



POSTING
Open Till Filled

Executive Medical Director Medical Affairs

The Executive Medical Director, Medical Affairs role is responsible for the activities of the Fraser Health Medical Affairs Department in the delivery of effective, efficient and consistent quality processes which support the privileging, credentialing and performance process for medical staff within Fraser Health.

The Executive Medical Director role provides leadership to support the successful delivery of a Hospitalist care and service network within Fraser Health. This senior leadership position is accountable for supporting standardization across the network, recruitment, and monitoring performance against standards.

This position reports to the Vice President of Medicine.

Preferred qualifications for the successful candidate:

- Medical Degree plus Residency
- Eligibility for membership on the FH Medical Staff.
- Five (5) years leadership experience within the healthcare sector
- Experience in medical quality, standardization and recruitment is highly desirable.
- Experience with budgetary and operational planning is desirable.

See the Role Description below.

To apply please send a covering letter and your CV to:

Physician Recruitment

E-mail: PhysicianRecruitment@fraserhealth.ca

Tel: 604-953-5115

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Executive Medical Director Medical Affairs

Role overview:

The Executive Medical Director Medical (EMD) Affairs reports to the Vice President Medicine, the EMD, Medical Affairs will provide senior level leadership to Medical Affairs, the Physician Contracts Office and the Hospitalist Program.

The EMD Medical Affairs is the primary professional link to all Site Medical Directors who also have a direct reporting relationship to the Vice Presidents of Regional Hospitals and Community Hospitals.

Key areas of involvement

Medical Affairs and Physician Contracts Office

Responsible for the activities of the Fraser Health Medical Affairs Department in the delivery of effective, efficient and consistent quality processes which support the privileging, credentialing and performance process for medical staff within Fraser Health, specifically:

1. Supports the Director Medical Affairs in developing annual operating objectives and service plans for the program within the approved financial mandate, with a system view of service delivery and in response to the requirements of the senior management team and committees.
2. In conjunction with the Director Medical Affairs, provides leadership, support, advice and direction to Medical Directors in the planning and management of assigned clinical departments, programs and services; ensures consistency with the strategic plan, established policies, procedures and budgets; formulates and recommends annual department goals and objectives.
3. Ensures liaison with Human Resources and Vice President Medicine regarding medical staff appointments as appropriate.
4. Works with Site Medical Directors (SMD), Program Medical Directors (PMD), Regional Medical Directors (RMD) and Regional Department Heads (RDH), and advises the Health Authority Medical Advisory Committee, (HAMAC), in the implementation of provincial privileging dictionaries in all Regional Departments as part of the privileging and credentialing system.
5. In partnership with EMD Medical Partnerships and Performance, and in consultation with the PMDs, RMDs, RDHs, SMDs, HAMAC and Medical Affairs, develops and implements an in-depth performance evaluation process and system for all Medical Staff members consistent with Ministry of Health and Provincial Medical Services Executive Council guidelines.
6. Leads regular reviews and updating of the FH Medical Staff Rules and Bylaws.
7. Ensures systems are in place to deliver regular review of physicians for renewal of privileges as detailed in the Medical Staff Bylaws and Rules.
8. Ensures effective processes are in place to deliver a Fraser Health wide credentialing system that meets the requirements of the Medical Staff Bylaws and Rules.

9. Oversees the Fraser Health Physicians Contracts Office and undertakes specific contract negotiations with physicians or groups of physicians providing services to Fraser Health as agreed with the Vice President Medicine.

Hospitalist Program

Responsible for the activities of the Fraser Health Hospitalist program and ensuring it effectively meets program, quality and standardization deliverables; specifically:

1. Supports the RMD and Director in developing annual operating objectives and service plans for the program within approved financial mandate and with a system view of service delivery.
2. Supports the RMD and Director in securing funding, resources and other supports required for the effective delivery of quality care within the Hospitalist Program.
3. In collaboration with RMD and Director, develops key performance measures, annual quality targets and reporting mechanisms for physician quality improvement and patient safety practice standards and utilization of FH resources.

