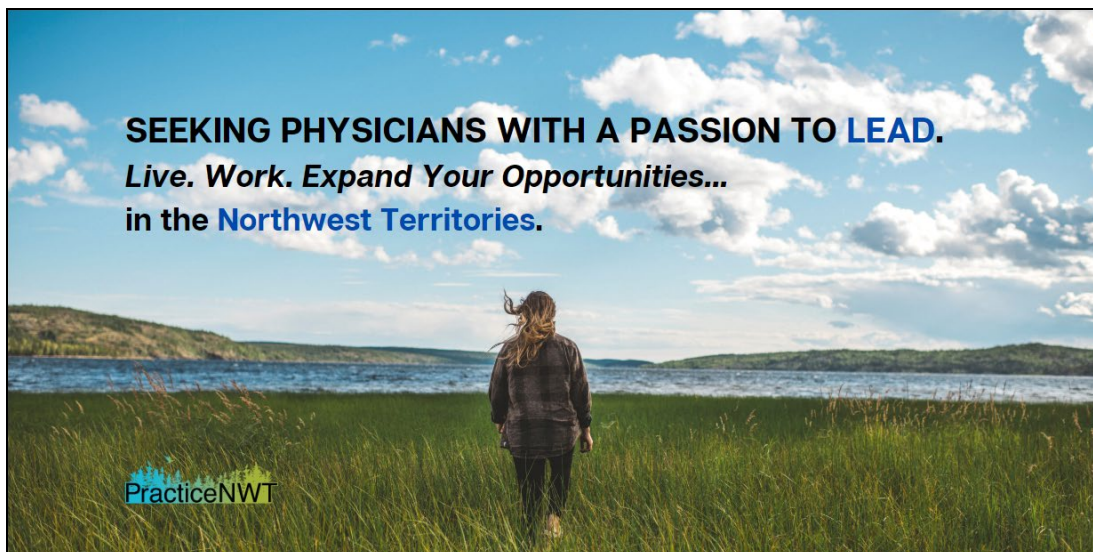


**NORTHWEST TERRITORIES HEALTH AND SOCIAL SERVICES AUTHORITY
TERRITORIAL MEDICAL DIRECTOR**



STATEMENT OF DUTIES

SUMMARY OF ROLE RESPONSIBILITIES

The Territorial Medical Director (TMD) is the most senior physician administrative leader in the NTHSSA and is a member of the NTHSSA's executive team. The TMD is responsible for providing leadership in areas of planning, operation and evaluation of delivery of quality health care services by Practitioner Staff to residents of the Northwest Territories that are aligned with the priorities and strategies set by the NTHSSA and set by the Minister in the Territorial Plan pursuant to the Hospital Insurance and Health and Social Services Administration Act.

FUNCTIONAL REPORTING RELATIONSHIPS

The Territorial Medical Director reports, and is directly accountable to, the NTHSSA Chief Executive Officer (CEO). The TMD is a member of the NTHSSA Executive Team.

The TMD functions in a collaborative Dyad partnership with the Executive Director of Clinical Integration, forming the Executive Clinical Dyad with a focus on effective interprofessional care, quality of care and services, and outcomes. The TMD provides leadership to designated NWT practitioner leaders who report directly to the TMD, as well as to the Office of Medical Affairs and Credentialing (OMAC) for the purposes of physician resource planning, recruitment and retention, and implementation and administration of aspects of the NTHSSA Medical and Professional Staff Bylaws. The Manager of OMAC has a functional reporting relationship to the TMD.

The TMD works collaboratively with the Regional Health Operations and liaises with the Department of Health and Social Services, Hay River Health and Social Services Authority (HRHSSA) and the Tlicho Community Services Agency (TCSA), to ensure that services provided by NWT Practitioners align with the services required by NTHSSA.

KEY AREAS OF RESPONSIBILITY

The Territorial Medical Director has the following six key areas of responsibility that are considered critical to the success of the NTHSSA mission and vision.

Strategic Planning

The Territorial Medical Director, as a member of the NTHSSA Executive Leadership Team, provides medical expertise to assist the NTHSSA CEO in formulating, implementing and evaluating NTHSSA's long-term strategic, organizational and medical services goals.

Leadership of Human Resources to Provide Quality Care

The Territorial Medical Director provides leadership to practitioner staff in the NTHSSA. Effective leadership fosters an atmosphere that stimulates, guides, and encourages those working for NTHSSA to realize their maximum potential.

The TMD provides leadership on the provision of high quality, appropriate, collaborative and culturally safe patient care within the NTHSSA by;

- supporting Practitioner Staff education and orientation;
- Appointment and granting of Privileges to Practitioner Staff;
- creating and maintaining a process for maintenance of privileges, including performance evaluation

The TMD provides leadership and direction on the creation and maintenance of an effective Practitioner Staff leadership structure including ensuring appointment of Practitioner Administrative Leaders (PALs) with approval of the CEO in accordance to the standardized processes outlined in the NTHSSA Medical and Professional Staff Bylaws.

