25,300
Total Approved Base and One-Time Funding		\$1,445,982

C. Allocation Approach

The Ministry of Health provided approval for operational increases to stabilize existing operations of interprofessional primary teams across Ontario. Funds have been allocated via this Interim Letter Agreement.

D. Settlement Criteria

Any Funds not spent in accordance with the terms of this Agreement must be returned to OH unless otherwise consented to by the OH in writing.