

HEALTHCARE RECRUITMENT AND RETENTION INCENTIVE



District of Kitimat - Healthcare Recruitment and Retention Incentive Package (2025-2027)

The District of Kitimat is committed to supporting the recruitment and retention of healthcare professionals in Kitimat and the Haisla Nation by offering various financial and non-financial incentives. These incentives are in addition to the incentives offered by other levels of Government or a Health Employer. Below is an overview of the incentives available for different healthcare professions.

Definitions

- **Health Employer** means any public or private organization that employs healthcare professionals to provide services to the public residing in Kitimat or the Haisla Nation territory, including entities such as Northern Health, the Haisla Nation Council, and private healthcare providers.
- **Healthcare Working Group** means the Kitimat Healthcare Professionals Attraction and Retention Strategy Working Group established under a Terms of Reference by the District of Kitimat.
- **Collaboration with Local Employers:** The District will work closely with local Health Employers to identify appropriate incentives during recruitment or upon appointment (employees) or accepted letter of offer (physicians & employees).
- **Eligibility:** Healthcare professionals who are newly recruited to the community and current residents pursuing upgrading or training for an eligible healthcare profession are eligible to apply for funding. Applicants must meet all legal and regulatory requirements of the local Health Employers.
- **One-time and Initial Rewards for Service Payments:**
 - Employees: Payment will be issued after the employee has successfully completed 90 days of employment with annual recurrence on the anniversary date of their first day of employment thereafter. Subject to the employee submitting the application in a form satisfactory to the District.
 - Non-employees (e.g., physicians, contractors, self-employed, etc...): Payment upon commencing service to the community with annual recurrence on the anniversary date thereafter. Subject to the applicant submitting the application in a form satisfactory to the District.
- **Pro-rating:** Incentives may be pro-rated for positions between 0.5 FTE (minimum) and 1.0 FTE (maximum), including part-time or shared positions . FTE will be defined by the employer unless otherwise noted in the table.
- **Employment:** Healthcare Professionals must either be employed by a Health Employer or own a practice located in Kitimat or the Haisla Nation Territory, that “serves” the residents of the District of Kitimat or the Haisla Nation Territory.
- **Available Incentives:** All incentives will be awarded on a first-come, first-served basis, with applications acknowledged upon receipt. Redistribution of funds may be

considered after September 30th of the current year if certain employment categories receive fewer applications than anticipated. Applications that are not rewarded in the current year will be automatically moved to the next fiscal year.

Financial Recruitment Incentives by Profession

Profession	Available Amounts	Application Criteria	Reward of Service
Physician <i>(2 Incentives awarded per year.)</i>	○ A total payment of \$20,000 for a Physician. ○ Incentive is offered to a Physician who fills a permanent vacancy with an eligible Health Employer or establishes a practice in Kitimat or Haisla Nation territory. ○ A graduated reward of service paid in three installments over three years. ○ A 1.0 FTE is defined as providing services a minimum of 1680 hours per year.	○ Signed letter of offer from a Health Employer. OR ○ Confirmation of an active MSP (Medical Services Plan) billing number registered to a practice address within the District of Kitimat or Haisla Nation territory and a copy of the current business licence issued (if applicable). ○ Current registration with the College of Physicians & Surgeons of British Columbia.	Year 1: \$10,000 Year 2: \$5,000 Year 3: \$5,000
Nurse Practitioner (Employed or Contracted) <i>(One incentive awarded per year.)</i>	○ A total payment of \$14,000 for a Nurse Practitioner who fills a permanent vacancy with an eligible Health Employer or establishes a practice in Kitimat or Haisla Nation territory. ○ A graduated reward of service paid in three instalments over three years.	○ Signed contract or employment verification letter from a Health Employer in Kitimat or the Haisla Nation, including appropriate practice privileges at Kitimat General Hospital. OR ○ Confirmation of an active MSP (Medical Services Plan) billing number registered to a practice address	Year 1: \$7,000 Year 2: \$4,000 Year 3: \$3,000

		within the District of Kitimat or Haisla Nation territory and a copy of the current business licence issued (if applicable). ○ Current registration with the BC College of Nurses and Midwives.	
Registered Nurse <i>(2 per year)</i> Pharmacist Occupational Therapist Physiotherapist <i>(One incentive per profession awarded per year excluding Registered Nurse.)</i>	○ A total payment of \$7,500 for a Registered Nurse recruited into a role by a Health Employer in the District of Kitimat or Haisla Nation Territory (i.e., Northern Health or Haisla Nation) paid out over two years. ○ A total payment of \$7,500 for all other professions (listed left) into a role by a Health Employer in the District of Kitimat or Haisla Nation Territory (ie: Northern Health, Haisla Nation, Kitimat CDC, Private Employer with a registered business in Kitimat) paid out over two years.	○ All positions: Signed letter of offer from a Health Employer in Kitimat or the Haisla Nation Territory or proof of contract work serving residents of Kitimat or Haisla Nation Territory. ○ Registered Nurse - Current registration with the BC College of Nurses and Midwives. ○ Pharmacist – Current confirmation of registration with the Canadian Pharmacists Association and the College of Pharmacists of BC. ○ Occupational Therapist – Current registration with the College of Health and Care Professionals of British Columbia. ○ Physiotherapist – Current registration with the College of Physical Therapists of British Columbia.	Year 1 - \$4,500 Year 2 - \$3,000
Health Science Professional and/or Allied Health Professionals	○ A one-time payment of \$2,500 for a Health Sciences professional recruited into a role by a Health Employer in Kitimat (i.e., Northern	○ Signed letter of offer from a Health Employer or proof of long-term contract work serving residents of the District of Kitimat	This incentive is a one-time payment to the applicant and normally not

