

Medical workforce planning is a core responsibility of the Island Health Medical Staff Departments as defined in the Bylaws and Rules. It is also an established, evidence-based healthcare HR strategy supported by the Doctors of BC and Canadian Medical Association.

Island Health has developed various physician resource plans in the past; however, these quickly become dated. Island Health has never attempted to develop the type of robust, sustainable **Medical Staff Human Resource System (MSHRS)** that will be created via this project.

The benefits of proactive, collaborative medical staff workforce planning are shared by patients, practitioners, the public, healthcare organizations and government. It is in the best interest of medical staff and administrators to collaboratively develop and maintain a MSHRS. Accurate knowledge of the current state of medical staff human resources is essential to understand what changes are needed within a department to ensure a healthy, productive medical staff can deliver quality patient care across Island Health.

The MSHRS has three components:

1. Medical Staff Practice Description Tool
2. Practice Descriptions
3. Medical Staff Human Resource Policies

Medical Staff Practice Description Tool

The Medical Staff **Practice Description Tool** is workload data collection form that has been developed to gauge the multifaceted nature of the departmental commitments, and to better detail how each individual medical staff member organizes their work to contribute to patient care. This tool will allow medical department and division heads to collect information regarding all medical staff members. The information you provide will enable departments to identify gaps in current service provision including those that occur when a member leaves, and determine overall workloads.

Practice Descriptions

Each medical staff member will have a **practice description** associated with their position. The practice description outlines the service locations, work hours, qualifications, experience and skills required, on call requirements, supports available, vacation coverage, compensation and working relationships as well as any other relevant details related to the position. The purpose of up-to-date practice descriptions is to describe the work currently being done by the medical staff within Island Health and to better predict human power requirements aligned with current and future service needs.

Medical Staff Human Resource Policies

Medical and academic affairs staff are also updating **medical staff human resource policies** - the specialist recruitment policy and impact analysis policy. Once updated, these policies will reflect the current medical leadership structure and medical staff needs.

Timeline of MSHRS Project

The MSHRS is a multi-year project with a target completion date of March, 2021. Once completed, the MSHRS will be a robust, sustainable system that will inform and improve medical staff human resource planning by Medical Staff departments.

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