



## Entering On-Call data to POWER

1. Access your POWER account.
2. Select **On-Call Stipend** from the blue menu on left and select **Data Entry**.
3. The screen below reflects the current on call month and input deadline. The call is for June (with the option to add missed May call only) and the deadline is July 7<sup>th</sup>. Click on the link or anywhere in the top area to start.

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POWER  
Postgraduate Web Evaluation and Registration

On-Call Stipends > Data-Entry

NOT-STARTED

June Call and Missed May Call

Due July 7th 2025

Do Not Exceed for 28-day blocks, 7 Hospital Calls (1 call per 4 nights); or 9 Home/Converted Calls (1 call per 3 nights); or 9 Qualifying ER shifts (1 call per 3 nights).  
\*Blended Call categories must not exceed any single category maximum. Monthly rotations use the same formulas. For more help on maximums check PGME or PARO links.  
For assistance please email [callstipends@utoronto.ca](mailto:callstipends@utoronto.ca)



4. On this screen, your rotations which span the current month appear on the left side, listing rotation name, hospital site, and start and end date as currently recorded in the POWER system.

This will include longitudinal rotations such as those which run for 6 months or the entire academic year.

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On-Call Stipends > Data Entry > Edit

On Call Stipend: \_\_\_\_\_

Back Print

### Call Stipend Monthly Time Record: June 2025 and Missed May 2025

This form will automatically be submitted on **July 07, 2025**

- Select the calendar to choose the dates you have completed for the current and previous month.
- Select the **Save** button any time you enter call.

**Do Not Exceed** for 28-day blocks, 7 Hospital Calls (1 call per 4 nights); or 9 Home/Converted Calls (1 call per 3 nights); or 9 Qualifying ER shifts (1 call per 3 nights).  
**\*Blended Call** categories must not exceed any single category maximum. Monthly rotations use the same formulas. For more help on maximums check PGME or PARO links to the right.

Interpretation Chart FAQs PARO

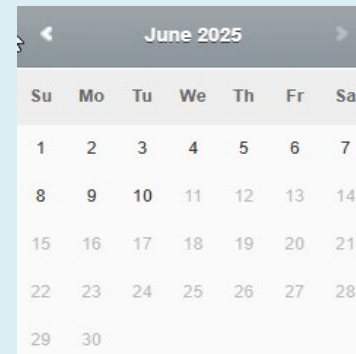
Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital/Converted	Weekend Hosp Day / Home / Qual / Other	Service	On Call Hospital
Family Medicine PGY1 5-May-2025 - 1-Jun-2025 St. Joseph's Health Centre [SJHC], Toronto	Add Date						If you select Friday or weekend date, enter the call here		
Family Medicine PGY1 2-Jun-2025 - 30-Jun-2025 St. Joseph's Health Centre [SJHC], Toronto	Add Date						If you select Friday or weekend date, enter the call here		



**5.** Click on the **ADD DATE** icon in the previous screen to input call date. Repeat this step for each day of the current month and click back to the previous month (only), if you missed claiming them. In the example on the previous page, call dates for June and missed May dates can be recorded, but nothing from April or earlier will be accessible or paid.

**6.** To input your call:

- click on the **ADD DATE** icon
- a calendar will appear
- click on the date of your completed call





7. The radio buttons for call will appear, as well as the “default” location and service in the last two columns on the right.

8. Select the type of call by clicking on the correct radio button:

- In-Hospital (for in house calls scheduled beyond 11pm)
- Home Call (also for Shortened Hospital, Back-Up, or Buddy Call)
- Qualifying ER Shift (ER-type shiftwork with at least 1hr beyond midnight)
- Converted Call (4 hours in hospital AND 1 hour beyond midnight)
- Weekend Hospital/Converted (either hospital or converted call)
- Weekend Hosp Day/Home/Qual/Other (combined categories of Sat/Sunday day call, Qualifying ER Shifts, Sat/Sunday Rounding, Weekend Clinics, Backup, and Buddy calls)

9. Click on **SAVE** after input – button at top right. Check your entries.



**10.** In the following example, the resident was on a Family Medicine rotation at WCH, then a PEDs Emergency rotation at Sick Kids. Total for the month is 1 Home Call, 1 Qualifying ER Shift (1 hour beyond midnight) and 2 Weekend Hospital Day/Home/Qual/Other Calls.