Not Listed Above <i>(i.e., Social Worker, Radiologist, Sonographer etc...)</i> <i>(Two incentives awarded per year.)</i>	Health, Haisla Nation, Kitimat CDC, Private Employer with a registered business in Kitimat). ○ Incentives will not be provided for Health Science Professionals that are employed by the Province.	or Haisla Nation Territory ○ Current registration with the appropriate regulatory body in BC, where applicable.	extended as a reward of service.
Profession of Focus Premium <i>(Awarded after review by the Healthcare Working Group)</i>	○ A one-time premium of 27% will be added to the incentive awarded to an eligible applicant in any category.¹ ○ Awarded after consideration to be a profession deemed a priority or in high demand.	○ Positions deemed a Profession of Focus may be eligible for this one-time premium. ○ If approved, the premium will be applied automatically to the first incentive payment to the applicant.	This incentive is a one-time payment to the applicant and normally not extended as a reward of service.

¹ The premium percentage is based on the Medical Isolation Point Assessment calculation for Kitimat which considers relative professional and community isolation, community size and northern status.

**KITIMAT****DISTRICT OF KITIMAT**

270 City Centre, Kitimat, BC, V8C 2H7

**DISTRICT OF KITIMAT HEALTHCARE PROFESSIONALS' RECRUITMENT & RETENTION INCENTIVES
APPLICATION FOR HEALTH RECRUITMENT FINANCIAL INCENTIVES BY PROFESSION****In order to apply for the incentives, you must provide the following information with your application form:**

- ☐ **A signed Offer of Employment, Contract Agreement, or Letter of Engagement is required.** *Documentation must confirm the position title, start date, name and contact information of the employer or contracting organization, and the designated FTE (Full-time equivalent), where applicable.*
- ☐ **A copy of license or proof of registration with the appropriate regulatory body.**
- ☐ **Confirmation of an active MSP billing number (if applicable).** *Registered to a practice address within the DOK or Haisla Nation Territory.*
- ☐ **Copy of the business license (if applicable).**

APPLICANT INFORMATION:

Full Name:

Address:

Postal Code:

Preferred Phone Number:

Email:

Profession:

Employer Name or Area of Service:

Position Start Date MM/DD/YYYY:

Designated FTE (Full Time Equivalent)¹:**ELIGIBILITY VERIFICATION****EMPLOYEE (see below)**

- ☐ I have completed 90 days of continuous employment with a health employer and intend to continue my employment.

NON-EMPLOYEES (see below)

- ☐ I confirm that I have initiated the provision of services in Kitimat or Haisla Nation territory that "serves" their residents.

SIGNATURE OF APPLICANT

I declare that the information provided in this application is true and complete to the best of my knowledge. I understand that failure to provide the required documentation may delay or disqualify my application for incentive funding.

I consent to being contacted by the District of Kitimat for a testimonial if my application is successful.

Date

Signature

Freedom of Information and Protection of Privacy (FOIPPA) Statement

The personal information collected on this application form is collected by the District of Kitimat for the purposes of administering the Health Professionals Recruitment & Retention Initiative. This information is collected under the authority of section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA).

The information will be used to assess eligibility for financial incentives offered by the District of Kitimat and may be shared with relevant health employers and provincial agencies for verification purposes. By submitting this form, you consent to the collection, use, and disclosure of your information for these purposes.

If you have any questions about the collection, use, or disclosure of your personal information, please contact:

Director of Corporate Administration, District of Kitimat, 270 City Centre, Kitimat, BC V8C 2H7 Phone (250)632-8900 Email: administration@kitimat.ca

¹ FTE is defined as outlined in the program guidelines.

SUBMISSION INSTRUCTIONS

Please submit this completed application by email, mail or in person to:
District of Kitimat – Health Recruitment Coordinator
270 City Centre, Kitimat, BC V8C 2H7
Email: administration@kitimat.ca

Office Use Only:

Date complete application rec'd by DOK:

Title	Signature	Date
Health Recruitment Coordinator		
Director of Economic Development		
CAO		

Office Use Only:

Correspondence Name	YES	NO	Processed Date
Letter of Understanding			
Incentive Year 1			
Incentive Year 2			
Incentive Year 3			



KITIMAT

A Marvel of Nature and Industry

District of Kitimat

270 City Centre
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Kitimat.ca



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