



Regional Department Head

2.10 REGIONAL DEPARTMENT HEAD

- 2.10.1 A Regional Department Head shall be an Active Staff Member unless the candidate is a practitioner recruited specifically for the role (in which case the candidate would be appointed to the Provisional category of the Medical Staff until such time as the practitioner is eligible for promotion to the Active category), and for whom the Regional Department is the Member's Primary Regional Department
- 2.10.2 A Regional Department Head shall be appointed by the Board upon the recommendation of HAMAC.
- 2.10.3 The Regional Department Head shall report to and be accountable to the Executive Medical Director or Program Medical Director/Regional Medical Director, for the activities of the Regional Department and its members.
- 2.10.4 All Members are eligible to hold the position of Regional Department Head for their Primary Regional Department. The Regional Department of Nurse Practitioners is subject to paragraph 6.10.5 of the Bylaws.
- 2.10.5 The Regional Department Head will be remunerated for services as the Regional Department Head.
- 2.10.6 The term of appointment for a Regional Department Head shall be five (5) years, renewable by the Board upon recommendation by the Executive Medical Director or relevant Program Medical Director/Regional Medical Director and the VP Medicine and approval by HAMAC.

Responsibilities of the Regional Department Head

In addition to those responsibilities defined in the Bylaws, responsibilities of the Regional Department Head include (but are not limited to):

- Developing annual operating objectives for the Regional

Department

- Functioning as the channel of communication to and from the Regional Department to keep members of the Regional Department informed regarding Fraser Health, HAMAC and Departmental objectives, policies and general activities
- Maintaining a high degree of visibility by regular visits to each facility in which the regional department is active
- Serving as a member of the HAMAC
- In collaboration with the HAMAC, recommending appointment of practitioners, renewal of Medical Staff membership and privileges
- In collaboration with the HAMAC, recommending appointment of Clinical Fellows and Clinical Observers;
- Authorizing temporary appointment and temporary privileges
- Developing, with the members of the Regional Department, standards of clinical practice for the Department and ensuring that the Department members work within established standards
- Encouraging and facilitating programs for the continuing medical education of Regional Department members
- Establishing a Regional Department Medical Quality Committee with responsibilities for quality assurance/improvement and review of morbidity and mortality
- Monitoring and evaluating the utilization of Fraser Health resources by members of the Regional Department in order to ensure effective and efficient use of these resources
- Arranging and chairing Regional Departmental meetings as required in these Rules
- If applicable, working with universities to ensure that education programs and research activities are being sufficiently promoted and supported
- Assisting in the development and maintenance of specific job descriptions for each Regional Division Head in the Regional Department
- Advising the HAMAC regarding appointment of Division Heads
- Promoting health and wellness amongst Members
- Encouraging a healthy, respectful workplace
- Investigating and documenting complaints regarding care provided by Members within the Regional Department in collaboration with the Site Medical Director and/or Local

Department Head where appropriate

- Considering and making recommendations to HAMAC regarding all applications for leave of absence by Regional Department members
- Reviewing with the Regional Department and the Program Medical Director and/or Executive Medical Director, the human resources requirements of the Regional Department and recommending a plan for the Regional Department to HAMAC
- Participating as a member of a Search and Selection Committee to fill a vacancy in the Regional Department
- Conveying the advice, opinions and duly passed motions of Regional Department members to the Fraser Health and the HAMAC and relevant information from the Fraser Health and HAMAC to the members of the Regional Department.