

Medical Director's Role Description

Responsibilities of Medical Director

Leadership

- Keep up with current knowledge and practice in medicine relevant to Long Term Care

Administrative

- Liaise with Director of Care and/or Director of Nursing
- Serve as member on the Medical Advisory Committee and other committees as required

Quality Improvement

- Develop, review and revise medical and clinical policies/procedures based on best practice and specific provincial legislation
- Coordinate physician response in the event of a major incident or outbreak
- Advise on infection prevention and control issues and approve specific infection control policies
- Promote a culture of patient safety in your facility
- Participate in the accreditation process

Medical Staff Management

- Collaborate with attending physicians when concerns are raised about his/her patient's care
- Ensure a system is in place for 24/7 medical coverage for patients
- Ensure a process is in place for addressing medical staff who are non-compliant with policies, procedures and bylaws
- Ensure all members of medical staff are aware of responsibilities as attending physicians
- Monitor quality of care provided by attending physicians
- Develop and communicate expectations of attending physicians e.g. Bylaws, rules and regulations covering visits, on call, care conferencing, coverage, etc.
- Collaborate with clinical pharmacy around medication management
- Review prescribing by attending physicians through medication safety/pharmacy reviews

Resident Service Functions

- Participate in the planning of patient care by ensuring the appropriateness of services and treatments

Residents' Rights Functions

- Ensure patients' autonomy is respected in all treatment, medication and end of life decisions
- Confirm appropriate restraint usage

Additional Duties

Leadership

- Work collaboratively with administration on innovations

Quality Improvement

- Support quality improvement planning and the development of quality improvement indicators for potential areas of concern
- Develop quality of care standards in conjunction with the facility administrator and interdisciplinary team
- Attend Quality of Care Committee meetings

Administrative

- Serve as liaison between medical staff, nursing staff, and administration
- Serve as a member on the facility's senior management team

Medical Staff Management

- Assist with physician recruitment and resource planning

Resident Service Functions

- Act as consulting physician to staff and other physicians
- Perform attending physician duties