

**NORTHWEST TERRITORIES HEALTH AND SOCIAL SERVICES AUTHORITY
STANTON TERRITORIAL HOSPITAL MEDICAL DIRECTOR**



STATEMENT OF DUTIES

SUMMARY OF ROLE RESPONSIBILITIES

As part of a leadership dyad with a Chief Operating Officer, the Stanton Territorial Hospital Medical Director (STH-MD) oversees planning, management and evaluation of health care services provided by Practitioner Staff working within STH (the “Area”), aligned with the priorities and strategy set by the Northwest Territories Health and Social Services Authority (NTHSSA).

Based in Yellowknife at the Stanton Territorial Hospital (the “area”), this medical leadership opportunity is for a three (3) year term, with renewal option. The Stanton Territorial Hospital Medical Director (STH-MD) position is a flexible, on-site opportunity, with 0.5 FTE allocated to the medical director position. The incumbent is expected to also maintain clinical practice up to 0.5 FTE.

FUNCTIONAL REPORTING RELATIONSHIPS

The STH-MD reports and is directly accountable to the NTHSSA Territorial Medical Director (TMD) but operates in a dyadic working relationship with the Chief Operating Officer (COO) for the NTHSSA-Stanton Territorial Hospital.

The STH-MD has direct management responsibilities for the organization of all medical services within the facility and its outreach services, including travel clinics. The STH-MD advises the TMD on the appointment of territorial clinical leads to provide clinical expertise and advice in particular clinical program areas, and/or be involved in quality improvement activities, audits, or other projects.

The STH-MD works collaboratively with co-leaders in Nursing/Allied Health management, managers of other specialized areas, and other appropriate NTHSSA and DHSS leaders. This collaboration ensures that services provided by Practitioners throughout the area align with population health needs, are patient centered, and conform to established standards and best practices, as well as relevant NTHSSA policies and procedures.

The STH-MD is a member of:

- the Territorial Practitioner Executive Committee (TPEC)
- the Territorial Application Review Committee (TARC)
- the Executive Decision-Making Forum

KEY AREAS OF RESPONSIBILITY

The STH-MD has the following key areas of responsibility:

1. Leadership of Human Resources

The STH-MD is accountable to the Territorial Medical Director for the following:

A. Practitioner Staff Organization within STH

- Physician Workforce Plan:
 - Maintains a physician workforce plan for the assigned geographic area and provide recommendations to the TMD on overall NTHSSA physician workforce plan.
- Recruitment
 - With support from the COO and the Office of Medical Affairs and Credentialing (OMAC), provides leadership related to physician recruitment.
 - In collaboration with the TMD and other AMDs, contributes to physician recruitment efforts across the NWT.
- Orientation:
 - With support from the COO, OMAC and other regional resources, guides the area-specific orientation process for practitioners.
 - Provides advice to the TMD and the Manager of OMAC on general onboarding policies and other orientation matters.
- Scheduling and Deployment:
 - With support from the COO and OMAC,

- Oversees scheduling and equitable regional deployment of physician resources that aligns with needs of the population.
- Approves overtime requests for physicians.
- Approves leave, including CME.

B. Physician Staff Assessment:

- Periodic Review:
 - Performs Periodic Reviews (once established) of Physician Staff within the assigned geographic area, with support of OMAC.
- Appointment Process (Credentialing/ Privileging)
 - Participates actively on TARC, including review of applications assigned by the TARC Chair.
 - Monitors adherence of Physician Staff in the assigned area to their approved Privileges and to recommendations from Periodic Reviews for maintenance of Privileges, as well as to other Policies and Procedures.
- Locum assessment:
 - Ensures appropriate evaluation and endorsement of locum physicians for re-hiring purposes.
- Concerns/ Triggered Assessments
 - Evaluations of physician concerns and/or implementation of triggered assessments according to processes set out in the Medical and Professional Staff Bylaws, related to medical practice in the assigned geographic area.

C. Education:

- Promotes educational opportunities for practitioners and associated staff.
- Advises and assists the Medical Education Program Lead in the implementation and scheduling of training and learning opportunities for medical learners, including medical students and residents.

2. Program Delivery and Development

In partnership with Stanton’s COO, the STH-MD provides leadership and collaborates with other managers in the development and implementation of clinical services and programs throughout the assigned geographic area that are characterized by a patient-centered, culturally safe, evidence-based, and collaborative practice between Practitioners and other members of the health care team.

The STH-MD is accountable to the Territorial Medical Director for the following:

A. Quality Care

- In collaboration with the COO, Quality & Risk team, and management counterparts, identifies opportunities and implement plans for quality

improvement and assurance in the delivery of programs and services that align with NTHSSA priorities.

