



## MATAWA HEALTH CO-OPERATIVE

# Physician Job Description

## **PURPOSE OF THE POSITION**

Matawa First Nations has established the Matawa Health Co-operative (MHC) in 2017. This provincially incorporated Co-operative consists of the nine Matawa member communities – Aroland, Constance Lake, Eabametoong, Long Lake #58, Ginoogaming, Marten Falls, Neskantaga, Nibinamik, and Webequie First Nations. MHC provides health care services to achieve long-term health and well being for all members within the nine (9) Matawa First Nations.

The Physician is an integral part of the interdisciplinary team and a key part of the client's circle of care (at the Thunder Bay clinic site at the Matawa Training & Wellness Centre and to the Matawa communities, as required). The Physician will provide primary care and chronic disease management services and practice within the full scope of practice as outlined in the Standards of Practice by the College of Physicians and Surgeons of Ontario.

## **RESPONSIBILITIES & DUTIES**

### *Client Care*

- Deliver comprehensive primary health care services to patients of all ages and stages of health or illness.
- Diagnose and treat acute/episodic and chronic illnesses.
- Provide in walk-in clinic services with the interdisciplinary team's support.
- Work with other providers within the Matawa communities to ensure continuity care is provided to Matawa members.
- Utilize an electronic medical record (EMR) and record all relevant client details which is common and accessible to all collaborating team members.
- Monitor the ongoing therapy of clients with stable chronic illness by providing pharmacological and counseling interventions.
- Screen for the presence of chronic illnesses.
- Formulate and communicate medical diagnoses and disorders.
- Arrange for follow-up appointments as required.

### *Referral/Consultation/Collaboration*

- Arrange for external specialist consultations, as needed.
- Provide communication to hospital and community staff and other inter-professional team members as required to ensure a smooth transition for care.
- Consulting and collaborate with the MHC team to ensure optimal client care (i.e., referrals, medical directives).

### *Education and Advocacy*

- Conduct health promotion groups and individual counseling/education (i.e. prediabetes, smoking cessation).
- Teach and mentor medical learners and other MHC team members.

### *Organization*

- Reflecting the MHC vision, mission and core values in their own work with enthusiasm and commitment.
- Act in accordance with relevant legislation and MHC policies, standards and procedures.
- Propose changes within MHC that would improve the quality of services to the Matawa First Nation members and clients.
- Develop and maintain respectful, cooperative working relationships to contribute to the integrated, seamless deliver of services.
- Understand their role and responsibility in maintaining a safe workplace and reducing workplace injuries.
- Collaborate with MHC interdisciplinary team and broader MHC colleagues (i.e., participation on committees) to plan, develop, and implement primary care services provided in the Matawa First Nation Communities and in Thunder Bay.
- Applying Matawa culture, values, traditions and teachings into programming where possible.

## **EDUCATION REQUIREMENTS**

- They must have a Doctor of Medicine (MD) degree and have experience in working in rural and remote communities.
- They must be registered under the College of Physicians and Surgeons of Ontario and the college of Family Physicians of Canada (CFPC) and be in good standing.
- Is an Ontario Medical Association (OMA) member.
- Must have insurance under the Canadian Medical Protective Association (CMPA).

## **QUALIFICATIONS AND REQUIREMENTS**

- Demonstrate ability to create alignment and synergy within an interdisciplinary care team.
- Understands and is aligned with philosophies of care around trauma informed practice, Adverse Childhood Experiences (ACE), the social determinants of health, and issues related to poverty, mental health, and substance use.

- Demonstrates understanding and a commitment to an integrated and team base model.
- Knowledgeable in harm reduction practices and the social determinants of health.
- Experience in providing opioid agonist treatment is an asset.
- Experience in community health & public health is an asset.
- Knowledge of community resources connected to the provision of health promotion and illness prevention related services.
- An engaged team player capable of interacting professionally with an interdisciplinary health care staff at MHC with a collaborative attitude.
- Excellent written, communication, organizational and time management skills with the ability to take initiative and work with limited supervision but within the guidelines of the position.
- Ability to work efficiently, both independently and as part of a multi-disciplinary team.

## **KNOWLEDGE AND SKILLS REQUIREMENTS**

The Physician Services Lead is expected to have a commitment to continuous improvement of the knowledge requirements in accordance with the following:

- Leadership, critical thinking, organizational and communication skills.
- Expertise in developing and maintaining excellent working relationships with all members of the health care team and partner organizations.
- Ability to work in a collaborative practice model.
- Strong health assessment/clinical skills.
- Ability to prioritize, manage time effectively.
- Capacity to adapt quickly to fast paced, dynamic work environment.
- High degree of accuracy and attention to detail.
- Electronic documentation of health records.
- Knowledge of various computer systems and applications (ie. Microsoft applications like Word, Office, Teams, etc.).

## **WORKING CONDITIONS**

### **Physical Demands:**

- May have to lift, carry and manage equipment and supplies.
- May have to work odd or long hours at a time to complete special requests or projects.
- May have to spend long hours sitting and using office equipment, computers and attending meetings.
- May involve exposure to persons with contagious or infectious illnesses and requires constant attention to infection control procedures.

### **Environmental Conditions**

- May find the environment to busy and/or noisy.
- May have to travel to Matawa First Nation communities in all weather conditions.
- May have to manage a number of projects at one time, and may be interrupted frequently.
- Will need excellent organizational, time and stress management skills to complete the required tasks.

### **Sensory Demands**

- Will spend an adequate amount of time with use of a computer and may experience eye strain and occasional headaches.

### **Mental Demands**

- Will have to manage a number of requests and projects at one time.
- May have to complete a number of tasks and responsibilities at one time.
- Must be prepared to be on-call to deal with emergencies and stressful situations at any time.

### **Other Requirements**

- Must be able to perform work duties with minimal supervision.
- Must be willing to work in a team setting.
- Must provide a current Criminal Record Check and Vulnerable Sector Search.
- Ability to satisfactorily pass a Tuberculin (TB) Skin Test.
- Must have a valid driver's license.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

I certify that I have read and understand the responsibilities assigned to this position.

\_\_\_\_\_  
Supervisor's Title

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

I certify that this job description is an accurate description of the responsibilities assigned to the position.

\_\_\_\_\_  
Chief Executive Officer's Signature

\_\_\_\_\_  
Date

I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.