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**Posting #:** 2022 - 013  
**Position:** Medical Director  
**Posted:** June 14, 2022  
**Deadline:** July 13, 2022 Extended to August 31, 2022

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**Medical Director**  
**Contract Agreement - Hours equivalent to 2.0 days/week**

**JOB SUMMARY:**

Carpenter Hospice is an 11-bed home in the heart of Burlington that offers resident-based care to individuals in the last stages of their lives, and community-based programs for individuals dealing with grief or a life-limiting illness. It is an exciting time to be joining Carpenter Hospice as we expand our resident and community services in Burlington and surrounding areas.

Working closely with the Carpenter Hospice and affiliated physicians (Joseph Brant Hospital and family physicians), and in collaboration with the Director of Hospice Care and Quality, the Medical Director provides leadership for medical practice, medical education, quality improvement and scholarship, in the Hospice Resident Care Program.

- Provides advice regarding clinical policies and quality initiatives through the committees of the board of directors
- Provides supports and guidance to the Carpenter Hospice regarding any potential risk and liabilities in relation to clinical care.

**QUALIFICATIONS**

- Medical doctor registered with the Ontario College of Physicians and Surgeons ("the CPSO")
- Holds a Certificate of Professional Competence from the CPSO
- Particularly knowledgeable in the field of palliative care, with advanced certification of expertise in the field
- Provides evidence of insurance from the Canadian Medical Protective Association

**CORE COMPETENCIES**

- Uses evidence-based and high-quality methods, procedures, techniques, and standards for medical care conforming to generally accepted practices and in accordance with Carpenter Hospice's policies regarding quality.
- Complies with all obligations either at law or of the CPSO as required by the CPSO's Practice Guidelines or any other policies that the CPSO may have in place from time to time
- Devotes such time, effort, skill, attention, and energies as may be required by Carpenter Hospice, observing all reasonable instructions given by Carpenter Hospice.

**DUTIES AND RESPONSIBILITIES**

Clinical Leadership 70%

- Ensures medical coverage is provided in the Resident Care program
- Ensures practice is evidence-based and reflects current best practice
- Engages in a collaborative practice with all members of the health care team to support excellence in palliative care for individuals admitted to the hospice and their family



- Collaborative practice may include the development and endorsement of medical directives to support access to the right care, by the right provider, for the right individuals, at the right time
- Liaises with the community and hospital and helps facilitate admissions to the hospice and discharges for in-hospice respite
- Provides oversight of the medical services of the program to ensure an adequate and qualified medical staff for clinical service and 24/7 coverage needs
- Provides coverage and support to hospice staff for provision of medical services in the absence of the attending physician or after normal business hours
- Practices in an equal and collaborative leadership model, working collaboratively with the Director of Hospice Care and Quality for ongoing program development
- Assists the interdisciplinary team (IDT) in developing and implementing a plan of care that is coordinated with the attending physician and attends weekly IDT rounds or ensures presence of physician delegate
- Provides consultation, mentorship, and backup support to staff, other physicians and to non-specialist physicians who choose to follow their patients at the Hospice

#### Education 10%

- Facilitates access to ongoing medical educational opportunities in palliative care
- Supports medical resident teaching
- May participate in the ongoing learning of students and staff from other disciplines
- Engages in opportunities to support education and knowledge transfer to non-specialist palliative care physicians
- Seeks opportunities to promote the vision, mission and values of Carpenter Hospice and palliative care through education, research, scholarship, and community leadership

#### Quality Improvement and Risk Management 10%

- Participates in clinical continuous quality improvements, policy development and review/revision
- Provides supports and guidance regarding any potential risk in relation to clinical care
- Participates in the review of clinical incidents resulting in significant injury or harm to individuals within the residence.

#### Board Support 5%

- Attends as needed meetings of the Board of Directors and provides advice regarding clinical policies and quality initiatives through committees of the Board of Directors

#### Scheduling 5%

- Development and distribution of on-call schedule to support 24/7 access to medical care
- Ensures all physicians meet expectations for regular visits with residents and offsite availability by telephone
- Assumes attending physician status or assigns delegate for individuals without a physician identified as most responsible (orphaned)

#### Other Duties

- The Carpenter Hospice acknowledges that the Medical Director has outside duties and agrees that the performance of any such duties will not be construed as a breach of the foregoing



**OTHER REQUIREMENTS:**

- Ability to work day/ night shifts; weekends and holidays
- Ability to provide a satisfactory current criminal reference check (CPIC) including for Vulnerable Populations prior to hire
- Ability to provide proof of Professional Liability Protection
- Carpenter Hospice has a mandatory COVID-19 immunization policy in place. All applicants will be required to adhere to this policy

Note: Carpenter Hospice does not require mandatory inoculation against influenza, Hep A + B, however we recommend these inoculations and suggest talking to your primary healthcare practitioner about such precautions.

To apply, please email your resume to **[HR@thecarpenterhospice.com](mailto:HR@thecarpenterhospice.com)**

At Carpenter Hospice, we are committed to fostering an inclusive and accessible environment. We are dedicated to building a workforce that reflects the diversity of the community. Should you require accommodation during any phase of the recruitment process, please indicate this in your cover letter. For any assistance, please contact Jane Ottman, Director, Hospice Care & Quality at 905-631-9994 extension 114 or [jottman@thecarpenterhospice.com](mailto:jottman@thecarpenterhospice.com).

We thank all applicants for their interest in Carpenter Hospice. Only qualified candidates selected for interviews will be contacted.