

POSITION:	Medical Director, eICU	DATE:	September 2005
REPORTS TO:	Vice President, Medical Operations	ANALYST:	Mark
DEPARTMENT:	eICU	REVISED:	
JOB CODE:	6816	REVISED BY:	
AREA #:	397	DOC #:	6816-397.doc

POSITION PURPOSE:

Directs and administers the overall medical activities of the eICU to ensure high quality, cost effective, safe, and comprehensive medical service delivery. Effectively collaborates and facilitates communications with physicians, nurse managers and administration in hospital-based intensive care units.

REPORTING RELATIONSHIP:

- Reports to the Vice President, Medical Operations who in turn reports to the President of the Metro Region. This position has a matrix reporting relationship to the Vice President, Medical Center.
- Reporting to this position are physicians employed and contracted to provide services in the eICU.

ESSENTIAL FUNCTIONS:

- Responsible for directing the medical activities of the eICU to ensure high quality, cost effective, safe and comprehensive medical service delivery.
- Performs human resource responsibilities for physician staff which include interviewing and selection of new employees, promotions, staff development, performance evaluations, salary adjustments, resolution of employee concerns, disciplinary counseling, terminations, and employee morale.
- Assists in the preparation of annual planning, budgeting and staffing.
- Develops and administers policies and procedures in order to ensure effective, quality performance.
- Responsible for appropriate physician staffing to ensure competent and available medical expertise during hours of operation.
- Collaborates with physicians to optimize scheduling, delivery of medical care, and functions as the key liaison with medical staff members.
- Collaborates with operational management to facilitate nursing care and physician-nursing operational issues. Participates in data review and analysis of operational and outcomes metrics.

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- Collaborates with Care Management/Quality leadership to advance hospital/system quality improvement initiatives.
- Interacts with hospital-based physicians, including other Medical Directors, and nurse managers to facilitate the development of best practice standards and professional relationships.
- Establishes and maintains high quality professional standards of intensive care medicine and administer a comprehensive quality improvement program.
- Participates in risk reduction strategies and investigation and resolution of significant events.
- Assists with the development and implementation of performance improvement programs.
- Reviews, investigates and makes appropriate dispositions regarding all complaints and queries concerning contracted physicians; works cooperatively with hospital-based administrators and physicians in the review.
- Responsible for providing clinical care to patients.
- Assists with internal and external marketing services.

NON-ESSENTIAL FUNCTIONS:

The following non-essential job functions are listed to inform you of significant duties and/or skills, which form some of the bases for evaluation for merit increases of employees in this position. This does not exclude consideration of applicants who do not possess the ability to perform those skills or duties upon application:

- Performs other duties as assigned or as necessity dictates.

SPECIALIZED KNOW-HOW & REQUIREMENTS:

- Doctor of Medicine (M.D.) or Doctor of Osteopathy (D.O.) from an accredited school of medicine.
- Current license to practice medicine granted by the State of Wisconsin.
- Five years experience as a practicing critical care physician.
- Board certification in Critical Care Medicine or significant documented equivalent experience.
- Board certification from an appropriate primary Board recognized by the Accreditation Council for Graduate Medical Education (ACGME) or the American Osteopathic Association (AOA).
- Currently have or the ability to obtain unrestricted active/associate membership on at least one of the Aurora hospital medical staffs with unrestricted ICU privileges.
- Ability to obtain eICU staff privileges at all hospitals for which ICU coverage is being provided.
- Advanced business knowledge and understanding.
- Excellent written and oral communication skills.

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- Excellent skills in problem solving, conflict resolution, negotiation and diplomacy.
- Demonstrated effective administrative and interpersonal skills.
- Awareness and support of institutional priorities.
- Proven leadership abilities.
- Five years experience managing a physician group or being a critical care or ICU Medical Director, or equivalent experience in a leadership role with physicians and other health care professionals preferred.
- Proficiency knowledge of performance improvement and quality (data collection and analysis, identification and implementation of process change) preferred.
- Experience and effective implementation of the multi-disciplinary care delivery model preferred.

MENTAL/PHYSICAL REQUIREMENTS:

- Exposed to normal office environment.
- Must be able to sit, stand, walk, lift, squat, bend, and reach above shoulders, and twist frequently during the work shift.
- Must have functional speech, vision, smell, touch and hearing.
- Will be exposed to mechanical, electrical, chemical, and radiation hazards as well as blood and body fluids on a continuous basis; therefore, protective clothing (i.e., gown, mask, goggles, gloves, etc.) must be worn as necessary.
- Position will require travel among Aurora sites and therefore may be exposed to hazardous road and weather conditions.
- Exposed to a normal office environment.
- Operates all equipment necessary to perform the job.