[PCSML-CHCC-1]

Primary Care Site Medical Lead, Chemainus Urgent Care

Role Focus

The Community Site Medical Lead, Chemainus Urgent Care works with health care professionals at the site to support the delivery of high quality and patient focused urgent care in a team-based setting. This front-line leadership role supports local medical staff governance, in alignment with the Medical Staff Bylaws and Rules. Furthermore, the Community Site Medical Lead acts as a keystone between senior leadership, site health professionals, and site operations.

The role requires close collaboration with the Community Medical Director, other local Community Site Medical Leads, the departmental leadership, community partners (such as the Division of Family Practice), and acute care partners to foster a respectful, supportive, and collaborative environment for all urgent care providers and allied health staff within the site.

This role functions in a co-leadership partnership. The co-leadership model values shared accountability, joint decision-making, and the integration of medical and operational perspectives.

Key Impact Areas

As Community Site Medical Lead, you will be accountable for:

Operations:

- Maintaining a consistent site presence and liaising regularly with the Manager.
- Providing oversight of site-level administrative procedures to ensure standards of appropriate continuity and results management.
- Supporting the identification and implementation of operational improvements.
- Assisting in the identification of local resourcing needs.

Strategy:

- Implementing strategic initiatives at your site, and supporting medical staff participation, as appropriate.

Governance:

- Participating in workforce planning discussions to identify current and future workforce needs at your site.
- Leading medical staff recruitment processes in alignment with Island Health policies.
- Conducting credentialling and privileging activities at your site, in alignment with the Medical Staff Bylaws and Rules, acting as a primary contact for Medical Staff in the process and liaising with Departmental leadership as required.
- Managing any concerns related to the professional conduct and performance of medical staff, with support of senior leaders and the Enhanced Medical Staff Support team as required.
- Holding annual medical staff check-ins focused on performance, engagement and well-being, career development, and future workforce planning.

Quality:

- Demonstrating and upholding an environment of cultural safety and humility, at your site.

- Collaboration with your Community Medical Director to inform local quality priorities
- Overseeing implementation of continuous quality improvement and innovation initiatives at the site.

Communication & Collaboration:

- Fostering a collaborative environment at the site.
- Implementing regular communication with all members of the medical staff at the site.
- Collaborating with your Community Medical Director, departmental leadership, operational leadership, and community partners.

Other duties as assigned.

The Details:

Co -lead:	Manager, Chemainus Urgent Care
Reporting to:	Cowichan Community Medical Director
Committee Responsibilities:	Chair, Site-level meetings
	Chair, Primary Care Provider Meetings
	Additional Committees as required
Time Requirements:	0.085 FTE
Compensation:	$19,993.29 per year

Qualifications and Competencies

- Doctor of Medicine or Nurse Practitioner with current registration and good standing with their respective College and with specialty or subspecialty training, as required of the role.
- Training and/or experience in multidisciplinary quality improvement and/or patient safety is an asset.
- Prior medical leadership experience preferred.
- Demonstrated commitment to formal leadership education is an asset (e.g., UBC Sauder Physician Leadership Program, CMA Physician Leadership Institute, SFU Physician Leadership Series, or equivalent).
- Strong verbal and written communication skills.
- Demonstrated ability to adapt to a dynamic healthcare environment with initiative and resilience.
- Strong interpersonal skills with the ability to build and sustain professional relationships at all levels.
- Proven clinical competence with an in-depth understanding of health services and operational systems.