



JOB DESCRIPTION

Title: Deputy Chief Medical Officer (DCMO)

Reports To: Chief Medical Officer (CMO)

Direct Reports: Physician Chairs and Administrative Assistant

SUMMARY:

The DCMO provides leadership in support of Sheikh Khalifa Medical City's (SKMC's) Physicians, Allied Health Professionals and clinical care services.

MINIMUM QUALIFICATIONS

- 5 – 10 years of Physician leadership experience preferred.
- MD required. MBA preferred.

DUTIES AND RESPONSIBILITIES:

1. In conjunction with the CMO, develops strategic clinical initiatives for SKMC.
2. Partners with the CMO to support their management of SKMC's clinical services.
3. Along with Medical Chairs manages the day to day operations of all Physician and Allied Health activity at SKMC.
4. In cooperation with the Medical Chairs assists in the management of the clinical care components of their departments.
5. Works with the department's Medical Chairs to implement clinical objectives.
6. As a member of SKMC's Management Team works to support SKMC's Vision and Mission.
7. As a member of SKMC's Management Team supports other leaders in the organization regarding the creation and implementation of SKMC initiatives.
8. Manages employment matters pertaining to Physicians and Allied Health Professionals working at SKMC.
9. Works in and supports the Office of Professional Staff Affairs (OPSA).
10. Supports Physician as well as paramedical personnel recruitment operations and initiatives.
11. Works to create innovative recruiting techniques and programs.
12. Supports all education and training programs for Physician staff.
13. Works to create innovative education and training programs for Physician staff.
14. Supports SKMC's Intern and Residency Programs.
15. Develops and modifies, as needed, metrics and dashboards for each physician, division and department, standards for productivity, patient and staff satisfaction.
16. In conjunction with the CMO, handles disciplinary issues involving physicians.
17. Works with the COO to support clinical projects and programs.
18. Responsible for divisional and department budget oversight.
19. Works to develop improved processes to address patient access. Represents SKMC and the CMO at the SEHA and HAAD organized joint meetings.
20. Carries out/assists in the annual appraisal process for the physicians.

21. Represents SKMC administration and the CMO in communicating Mission, Vision, Values and the common goals to the medical staff.