\*Call done Friday evening to Sunday night is claimed in Weekend Hospital/Converted or Weekend Hosp Day/Home/Qual/Other.

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This form will automatically be submitted on **July 07, 2025**

Initial view  
LOA Documents  
Address  
Degrees  
PG History  
Certificates  
Payment  
Reg. Confirmation  
Imm. Record  
VSS & Background Attestation  
Change POWER Password  
Send E-Mail  
Tax Forms  
Evaluation Forms  
On-call Stipend  
Data Entry  
Call Statement  
Rotation Schedule  
Search Electives  
HHSP Modules  
Help  
Conf. Agreement  
Logout

● Select the calendar to choose the dates you have completed for the current and previous month.  
● Select the Save button any time you enter call.

Do Not Exceed for 28-day blocks, 7 Hospital Calls (1 call per 4 nights); or 9 Home/Converted Calls (1 call per 3 nights); or 9 Qualifying ER shifts (1 call per 3 nights).  
\*Blended Call categories must not exceed any single category maximum. Monthly rotations use the same formulas. For more help on maximums check PGME or PARO links to the right.

Interpretation Chart FAQs PARO

Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital/Converted	Weekend Hosp Day / Home / Qual / Other	Service	On Call Hospital
Family Medicine PGY1 5-May-2025 - 1-Jun-2025 Women's College Hospital-Main Site [WCH-WCH], Toronto	<a href="#">Add Date</a>								
	3-Jun-2025	●	●	●	●	●	●	Family Medicine PGY1	Women's College Hospital-Main Site [WCH-WCH], Toronto
	7-Jun-2025	●	●	●	●	●	●	Family Medicine PGY1	Women's College Hospital-Main Site [WCH-WCH], Toronto
Paediatric Emergency - SickKids (Dept. of Pediatrics) 2-Jun-2025 - 30-Jun-2025 SickKids [SICKKIDS], Toronto	<a href="#">Add Date</a>								
	8-Jun-2025	●	●	●	●	●	●	Paediatric Emergency - SickKids (Dept. of Pediatrics)	SickKids [SICKKIDS], Toronto
	10-Jun-2025	●	●	●	●	●	●	Paediatric Emergency - SickKids (Dept. of Pediatrics)	SickKids [SICKKIDS], Toronto
<a href="#">CLICK HERE</a> to add another scheduled rotation	Total:	0	1	1	0	0	2		



**11.** The **On Call** site on the right defaults to the **Rotational** site highlighted on the left. If the call site is different, adjust it by hovering your cursor over the On Call Hospital and key in the first three letters to search the list for the correct call site. In the PLEX rotation below, all calls were done at Sunnybrook and no edit was necessary.

Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital/Converted	Weekend Hospital-Day-Call / Home / Other	Service	On Call Hospital
Personalized Learning Experience (PLEX) Clinical 1-Mar-2023 - 30-Jun-2023	Add Date						If you select Friday or weekend date, enter the call here		
Sunnybrook Health Sciences Centre-Main Site [SHSC-SHSC], Toronto	1-Jun-2023	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		Personalized Learning Experience (PLEX) Clinical	Sunnybrook Health Sciences Centre-Main Site [SHSC-SHSC], Toronto
Personalized Learning Experience (PLEX) Clinical 27-Mar-2023 - 30-Jun-2023	Add Date							If you select Friday or weekend date, enter the call here	
Sunnybrook Health Sciences Centre-Main Site [SHSC-SHSC], Toronto	11-Jun-2023	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Personalized Learning Experience (PLEX) Clinical	Sunnybrook Health Sciences Centre-Main Site [SHSC-SHSC], Toronto
CLICK HERE to add another scheduled rotation	Total:	0	1	0	0	0	1		



**12.** If you do not see your rotation listed in the left column, contact your residency program administrator. This is important as your ITERs are tied to your rotations in the POWER evaluation system. In the interim, add the missing rotation yourself by using '*click here to add another scheduled rotation*', a blank template where you can key in the rotation (or closest match) and the location.

Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital/ Converted	Weekend Hosp Day / Home / Qual / Other	Service	On Call Hospital
Family Medicine PGY1 5-May-2025 - 1-Jun-2025 Women's College Hospital-Main Site [WCH-WCH], Toronto	Add Date 3-Jun-2025	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Family Medicine PGY1	Women's College Hospital-Main Site [WCH-WCH], Toronto
Paediatric Emergency - SickKids (Dept. of Pediatrics) 2-Jun-2025 - 30-Jun-2025 SickKids [SICKKIDS], Toronto	Add Date 10-Jun-2025	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Paediatric Emergency - SickKids (Dept. of Pediatrics)	SickKids [SICKKIDS], Toronto
<a href="#">CLICK HERE to add another scheduled rotation</a>	Total:	0	2	0	0	0	0		

If you do not see your rotation services listed please contact your Program Administrator.



Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital/ Converted	Weekend Hosp Day / Home / Qual / Other	Service	On Call Hospital	
Family Medicine PGY1 5-May-2025 - 1-Jun-2025 Women's College Hospital-Main Site [WCH-WCH], Toronto	Add Date 3-Jun-2025	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Family Medicine PGY1	Women's College Hospital-Main Site [WCH-WCH], Toronto	
Paediatric Emergency - SickKids (Dept. of Pediatrics) 2-Jun-2025 - 30-Jun-2025 SickKids [SICKKIDS], Toronto	Add Date 10-Jun-2025	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Paediatric Emergency - SickKids (Dept. of Pediatrics)	SickKids [SICKKIDS], Toronto	
<a href="#">Please Select Rotation</a> <b>2</b>										
<a href="#">Please Select Location</a> <b>3</b>	Add Date									
<a href="#">CLICK HERE to add another scheduled rotation</a> <b>1</b>	Total:	0	2	0	0	0	0			

If you do not see your rotation services listed please contact your Program Administrator.



**13.** Once the rotation is added, select the correct category to record your call and **SAVE**. The time period for the newly added rotation is the calendar month but the previous month (only) can be added but nothing earlier. These rotations are not added to the POWER evaluation system and will only appear in your Call Stipend record.

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On-Call Stipends Data Entry Edit

On Call Stipend: Dr.

Call Stipend Monthly Time Record: June 2025 and Missed May 2025  
This form will automatically be submitted on July 07, 2025

• Select the calendar to choose the dates you have completed for the current and previous month.  
• Select the Save button any time you enter call.

Do Not Exceed for 28-day blocks, 7 Hospital Calls (1 call per 4 nights); or 9 Home/Converted Calls (1 call per 3 nights); or 9 Qualifying ER shifts (1 call per 3 nights).  
\*Blended Call categories must not exceed any single category maximum. Monthly rotations use the same formulas. For more help on maximums check PGME or PARO links to the right.

Interpretation Chart FAQs PARO

Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital/Converted	Weekend Hosp Day / Home / Qual / Other	Service	On Call Hospital
Family Medicine PGY1 5-May-2025 - 1-Jun-2025 Women's College Hospital-Main Site [WCH-WCH], Toronto	Add Date 3-Jun-2025	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Family Medicine PGY1	Women's College Hospital-Main Site [WCH-WCH], Toronto
Paediatric Emergency - SickKids (Dept. of Pediatrics) 2-Jun-2025 - 30-Jun-2025 SickKids [SICKKIDS], Toronto	Add Date 10-Jun-2025	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Paediatric Emergency - SickKids (Dept. of Pediatrics)	SickKids [SICKKIDS], Toronto
Obstetrics [OBGY] Mount Sinai Hospital - Main Site [SHS-MSH], Toronto	Add Date 11-Jun-2025	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Obstetrics [OBGY]	Mount Sinai Hospital - Main Site [SHS-MSH], Toronto
CLICK HERE to add another scheduled rotation		1	2	0	0	0	0		

If you do not see your rotation services listed please contact your Program Administrator.





**14.** When you have completed all input, click on **SAVE** near the top right of the **Data Entry** screen. You will be able to edit/save entries at any time before the deadline. Your call will be automatically **SUBMITTED** on the 7<sup>th</sup> of the month *following* call. After the 7<sup>th</sup>, you will not be able to edit or add on-call hours. If you have submitted a Converted call, a comments box will pop-up to confirm both conditions. Add a short note to confirm both and then click OK.

