[SC-FP-10]

Site Chief, Hospitalist/MRP Family Physicians - North Island Hospital – Comox Valley

Role Focus

The Site Chief provides local operational leadership and supports medical staff governance and clinical quality, consistent with Medical Staff Bylaws and Rules, and with Island Health's quality structure.

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 Site Chief, you will be responsible for:

Quality:

- Identifying patient needs and expectations in your service to inform local and departmental quality improvement priorities through the local quality committee and CARE Network, as appropriate.
- Local quality assurance, including using practice standards in practice assessments, supporting completion of departmental Continuing Professional Development (CPD) plans, as appropriate, and participating in patient safety processes.

Strategy:

- Providing input on patient care trends and operational opportunities and challenges that inform local and regional strategic planning.
- Implementing strategic initiatives at the site level, ensuring they align with regional program plans.

Operations:

- Ensuring continuous provision of services within the department/program at the site in partnership with your co-lead(s).
- Liaising with the identified practitioner for each call group to ensure the on-call schedule is completed and submitted to the department or division head.
- Supporting medical staff in identifying and implementing operational improvements in collaboration with site and departmental leadership.
- Assessing, monitoring, and anticipating team resource needs and working with medical and operational leaders to prioritize these needs within available resources.

Governance:

- Conducting credentialing and privileging activities at the site, acting as a primary contact for Medical Staff in the process and liaising with departmental leadership as required.
- Leading local recruitment processes.
- Participating in workforce planning activities to identify current and future workforce needs in your department and site.

- Addressing unprofessional behaviour, questions of clinical competence, or failure to meet appropriate standard of care by medical staff.

Communication & Collaboration:

- Advocating for patient-centered care and fostering a collaborative environment.
- Regular communication with members of the medical staff on your service and your leadership colleagues, including department leadership, fellow Site Chiefs, the Chief of Staff, and administrative leaders.
- Promoting participation in activities related to health, safety, and welfare of Medical Staff within their service, aligned with Chief of Staff.

Other duties as assigned.

The Details:

Co -lead:	Site Manager co-lead(s)
Reporting to:	Chief of Staff Division Head, Hospitalist/MRP Family Physicians
Committee Responsibilities:	Member, LMAC Member, Acute Quality & Operations Committee Attendee, CARE Network Chair, Local Departmental/Division Meetings 6x per year
Time Requirements:	0.15 FTE
Compensation:	$35,282.28 per year

Qualifications and Competencies

- Doctor of Medicine, Nurse Practitioner, or Registered Midwife 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.