

# Provincial Health Authority

## Expression of Interest

**Position:** Zone Medical Department Head  
**Location:** Department of Medicine in Western Zone



### Context:

The Nova Scotia Government has outlined a vision for health care called *Putting Patients First – Developing solutions so all Nova Scotians get the care they need when they need it*. Overall goals are to improve the health and wellness of Nova Scotians, provide safe and quality person centered care, and to create a sustainable, effective and affordable provincial health system.

A critical step in enabling this vision is the commitment to consolidate the nine existing district health authorities into one provincial authority, with the IWK remaining as a separate authority. A streamlined health system can provide many opportunities to put resources where most effective to meet population needs, build a system that focuses on people and patients, ensure a provincial approach to planning and integration of services, and reduce duplication.

The new provincial health authority (PHA) has been created by legislation and is effective on April 1, 2015. A new zone leadership team is being recruited for this organization. The year ahead is one of transition and early transformation of the health system.

### Mandate:

Reporting to the Zone Medical Executive Director and working within a co-leadership model with an Administrative Co-lead, the Zone Medical Department Head provides strategic and operational planning and service leadership in collaboration with relevant administrative Department leaders.

### Accountabilities:

#### Department Administration

1. In collaboration with the Medical Executive Director ensures that the Department medical staff activities are consistent with the overall strategic and operational direction of the Department and aligned with NSHA strategic imperatives;
2. In partnership with the Department leaders, ensures the effective, efficient utilization of Department resources - human, financial, space, physical and clinical;
3. Participates in the development, oversight and reporting of Zone Department's objectives, planning, budgeting, resource allocation and utilization;

4. Develops a schedule of physicians to ensure coverage of the unit and appropriate medical administration;
5. Makes recommendations regarding physician resource needs for the Zone Department, in collaboration with the Zone Medical Executive Director, the Vice President of Medicine and Integrated Health Services, the Medical Site lead(s) and, where applicable, the Zone Division Heads;

### **Quality and Utilization Management**

1. Working with appropriate representation from the geographic location of the health care facilities, sets the standards/guidelines for health services for the assigned Department; develops systems for monitoring performance to these standards; develops and executes mitigation and improvement plans in the areas of non-performance and develops action plans for issues.
2. In collaboration with the Zone Medical Executive Director, addresses any standards of medical practice including issues regarding performance and behaviors of department members aligned to the Department and works to resolve complaints regarding care/services provided by medical staff within the Department.
3. The Zone Medical Department Head coordinates regular utilization reviews and assists with bed management issues as required.

### **Leadership**

1. In collaboration with other physician leaders, leads the planning and development of policies that support the integration and standardization of the Department.
2. Must be a member of Zone Medical Advisory Committee (ZMAC) and as such, advise ZMAC on the quality of care and treatment provided to patients and the fulfillment of teaching and research responsibilities within the Zone Department. If the Zone Medical Department Head and the University Department Head are not the same individual, the Zone Medical Department Head is responsible for the organization and implementation of clinical activities and works with the University Department Head for the academic review within the Department.
3. Serves as the Academic Lead for medical students and residents for the Zone Department.
4. Identifies potential liability issues and legal problems within the Department and provides advice to Zone Medical Executive Director and legal counsel for specific cases/files, as required.
5. Participates in performance appraisals as directed by the Zone Medical Executive Director and implements the NSHA's process for continuing professional development and evaluation related to the Zone Department.

6. Undertakes professional development in management and leadership as agreed with the Medical Executive Director.
7. Holds regular meetings with members of the Zone Department, Zone Division heads within the Department and medical site leaders and ensures consultation and compliance with the current Health Authority and departmental objectives, policies and rules and regulations.

As the organization matures, areas of responsibility may change to create needed alignment of Departments and networks.

**Eligibility:**

MD (with or without specialty) with evidence of past and ongoing leadership training.

**Application Deadline: July 3, 2015**

**Application Requirement:** Please submit to [pha-careers@novascotia.ca](mailto:pha-careers@novascotia.ca) your expression of interest with cover letter and CV outlining your experience in relation to the accountabilities for the position.

**Compensation: \$52,500 per year**