

Medical Director, Hospice and Palliative Care – Position Description

Pilgrims Hospice Society (PHS) provides supportive and compassionate family-centred care to enhance the quality and dignity of life for those diagnosed with a progressive, life-limiting illness as well as support to those who are grieving the death of a loved one, from any cause.

For 26 years, our community programs have enhanced quality of life for individuals diagnosed with a life-limiting illness, offered respite and support for caregivers, and grief support for adults, children, teens and families facing the death of a loved one from any cause. In early 2018, PHS quietly embarked upon a \$15 million Capital Campaign, raising funds to build Edmonton's first residential community hospice centre, and expanding our support to provide 24/7 end-of-life care in 12 hospice care suites.

Construction of Edmonton's first free-standing residential hospice centre, the Roozen Family Hospice Centre is almost complete, and PHS is excited to move forward in recruiting the organization's first Medical Director.

The Medical Director will be a key member of the PHS Leadership Team, and the successful candidate will have the opportunity to shape the medical model of care for the organization.

This is a 0.4 FTE position reporting to the Executive Director.

Key Responsibilities – First three months

Working closely with the Executive Director and Director, Residential Care, this Medical Director will play a leadership role in:

- Developing the model of medical care, and establishing level of care to be provided
- Engagement of physicians in the care delivery at the Roozen Family Hospice Centre
- Review of Residential Care Policies and Procedures
- Developing program outcome measurement and evaluation
- Collaboration with stakeholders in engaging/integrating the Edmonton Zone multi-disciplined team and others (i.e. Pharmacy) supporting the care provision at the Roozen Family Hospice Centre.
- Awareness building of the residential care program with primary care physicians and specialists in the Edmonton Zone.

Ongoing Responsibilities

Leadership and Supervision:

- Provides oversight of physician services, develops and communicates expectations of attending physicians
- Ensures 24/7 coverage of medical care for residents of the Roozen Family Hospice Centre
- Provides professional education and act as a liaison with other physicians, health care providers and other organizations and individuals with which PHS may interact

- Acts as a medical liaison between the hospice nursing team and attending physicians to address questions, concerns, and ensure patients and families are receiving consistent high-quality care
- Remains current in knowledge and practice in Palliative and Hospice Care
- Participates in resident care conferences including providing relevant information to resident/family related to treatments, procedures and resident self-care requirements
- Collaborates effectively with the nursing team of RNs, LPNs and HCAs
- Liaises with the Director, Residential Care on quality improvement initiatives, education and compliance
- Assists in the development of in-service education and quality assurance programs
- Participates in Accreditation and all other audit processes
- Collaborates with clinical pharmacy around medication management
- Coordinates physician response in the case of an outbreak
- Advises on Infection Prevention and Control
- Attends weekly resident rounds

Public Relations / Presentations:

- Create, revise and make various presentations to the public, physicians and other relevant audiences

Administrative Responsibilities:

- Prepares physician on call schedule to ensure 24/7 coverage
- Participates as a member of the Program and Quality Assurance Committee
- Provides guidance and leadership in ethical matters
- Provides and presents reports to the Executive Director and/or the PHS Board of Directors
- Contributes to the development, revision and implementation of medical policies and procedures

Essential Qualifications

- Minimum of 3-5 years' experience providing Hospice/Palliative End-of-Life Care
- Experience in a leadership/supervision role and in developing a team
- Exceptional interpersonal and communication skills and the ability to work effectively with a wide-range of individuals and stakeholders (interdisciplinary team members, AHS Case Managers, Consultation Team, clients, families)
- Exceptional planning skills
- Ability to handle multiple projects simultaneously
- Demonstrated confidence while public speaking

Certifications

- Must be licensed and in good standing with the College of Physicians and Surgeons of Alberta
- The successful candidate will either have a CCFP with the Certificate of Added Competence (CAC) in palliative care, Royal College certification as a subspecialist in Palliative Medicine, or have a minimum of four years palliative care consultant experience

Qualified applicants are asked to submit their CV via email to Monica Robson, Executive Director, Pilgrims Hospice Society at monicar@pilgrimshospice.com. Applications will be reviewed as received and interviews will begin the week of October 12, 2020.

The anticipated start date for this position is November 2, 2020 and reflects a six week pre-opening planning period.