



Regional Department Head Role Description

Regional Department Head - Role Overview:

A Regional Department Head who shall be appointed by the Board upon the recommendation of HAMAC.

A Regional Department Head will report to a Program Medical Director, the EMD Partnerships and Performance, or the VP Medicine and Regional Programs.

A Regional Department Head is accountable for the activities of the Regional Department and its members. Heads of Department (local) report to the Regional Department Head.

Deliverables:

Regional Coordination

1. Develops annual operating objectives for the Regional Department
2. Serves as a Member of the Health Authority Medical Advisory Committee (HAMAC).
3. Functions as the channel of communication to keep members of the Regional Department informed regarding Fraser Health (FH), HAMAC, and departmental objectives, policies, and general activities.

Departmental Credentialing

1. Recommends appointment and re-appointment of medical staff for which basic, major, or individual procedural privileges should be given, in collaboration with the HAMAC Credentials Committee.
2. Authorizes temporary appointments.
3. Conducts in-depth reviews of department members consistent with the Rules.
4. Considers and makes recommendations regarding all applications for leave of absence by Regional Department members.

Quality and Utilization Monitoring/Improvement

1. Develops, with the members of the Regional Department, standards of clinical practice for the department and ensures that the members work within established standards.
2. Ensures that programs are established for the continuing medical education of Regional Department members.

3. Establishes a quality assurance/quality improvement structure and program for the Regional Department, which carries out the functions of review, evaluation, and analysis of the quality of medical care and utilization of FHA resources.
4. Investigates complaints regarding care provided by medical staff within the Regional Department.

Departmental Operations

1. Promotes health and wellness amongst members.
2. Encourages a healthy, respectful workplace.
3. Arranges and chairs regional departmental meetings, as required.
4. Conveys the advice, opinions and duly passed motions of Regional Department members to the FHA, the HAMAC, and relevant information from the FHA and HAMAC to the members of the Regional Department.

Academic Affiliation

1. Works with the University of British Columbia to ensure that education programs and research activities are being sufficiently promoted and supported, if applicable.
2. Ensures the medical staff academic activities, including education and research, are compliant with FHA policies.

Regional Physician Resource Planning

1. Reviews with the regional department members, and EMD, the manpower requirements of the regional department and recommends a plan for the regional department.
2. Contributes to the selection of new staff members.

Dispute Resolution:

Mediates disputes involving department members.

Medical Legal Issues:

Identifies potential liability issues and legal problems within the department and provides advice for specific cases/files to the EMD, and legal counsel, as required.