



## **CPNME REQUIREMENTS & GUIDELINES FOR RESIDENT EMPLOYMENT, 2024 – 2026**

*Adopted November 2023\**

### **Introduction**

In addition to the requirements pertaining to CNME-approved residencies contained in the *CNME Handbook for Naturopathic Medicine Residency Programs*, the CNME's Committee on Postdoctoral Naturopathic Medical Education (CPNME) has adopted the following as requirements and guidelines for approved residencies that start in 2024 and 2025.

### **Salary Requirements**

For the 2024 – 2025 and 2025 – 2026 academic years, the required minimum annual salary for first-year residents is \$40,000, and the required minimum annual salary for 2nd year residents is \$44,000. Note that the salary requirement represents a baseline salary that applies to all residencies regardless of location and does not address benefits that may be included to make an employment package more attractive to applicants.

The CPNME requests that sponsoring schools and residency sites take into account additional factors when setting salaries, including local and regional variations in the cost of living, whether the site is located in a licensed jurisdiction, and other factors that may impact whether the base salary is sufficient to meet resident living expenses and attract qualified applicants.

### **Benefits Requirements and Guidelines**

Residency sites *must provide* to residents a minimum of 10 days of paid time off per year in addition to established holidays: i.e., 10 days that can be used either as sick days, personal days or vacation days.

Residency sites are encouraged to offer residents an attractive benefits package that includes, among other things, either health insurance coverage as a benefit or a health insurance stipend, as well as other types of benefits (e.g., support for continuing education, additional time off beyond the required minimum, etc.). Note that while the benefits guidelines are not mandatory, the CPNME asks residency sites and the ND programs that sponsor them to consider options for exceeding the guidelines within their respective resource constraints.

## **Employment Guidelines**

The hours a resident works per week should be in the range of 40 – 60 hours, with no more than 10 hours devoted to clerical/administrative work.

Residents should, at a minimum, be responsible for 500 patient contacts/individual visits per year. This can include observations of patient treatments, follow-up visits, and patients seen while engaging in off-site rotations.

*\*Note that these guidelines are reviewed every two years to determine whether they remain appropriate, and are adjusted accordingly.*