

Medical Identification Number for Canada (MINC) Registering for your MINC

What is MINC?

A Medical Identification Number for Canada (MINC) is a unique identifier assigned to every individual entering the Canadian medical education or practice system. In Ontario, medical students must obtain a MINC as part of the registration process with the College of Physicians and Surgeons of Ontario (CPSO) prior to their first year of residency. In most Canadian jurisdictions medical students obtain a MINC upon entry to medical school.

The MINC is a nationally recognized serial number with no encoded information other than country and profession. It is comprised of 12 characters, including:

- a two-letter country code (e.g., CA for Canada),
- a two-letter profession code (e.g., MD for physicians),
- a seven-digit serial number with no encoded information, and
- a final digit generated by mathematical formula as a check for transposition errors.

A sample MINC looks like this:

CAMD-1234-5679

It is an identification number only. It does NOT replace any other number issued to an individual for registration, membership, certification or other identification purposes; nor does it convey any status, credentials or privileges to the holder. An individual's MINC will not change throughout their entire medical career. It stays the same if they leave Canada and return, or move between Canadian jurisdictions, or change registration status. Even after they pass away, an individual's MINC will not be reassigned.

The following personal information is transferred and stored to uniquely identify an individual for the purposes of issuing a MINC: Name(s), gender, date of birth, and the expected year and university of graduation.

Why do I need to obtain a MINC?

Because it is a unique identifier, the MINC facilitates registering for electives in other provinces/territories, Medical Council of Canada (MCC) exams, CaRMS matches, and transfers and registration with Canadian medical regulatory authorities. It also facilitates collection of data that supports medical education funding.

How private and secure is a MINC? Who will it be shared with?

The creation of a MINC can only be requested by MINC prime users, which include the provincial and territorial medical regulatory authorities (e.g. CPSO) and the Medical Council of Canada. Once a MINC is created, it can then only be shared with organizations who are licensed users - that is they have signed a License Agreement which includes a list of approved uses for MINCs. Licensed users include the Canadian Resident Matching Service (CaRMS), the Canadian Medical Protective Association (CMPA), the Ontario Medical Association (OMA), and the faculties of medicine in Ontario. Further information about licensed users is available on the MINC website: minc-nimc.ca/licensed-users/.

There are restrictions in place to protect the confidentiality of individuals in the MINC database. These include:

1. No personal information can be released from the MINC database to a licensed user other than the physician's name and MINC.
2. A MINC will only be released when the licensed user provides sufficient information to confirm the physician's identity (e.g., full name and birth date). In cases where more than one individual shares the same name, the licensed user will be required to provide additional identifying information such as the year of graduation.

How do I obtain a MINC?

Registering for a MINC is quick, easy and free!

Please visit physiciansapply.ca and register for a physiciansapply.ca account. When creating your account, please be sure to enter the legal name that appears on your identity document. Then complete the brief online **Request MINC** process and upload an image of the required identity document. Once you have submitted your request, a confirmation message will be sent from your physiciansapply.ca account indicating that your MINC request has been received.

Specific steps to obtain a MINC:

- Step 1. Go to physiciansapply.ca and follow the steps to create an account. You will receive an instant account confirmation to the email address provided when you created your account.

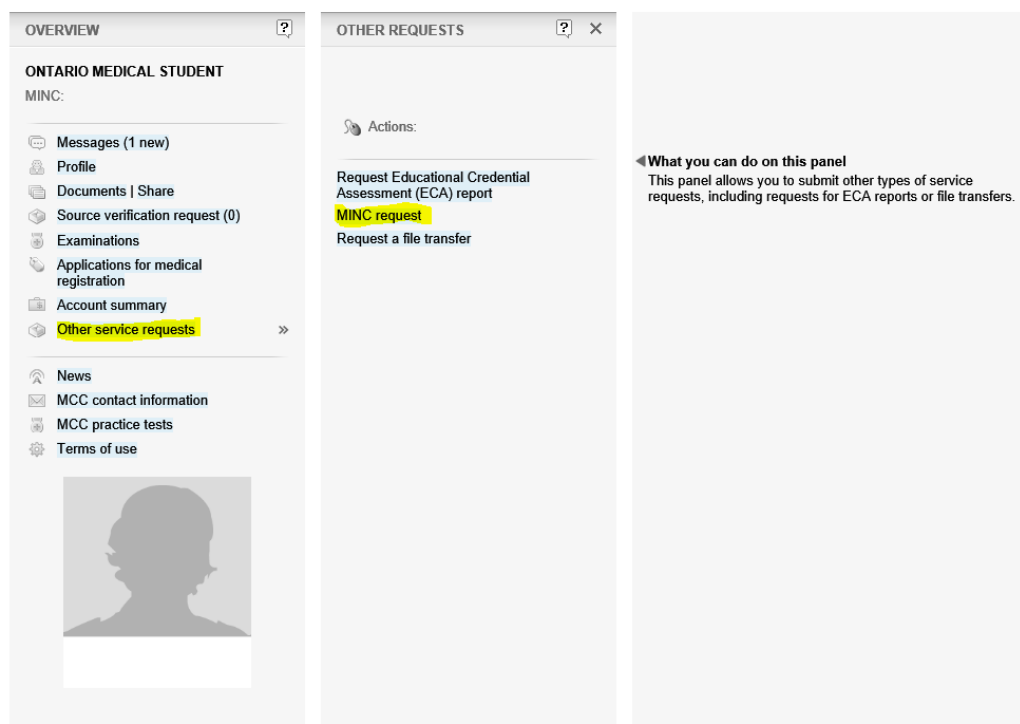
NOTE: Ensure that the name you use to create your account matches the legal name on your identity document (ID).

- Step 2. Once your account has been created, log in and click on **Other service requests** in the left panel and then on **MINC request** in the centre panel.

LOCATION: > Home

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physiciansapply.ca



The screenshot displays the user interface of the physiciansapply.ca website. It features a sidebar on the left with a navigation menu under the heading 'ONTARIO MEDICAL STUDENT MINC:'. The menu items include Messages (1 new), Profile, Documents | Share, Source verification request (0), Examinations, Applications for medical registration, Account summary, and Other service requests (highlighted in yellow). Below the menu is a profile picture placeholder and a list of links: News, MCC contact information, MCC practice tests, and Terms of use. The main content area is titled 'OTHER REQUESTS' and contains an 'Actions:' section with three options: 'Request Educational Credential Assessment (ECA) report', 'MINC request' (highlighted in yellow), and 'Request a file transfer'. A callout box on the right side of the main area is titled 'What you can do on this panel' and explains that this panel allows users to submit other types of service requests, including requests for ECA reports or file transfers.

Step 3. Follow the steps on the screen. Be prepared! You will need to upload an image of your valid/non-expired passport in JPEG or PDF format.

NOTE:

- If you don't have a valid passport, you can upload a valid driver's licence or a birth certificate.
- The size of the JPEG or PDF file cannot exceed 5 MB.
- When the process is complete, you will see a confirmation screen and also receive a message in your account.

Step 4. Once you submit your request:

- Please allow a few weeks for the processing of your request.
- Once your request is processed, you will receive a message through your physiciansapply.ca account confirming your MINC. You will receive an email notification to the email address you provided when you created your account.
- Your MINC will be provided to your medical school. You don't need to do anything else.

Who do I call if I have questions regarding a MINC?

The Medical Council of Canada (MCC) administers physiciansapply.ca.

If you have any questions, you are encouraged to send a message through your physiciansapply.ca account or to contact the MCC Service Desk directly; see: mcc.ca/contact-us/.