

UW HEALTH POSITION DESCRIPTION

Medical Director, Preanesthesia Assessment Clinic	
Department (if applicable):	Anesthesiology
Reports to (Name & Title):	Chief Medical Officer, UW Health
Administrative Hours (based on 50 hr work week):	10 (.2 FTE)
POSITION SUMMARY	
<ol style="list-style-type: none"> 1. Provide physician leadership, in partnership with the clinic's manager and relevant surgical and procedural stakeholders, for the UW Health Preanesthesia Assessment Clinic. 2. Develop and lead a UW Health Preanesthesia Assessment Steering Committee inclusive of all key stakeholders in the clinic's development and operations to meet every other month. 3. In partnership with UW Health Preanesthesia Assessment Clinic nurse manager and other relevant stakeholders, develop a best-practice, patient-centered model for pre-anesthesia assessment and perioperative care and the corresponding business plan to support this model. 4. Related to the above and in partnership with relevant stakeholders, develop associated metrics for the Preanesthesia Assessment Clinics operations for clinical outcomes, cost containment, operational efficiency, and patient experience, and others as identified by UW Health system leadership. Monitor these metrics and develop improvement plans, as needed. 5. Oversee, in association with the clinic's nurse manager, overall business planning and operational activities inclusive of budgeting, revenue and cost management, reimbursement, quality management, performance improvement, marketing and community education, and human resource management. 6. Working with the relevant stakeholders, develop and implement preanesthesia and perioperative best-practice guidelines to optimize the medical management of patients across the perioperative continuum, for example, ERAS protocols for specific patient populations, prehabilitation, risk stratification and preanesthesia optimization. Develop related metrics and monitor compliance with and outcomes of these guidelines and protocols. 7. Identify and develop relationships with specialists and primary care providers involved in the perioperative management of patients requiring anesthesia for surgical and procedural care to optimize perioperative care across the care continuum, preop, intraop, postop across the transitions from outpatient to inpatient and post-discharge, as applicable. 8. Coordinate and communicate perioperative initiatives across all clinical specialties and hospital departments that interface with perioperative care. 9. In partnership with relevant stakeholders, develop related patient education plans. 10. Integrate education of relevant learners and scholarship opportunities into the PAC practice setting. 11. Provide medical leadership for annual quality improvement initiatives within the perioperative spectrum as it relates to anesthesia care. 12. Along with relevant stakeholders, identify and review marketing trends, clinical best practices, and develop future plans for initiatives for UW Health Preanesthesia Assessment Clinic. 	
ROLES AND RESPONSIBILITIES	
<p>The expectation of UW Health Medical Directors is to provide leadership to their program/area(s) that results in the consistent and successful delivery of "Remarkable Healthcare" that is high quality, cost efficient, and delivered in a way that is highly satisfying for patients, providers, and staff. Medical Directors are expected to develop and demonstrate all UW Health Leadership Competencies and lead within their program/area(s) using the UW Health Way.</p> <p>Each Medical Director has particular areas of emphasis for their role but ensuring the provision of "Remarkable Healthcare" is a shared responsibility. In support of delivering "Remarkable Healthcare", Medical Directors promote excellence in both culture and performance management. Medical Directors are expected to perform standard work that supports this achievement.</p>	

Each Medical Director will work with their administrative partners and/or leader to establish and maintain a culture that values and embraces the team-based care model. This partnership will create a work environment that is patient-centered, values each team member as uniquely important, is collegial, collaborative, and promotes job satisfaction and retention.

Each partnership will maintain in-depth knowledge of their area's performance on key measures as defined by organizational leadership. The partners will identify opportunities for improvement, maintain an active action plan, and use the UW Health Way to drive changes that improve performance in needed areas.

Daily:

- Lead with humility and a focus on service to others (staff, providers, patients, and organization)
- Lead by example in knowing, communicating, supporting, and reinforcing the goals we are trying to achieve in aligning with our UW Health Strategic Plan
- Maintain a positive and optimistic attitude while maintaining open communication channels with all providers and staff
- Ensure that UW Health standard processes and clinical guidelines are communicated, followed, and Service Standards are being met, as applicable
- Address and resolve problems and conflicts that arise in a timely fashion
- Ensure providers and staff are fulfilling their job expectations and meeting Service Standards while coaching those who are not meeting expectations, as applicable

Monthly:

- Proactively ask providers and staff about the program or area culture and any concerns they have
- Review the applicable clinical quality, safety, cost, and patient experience indicators for the area and closely manage their performance
- Review action plans for improvement with your administrative partner and summarize the results, findings, and address any barriers to progress at your monthly meeting
- Celebrate success, understand barriers and root causes of failure, champion ongoing improvement efforts; share necessary updates with leadership team members

Biannually:

- Formally review culture at a regular meeting
- Update the action plan for your area, communicate the plan and rationale for its choices to leadership

Annually:

- Identify opportunities for staff and providers to optimally use their skills to assist the program or area and achieve their personal career goals
- In compliance with annual CMS Reporting, complete a time study as directed by UW Health physician leadership

Episodic:

- Support all new initiatives, be a partner in implementation within your program or area, and continually improve your local processes while providing feedback to leadership where opportunities exist to make improvements
- Be available to coach/mentor subordinates to find timely solutions to their problems, as applicable
- Consistently and actively participate in departmental and other appropriate leadership meetings and retreats as set by UW Health leadership
- Other activities and leadership as needed

REQUIREMENTS

Education	Minimum	M.D. or D.O.
	Preferred	
Work Experience	Minimum	Two years as a Board Certified anesthesiologist
	Preferred	Five years as a Board Certified anesthesiologist
Licenses & Certifications	Minimum	Board certified with active medical license
	Preferred	

Medical Specialty Required for this role (if applicable):	Anesthesiology
Required Skills, Knowledge, and Abilities	<ul style="list-style-type: none"> • Depth of understanding related to the preoperative assessment and perioperative management of surgical patients. • Effective leadership abilities <ul style="list-style-type: none"> ○ Record of initiating change and innovation ○ Strategic thinking, planning and problem solving ○ Superior communication skills, both in written and verbal presentation • Effective human relations abilities to effect collaborative alliances and promote teamwork and ensure a high level of internal and external patient satisfaction and engagement. • Ability to succeed in a complex environment where decision-making may be diffuse and ambiguous. • A high degree of professionalism and competency dealing with a variety of individuals. • Conflict management and resolution skills. • Driven to improve patient experience, patient outcomes, quality and safety while decreasing costs advancing the missions of education and research.