Resource Acquisition and Allocation

The Territorial Medical Director collaborates with other members of the Executive Team to ensure the acquisition and allocation of the fiscal, technological, physical, and human resources required to fulfill the goals and objectives of the NTHSSA. The TMD has a joint leadership role with the Director of Talent and Organizational Development in the strategic development of a practitioner workforce plan, as well as collaborating and advising on physician resources, and physician recruitment and retention. The TMD provides leadership on utilization review, as well as expert

advice to the medical travel program as required.

Program and Service Delivery

In collaboration with the Executive Director of Clinical Integration, the Territorial Medical Director provides leadership in the development and implementation of service delivery models of care that are characterized by patient-centred, comprehensive, accessible, appropriate, collaborative and culturally safe provision of care. The TMD collaborates to provide medical leadership for NTHSSA's quality and risk management programs and processes, including leadership in developing, establishing and maintaining quality assurance, as well as quality improvement initiatives.

Communications

The Territorial Medical Director ensures that effective and efficient communication mechanisms with practitioner staff are developed, implemented and evaluated.

Relationships with Key Stakeholders

The Territorial Medical Director maintains and strengthens effective partnerships with health care providers and key stakeholders. The TMD fosters relationships with organizations and agencies with an interest in NTHSSA's operations, specifically designated physician leaders, senior management, Deputy Heads and staff within NTHSSA, Department of Health and Social Services, Hay River Health and Social Services, Tłjchq Community Services Agency, Leadership Council, Nunavut, other government departments, and external government and agencies. Relationships with key stakeholders must encourage understanding and cooperation in the development, implementation and evaluation of NTHSSA's operational goals and strategic plans.

KEY OPERATIONAL RESPONSIBILITIES

The Territorial Medical Director position is allocated 0.6FTE and is expected to also maintain clinical practice.

Specific Responsibilities and Collaborative Activities

1. Work effectively in dyad relationships with:
 - the Executive Director of Clinical Integration (the "Executive Clinical Dyad") for the purpose of joint oversight of clinical dyads and strategic prioritization of quality and health system improvement initiatives; and

2. Participate regularly in collaborative and strategic meetings, including, but not limited to:
 - NTHSSA Executive Committee meetings;

- Cross System Leadership Committee meetings;
 - Regular Executive Clinical Dyad meetings;
 - Regular CEO meetings;
 - Ad hoc meetings to address critical incidents and system learning issues
3. Chair regular meetings, including, but not limited to:
- TPEC meetings
 - Regular Territorial Practitioner Staff Meetings

TMD Operational Responsibilities in the NTHSSA Medical and Professional Staff Bylaws:

- Oversee implementation and evaluation of all processes outlined in the bylaws
- Review recommendations of TARC (Territorial Application Review Committee) to make final determination on granting of appointment and privileges to practitioner staff, including Requests to Change
- Meet with designated representatives of professional associations with CEO
- Make decisions on the recommendations from an Area Medical Director on a Triggered Assessment for medical staff as per section 26 of the bylaws
- Establish a Hearing Committee if indicated as per section 28 of the bylaws
- Consider and make decisions on Immediate Action as per section 31 of the bylaws
- Oversee review of Rules by TPEC and recommendation to CEO as per section 37 of the bylaws

JOB REQUIREMENTS

Education and Experience

- Medical Degree plus Residency with a minimum of 10 years' experience
- Licensed or eligible to be licensed to practice in the NWT
- Demonstrated leadership and administrative skills and abilities gained through a minimum of 5 years in other senior leadership positions or roles
- Designation as a Canadian Certified Physician Executive or a willingness to acquire this designation
- Experience working in a multi-cultural and/or northern environment would be considered an asset.

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: managing physician expenditures to budgeted allocation, optimizing expenditures while improving care and service
- Cultural safety: enhancing cultural safety for indigenous population served as well as 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 at 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.

BENEFITS AND COMPENSATION

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

Salary for a full-time Family Physician in Yellowknife ranges from \$849,060 to \$1,200,170 in gross earnings (approximate) over a 3-year contract, based on annual salary, annual northern living allowance, recruitment bonus, annual retention bonus, and retirement income benefits.

Salary for a full-time Specialist (Pediatricians, Psychiatrists, General Surgeons, Internists, Diagnostic Imaging, Obstetricians and Anesthesiologists, Orthopedic Surgeons, Ophthalmologists & ENT's) in Yellowknife ranges from \$1,293,809 to \$1,471,460 in gross earnings (approximate) over a 3-year contract, based on annual salary, annual northern living allowance, recruitment bonus, annual retention bonus, and retirement income benefits.

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.