B. Clinical Standards

- Promotes adherence to territory-wide clinical guidelines, policies, and procedures, as well as the Accreditation Canada Continuous Quality Improvement process.

3. Collaboration

- Facilitates communication and collaboration amongst practitioners and staff involved in the care of patients within the Area.
- Facilitates communication and collaboration with other Area Medical Directors, Clinical Leads, and community-based programs and services on issues pertinent to the delivery of programs and services.

4. Other:

- Sets an annual work plan and quarterly report for the Area to be submitted to the Territorial Medical Director and shared with the Territorial Practitioner Executive Committee.
- Assists in drafting and/or amending Practitioner Staff Rules, policies, and procedures.
- Participates in the Territorial Practitioner Executive Committee.
- Participates in area administrative committees, as may be required.
- Liaises with other external regional partners (e.g. indigenous governments, school authorities and relevant NGOs), as may be required.

JOB REQUIREMENTS

Education and Experience

- Medical Degree plus Residency, with a minimum of 3 years clinical experience.
- Licensed, or eligible to be licensed, to practice in the NWT.
- Demonstrated leadership and administrative skills and abilities gained through other leadership positions or roles, including leadership experience in an acute care environment. Ideally this would be in a senior role such as program director, medical director, or department head.
- Leadership training (such as CMA PLI courses).
- Experience working in a multi-cultural and/or northern environment.

Skills

The successful candidate will possess the following skills:

- An ability to secure the commitment of key stakeholders in advancing the goals of the organization, including a sensitivity to political and other external environmental issues and their impact on health care.
- Leadership of interprofessional/multi-disciplinary teams that value decentralized decision-making, inclusiveness, flexibility, creativity, and collaboration with others to obtain results.
- Understanding of overlapping scopes of practice of healthcare providers.
- Change management.
- Performance management, including coaching, providing constructive feedback, and implementing formal medical bylaws processes.
- Financial skills, including managing physician expenditures to budgeted allocation and optimizing expenditures while improving care and service.
- A commitment to cultural safety, by enhancing cultural safety for the Indigenous population served, as well as the Indigenous workforce.
- An ability to promote compliance with national healthcare standards i.e. accreditation, safety standards and ethical and legal requirements.
- Improvement sciences: knowledge of tools, processes, and evaluation.
- Excellent written and oral communication skills.

Physicians interested in applying on this position or finding out more should contact us PracticeNWT@gov.nt.ca. Applicants are asked to provide a copy of their resume and a letter, outlining their interest and what they feel they would bring to the position.

Application Deadline: Open until Filled

BENEFITS AND COMPENSATION

Northwest Territories physicians are provided with a unique salaried contract, with one of the best compensation packages in the country.

The Annual Salary range for a full-time Family Physician in Yellowknife ranges from \$213,748 to \$340,368 in gross earnings **plus** \$53,746 - \$96,656 of benefits and bonuses, including annual northern living allowance, recruitment bonus, annual retention bonus, and retirement income benefits. **The total annual salary & benefits range will be \$267,494 - \$437,024** depending on area of practice and contract length (1, 2, or 3-years).

The Annual Salary range for a full-time Specialist (Pediatricians, Psychiatrists, General Surgeons, Internists, Diagnostic Imaging, Obstetricians and Anesthesiologists, Orthopedic Surgeons, Ophthalmologists & ENT's) in Yellowknife ranges from \$345,325 to \$433,326 in gross earnings **plus** \$73,483 - \$110,600 of benefits and bonuses, including annual northern living allowance, recruitment bonus, annual retention bonus, and retirement income benefits. **The total annual salary & benefits range will be \$418,808 - \$543,926** depending on specialty and contract length (1, 2, or 3-years).

Additional benefits for a full-time physician include:

- No overhead, practice management, or billing with salaried contract
- Liability, travel, and malpractice insurance costs covered
- 100% of Northwest Territories CMPA Membership Fees Covered
- Paid vacation, starting at 26.5 days per year
- Paid sick leave, starting at 18 days per year
- Paid maternal / parental leave benefits
- Support for professional fees and education materials
- Continued medical education support for travel and reimbursement of expenses
- Relocation assistance
- Group benefits, including dental, extended health, life, AD&D, and disability

If you are interested in applying on the position or have further questions, please contact us at PracticeNWT@gov.nt.ca. You can also visit <https://www.practicenwt.ca/en/physician-jobs> for more information on this amazing opportunity and other physician opportunities in the Northwest Territories.