

JOB DESCRIPTION

Lead Physician

Position Profile

The Lead Physician is an experienced primary care physician with a clear understanding of the mandate of Family Health Teams (FHTs) and experience working in an interprofessional environment. In a medical leadership role, the Lead Physician guides patient care practice and policy, champions quality improvement, facilitates interprofessional collaboration, supports SETFHT's academic Vision, and represents SETFHT with our community partners and Ministry funders. Ultimately, the Lead Physician works to optimize the patient care experience at SETFHT by directly and indirectly representing, supporting, educating and inspiring physicians and staff.

Accountability

- The Lead Physician is accountable to the SETFHT Board of Directors.

Decision Making

- Make decisions reflecting role as SETFHT's medical leader in the areas of patient experience and quality of care, and do so in alignment with SETFHT's Strategic Plan. The Lead Physician assumes responsibility for decisions, consequences, and results having an impact on patients, people, costs, and quality of service.

Roles and Responsibilities

- The primary responsibility of this role is to provide leadership within the Family Health Team related to quality of care, access to care and efficiency of care delivery. In this role, the physician lead will, in collaboration with the FHT Executive Director and all members of the team, provide leadership in the areas identified below.

Access to Care

- Identify quality of care issues related to the FHT patient roster and collaborate with physicians and FHT staff to develop plans to enhance quality of care.
- Identify access to care issues related to the FHT patient roster and collaborate with physicians and FHT staff to improve access to care.

Clinical Leadership

- Participate in the development of policies and procedures related to patient care.
- Participate in the development of policies and procedures related to quality improvement.
- Assist in literature review to determine best practice guidelines.
- Implement changes in care informed by best practice.
- Promote transparency and knowledge sharing by consistently keeping both physicians and staff informed of relevant changes related to care delivery.
- Provide ongoing clinical advice and guidance to interprofessional health care providers (IHPs).
- Lead the development and review of medical directives.
- Participate in the initiation, development, monitoring and evaluation of patient care programs.
- Facilitate feedback to physicians and other health care practitioners on performance practices.

- Ensure that patients have appropriate physician coverage.
- Assist with recruitment of new physician members (in collaboration with the FHO) as well as specialists when necessary.
- Leveraging the leadership role, promote a culture of collaboration and respect across all disciplines and functions.

Quality and Risk Management

- Provide updates on quality initiatives, progress, and issues to the Board.
- Identify quality of care issues and collaborate with physicians and staff to develop plans to enhance quality of care.
- Review critical event incident reports.
- Review clinical records and notations regularly.
- Provide opinions of clinical performance as part of performance evaluations.
- Participate in the development and monitoring of service and program quality indicators.
- Provide input relevant to the purchase of clinical equipment and supplies.
- Identify barriers to access of care and collaborate with staff and physicians to increase accessibility.

Administrative Duties

- Participate with the Executive Director and Finance Officer in monitoring SETFHT financial resources.
- Attend Board of Director meetings.
- Assist with the development of the SETFHT Annual Operating Plan to the Ministry.
- Fill in the quarterly physician consulting report for submission to the Ministry.

Education, Information and Communication

- Maintain knowledge of the changing social, regulatory, political and economic factors that affect medical and health services in primary care.
- Participate in the development and delivery of relevant medical training for physicians and staff.
- Liaise with the Ministry of Health and Long-Term Care Primary Care Branch, Association of Family Health Teams of Ontario and other relevant organizations on an ongoing basis.
- Represent SETFHT at events, conferences, workshops etc.
- Foster relations with external physician bodies such as the College of Physicians, medical schools, other FHTs and health care institutions as needed to maintain academic and service relationship.

Qualifications

- A physician working at the South East Toronto Family Health Team;
- Member of the South East Toronto Family Health Organization (FHO);
- Transformational leader with experience leading physician groups;
- Demonstrated commitment to interprofessional care and education;
- Knowledge of quality program development and evaluation of clinical programs;
- Experience leading and managing organizational change; and
- Ability to work co-operatively as member of the FHT.

Skills, Knowledge Requirement

- Exceptional organizational skills;
- Excellent interpersonal and oral/written communication skills;
- Strong problem solving skills;

- Ability to maintain confidentiality and impartiality;
- Capacity to adapt quickly to a fast paced, dynamic work environment;
- High degree of accuracy and attention to detail;
- Proven participatory work style, ability to work independently and with a team (e.g. ability to work effectively with all members of the health care team);
- Ability to prioritize, manage time effectively and be flexible in a very active work environment;
- High level of accuracy and attention to detail; and
- Exercises good judgment.

Compensation

Compensation for the lead physician role to be determined by the SETFHT Board of Directors but will not exceed the approved amount provided by the Ministry of Health and Long-Term Care.

All applicants will be interviewed by the Chair of the Board