● Select the calendar to choose the dates you have completed for the current and previous month.  
● Select the **Save** button any time you enter a call.

**Do Not Exceed:** 7 Hospital Calls, 9 (per rotation), 10 Qualifying Shifts

Rotation	On Call Hospital
Breast - General Surgery 10-Apr-2023 - 30-Jun-2023 University Health Network-Princess Margaret Cancer Centre [UHN-PMCC], Toronto	General University Health Network-Princess Margaret Cancer Centre [UHN-PMCC], Toronto
	General University Health Network-Princess Margaret Cancer Centre [UHN-PMCC], Toronto

[CLICK HERE](#) to add another scheduled rotation

**Comments Required**

For each converted call please confirm that you have worked more than 4 hours in hospital during the call period, of which more than 1 hour is past midnight and before 6 am.

Converted Calls Comment:

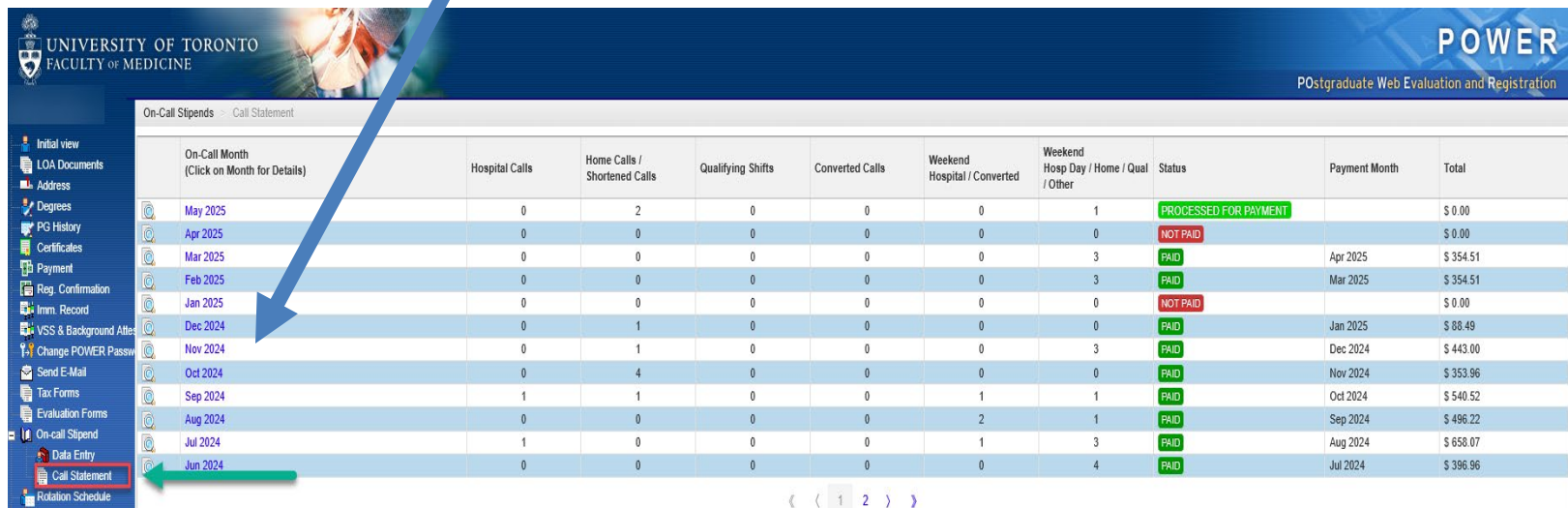
Yes, I confirm that I came into the hospital for more than 4 hours of the call period; AND at least 1 of the hours was between midnight and 6 am.

☒ Ok ☐ Cancel

Total: 1 0 0 1 0 0



**15a.** After submission, you can access your **Call Statement**, which reports a summary of your total call for each month, with the status **NOT PAID** or **PROCESSED FOR PAYMENT**. This will change to **PAID** after the month-end payroll is processed. Clicking on the “month” link on left will open your detailed call record (next page). Note that when you click on the month, you will also see the previous month’s call if you missed the 1<sup>st</sup> deadline and entered the next month.



