

Patient and family partner honorariums: Information for partners

Background

At BC Cancer, we are committed to engaging the people we serve in the planning and co-creation of our programs, services, and research. Patients and families are experts in their own care and must be engaged as key partners in the design of our health system.

As a patient and family partner (“partner”) with our Patient & Family Partnerships and Experience (PFPX) Program, you bring your lived experience to support BC Cancer activities and projects.

One way the PFPX Program supports inclusive participation is by providing honorariums to partners in recognition of their time and expertise. Our approach follows best practices and aligns with other programs across the Provincial Health Services Authority (PHSA).

Honorarium(s) are a one-time payment made to show appreciation and recognize knowledge, expertise, and lived experience. Honorariums are often given to volunteers, patient or family partners, and community members who work with PHSA to improve programs and services. Paying partners for engagement work is not intended to be part time employment.

What you can expect as a patient or family partner

- The hourly rate for an engagement is set before it begins. This rate will be discussed with you in advance and is based on:
 - the type of engagement,
 - your level of involvement, and
 - your responsibilities.
- Payments are made by cheque and mailed to the address you provided when you joined the program. If you are part of a long-term engagement with recurring meetings and/or frequently participate in engagements, you can be paid by direct deposit.
- You do not need to track or report your hours. The engagement lead will track them and submit them to the PFPX team.
- If an engagement is less than an hour, you will be paid for a full hour. If an engagement is longer than an hour, time is tracked in 30-minute intervals and rounded up. Examples:
 - A 45-minute meeting = 1 hour of honorarium
 - A 1-hour, 10-minute meeting = 1.5 hours of honorarium
 - A 1-hour, 40-minute meeting = 2 hours of honorarium
- Honorariums are processed at the end of each month. It may take 4 to 6 weeks to receive your cheque or deposit after your hours are reported.
- If you have questions or concerns about your honorarium, please contact the PFPX team at patientexp@bccancer.bc.ca

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Payment rates

The amounts¹ below are being used across PSHA and may be updated.

For meetings, workshops, and events, payment includes the hours spent on preparation between sessions. Before starting work, a maximum number of hours required for preparation will be discussed with you.

Amount	Description	Examples of work
\$30/hour	Contributing <ul style="list-style-type: none"> Partners serving in an advisory and consultative role. May be a one-time or recurring activity. 	<ul style="list-style-type: none"> Committee or working group meetings 1:1 interviews Focus groups User testing Document review & Feedback Hiring Panels Policy reviews Preparation time: reviewing agendas, engagement-related emails, documents, etc.
\$35/hour	Creating <ul style="list-style-type: none"> Partners serving in an advisory and consultative role. May be a one-time or recurring activity. 	<ul style="list-style-type: none"> Document writing & development (examples: blogs, patient handbooks, articles, written storytelling, etc.)
\$55/hour	Leading <ul style="list-style-type: none"> Partners are leading engagements through knowledge dissemination, teaching, group facilitation 	<p>With minimal guidance, the partner leads in:</p> <ul style="list-style-type: none"> Presentation delivery, including storytelling Co-chairing meetings Workshop and group facilitation

Tax and Income Implications

Honorariums may have tax or income implications. To understand how they might affect you, visit the [Canada Revenue Agency \(CRA\) website](https://www.cra.gc.ca), call the CRA, or check with income assistance programs.

¹ Adapted from PSHA's Patient & Family Engagement Framework and Suggested Honorariums Rates for Patient and Family Engagement