



## NON-CONTRACT ROLE DESCRIPTION

JD3777

<b>ROLE TITLE:</b>	Executive Medical Director, Quality, Safety, Improvement, Risk, Experience & Research	<b>ROLE DESCRIPTION NO.:</b>	01262
<b>DEPARTMENT:</b>	Quality, Safety, Improvement, Risk, Experience & Research	<b>HEABC REFERENCE NO.:</b>	N/A
<b>REPORTING TO:</b>	Vice President, Medicine, Quality & Academic Affairs & Chief Medical Officer	<b>HSCIS CODE:</b>	01031
<b>CLASSIFICATION:</b>	NCEM/Range MEDB	<b>JOB CODE:</b>	91410

### ROLE SUMMARY

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health), quality, patient safety and Experience is a priority and a responsibility shared by everyone at Island Health; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

The Executive Medical Director (EMD), Quality, Safety and Improvement, in partnership with the Executive Director (ED) Quality, Safety and Improvement, champions and leads the advancement of Island Health's commitment to an exemplary patient experience, and excellence in quality and safety.

The Executive Medical Director provides senior leadership for the strategic and structural enablers for quality assurance, quality improvement, and patient safety. The Executive Medical Director also provides leadership and directions for the quality structures and committees that support inter-professional teams, which include patients and families, to pursue excellence at the system and local level.

The Executive Medical Director provides strategic direction for the advancement of Island Health's commitment to an exemplary patient, staff, physician and volunteer experience and a culture of quality and safety, which recognizes and rewards learning, improvement and innovation.

With the Executive Director, the Executive Medical Director is jointly responsible for the strategic direction and service delivery of the Quality, Safety and Improvement portfolio, which includes Patient Safety, Quality, Process Improvement, Accreditation, Ethics, Patient Concerns, Infection Prevention and Control, Anti-Microbial Stewardship, and Clinical and Enterprise Risk Management.

### DUTIES AND RESPONSIBILITIES:

1. Works in partnership with the Executive Director to ensure strategic and operational planning within the portfolio that enhances a patient/client focused approach and anticipates and responds to shifts in services and changes in the health care system.
2. Creates and promotes a culture of quality that embeds an understanding of the importance of event reporting for the purposes of both retrospective and prospective review and improvement activities.
3. Identifies broad determinants of quality and safety within Island Health. Working within the quality structure, collaborates with executive leadership across the organization to develop key performance measures, identify best practices, and focus efforts to improve quality and safety.
4. Provides oversight and leadership to all components of the Quality Structures ensuring integration within clinical and corporate operations. This includes the assurance of local-level ownership of quality priorities within geographic regions and leadership from clinical programs areas in the development of standards for the region.

5. Advocates for the continuous pursuit of excellence in quality and safety through the leadership and promotion of key quality programs throughout Island Health including Hand Hygiene, Clinical Care Management, evidence based practice and leading practices. Promotes compliance with accreditation standards, regulatory requirements, and ethics principles across the organization.
6. Provides support to the Health Quality Committee, the Island Health Board of Directors, and the Executive Leadership Team in fulfilling its governance responsibilities.
7. Ensures strategic and operational planning within Island Health aligns with the principles of strong clinical governance and key quality priorities for the organization.
8. Leads the organization through external review processes, like accreditation, by planning for readiness, supporting implementation, and ensuring evaluation and follow up.

#### Portfolio Leadership

9. Demonstrates effective leadership/coaching/mentoring skills in the development of portfolio staff and management, promoting and supporting professional growth. Develops team members within Quality, Safety and Improvement by aligning expectations with departmental and organizational goals, providing regular feedback and celebrating individual and team success.
10. Monitors and regularly reviews the portfolio's strategic and operational plans and ensures links with the organizational strategic plan, and provides leadership across operations to support the alignment of operational plans with key quality priorities.
11. Collaborates with the ED Quality, Safety and Improvement on development and implementation of program service-delivery models within the Quality, Safety and Improvement Portfolio, including oversight of business plans, priorities, goals and operating budgets, including people, financial and physical resources.
12. Collaborates with the medical staff organization and the Health Authority Medical Advisory Committee on the development and promotion of medical standards, education and research. Promotes research and education initiatives and opportunities for partnerships. Liaises with research agencies to facilitate best practice service delivery.
13. Liaises with local medical staff associations and divisions of family practice in planning the delivery of quality health and care services.
14. Works with the Regional QI Steering Committee to advise on physician related QI projects funded through the Specialty Services Committee of the Doctors of B.C.

#### External Relationships and Collaboration

15. Promotes and builds relationships and alliances between Island Health and International/National/Provincial health quality networks and community partners.
16. Represents Island Health's interests by developing cooperative and collaborative relationships in areas of patient experience, quality, safety and clinical governance with the Ministry of Health, community and other stakeholder groups.
17. Promotes and presents a positive image of Island Health with community stakeholders and represents Island Health as media spokesperson for specific portfolio issues.
18. Promotes and leads research and development in this field and effectively communicates within and outside the organization the vision for this activity. Also appropriately publishes in peer reviewed journals, presents at conferences and encourages others (peers, patients and partner organizations) to do so.
19. Supports the Island Medical Program (IMP) and partners with representatives of the University of BC (UBC) and the University of Victoria (UVIC).

#### Other

20. Performs other related duties as assigned.

## **QUALIFICATIONS:**

### **Education, Training And Experience**

Must be a Medical Doctor with current registration, or eligibility for, registration with the B.C. College of Physicians and Surgeons and ten (10) years experience as a staff physician within Canada. A record of effective medical leadership as well as experience in a senior medical administrative capacity is required. CHE designation is preferred. Background/experience in quality, safety and improvement activities and methodologies.

### **Skills And Abilities**

- A record of effective medical leadership is required as well as experience in a senior medical administrative position.
- Understanding of relationship of information, practice and quality
- Demonstrated leadership skills.
- Excellent communication skills, both verbal and written.
- Ability to adapt readily to rapid and changing environment and respond with initiative.
- Ability to interact professionally with various levels of personnel, both internally and externally.
- Demonstrated clinical competence.
- In-depth understanding of Health services and operations.
- Physical ability to perform the duties of the role.

LEADS in a Caring Environment Framework: <https://www.leadscanada.net/site/framework>