

Sample Position Description – Lead Physician/Medical Director

The Lead Physician/Medical Director reports to the Board of Directors and has primary responsibility for oversight of the development and delivery of Family Health Team programs and services. This position is generally a one-year appointment, reviewed annually by the Board. The Lead Physician/Medical Director is a clinician; may be one of the physicians from the physician association, or may be one of the interdisciplinary health professionals.

Responsibilities and Accountabilities

- Primary role is to oversee day to day clinical activity of the FHT
- Supports the Executive Director to monitor/oversees the clinical activities of the interdisciplinary health providers
- Provides clinical input in to goals, strategy
- Is a member of the Professional Advisory Group (if there is one)
- Contributes to strategic planning
- Leads the development and implementation of best clinical practice in context of FHT's strategic plan
- Ensures appropriate clinical policies and procedures are in place; monitors patient safety and quality issues
- Leads the FHT in setting and measuring clinical goals and objectives
- Contributes to the hiring, supervision and oversight of interdisciplinary health professionals
- Contributes to the budgeting process
- Leads constructive timely conflict resolution when necessary

Qualifications

- A commitment to and understanding of the FHT/NPLC's vision, mission and goals
- Personal qualities of integrity, respect for the organization and other Board members and staff, professionalism
- Exceptional interpersonal, liaison and communication skills.
- Proven ability to lead, encourage and motivate staff in a team environment.