On-Call Month (Click on Month for Details)	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital / Converted	Weekend Hosp Day / Home / Qual / Other	Status	Payment Month	Total
<a href="#">May 2025</a>	0	2	0	0	0	1	PROCESSED FOR PAYMENT		\$ 0.00
<a href="#">Apr 2025</a>	0	0	0	0	0	0	NOT PAID		\$ 0.00
<a href="#">Mar 2025</a>	0	0	0	0	0	3	PAID	Apr 2025	\$ 354.51
<a href="#">Feb 2025</a>	0	0	0	0	0	3	PAID	Mar 2025	\$ 354.51
<a href="#">Jan 2025</a>	0	0	0	0	0	0	NOT PAID		\$ 0.00
<a href="#">Dec 2024</a>	0	1	0	0	0	0	PAID	Jan 2025	\$ 88.49
<a href="#">Nov 2024</a>	0	1	0	0	0	3	PAID	Dec 2024	\$ 443.00
<a href="#">Oct 2024</a>	0	4	0	0	0	0	PAID	Nov 2024	\$ 353.96
<a href="#">Sep 2024</a>	1	1	0	0	1	1	PAID	Oct 2024	\$ 540.52
<a href="#">Aug 2024</a>	0	0	0	0	2	1	PAID	Sep 2024	\$ 496.22
<a href="#">Jul 2024</a>	1	0	0	0	1	3	PAID	Aug 2024	\$ 658.07
<a href="#">Jun 2024</a>	0	0	0	0	0	4	PAID	Jul 2024	\$ 396.96



**15b.** Below is an example of a detailed call record in **Call Statement** when you select a specific month to open/review. Below, the October link was selected, as described on the previous page.

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On-Call Stipends - Call Statement - Month History

On Call Stipend: Dr. \_\_\_\_\_

Call Stipend Monthly Time Record: **October 2024 and Late September 2024**

This form will automatically be submitted on **November 07, 2024**

Do Not Exceed for 28-day blocks, 7 Hospital Calls (1 call per 4 nights); or 9 Home/Converted Calls (1 call per 3 nights); or 9 Qualifying ER shifts (1 call per 3 nights).

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Rotation	On-Call Date	Hospital Calls	Home Calls / Shortened Calls	Qualifying Shifts	Converted Calls	Weekend Hospital / Converted	Weekend Hosp Day / Home / Qual / Other	Service	On Call Hospital
Orthopedics (Dept. of Surgery)	21-Oct-2024 - 17-Nov-2024								
Sunnybrook Health Sciences Centre-Main Site [SHSC-SHSC], Toronto									
Physical Medicine & Rehabilitation [PMRE]	1-Oct-2024	0	1	0	0	0	0	Physical Medicine & Rehabilitation [PMRE]	TRI-University Centre [UHN-UNI], Toronto
Physical Medicine & Rehabilitation [PMRE]	2-Oct-2024	0	1	0	0	0	0	Physical Medicine & Rehabilitation [PMRE]	TRI-University Centre [UHN-UNI], Toronto
Physical Medicine & Rehabilitation [PMRE]	3-Oct-2024	0	1	0	0	0	0	Physical Medicine & Rehabilitation [PMRE]	TRI-University Centre [UHN-UNI], Toronto
Physical Medicine & Rehabilitation [PMRE]	21-Oct-2024	0	1	0	0	0	0	Physical Medicine & Rehabilitation [PMRE]	TRI-University Centre [UHN-UNI], Toronto
TRI-University Centre [UHN-UNI], Toronto									
<b>Total:</b>		<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		



## **16. Alerts/Reminders for call stipend input – be diligent!**

Automated emails are sent to all residents:

- on the 1<sup>st</sup> of each month stating that the system is open for input
- on the last day of each month, giving you 1 additional week
- on the 6<sup>th</sup> day of the *following* month (final deadline), stating that you have only 1 more day, until midnight of the 7<sup>th</sup> in order to submit records and be paid by the Ministry. If you forget to input dates by the deadline, there is no further option to be paid.

If you have any questions, please email us at [callstipends@utoronto.ca](mailto:callstipends@utoronto.ca) or access [Call Stipends Overview](#)

**THANK YOU!**