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## HOUSING POLICY

### 1. Purpose

- 1.1. The purpose of this policy is to detail the guidelines relating to the accommodation arrangements for learners of the Office of Rural and Regional Health (ORRH), Faculty of Medicine and Dentistry (FoMD) – University of Alberta, which have been provided through the Rural Health Professions Action Plan (RhPAP).
- 1.2. Accommodation is provided to support the educational experience through continuity of community and does not cover accommodations provided for on call requirements as established in the Resident Physician Agreement - Alberta.
- 1.3. The Rural Health Professions Action Plan (RhPAP) is committed to offering quality accommodations to medical learners on behalf of ORRH. Refer to RhPAP's Rural Accommodation Policy for more information. In cases of inconsistency between the RhPAP Rural Accommodation Policy, and this Accommodation Policy, the RhPAP Rural Accommodation Policy will prevail.

### 2. Definitions

- 2.1. **Learner:** Any resident, clerk, or medical student enrolled at the University of Alberta.
- 2.2. **Tenant:** For the purposes of this policy, “tenant” refers to any Learner who is permitted to stay in RhPAP-provided accommodation for any length of time.
- 2.3. **Dependants:** For the purposes of this policy, “dependants” refers to the tenant’s domestic partner and/or children, who are pre-approved to stay in RhPAP-provided accommodation for any length of time.
- 2.4. **Visitors:** Guests of tenant pre-approved by RhPAP.
- 2.5. **Pets:** For purposes of this policy, the definition of a pet is any animal (any mammal, bird, reptile, amphibian, fish, or any other vertebrate or invertebrate whether wild or domesticated).

### 3. Assignment of Housing

- 3.1. The assignment of communities and number of rotations are delegated from the educational institution to RhPAP.
- 3.2. ORRH shall provide RhPAP with the final assignment of learners being placed in pet or family friendly housing should there be an availability conflict.
- 3.3. Tenants in each accommodation will not exceed the number of bedrooms available.
- 3.4. Pets may be permitted if all the following criteria are met.
  - 3.4.1. The assigned community has RhPAP-leased housing that is pet friendly.
  - 3.4.2. Landlords must pre-approve all pets regardless of the housing status.
  - 3.4.3. All pets must be pre-approved by RhPAP.

### 4. Accommodations

- 4.1. RhPAP leases a variety of accommodation types depending on local availability (for instance apartments, townhouses, houses, basement suites, 2, 3 or 4-plex, etc.).
- 4.2. In instances other than those laid out in section 4.1, suitable accommodation such as hospital accommodation, bed & breakfasts, Airbnb's, billeting, etc., may be utilized.
- 4.3. Only the Learner and their Dependants may inhabit the accommodation during their rotation.

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- 4.4. Tenants who choose not to stay in the accommodation provided by RhPAP, must find, and pay for their own accommodation. In such circumstances, RhPAP, and ORRH shall not be responsible for providing funding for alternative housing.
- 4.5. Tenants are solely responsible for the cost of all damage to the accommodation caused by the Learner, their Dependants, Visitors, and Pets.
- 4.6. All units are non-smoking, includes cigarettes, vapes, and cannabis.
- 4.7. Check in time to the housing unit is 5:00pm on the Sunday prior to the start of their rotation. Departure time is 12:00pm (noon) on the Saturday after the completion of their rotation.

### 5. Shared Accommodation

- 5.1. Sharing an accommodation is an expectation of all Tenants, this may include common areas.
- 5.2. Any extenuating circumstances preventing a Learner from being able to share accommodation must be provided in writing to the office of ORRH at the start of the academic year and will be forwarded onto RhPAP. Requests for exemption are not guaranteed.
- 5.3. Tenants bringing their dependants for the duration of the rotation will not be expected to share an accommodation.
- 5.4. Tenants assigned to an accommodation for a minimum of 16 continuous weeks will not be required to share.
- 5.5. Learners must provide RhPAP the names of any dependants staying with them before occupying any RhPAP accommodation by completing the online RhPAP Accommodation Consent Form.

### 6. Conduct

- 6.1. Tenants are expected to conduct themselves in a manner consistent with the recommendations of the registration body for the province/territory where they are on rotation. This includes the behaviour of their dependants and Visitors.
- 6.2. All Learners including any dependants, visitors, and pre-approved Pets, must respect the property and adhere to whatever rules and regulations are in place. This includes not making excessive noise, unreasonable disruptions, and interfering with the comfort of neighbours and other occupants.
- 6.3. Tenants are expected to be respectful and abide by RhPAP accommodation regulations, local bylaws, and provincial tenancy regulations.
- 6.4. Tenants must keep premises secure, clean, and report any problem or damage to RhPAP immediately.
- 6.5. ORRH will investigate all reports of unprofessional behavior.
  - 6.5.1. Confirmed unprofessional behavior will be documented in a written report to the supervising Program Director and/or Associate Dean.
  - 6.5.2. If unprofessional behavior is verified, the learner may be subject to additional disciplinary measures under applicable policies of the University of Alberta.

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### 7. Insurance

- 7.1. Learners are responsible for their own personal belongings and shall carry appropriate tenant insurance to cover loss/damage to personal belongings while residing in accommodations provided by RhPAP. RhPAP will not be held liable for any lost, damaged or destroyed personal property that occurs while staying in the accommodation.
- 7.2. Any accommodation that has been damaged by a Tenant, their Dependants, Visitors or Pet that is not able to be identified or who does not take ownership of the damage, the universities will pay or split the cost of the damages.

### 8. Provisions & Additional Costs

- 8.1. Learners are responsible for ensuring that common household supplies, which they have used (i.e. toilet paper and cleaning supplies), are replenished upon departure.
- 8.2. If additional cleaning and/or maintenance is required at the end of the rotation (over and above RhPAP's fixed amount) due to a Tenant, their Dependants, Visitors or pre-approved Pet's stay, the cost along with documentation of receipts, will be charged back to the University of Alberta.

### 9. Compliance

- 9.1. If any unapproved pet(s) are brought into a housing unit, the tenant will be considered in violation of the tenant agreement. In such circumstances, the tenant will be charged the full price of the accommodation including the cost of the cleaning.