Leadership

1. Provides leadership through mentoring, coaching, and modeling a collaborative working style and leading by influence and respect.
2. Supports leaders, medical and administrative, within the portfolio in establishing and maintaining effective working relationships.
3. Supports the Ridge Meadows Hospital Hospitalists in building effective partnerships and collaborative working relationships within areas of professional practice, quality, health and business analytics.
4. Supports leaders within the portfolios of Hospitalist and Medical Affairs in recruitment and credentialing of medical staff.
5. Represents Fraser Health at Provincial level committees as requested.
6. Attends Health Authority Medical Advisory Committee (HAMAC) as a voting member.

Strategic and Policy Advice

1. Provides senior medical administrative leadership and decision making in relation to professional and strategic matters.
2. Identifies emerging issues in the local, provincial, federal and international arenas that could influence standards and quality of medical practice within Fraser Health.
3. Coordinates with other Executive Medical Directors and the Vice President Medicine and liaises with the Ministry of Health on the development and implementation of the physician manpower plan, including identifying and supporting the development and implementation of appropriate non-physician support roles.
4. Identifies emerging strategic issues involving Fraser Health Medical Staff to the Vice President Medicine.

Performance Reviews

1. Ensures an appropriate process exists for performance reviews of medical staff leadership.

Medical Education and Academic Development

1. Liaises with the University of British Columbia to support undergraduate and postgraduate medical education.

Dispute Resolution

Mediate disputes involving members of the medical staff, including other medical leadership as appropriate.

Medical Legal Issues

Identifies potential liability issues and legal concerns and provide advice for specific cases/files to appropriate medical leaders and/or FHA legal counsel as required.

Leadership Development

The Executive Medical Director Medical Affairs will actively participate in professional development activities in management and leadership as agreed with the Vice President Medicine.

Performance Evaluation

Will establish leadership goals and role performance objectives consistent with the *My Journal* process.

Performance shall be evaluated via *My Journal* by the Vice President Medicine and may include inter-disciplinary peer input from, but not be limited to:

- Medical Directors (Sites, Regional, Program, Executive)
- Chief Medical Information Officer
- Vice Presidents
- Executive Directors
- Medical Staff

Qualifications and Experience

- Medical Degree plus Residency.
- Eligibility for membership on the Fraser Health Medical Staff.
- Five (5) years leadership experience within the healthcare sector.
- Experience in medical quality, standardization and recruitment is highly desirable.
- Experience with budgetary and operational planning is desirable.

Leadership Competencies

- General
 - Possesses excellent interpersonal skills and can work effectively with a diversity of personalities, being approachable and showing respect for others.
 - Demonstrates ability to interact with and lead the broader physician community.
 - Demonstrates leadership in roles to lead and move forward complex organizational change issues across health service programs to support broad transformational objectives.
 - Demonstrates ability as an effective consensus builder able to work through influence rather than formal authority.
 - Demonstrates leadership abilities to incorporate program/hospital needs within the broader context of the health delivery system and multiple program requirements.
 - Demonstrates ability to work and lead within a matrix reporting structure.
 - Sound working knowledge of planning concepts related to service delivery, budgetary, staffing, quality and strategic initiatives.
 - Proven verbal and written communication and presentations skills within a senior leadership capacity.
 - Proven proficiency leading practice of the field of health program leadership.
 - Possesses a good grasp of clinical workflow, including in-patient, ambulatory, community health and primary care settings, health information systems and outcomes measurement.
- LEADS Competencies
 - Leading People: acting with integrity and trust; building a team environment; communicating clearly; and fostering the potential of others.
 - Leading Change: striving for personal mastery; leading with Vision; inspiring and engaging; and, promoting innovation.
 - Partnering: focusing on customers and engaging stakeholders.
 - Achieving Results: understanding and demonstrating accountability.
 - Business Acumen: managing resources; possessing health environment and political awareness.